

GENERAL PURPOSES COMMITTEE



Date: Tuesday, 29 May 2018

Democratic and Members' Services
Fiona McMillan
Deputy Monitoring Officer

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. Notification of Chairman/woman and Vice-Chairman/Woman
2. Apologies for absence and declarations of interest
Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>
3. Minutes - 27th March 2018 and Action Log 5 - 16
4. Petitions

OTHER DECISION

5. Finance and Performance Report - Outturn 2017-18 17 - 26

KEY DECISIONS

- | | | |
|----|--|----------------|
| 6. | Integrated Resources and Performance Report for the Year Ending 31st March 2018 | 27 - 72 |
| 7. | Cambridgeshire Public Service Network EastNet Re-Procurement | 73 - 78 |

[The Appendix to this report is confidential. If members wish to discuss this appendix, it will be necessary to exclude the press and public as detailed in item 13 below]

- | | | |
|----|--|----------------|
| 8. | Cambridgeshire County Council Children's Services' IT Systems | 79 - 86 |
|----|--|----------------|

OTHER DECISIONS

- | | | |
|-----|---|------------------|
| 9. | Single Equality Strategy 2018-2022 | 87 - 108 |
| 10. | Treasury Management Quarter Four | 109 - 130 |
| 11. | Constituent Council Consent for Business Rates Supplement Order and Devolution of Adult Education Powers for the Cambridgeshire and Peterborough Combined Authority | 131 - 158 |
| 12. | General Purposes Committee Agenda Plan, Training Plan and Appointments to Outside Bodies, Partnership Liaison and Advisory Groups, and Internal Advisory Groups and Panels | 159 - 210 |
| 13. | Exclusion of Press and Public | |

To resolve that the press and public be excluded from the meeting on the grounds that the agenda contains exempt information under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed - information relating to the financial or business affairs of any particular person (including the authority holding that information)

The General Purposes Committee comprises the following members:

Councillor Steve Count (Chairman) Councillor Roger Hickford (Vice-Chairman)

Councillor Anna Bailey Councillor Ian Bates Councillor Simon Bywater Councillor Steve Criswell Councillor Lorna Dupre Councillor Derek Giles Councillor Peter Hudson Councillor David Jenkins Councillor Elisa Meschini Councillor Lucy Nethsingha Councillor Josh Schumann Councillor Mathew Shuter and Councillor Joan Whitehead

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

Clerk Name: Michelle Rowe

Clerk Telephone: 01223 699180

Clerk Email: michelle.rowe@cambridgeshire.gov.uk

The County Council is committed to open government and members of the public are welcome to attend Committee meetings. It supports the principle of transparency and encourages filming, recording and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites (such as Twitter and Facebook) to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chairman of the Council and political Group Leaders which can be accessed via the following link or made available on request: <http://tinyurl.com/ccf-film-record>.

Public speaking on the agenda items above is encouraged. Speakers must register their intention to speak by contacting the Democratic Services Officer no later than 12.00 noon 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 <https://tinyurl.com/ProcedureRules>.

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GENERAL PURPOSES COMMITTEE: MINUTES

Date: Tuesday, 27th March 2018

Time: 10.00a.m. – 11.05a.m.

Present: Councillors Bailey, Bates, Bywater, Count (Chairman), Criswell, Giles, Hickford, Hudson, Jenkins, Kavanagh, Nethsingha, Schumann, Shuter, Whitehead and Williams (substituting for Councillor Dupre)

Apologies: Councillor Dupre

71. DECLARATIONS OF INTEREST

There were no declarations of interest.

72. MINUTES – 23RD JANUARY AND 2ND MARCH 2018 AND ACTION LOG

The minutes of the meetings held on 23rd January and 2nd March 2018 were agreed as a correct record and signed by the Chairman. The action log was noted.

73. PETITIONS

No petitions were received.

74. FINANCE AND PERFORMANCE REPORT – JANUARY 2018

The Committee was presented with the January 2018 Finance and Performance report for Corporate Services and LGSS Cambridge Office, which was forecasting an underspend of £1.6m. One Member queried the fact that the Resources Directorate was expected to overspend by £75k at year end due to additional costs from an externally commissioned investigation which was nearing conclusion. The Chairman reported that the investigation was looking at the Fenland, East Cambridgeshire and Huntingdonshire Associations for Community Transport. The outcome of the investigation would be reported to a committee.

It was resolved unanimously to review, note and comment upon the report.

75. INTEGRATED RESOURCES AND PERFORMANCE REPORT FOR THE PERIOD ENDING 31ST JANUARY 2018

The Committee received a report detailing the financial and performance information to assess progress in delivering the Council's Business Plan. The overall revenue budget position was showing a forecast year-end overspend of +£4.1m, which was a decrease of £225k from December. It was noted that the budget for People and Communities had remained stable this month even given the winter pressures. However, it was important to note that the position would be worse next month due to the impact of winter maintenance and gritting at year end. Members would also be updated next month on the

position of LGSS Law Limited which was likely to be worse. Attention was drawn to the few changes to the Capital Programme, which needed updating since being reported to full Council.

In considering the report, individual Members raised the following:

Outcomes (page 45)

- queried why the outcome for the “People live in a safe environment” indicator had got worse. The Director Corporate and Customer Services reported that Section 5.2 explained the reason for the decrease in performance, which reflected slippage in the Local Highways Initiative Programme due to lack of capacity. It was noted that this funding would be carried forward to the next financial year. The Chairman reported that the nature of the programme had changed from being reactive to the community working up projects, and as such the programme was likely to speed up in future years. Prior to this change alterations to LHI bids post acceptance had been the primary cause for the capacity issues. The same Member commented that she had been waiting for over two years for an initiative from the programme to be implemented in her Division. This comment was supported by another Member. The Chairman of Highways and Community Infrastructure Policy and Service Committee asked the Member to provide him with details in order to investigate. He reported that the Committee had been informed that the only schemes outstanding were from last year. He explained that it usually took no more than one year and four months to complete a scheme. **Action Required.**
- queried why the outcome for the “Places that work with children help them to achieve their potential” indicator had got worse. The Director Corporate and Customer Services reported that this related to the percentage of year 12 children in learning, which had been incorrectly marked as green in the last report when it should have been amber. However, the target for this indicator was being reviewed as the Council was performing better than its statistical neighbours and the England average. The Chairman added that the target was 96.5% and the Council had recorded 96.1%, which had not actually changed since last month.
- queried the fact that the outcome “Older people live well independently” was 50% off and 50% on target but was marked as “increasing”. The Director Corporate and Customer Services agreed to investigate and report back. **Action Required.** The Chairman highlighted the need to change “increasing” and “decreasing” to “improving” and “worsening”. **Action Required.**

Mitigations (page 49)

- complimented the good work which had taken place in relation to mitigations totalling £6.2m. The same Member requested a total list and the expectation of the amount to be delivered.

Key Exceptions (page 51)

- queried the use of the word “re-invested” in relation to Highways income. One Member reported that it was possible to re-invest capital but not revenue. It was noted that this additional income related to Development Control Funding. It was queried why it could not be classified as re-investment. The Chairman asked the Head of Finance to clarify via e-mail. **Action Required.**
- queried the wording around section 3.2.1 relating to Highways Other and section 6.5.1 relating to Highways Maintenance. The Head of Finance acknowledged that the wording was confusing and did not explain that there had been an underspend in Highways and overspend in Waste.
- queried the amount the Council had recently received from the Government for highway repairs. The Chairman confirmed that the Council’s allocation was available on the Government’s website.

Key Exceptions (page 57)

- queried whether there would be an increase in spend for the Ely Crossing given the underspend predicted for 2017/18. The Chairman reported that this was an in-year underspend which would be carried over to next year. As it was likely that the overall project costs could be more, he requested information be circulated once it became available. **Action Required.**

Prudential Borrowing (page 61)

- requested a list of prudential borrowing and what it meant for the total bill. The Chairman acknowledged the need for a table, in future, to identify the indicative cost to the revenue account of an increase in prudential borrowing. **Action Required.**
- welcomed the additional £495k of prudential borrowing in 2018/19 for the replacement of computers and equipment in libraries but expressed concern at the cost of just under a £1,000 per computer. The Chief Finance Officer (CFO) reported that the figure reflected connectivity and software installation costs. The Chairman acknowledged that it seemed excessive and whilst he did not want to delay the expenditure, there was a need to understand it fully, and what people used the computers for. He therefore proposed, with the agreement of the Committee, to amend recommendation g) to add “up to” after approve, and to delegate authority to the Council’s CFO, in consultation with the Chairman of General Purposes Committee, to implement the spend. The CFO also agreed to send an e-mail explaining the cost. **Action Required.**
- welcomed the investment in the St Ives Smart Energy Grid, and queried how this related to the national government investment, which had been considered at a recent meeting of Commercial and Investment (C&I) Committee. The Chairman of C & I Committee reported that the funding

for this project had been allocated. However, it would act as a vanguard for other sites, which would involve drawing down other funding.

- queried the request for additional funding to fund the in-year pressures on the Capitalisation of Corporate Redundancies budget. The CFO reported that the figure identified in the base budget had been a best estimate. He explained that there were more redundancies than those identified in the Business Plan. The same Member asked whether the Chairman of Staffing and Appeals Committee could consider the programme of redundancies at a future meeting of the Committee. **Action Required.**

Corporate Risk Register Summary (page 79)

- queried the time horizon for the Corporate Risk Register summary, as it did not include the Cambridgeshire Guided Busway. It was noted that this item would be included on the relevant Committee risk register, as this register reflected corporate risks only. The Chairman added that it could be moved to GPC if the risk hit a particular threshold. It was noted that the Register reflected a twelve month timeframe. It was reviewed regularly and presented to the Committee on a quarterly basis. The Chairman acknowledged that whilst the Register reflected a twelve month timeframe, it included longer term risks such as the ability to deliver the five year Business Plan.

The Vice-Chairman urged the Committee to ask technical clarification questions outside of the meeting; the answers could then be shared with the Committee.

It was resolved unanimously to:

- a) Analyse resources and performance information and note the significant remedial action being taken.
- b) Approve an additional £171k of prudential borrowing in 2017/18 for the Shire Hall relocation project, as set out in section 6.8.
- c) Note the changes to capital funding and prudential borrowing requirements as set out in section 6.8.
- d) Approve an additional £359k of prudential borrowing in 2017/18, to offset the increased use of capital receipts for additional capitalisation of redundancies as set out in section 6.9.
- e) Approve an additional £196k of prudential borrowing in 2017/18 for capitalisation of feasibility work originally included in the St Ives Smart Energy Grid Business Case, as set out in section 6.10.
- f) Approve an additional £75k of prudential borrowing in 2018/19 for adaptations work on the Scaldgate Youth and Community Centre, as set out in section 6.11.

- g) Approve up to an additional £495k of prudential borrowing in 2018/19 for replacement of computers and equipment as part of the Libraries People's Network refresh, as set out in section 6.12, and delegate authority to the Council's Chief Finance Officer, in consultation with the Chairman of General Purposes Committee, to implement the spend.

76. INSURANCE TENDER – COUNCIL LIABILITY INSURANCE

The Insurance Manager introduced a report seeking approval for the delegation of authority for the tendering and letting of the Council's liability and property owner insurance contracts. These were likely to be valued in excess of £500k per annum and to run for a minimum of 24 months, to the Council's CFO, in consultation with the Chairman of GPC. It was noted that existing contracts of insurance for liability and property owner risks were due to expire on 30 September 2018. It was proposed to issue the tender to the market in the next few weeks with responses due in June 2018 for assessment and a decision by July 2018. The new contracts of insurance would commence on 1st October 2018.

One Member commented that this process could have a significant impact on the Council's Corporate Priorities if not handled well, which should be reflected in the report. Another Member queried the length of the Long Term Agreement, which was two years to be extended annually. He also queried the 'Burning Cost Ratio' (The ratio of losses that an insurer had to cover by contract to premium income), and was informed that it was 60% with an expectation of increased premiums.

It was resolved unanimously to:

approve the delegation of authority to the Council's Chief Finance Officer, in consultation with the Chairman of General Purposes Committee, to agree and let contracts for the provision of liability and property owner insurance to the Council commencing 1st October 2018.

77. TRANSFORMATION FUND MONITORING REPORT QUARTER 3 2017/18

The Committee considered a reported outlining progress in delivery of the projects for which transformation funding had been approved at the end of the third quarter of the 2017/18 financial year. Attention was drawn to the overview of the programme detailing the status of schemes, and information detailing schemes which were not on track. Members noted the complicated situation in relation to the 'Dedicated Reassessment Team – Learning Disabilities', which was marked as amber. Attention was drawn to a number of saving opportunities on page 95 which would be linked together to improve effectiveness. Members were advised that C&I Committee had approved the Cambridgeshire Lottery, which would be used to fund new activity.

In considering the report, individual Members raised the following:

- expressed surprise as to whether Figure 1: Transformation Programme Overview represented the whole programme, as it only showed 18

schemes. The Chairwoman of Adults Committee asked officers to provide information detailing all schemes. **Action Required.**

- highlighted in relation to 'Specialist Support for Adults with Autism to increase their independence' the need to consider how the Council could make people's lives better. It was important to measure this impact as well as the financial impact. The Chairman confirmed the importance of taking other issues into consideration. However, he acknowledged that it could be difficult to capture in the narrative. The CFO reminded the Committee that the purpose of the report was to report on investments in financial terms, which was why the report was structured accordingly. However, other outcomes would be considered as part of long term evaluations at closedown. A review of the entirety of the business case would take place at the end of the investment process. The Chairwoman of Adults Committee reported that there were lots of case studies, which provided examples of outcomes. The Chairman asked officers to consider how a small summary could be integrated into future reports. **Action Required.**
- queried the reasons for the significant staff turnover in relation 'Dedicated Reassessment Team – Learning Disabilities'. The Chairman asked for an e-mail to be circulated to the Committee. **Action Required.**
- queried the likely effectiveness of a Cambridgeshire Lottery given the downturn of participants in the National Lottery.
- the need to consider how the Council reflected the return on investment i.e. net or gross in Figure 1: Transformation Programme Overview. **Action Required.**

It was resolved unanimously to:

note and comment on the report and the impact of Transformation Fund investment across the Council.

78. TREASURY MANAGEMENT REPORT - QUARTER THREE

The Committee considered the third quarterly update on the Treasury Management Strategy 2017-18, approved by Council in February 2017. Attention was drawn to a small movement in the base rate. Further increases were expected and the Council's Advisors were indicating that there would be a change in December. Members noted the analysis of borrowing and investments. They were also advised that the sign off of the Joint and Several Framework Agreement for the Municipal Bonds Agency had taken place. It was expected that bond issuance would take place shortly. It was noted that the overall borrowing position was lower than planned due to the sale of land assets to 'This Land'. The Council was behind what had been anticipated but would catch up in 2018/19.

One Member queried whether the report should state that the Monetary Policy Committee suggests two more 0.25% rises by 2019 and not 2020. The CFO reported that he disagreed with the advisors and expected rises in 2019.

He reported that as shown in the papers the Council was carrying a significant amount of short term debt, which would be exposed to increases, opportunities to restructure debt were monitored continuously and appropriate mitigation measures were taken as and when the opportunities arose.

Another Member queried the arrangements for repaying debt. The CFO explained that the Council did not have to repay the physical loan. It could let it run until expiry and then take the best option. Some would be repaid but it would depend on increasing or decreasing rates. One Member reminded the Committee of a line in the Business Plan relating to borrowing to invest to bring in income. She queried at which point a loan would cease to bring in income. The CFO reported that an assumption of £3.5/£4m had been made for commercial acquisitions predicated on a risk profile, which reflected a return of 5/6% for each investment in net terms. The Chairman added that this return was fixed and if the market changed the C&I Committee would need to reconsider the threshold.

One Member queried whether the Council should just restrict investments to Cambridgeshire. The Chairman of C & I Committee reminded the Committee of the Council's Investment Strategy detailing how and where it should invest. He explained that the risk profile was considered at C&I Committee. The CFO highlighted the importance of diversification and the need to spread risk. He explained that returns just focused in Cambridgeshire were harder to get than anywhere else in the country.

It was resolved unanimously to note the Treasury Management Report.

79. MEMBER CHAMPION FOR EVIDENCE-INFORMED POLICY

The Committee received a report detailing a proposal to appoint a Member Champion for Evidence-Informed Policy. Attention was drawn to the background to the proposal, which was based on the 'Policy Challenges' pilot involving Cambridge University Science and Policy Exchange. In order to carry the work forward to the next phase, it was recommended that Councillor Ian Manning be appointed as a Member Champion for Evidence-Informed Policy. This would allow him to build on existing relationships with the University of Cambridge, and other such institutions in Cambridgeshire.

One Member, whilst in favour of involving students, expressed concern that this work was small scale and did not provide concrete evidence. She therefore commented that it should not be classified as 'Evidence-Informed Policy', as it was more about collaboration. Another Member welcomed any additional evidence to help Councillors make decisions. The importance of the evidence would be dependent on how much weight Councillors gave to it. The Chairman of Children and Young People Committee thanked Councillor Manning for his involvement, which were echoed by the Chairman. He reported that he was going to meet the Universities in the next few weeks. The Chairman reported that he was comfortable with the proposal even though it was developing and improving.

In response to a query, the Committee was reminded that the work would not relate exclusively to the University of Cambridge.

It was resolved unanimously to approve:

- a) the establishment of the role of Member Champion for Evidence-Informed Policy.
- b) the appointment of Cllr Manning as Member Champion for Evidence-Informed Policy.

80. GENERAL PURPOSES COMMITTEE AGENDA PLAN, TRAINING PLAN AND APPOINTMENTS TO OUTSIDE BODIES, INTERNAL ADVISORY GROUPS AND PANELS, AND PARTNERSHIP LIAISON AND ADVISORY GROUPS

The Committee considered its agenda plan, training plan and appointments to Outside Bodies.

It was resolved unanimously to:

- a) review its Agenda Plan attached at Appendix 1; and
- b) review and agree its Training Plan attached at Appendix 2.

Chairman

**GENERAL PURPOSES
COMMITTEE**

Minutes-Action Log



Introduction:

This log captures the actions arising from the General Purposes Committee on 27th March 2018 and updates members on the progress on compliance in delivering the necessary actions. This is the updated action log as at 18th May 2018.

Minutes of 27th March 2018

| Item No. | Item | Action to be taken by | Action | Comments | Completed |
|-----------------|--|------------------------------------|---|--|------------------|
| 75. | Integrated Resources and Performance Report for the period ending 31st January 2018 | Cllr J Whitehead/ Cllr M Shuter | Cllr Whitehead to provide Cllr Shuter with the detail of a Local Highways Initiative Scheme in her Division, which had not been delivered for over two years. | Cllr Whitehead contacted Cllr Shuter on 18 May 2018. | Yes |
| | | T Kelly | The need for a table to identify the indicative cost to the revenue account of an increase in prudential borrowing. | Table included Agenda Item No.6. | Yes |

| | | | | | |
|--|--|----------|--|---|-----|
| | | C Malyon | The Chief Finance Officer to send an e-mail explaining the cost behind the replacement of computers and equipment as part of the Libraries People's Network refresh. | GPC received an e-mail from the Deputy Chief Executive on 16 May 2018 with the relevant detail. | Yes |
| | | S Grace | To investigate why the outcome "Older people live well independently" was marked as "increasing" when it was 50% off target and 50% on target. | We have provided a more comprehensive update on the year-end, or year to date position, on all the Outcome KPIs in the IRPR report for the 29 May GPC. This set includes the detail for this Outcome. | Yes |
| | | S Grace | The need to change "increasing" and "decreasing" to "improving" and "worsening". | This was discussed at Strategic Management Team who requested that this be amended to 'improving' and 'decreasing' rather than 'worsening'. This change has been reflected in the IRPR report for 29 May GPC. | Yes |
| | | T Kelly | Queried the classification of the additional Highways income and why then it should not be classified as a re-investment. The Head of Finance to clarify via e-mail. | E-mail to GPC sent 3 rd May 2018. | Yes |
| | | G Hughes | Requested information on the future project costs for the Ely Crossing. | The forecast of outturn costs on the scheme was discussed with Members and included in the Economy and Environment Committee report of 12th April 2018. | Yes |

| | | | | | |
|-----|--|-----------------------|---|---|-----|
| | | Cllr Schumann | The Chairman of Staffing and Appeals Committee to consider whether the programme of redundancies should be on the agenda for a future meeting of the Committee. | A report regarding redundancy, employment terms (i.e. probation periods) and appointment levels in which members are involved with will come to a future meeting of the Staffing and Appeals Committee. | Yes |
| 77. | Transformation Fund Monitoring Report Quarter 3 2017/18 | A Askham/ J Turner | The need to provide information detailing the whole programme as part of Figure 1: Transformation Programme Overview. | The report only relates to the schemes that have agreed Transformation Fund investment which is currently 18 schemes. E-mail circulated to GPC Members 11/4/18 to confirm this. | Yes |
| | | A Askham/ J Turner | The need to integrate a small summary of outcomes in future reports. | This is being looked at to incorporate in future monitoring reports. | Yes |
| | | A Askham/ J Turner | The need to circulate an e-mail detailing the reasons for the significant staff turnover in relation 'Dedicated Reassessment Team – Learning Disabilities'. | Circulated by e-mail to GPC Members 11/4/18. | Yes |
| | | A Askham/ J Turner | The need to consider how the Council reflected the return on investment i.e. net or gross in Figure 1: Transformation Programme Overview. | This is being looked at to incorporate in future monitoring reports. | Yes |

FINANCE AND PERFORMANCE REPORT – OUTTURN 2017-18

To: **General Purposes Committee**

Meeting Date: **29th May 2018**

From: **Director of Corporate and Customer Services**
Chief Finance Officer

Electoral division(s): **All**

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

Purpose: **To present to General Purposes Committee (GPC) the Outturn 2017-18 Finance and Performance Report for Corporate Services and LGSS Cambridge Office.**

The report is presented to provide GPC with an opportunity to comment on the financial and performance outturn position, as at the end of 2017-18.

Recommendation: **The Committee is asked to review, note and comment upon the report.**

| <i>Officer contact:</i> | | <i>Member contacts:</i> | |
|--------------------------------|--|--------------------------------|--|
| Name: | Tom Kelly | Names: | Councillors Count & Hickford |
| Post: | Head of Finance | Post: | Chair/Vice-Chair |
| Email: | Tom.Kelly@cambridgeshire.gov.uk | Email: | Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: | 01223 703599 | Tel: | 01223 706398 |

1. BACKGROUND

- 1.1 General Purposes Committee receives the Corporate Services and LGSS Cambridge Office Finance and Performance Report at all of its meetings, where it is asked to both comment on the report and potentially approve recommendations, to ensure that the budgets and performance indicators for which the Committee has responsibility, remain on target.

2. MAIN ISSUES

- 2.1 Attached as **Appendix A**, is the Outturn 2017-18 Finance and Performance report.

2.2 Revenue:

At the end of 2017-18, the year end position for Corporate Services (including the LGSS Managed, Deputy Chief Executive and Financing Costs) was an underspend of £1.8m. There was one new significant outturn variance (over £100k) to report.

The year end position for the LGSS Cambridge Office was an overspend of £116k and there were no new significant outturn variances (over £100k) to report. This element of the budget is monitored by the LGSS Joint Committee and is not the responsibility of General Purposes Committee.

The year end position for Financing Costs was an underspend of £2.0m and there were no new significant outturn variances (over £100k) to report.

2.3 Capital:

The year end position for Corporate Services, Transformation and LGSS Managed was an underspend of £919k on capital budgets.

There was in-year slippage of £689k on Corporate Services, which represented an under-utilisation of the Capital Programme Variation budget of £283k, resulting in an outturn position of £407k at year end. In-year slippage for LGSS Managed exceeded the Capital Programme Variation budget of £570k, therefore there was an underspend of £511k at year end.

The year end position for LGSS Operational was an underspend of £92k on capital budgets. In-year slippage of £134k exceeded the Capital Programme Variation budget of £42k, therefore there was an underspend of £92k at year end.

2.4 Performance:

Corporate Services / LGSS Cambridge has 13 performance indicators for which data is available. At the end of 2017-18 7 indicators were at green, 3 at amber and 3 at red status.

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

This report sets out details of the overall financial position for Corporate Services / LGSS and this Committee.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

| Implications | Officer Clearance |
|---|--------------------------|
| | |
| Have the resource implications been cleared by Finance? | N/A |
| | |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | N/A |
| | |
| Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law? | N/A |
| | |
| Have the equality and diversity implications been cleared by your Service Contact? | N/A |
| | |
| Have any engagement and communication implications been cleared by Communications? | N/A |
| | |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | N/A |
| | |
| Have any Public Health implications been cleared by Public Health | N/A |

| Source Documents | Location |
|---|---|
| CS and LGSS Cambridge Office Finance & Performance Report (Outturn 2017-18) | 1 st Floor, Octagon, Shire Hall, Cambridge |

Corporate Services and LGSS Cambridge Office**Finance and Performance Report – Outturn 2017/18****1. SUMMARY****1.1 Finance**

| Previous Status | Category | Target | Current Status | Section Ref. |
|-----------------|------------------------|---------------------------------|----------------|--------------|
| N/A | Income and Expenditure | Balanced year end position | Green | 2.1 – 2.4 |
| N/A | Capital Programme | Remain within overall resources | Green | 3.2 |

1.2 Performance Indicators – Current status: (see section 4)

| Monthly Indicators | Red | Amber | Green | Total |
|--------------------|-----|-------|-------|-------|
| | | | | |

2. INCOME AND EXPENDITURE**2.1 Overall Position**

¹ The budget figures in this table are net, with the 'Original Budget as per BP' representing the Net Budget column in Table 1 of the Business Plan for each respective Service.

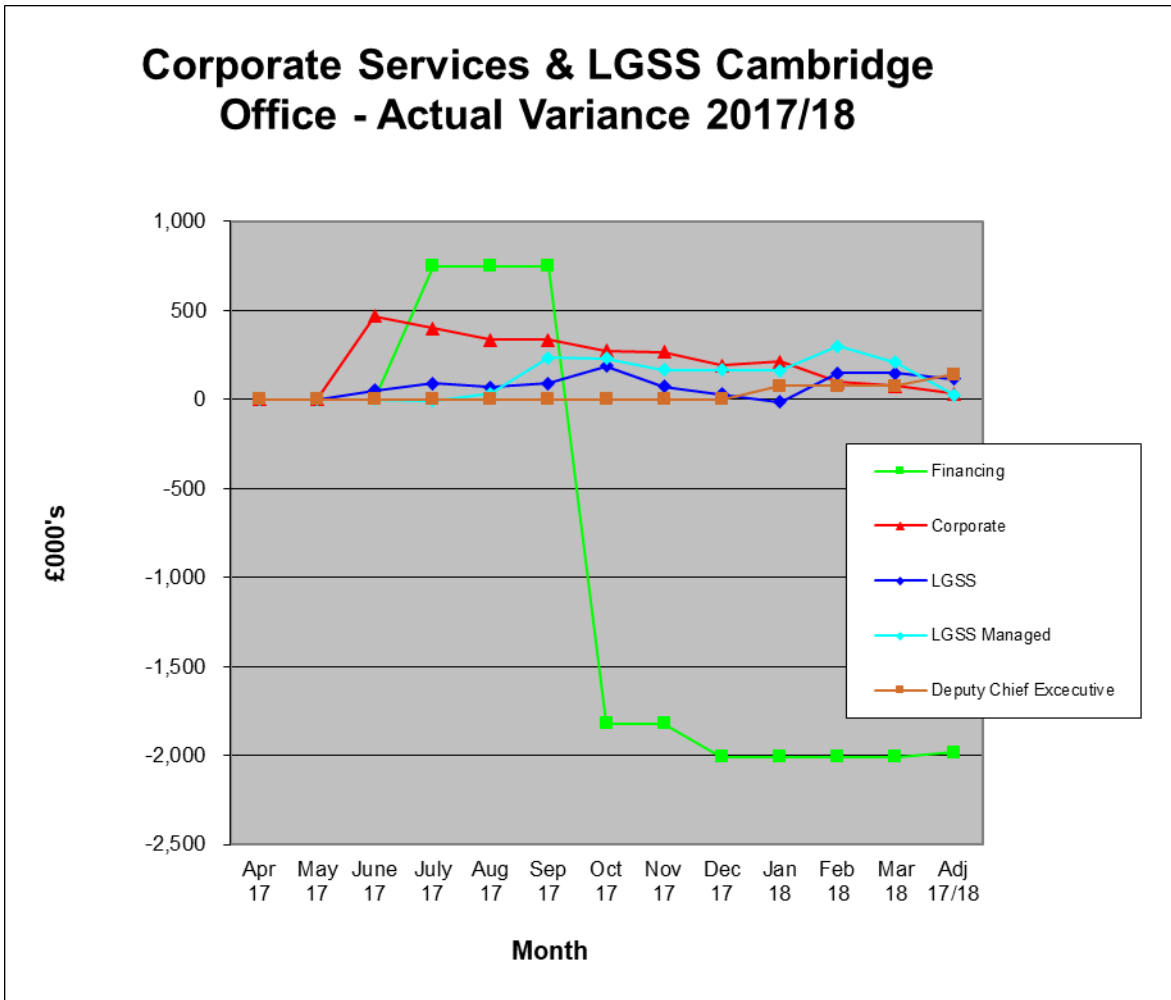
| Original Budget as per BP (1) | Directorate | Current Budget | Forecast Variance - Outturn (Feb) | Actual Variance - Outturn (Mar) | Actual Variance - Outturn (Mar) | Current Status | DoT |
|-------------------------------|---------------------------------|----------------|-----------------------------------|---------------------------------|---------------------------------|----------------|-----|
| £000 | | £000 | £000 | £000 | % | | |
| 6,914 | Corporate and Customer Services | 4,518 | 99 | 34 | 1 | Amber | ↑ |
| 223 | Deputy Chief Executive | 275 | 75 | 141 | 51 | Amber | ↓ |
| 13,626 | LGSS Managed | 11,582 | 300 | 25 | 0 | Amber | ↑ |
| 22,803 | Financing Costs | 24,227 | -2,006 | -1,981 | -8 | Green | ↑ |
| 43,566 | Sub Total | 40,602 | -1,532 | -1,781 | | | |
| 7,746 | LGSS Cambridge Office | 9,472 | 150 | 116 | 1 | Amber | ↑ |
| 51,312 | Total | 50,074 | -1,382 | -1,665 | | | |

The service level budgetary control report for Corporate Services, LGSS Managed and Financing Costs as at the end of 2017/18 can be found in [CS appendix 1](#).

The service level budgetary control report for LGSS Cambridge Office as at the end of 2017/18 can be found in [LGSS appendix 1](#)

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

The appendices are published online only and not printed for Committee.



2.2.1 Significant Issues – Corporate and Customer Services

The overall position for Corporate and Customer Services budgets in 2017/18 was a year-end overspend of £34k, a decrease of £65k from the figure reported in February. This is mainly due to additional underspends identified in the IT and Digital service.

There were no exceptions to report during the closedown period.

2.2.2 Significant Issues – Deputy Chief Executive

The overall position for Deputy Chief Executive budgets in 2017/18 was a year-end overspend of £141k, an increase of £66k from the figure reported in February. This is due to staff costs in Transformation which could not be funded by flexible use of capital receipts therefore being paid from base budget.

There were no exceptions to report during the closedown period.

2.2.3 Significant Issues – LGSS Managed

The overall position of LGSS Managed budgets in 2017/18 was an overspend of £23k. This is a decrease of £277k from the figure reported in February.

There was an underspend of £157k on Insurance budgets at year end. This is due to savings made from new contract arrangements.

2.2.4 Significant Issues – Financing Costs

Financing Costs were underspent by £2.0m at year-end, which is a decrease of £25k from the position reported in February.

There are no exceptions to report this month.

2.2.5 Significant Issues – LGSS Cambridge Office

The final position for LGSS Cambridge Office budgets in 2017/18 was an overspend of £116k. This represents a decrease of £34k from the figure reported at the end of February.

The year-end deficit / surplus is subject to a sharing arrangement with Northamptonshire County Council and Milton Keynes Council and was therefore split between partner authorities on the basis of net budget, with an equalisation adjustment processed accordingly at year-end.

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 during March and the closedown period.

A full list of additional grant income for Corporate Services and LGSS Managed can be found in [CS appendix 3](#).

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

2.4 Virements and Transfers to / from Reserves (including Operational Savings Reserve)

(De minimis reporting limit = £30,000)

The following virements have been made this month to reflect changes in responsibilities.

Corporate and Customer Services:

| | £ | Notes |
|--|--------|-------------------------------------|
| Transfer Strengthening Communities salary saving to CS | 32,500 | Retain saving in Corporate Services |
| Non material virements (+/- £30k) | 0 | |

A full list of virements made in the year for Corporate and Customer Services, LGSS Managed and Financing Costs can be found in [CS appendix 4](#).

A full list of virements made in the year for LGSS Cambridge Office can be found in [LGSS appendix 4](#).

3. BALANCE SHEET

3.1 Reserves

A schedule of the Corporate Services and LGSS Managed reserves can be found in [CS appendix 5](#).

A schedule of the LGSS Cambridge Office Reserves can be found in [LGSS appendix 5](#).

3.2 Capital Expenditure and Funding

Expenditure

- Corporate Services and Transformation schemes had a capital budget of £5.6m in 2017/18 and there was £5.2m spend at year end. In-year slippage of £690k exceeded the Capital Programme Variations budget, resulting in an underspend in year of £407k.

The Mosaic scheme had an in-year underspend of £956k. This is due to activity that was expected in 2017/18 actually taking place in 2018/19.

- LGSS Managed has a capital budget of £0.9m in 2017/18 and there was expenditure of £259k at year end. In-year slippage exceeded the Capital Programme Variation budget of £570k, resulting in an underspend of £511k at year-end. A £495k total scheme variance is forecast.

The increase in underspend compared to what was reported in February is mainly due to the budget for Improved Audio Visual Capabilities for Staff Meetings not being used in 2017/18.

- LGSS Cambridge Office had a capital budget of £0.9m in 2017/18 and there was £0.8m expenditure at year end. In-year slippage exceeded the Capital Programme Variation budget, resulting in an underspend of £92k at year-end.

The LGSS Cambridge Office capital budget for 2017/18 increased by £410k during the year. The extended timeline for the Next Generation ERP programme means there will be additional costs of implementation. For both Cambridgeshire and Northamptonshire County Council additional capital costs were part mitigated by in-year LGSS revenue savings. In November 2017, General Purposes Committee approved a further £410k of capital spend to complete the implementation of the ERP scheme.

Funding

- Corporate Services and Transformation schemes had capital funding of £5.6m in 2017/18. As reported above, the Corporate Services budget was underspent by £407k, which resulted in a reduced funding requirement of this amount.

- LGSS Managed had capital funding of £0.9m in 2017/18. As reported above, the LGSS Managed budget was underspent by £511k, which resulted in a reduced funding requirement of this amount.
- LGSS Cambridge Office had capital funding of £0.9m in 2017/18.

As reported above, General Purposes Committee approved £410k additional budget in November 2017 to cover the increased costs of the Next Generation ERP scheme resulting from the extended time line for implementation. This is to be funded by prudential borrowing, leading to an increase in the borrowing requirement.

The LGSS Cambridge Office budget underspent by £92k in 2017/18, which resulted in a reduced funding requirement of this amount.

- A detailed explanation of the position for Corporate Services and LGSS Managed can be found in [CS appendix 6](#).

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

4. PERFORMANCE

- 4.1** The key performance indicators for Corporate and Customer Services, LGSS Managed Services and the LGSS Cambridge Office for March 2018 are set out in [CS Appendix 7](#) and [LGSS Appendix 7](#).

The appendices to this report can be viewed in the [online version](#) of the report.

**INTEGRATED RESOURCES AND PERFORMANCE REPORT FOR THE YEAR ENDING
31ST MARCH 2018**

To: **General Purposes Committee**

Date: **29th May 2018**

From: **Chief Finance Officer**

*Electoral
division(s):* **All**

Forward Plan ref: **2018/003** *Key decision:* **Yes**

Purpose: **This report:**

- **Details the performance of the Council for the 2017/18 financial year.**
- **Is a management report that precedes the production of the Council's formal Statement of Accounts. Although the Outturn Report and Statement of Accounts reconcile to one another, it is the statutory Statement of Accounts on which the audit opinion is formed.**

Recommendations: **General Purposes Committee (GPC) is recommended to:**

- a) **Note the Council’s year-end resources and performance position for 2017/18.**
- b) **Approve a loan to Viva for £150k (repayable over 25 years) for capital expenditure on the Soham Mill project, see section 11.4.**
- c) **Approve the use in cash flow terms of £11,793k Greater Cambridge Partnership funding for schemes across the capital programme to postpone prudential borrowing, additional prudential borrowing required to offset the use of £533k Growth Deal and £663k Growing Places funding, and the resulting reduction of £10,596k in the prudential borrowing requirement, see section 13.8.**
- d) **Approve the use in cash flow terms of £4,983k Growing Places funding for schemes across the capital programme to postpone prudential borrowing, and the resultant reduction in the prudential borrowing requirement, see section 13.8.**
- e) **Approve additional prudential borrowing of £13m in future years for the completion of the Ely Southern Bypass scheme, see section 13.10.**
- f) **Approve the allocation of £1,453k (Adult Social Care Support Grant 2018-19) to the People & Communities directorate in 2018-19, see section 14.2.**
- g) **Note the changes to capital funding requirements as previously recommended in the February report, set out in Appendix 3.**
- h) **Approve additional prudential borrowing of £132,000 in 2017/18 to offset the increased use of capital receipts for additional capitalisation of redundancies, as previously recommended in the February report (but reduced by £6k from the previous £138k additional funding reported in February). See Appendix 3.**

| <i>Officer contact:</i> | | <i>Member contacts:</i> | |
|--------------------------------|--|--------------------------------|--|
| Name: | Tom Kelly | Names: | Councillors Count & Hickford |
| Post: | Head of Finance | Post: | Chair/Vice-Chair |
| Email: | Tom.Kelly@cambridgeshire.gov.uk | Email: | Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: | 01223 703599 | Tel: | 01223 706398 |

1. PURPOSE

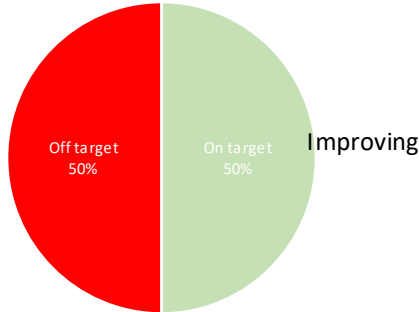
1.1 To present financial and performance information for the financial year 2017/18.

2. OVERVIEW

2.1 The following summary provides a snapshot of the Authority's performance against its indicators around outcomes, its forecast financial position at year-end and its key activity data for care budgets.

Outcomes 88 indicators about outcomes are monitored by service committees
They have been grouped by outcome area and their status is shown below

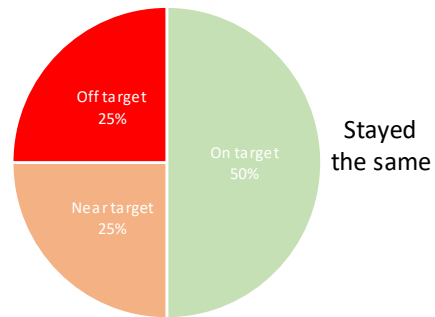
Older people live well independently



4 indicators

Improving

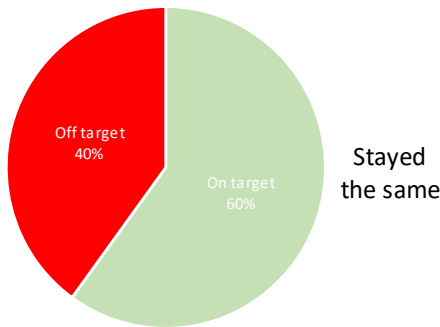
People with disabilities live well independently



4 indicators

Stayed the same

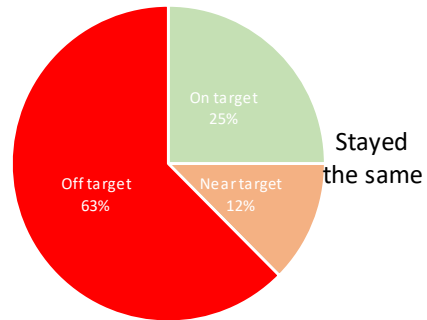
Adults and children are kept safe



6 indicators, 1 of which do not have targets

Stayed the same

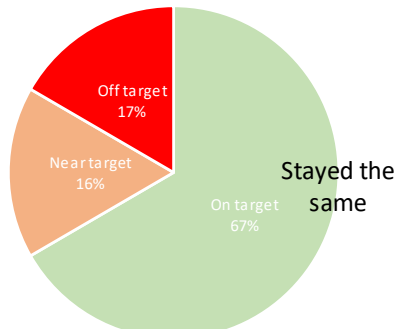
People live in a safe environment



12 indicators, 4 of which do not have targets

Stayed the same

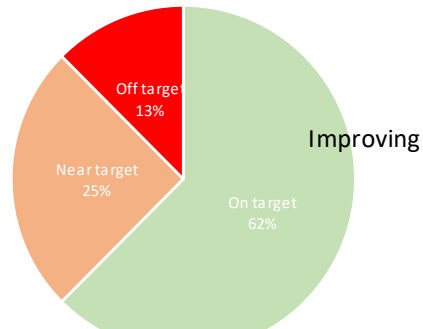
The Cambridgeshire economy prospers to the benefit of all residents



15 indicators, 3 of which do not have targets

Stayed the same

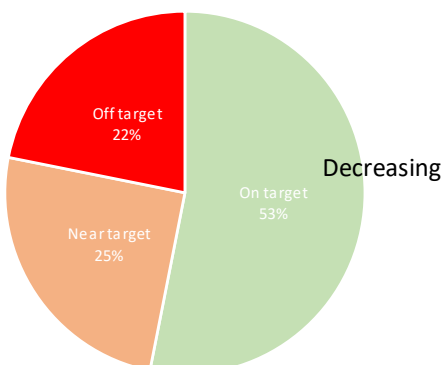
Places that work with children help them to reach their potential



10 indicators, 2 of which do not have targets

Improving

People lead a healthy lifestyle and stay healthy for longer



35 indicators, 3 of which do not have targets

Decreasing

| | |
|--|---|
| Our Transformation Programme is on track | Sustain a high performing, talented, engaged and resilient workforce |
| 28 Early ideas ↑ 122 Business cases in development ↑ 24 Projects being implemented ↔ Transformation Fund: 12 projects rated Green ↓ 2 rated Amber (reflecting some need to re-phase savings) ↓ 4 rated Red (risk of non-delivery of savings or benefits) ↑ | As of the end of March 2018 we had lost 6.27 days on average per staff member to sickness during the last 12 months. This is lower than the average number of days lost per staff member at the end of 2016/17 (6.91 days). |

Finance and Risk

Revenue budget outturn

+£4.0m (1.1%)
variance at end of year

RED

This is a £0.4m decrease in the revenue pressure since last month's forecast.

Capital programme outturn

-£85.2m underspend, mainly the result of:
-£83.3m relating to housing schemes (re-profiled and re-calculated in future years: planning contingent)

GREEN

| Residual risk score | Green | Amber | Red |
|---------------------|-------|-------|-----|
| Number of risks | 0 | 9 | 1 |

*Latest Review: January 2018

Number of service users supported by key care budgets

Older people aged 65+ receiving long term services

| | Mar-18 | Trend since Apr-17 |
|-------------|--------|--------------------|
| Nursing | 436 | Stayed the same |
| Residential | 856 | Increasing |
| Community | 2,185 | Stayed the same |

Adults aged 18+ open to disability services receiving long term services

| | Mar-18 | Trend since Apr-17 |
|-------------|--------|--------------------|
| Nursing | 26 | Stayed the same |
| Residential | 324 | Increasing |
| Community | 1,913 | Increasing |

Children open to social care

| | Mar-18 | Trend since Apr-17 |
|-----------------------|--------|--------------------|
| Looked after children | 697 | Increasing |
| Child protection | 477 | Decreasing |
| Children in need* | 2,254 | Increasing |

*Number of open cases in Children's Social Care (minus looked after children and child protection)

Public Engagement

| | Mar-18 | Trend since Aug-17 |
|--|-----------------------------------|--------------------------|
| Contact Centre Engagement | 13,649 Phone Calls 5,440 Other | Decreasing Increasing |
| Website Engagement (cambridgeshire.gov.uk) | 205,462 Users 330,539 Sessions | Increasing Increasing |

The number of service users is a key indicator of the demand for care budgets in social care, information about the contacts with the public across web and phone channels is a key indicator of both service delivery and transformation.

2.2 This report summarises the overall financial position for the 2017/18 financial year, whereas prior reports have focussed on the movements since the previous report. As is the case with every year-end report there are a number of changes that result as balance sheet activities are reviewed. Key movements in operational expenditure are set out below in paragraph 3.2.

2.3 The key issues included in the summary analysis are:

- The overall revenue budget position was a pressure of +£4.0m (+1.1%) at year end. This is a movement of -£0.4m on the forecast reported as at the end of February with the majority of services reporting small favourable movements on their February forecasts with the exception of People & Communities (P&C) and CS Financing.
- The Capital Programme is reporting an underspend of -£2.0m compared to the position originally anticipated when the capital programme variations budget was set. Incorporating the in-year underspend of -£83.3m on Housing schemes, this gives an overall underspend position of -£85.2m. This includes full utilisation of the £27.5m capital programme variations budget. See section 12 for details.

3. REVENUE BUDGET

3.1 A more detailed analysis of financial performance is included below:

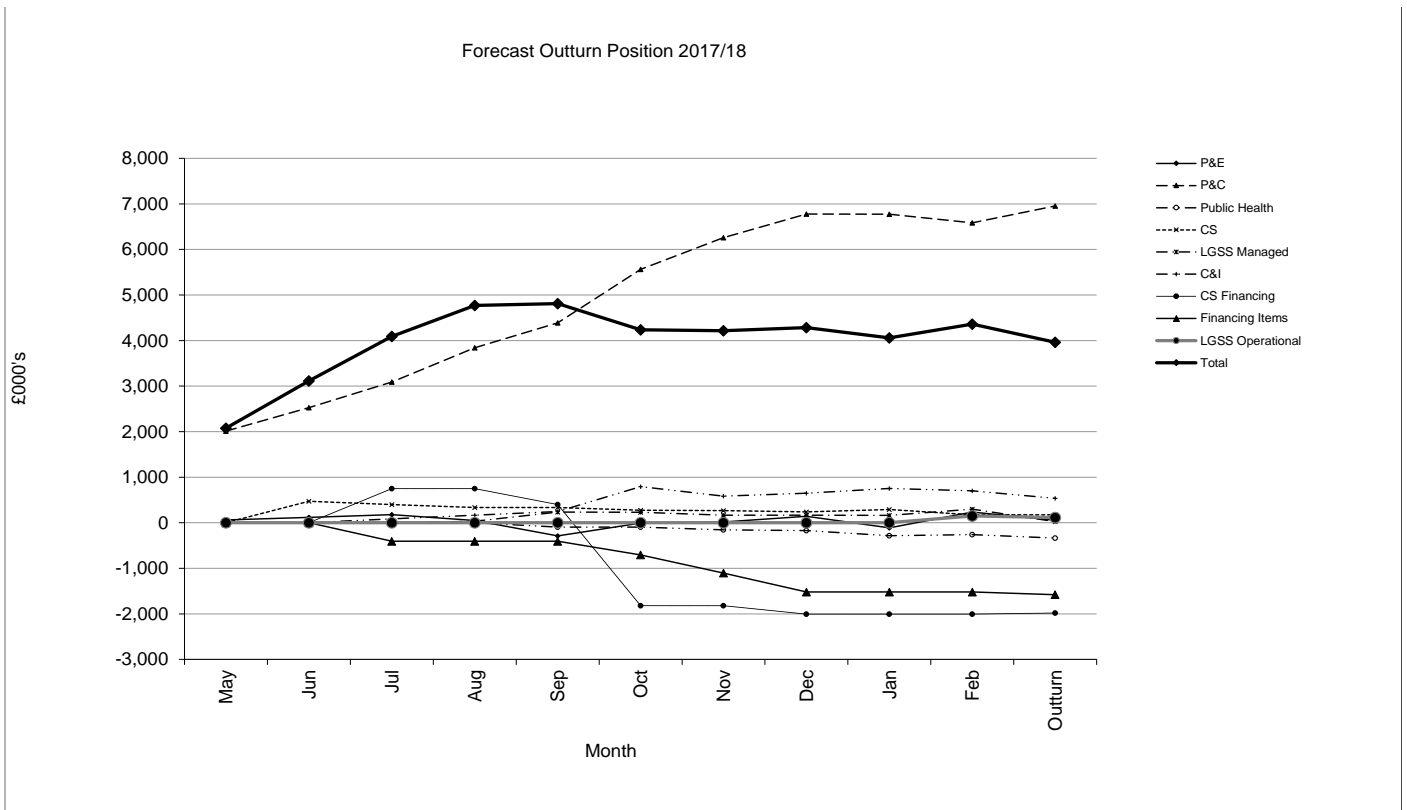
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) |
|---------------------------|-----------------------------------|----------------|-------------------------------|---------------------|-----------------|--------------|-------------|-------------------------------------|
| Original Budget as per BP | Service | Revised Budget | Application of Carry Forwards | Total Funds (3)+(4) | Actual Spending | Variation | | Transfer to (+) / from (-) Reserves |
| £'000 | | £'000 | £'000 | £'000 | £'000 | £'000 | % | £'000 |
| 38,682 | Place & Economy (P&E) | 41,477 | 585 | 42,062 | 42,114 | 53 | 0.1% | -53 |
| 237,311 | People & Communities (P&C) | 239,567 | 0 | 239,567 | 246,519 | 6,953 | 2.9% | -6,953 |
| 200 | Public Health (PH) | 386 | 0 | 386 | 50 | -336 | -% | 336 |
| 8,416 | Corporate Services (CS) | 5,049 | -256 | 4,793 | 4,968 | 175 | 3.6% | -175 |
| 13,626 | LGSS Managed | 11,582 | 0 | 11,582 | 11,607 | 25 | 0.2% | -25 |
| 2,702 | Commercial & Investment (C&I) | 25 | 0 | 25 | 560 | 535 | -% | -535 |
| 22,803 | CS Financing | 24,227 | 0 | 24,227 | 22,246 | -1,981 | -8.2% | 1,981 |
| 323,740 | Service Net Spending | 322,312 | 329 | 322,642 | 328,065 | 5,424 | 1.7% | -5,424 |
| 24,377 | Funding Items | 22,720 | 0 | 22,720 | 21,142 | -1,579 | -6.9% | 1,579 |
| 348,117 | Net Spending | 345,033 | 329 | 345,362 | 349,207 | 3,845 | 1.1% | -3,845 |
| | Memorandum Items: | | | | | | | |
| 7,746 | LGSS Operational | 9,473 | 0 | 9,473 | 9,588 | 115 | 1.2% | -115 |
| 355,863 | Total Net Spending 2017/18 | 354,506 | 329 | 354,835 | 358,795 | 3,961 | 0 | -3,961 |

¹ The budget figures in this table are net, with the 'Original Budget as per BP' representing the Net Budget column in Table 1 of the Business Plan for each respective Service.

² The budget of £386k stated for Public Health is its cash limit. In addition to this, Public Health has a budget of £26.0m from ring-fenced public health grant, which makes up its gross budget.

³ Key to column 7: + signifies overspend or reduced income, - signifies underspend or increased income.

⁴ For budget virements between Services throughout the year, please see [Appendix 1](#).



3.2 Key exceptions this month are identified below:

3.2.1 Place & Economy: +£0.053m (+0.1%) pressure is being reported at year end

| | £m | % |
|--|--------|--------|
| <ul style="list-style-type: none"> Coroners – a +£290k pressure is being reported at year end, an increase of £111k since February. Caseloads for Coroners have been higher during 2017-18 and costs have also increased for handling of complex cases. There was also an increase in inquest costs due to the large case load, which has included a concerted effort to reduce the number of outstanding cases. | +0.290 | (+37%) |
| <ul style="list-style-type: none"> Traffic Management – a -£270k underspend is being reported at year end. The signals budget has underspent by £270k mainly due to savings from a new contract and savings on energy and staffing costs. | -0.270 | (-20%) |

For full and previously reported details see the P&E Finance & Performance Report. (Please note that the information from the P&E report will be available at the links below following the publication of the [Economy and Environment Committee](https://tinyurl.com/ybr6ee8j) (<https://tinyurl.com/ybr6ee8j>) and [Highways and Community Infrastructure Committee](https://tinyurl.com/y724pzsf) (<https://tinyurl.com/y724pzsf>) agendas.)

3.2.2 **People & Communities:** +£6.953m (+2.9%) pressure is being reported at year end.

| | £m | % |
|--|--------|--------|
| <ul style="list-style-type: none"> High Needs Top Up Funding- a +£2.2m pressure is being reported at year-end. Numbers of young people with Education Health and Care Plans (EHCP) in Post-16 Further Education providers continue to increase and this has resulted in the year-end pressure. This budget is funded from the Dedicated Schools Grant (DSG) High Needs Block and for this financial year, this pressure has been managed within the overall available DSG resources. | +2.174 | (+16%) |
| <ul style="list-style-type: none"> Older People's Services – a +£1.5m pressure is being reported at year end, which is an increase of £583k on the pressure previously reported in February. The increased pressure is mainly due to increases in care costs over the last six weeks of the year (reflecting trends seen throughout the year) and a higher level of debt adjustments resulting from concerted efforts to address outstanding debt ahead of the transfer to the new financial system. | +1.471 | (+3%) |
| <ul style="list-style-type: none"> Legal Proceedings (Childcare Law)- a +£797k pressure is being reported at year end, which is a movement of +£347k on the position previously reported in June, and a worsening of £111k since February. Numbers of care applications increased by 52% from 2014/15 (105) to 2016/17 (160), mirroring the national trend. There are currently 96 open sets of care proceedings. Whilst the numbers of ongoing care proceedings have reduced by around 14% since 1 April 2017 we have consistently had around 100 cases which exceeded the previous year's number of completed legal proceedings and caused significant pressure on the budget. Whilst we are now in a position of having less ongoing sets of care proceedings (and less new applications being issued in Court) legacy cases and associated costs are still working through the system. | +0.797 | (+52%) |
| <ul style="list-style-type: none"> Mental Health- a +£329k pressure is being reported at year-end across Adult Mental Health and Older People Mental Health. This is a decrease of £269k on the pressure previously reported in November, mainly as a result of lower than expected costs, and higher than expected savings delivery, over the last six weeks of the year. | +0.329 | (+3%) |
| <ul style="list-style-type: none"> Early Years Specialist Support- an underspend of -£259k is being reported at year end. This is mainly due to the transition from the Early Year Access Fund (EYAF) to the new SEN Inclusion Fund (SENIF) which resulted in an underspend of £317k in 17/18. For 18/19, the EYAF budget and SENIF budget have been combined to assist funding the support costs for 3 and 4 year olds. | -0.259 | (-27%) |

In addition, there was a small underspend on the Childcare Access Fund (-£20k), and small pressures on the Children Educated at Home budget (£44k) and the Therapy budget (£34k) following the outcome from Tribunal, where funding for one additional young person was agreed in each instance.

- **Executive Director & Central Financing** - an underspend of -£262k is being reported at year for the net outturn position on the Executive Director budget area. Nationally, local authorities are currently permitted greater flexibility in use of capital receipts (proceeds from sales of assets) to fund any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs. The Council was already making use of this flexibility – and following a recent review a further £193k of eligible expenditure was identified within People & Communities. Use of the capital receipts flexibility is reported in turn to Full Council. The remaining underspend resulted from a number of smaller savings achieved across the directorate.

-0.262 (-245%)

- **Financing DSG** – a -£3.7m required contribution from DSG is being reported at year-end, which is an increase of -£1.6m on the position previously reported in February. This is due to increases in the High Needs pressure, specifically in respect of High Needs Top-Up Funding and SEN placements

-3.742 (-%)

- **Strategic Management – Adults**- a -£4.9m underspend is being reported at year end, which is an increase of -£532k on the underspend previously reported in February. This is as a result of further application of one-off grant funding to offset pressures elsewhere in the service (see Older People’s Services above for the contra movement).

As previously reported, the underspend is due primarily to the re-prioritisation of grant funded activity in response to Adults Services pressures, relating particularly to an increased performance in delayed transfers of care (DTC), bringing with it an increased need for the delivery of complex packages of care for older people.

-4.935 (-43%)

In addition, throughout the year vacancy savings have been higher than budgeted for, and efficiencies have been made within Adults transport services.

For full and previously reported details see the P&C Finance & Performance Report. (Please note that the information from the P&C report will be available at the links below following the publication of the [Children & Young People’s Committee](https://tinyurl.com/yb7rv4or) (<https://tinyurl.com/yb7rv4or>) and [Adults Committee](https://tinyurl.com/ybb2g3ow) (<https://tinyurl.com/ybb2g3ow>) agendas.)

3.2.3 **Public Health:** a -£0.336m (-1.5% against gross expenditure) underspend is being reported at year-end. The County Council core budget allocated to the Public Health Directorate to supplement the national ring-fenced grant in 2017/18 was £386k, therefore the first call on any underspend up to that level is into the County Council's general reserve. The full £336k underspend has therefore been transferred to the County Council's general reserve. There are no exceptions to report this month; for full and previously reported details see the [PH Finance & Performance Report \(https://tinyurl.com/ycxc94l9\)](https://tinyurl.com/ycxc94l9).

3.2.4 **Corporate Services:** +£0.175m (+3.7%) pressure is being reported at year end. There are no exceptions to report this month; for full and previously reported details see the [CS & LGSS Finance & Performance Report \(https://tinyurl.com/ybxq2cjt\)](https://tinyurl.com/ybxq2cjt).

3.2.5 **LGSS Managed:** +£0.023m (+0.2%) pressure is being reported at year end. There are no exceptions to report this month; for full and previously reported details see the [CS & LGSS Finance & Performance Report \(https://tinyurl.com/ybxq2cjt\)](https://tinyurl.com/ybxq2cjt).

3.2.6 **CS Financing:** a -£1.981m (-8.2%) underspend is being reported at year end. There are no exceptions to report; for full and previously reported details go to the [CS & LGSS Finance & Performance Report \(https://tinyurl.com/ybxq2cjt\)](https://tinyurl.com/ybxq2cjt).

3.2.7 **Commercial & Investment:** a +£0.535m (-%) pressure is being reported at year end.

| | £m | % |
|--|--------|---------|
| <ul style="list-style-type: none"> Housing Investment - This Land companies- a pressure of +£1.0m is being reported at year end, which is an increase of £272k on the pressure previously reported in July (when this budget was within CS Financing). This reflects the slower than originally planned progress in transfer of land and loan finance to the company. The Business Plan has realigned future expectations to revised This Land forecasts and the Committee has brought forward a portfolio sale during March and April 2018. | +1.022 | (-72%) |
| <ul style="list-style-type: none"> Strategic Assets- a pressure of £90k is being reported at year end, which is an improvement of £259k on the pressure previously reported in July. This resulted from two factors: underspending on staffing budgets due staff costs being recharged against capital schemes; and a £113k underspend on the capital receipts expenses budget, due a £73k rent rebate from a surplus property, and rental income from other properties awaiting sale. | +0.09 | (+11%) |
| <ul style="list-style-type: none"> Other Commercial Activity- an underspend of -£284k is being reported at year end. This reflects an expected overachievement on the ESPO dividend compared to the budgeted expectation. | -0.284 | (+142%) |
| <ul style="list-style-type: none"> Corporate Offices: an underspend of -£798k is being reported at year end, which is an increase of -£348k on the underspend previously reported in July. The majority of this increase (£250k) | -0.798 | (-14%) |

was due to a reassessment of potential Business Rates liabilities on properties where there are delays in presentation of bills. The majority of this increase (£250k) follows a reassessment of historic business rates liabilities. The main item relates to a building in the south of the county where it has been assessed that only a single year's NNDR liability needs to be provided for.

- For full and previously reported details see the [C&I Finance & Performance Report \(https://tinyurl.com/ycbdvabb\)](https://tinyurl.com/ycbdvabb).
(Please note that the C&I report will be available at the link above following the publication of the C&I Committee agenda.)

3.2.8 **LGSS Operational:** +£0.115m (+1.2%) pressure is being reported at year end. There are no exceptions to report; for full and previously reported details see the [CS & LGSS Finance & Performance Report \(https://tinyurl.com/ybxq2cjt\)](https://tinyurl.com/ybxq2cjt).

Note: exceptions relate to Forecast Outturns that are in excess of +/- £250k.

4. SAVINGS TRACKER

4.1 The “Savings Tracker” report – a tool for summarising delivery of savings. Within the tracker the forecast is shown against the original saving approved as part of the 2017-18 Business Planning process. For 2017/18, the Council has delivered £27.1m of savings against its original plan.

It is also important to note the relationship with the reported position within this report. As pressures arose in-year, further mitigation and/or additional savings were required to deliver a balanced position.

4.2 A summary of Business Plan savings by RAG rating is shown below:

| GREEN | | | AMBER | | | RED | | | Total Original | Total Variance |
|-------------------|------------------------|----------------|-------------------|------------------------|----------------|-------------------|------------------------|----------------|----------------|----------------|
| Number of Savings | Total Original Savings | Total Variance | Number of Savings | Total Original Savings | Total Variance | Number of Savings | Total Original Savings | Total Variance | | |
| | £000 | £000 | | £000 | £000 | | £000 | £000 | £000 | £000 |
| 75 | -17,865 | -653 | 2 | -745 | 110 | 36 | -14,754 | 6,856 | -33,364 | 6,313 |

The stretched targets for existing savings and additional savings identified within the funnel supported delivery of a further £600k in addition to the amounts shown above. For several proposals, due to delays or difficulties in recruiting, the delivery of savings in some cases may re-phase into 2018/19.

5 KEY ACTIVITY DATA

5.1 The latest key activity data for: Looked After Children (LAC); Special Educational Needs (SEN) Placements; Adult Social Care (ASC); Adult Mental Health; Older People (OP); and Older People Mental Health (OPMH) can be found in the latest P&C Finance & Performance Report (section 2.5).

6. PERFORMANCE AND RISK

- 6.1 The front page of this report groups performance indicators that are monitored by service committees by outcome area, and summarises each area by comparing indicators to target using a Red-Amber-Green (RAG) system.
- 6.2 This section contains the end of year (March 2018) position for each performance indicator where it is possible. This is the same as the information in the Finance and Performance reports being discussed at service committees in May. Where performance indicators are annual, or there is a long lag time between the period covered and the data becoming available, the most recent data has been used. The commentary in this report draws from the Finance and Performance reports, and if further detail is required, these reports are available on the Council's website.
- 6.3 Indicators are selected by service committees that reflect their key priorities for delivery over the year. Indicators covering the work of the People & Communities' directorate were reviewed in Q4 of 2017/18 and a slightly different set is included in the Adults and Children's service committee reports in May 2018. However this report uses the previous set in order to provide a clear explanation of the end of year position of the indicators that have been monitored throughout the year. The first report of 2018/19 will adopt the new indicators.
- 6.4 The commentary puts performance indicators into perspective within Council services or population-level information about the county. Full performance results for each indicator are available [here](https://tinyurl.com/ybvpfqs5) (<https://tinyurl.com/ybvpfqs5>). The latest Corporate Risk Register can be found [here](https://tinyurl.com/yb2eps52) (<https://tinyurl.com/yb2eps52>).
- 6.5 **Older people live well independently**

The Council's reablement service, which is specific support to help people to regain independence following a hospital stay or other crisis, continues to be effective. Reablement supported approximately 2,500 people during the year, at least 2/3 of which were over 80 and virtually all over 65. At the end of the year 58% of people who had received reablement needed no further care following the support. There has also been a low number of people admitted to residential or nursing care. Over the year, approximately 400 people were admitted to residential or nursing care arranged by the Council, a rate of 343 per 100,000 adults in the county, which is below our previous year's rate, and statistical and regional neighbour averages.

The health and social care system in Cambridgeshire continues to be challenged by a high number of patients unable to be discharged from hospital. The Council is continuing to invest considerable amounts of staff and management time into improving processes, identifying clear performance targets and clarifying roles & responsibilities. We continue to work in collaboration with health colleagues to ensure correct and timely discharges from hospital. Delays in arranging residential, nursing and domiciliary care for patients being discharged from Addenbrooke's remain the key drivers of ASC bed-day delays.

6.6 **People with disabilities live well independently**

Self-directed support is a key element of care assessment and planning, which promotes choice and control by the user. Nearly everyone (98% of approximately 7,500 people) who received long term services from the Council in the past year did so using self-directed support. In February, 13% of people in contact with secondary mental health services were in paid employment (approximately 40 of 320 people), which is good performance. However, the proportion of people with learning disabilities in paid employment was lower than target – 3.6% compared to a target of 6% (approximately 60 of 1,600 people). Internal performance monitoring suggests that nearly 50% of reviews of people's care and support plans took place on or before their due date, which was close to the target for the year.

6.7 **Adults and children are kept safe**

Performance in re-referrals to children's social care is below the ceiling target and is significantly below statistical neighbours and the England average. This suggests that outcomes of social care cases at closure are good, and work has been effective, as children are not referred back to the service soon after case closure.

The number of children who have a Child Protection Plan or are Looked After remains high. The introduction of an Escalation Policy for all children subject to a Child Protection Plan was introduced in June. Child Protection Conference Chairs raise alerts to ensure there is clear planning for children subject to a Child Protection Plan. This has seen a decrease in the numbers of children subject to a Child Protection Plan over the year (from nearly 600 in April 2017 to 477 at the end of March 2018).

In March the number of Looked After Children held at 697. There are workstreams in the LAC Strategy which aim to reduce the rate of growth in the LAC population, or reduce the cost of new placements. Actions being taken to support good care planning, safeguarding and appropriate and timely interventions include:

- A weekly Threshold to Resources Panel (TARP), chaired by the Assistant Director for Children's Services to review children on the edge of care, specifically looking to prevent escalation by providing timely and effective interventions.
- A monthly Permanency Monitoring Group (PMG) considers all children who are looked after, paying attention to their care plan, ensuring reunification is considered and if this is not possible a timely plan is made for permanence via Special Guardianship Order, Adoption or Long Term Fostering.
- TARP links with the monthly High Cost Placements meeting, which as of January 2018 started to be chaired by the Assistant Director for Children's Services. The panel ensures that required placements meet the child or young person's needs and are cost effective and joint funded with partners where appropriate.

Adult safeguarding performance was good – in 73% of adult safeguarding enquiries the person was asked what outcome they wanted to achieve (up from 43% in the previous year), and in 95% of cases the outcomes were at least partially achieved (up from 73%

the previous year). In total approximately 1,400 adult safeguarding enquiries (s42) were undertaken during the year.

6.8 **People live in a safe environment**

The number of people killed or seriously injured on Cambridgeshire's roads is currently higher than the target, data to the end of October 2017 suggests a rolling total of 374 people killed or seriously injured, and 1,606 slightly injured in the previous 12 months. Highways and Community Infrastructure Committee considered a report on road safety in March 2018, and resolved to adopt a new delivery model for road safety, approve a new methodology for assessing hotspots, negotiate in partnership with Peterborough City Council with the Police on future costs associated with the safety camera programme, and approve a capital programme for safety schemes. Committee also requested an action plan update to be brought back to Committee in October 2018.

At the end of March 2018 nearly all street lights were working (99.7% working), although using approximately 7% more energy than target.

Indicators relating to Local Highways Improvements are mostly Red. The Local Highways Improvement initiative invites community groups to submit an application for funding of up to £10,000, subject to them providing at least 10% of the total cost of the scheme. The schemes are community driven, giving local people a real influence over bringing forward highway improvements in their community that would not normally be prioritised by the Council. A total of 104 Local Highway Improvements have been successfully completed this year (over 70% of the total number). Of those schemes that were not completed in 2017/18, approximately £40k of the under spend relates to officers waiting for confirmation from District & Town Councils to feedback and agree the scheme details. A further £15k will not proceed following public consultations. Delays with the contractors scheduled to carry out the work have generated an under spend of £60k circa and therefore these schemes will be delivered in 2018/19. There has been a further £30k of under spend generated where schemes have been reassessed and the schemes delivered are smaller & cheaper than first budgeted.

6.9 **The Cambridgeshire economy prospers to the benefit of all residents**

More than 19 out of 20 premises in Cambridgeshire now have access to at least superfast broadband (96.1%), with half of the premises in intervention areas making use of the new utility. Economic activity rates in the county are higher than nationally, although employment is slightly lower than our target (79.2% compared to 80.9% target). Unemployment rates were around 4% in March 2016, and have fallen since then to around 2% in December 2017. The gap in unemployment benefit claimant rate between the more deprived and other areas in the county is 6ppts for the most recent period available, which is at target.

The latest provisional figures from the Business Register and Employment Survey (BRES) show that 12,600 additional jobs were created between September 2015 and September 2016 compared with an increase of 6,300 for the same period in the previous year. This means that the 2016/17 target of +3,500 additional jobs has been achieved.

This information was published in 2017 for the 2016 period by the Office for National Statistics (ONS); 2017 data is expected to be published in Autumn 2018.

Provisional results indicate that maintenance should be considered on 2.8%, rounded to a reportable 3%, of the County's principal road network. This indicates a slight deterioration from the previous year where the figure was 2.3%, rounded to a reportable 2%. Provisional results indicate that maintenance should be considered on 6% of the County's non-principal road network. This is considered a steady state condition and is the same as the figure for 2016/17 and for 2015/16 and better than the Council's target of 8%.

The surveys that are used to derive the performance indicators for 'A', 'B' and 'C' roads are SCANNER surveys. These are undertaken during the summer months. These are the best months in which to obtain accurate, meaningful results. Rain, snow, standing water, salt and other effects of winter weather would interfere with the SCANNER equipment. In recent years, we have requested that our SCANNER surveys be undertaken May/June/July, so that we have results in good time to inform the development of programmes of maintenance work. The surveys that inform this end of year result were therefore undertaken during summer 2017, prior to the recent poor weather in 2018.

Provisional figures suggest the condition of the unclassified road network has seen significant improvement from 33% to 22%. However, unlike last year, when the worst roads were surveyed to assist in prioritising works, a random sample has been undertaken, and this will reflect more accurately the condition of the unclassified network.

At 4.52 minutes per mile (i.e. approx. 4m 30s), the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is better than the previous year's figure of 4.87 minutes. The target for 2017/18 is to reduce this to 4 minutes per mile.

There were over 18.7 million bus passenger journeys originating in Cambridgeshire in 2016/17 (the latest period for which data is available). This represents an increase of almost 2% from 2015/16; this growth can probably be attributed to the continued increase in passenger journeys on the guided busway.

6.10 **Places that work with children help them to achieve their full potential**

Indicators measuring the proportion of pupils attending good or outstanding schools are nearly all at target. Performance has been approximately stable throughout the year except for secondary schools, as there has been an increase of approximately 5ppts in the proportion of pupils at secondary age attending a good or outstanding school. This represents approximately 1,440 more pupils attending a good or outstanding school than at the beginning of the year. Across the county and across ages, about 17 out of 20 (86%) children attend a good or outstanding school.

Cambridgeshire has a low rate of 16-18 year olds who are not in education, employment or training (NEET), at 3.2% at the end of March 2018. This is down to ensuring we are supporting the young people that need the support to move into EET or to stay engaged. Nearly all (95.3%) of children in year 12 are in learning. However, the NEET rate increases amongst children with special educational needs to 7.6%. Children in

Cambridgeshire in disadvantaged groups do not do as well as elsewhere, as shown in the gap in the numbers of children with free school meals attaining national standards at the end of primary school (KS2) compared to the national proportion, and the lower proportion of children attaining the standard passes in English and Maths at GCSE with free school meals than nationally (a gap of approximately 5ppts). The Accelerating Achievement Strategy is aimed at these groups of children and young people who are vulnerable to underachievement so that all children and young people achieve their potential. All services for children and families will work together with schools and parents to do all they can to eradicate the achievement gap between vulnerable groups of children and young people and their peers.

Early intervention is vital to improving educational outcomes, and the proportion of income deprived 2 year olds receiving free childcare has increased by 13 percentage points since the summer term, so that now more than 4 out of 5 children who are eligible receive this support.

Further details about educational performance in Cambridgeshire in 2016/17 academic year is available in reports to Children and Young people's Committee in September 2017 (all key stages) and March 2018 (KS4 and KS5).

6.11 **People lead a healthy lifestyle and stay healthy for longer**

A key element of delivering this outcome is getting people active. The Council's target is for Fenland and East Cambridgeshire to increase participation in sport or active recreation to the 2013/14 county average over 5 years. Applying this principle to Sport 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 2013/14 figure was 21.3% and the 2014/15 figure improved to 21.9%. The 2015/16 figure has continued the improving trend at 22.7%.

Excluding Cambridge, latest data (October 2016) shows that 4 out of 5 people (81%) living in the rest of the county walk or cycle more than once a month. This figure is slightly lower for Fenland, where 74% of people walk or cycle at least once a month, although the gap between these has reduced over the last 3 years.

There has been a total of 1,625,917 visitors to libraries or community hubs during the year to date (April to December 2017). If the average trend continues, the end of year figure will see approx. 2.2m visitors, near the end of year target. Hard work by staff to promote the Summer Reading Challenge resulted in 25% more children starting the Challenge compared to 2016/17, the number of children's activities over the period rose by 17% and the number of children attending these activities increased by 46%.

National Child Measurement Programme performance, which measures the height and weight of children in reception and year 6, remains good with both indicators green. Measurements for the 2017/18 programme are taken during the academic year, so final figures are not yet available. Rates of unhealthy weight in both reception and year 6 children for academic year 2016/17, were significantly better than the national average.

The Health Visiting Service is contracted to provide a series of mandated checks, to promote the health and wellbeing of all new babies and their mothers. Health Visiting and

School Nursing data is reported on quarterly and the data provided reflects the Quarter 4 period for 2017/18 (Jan-March). The new data for Quarter 4 shows 1 green, 3 amber and 2 red indicators for health visiting. Performance for new birth visits is green, and for 6-8 weeks visits is amber, but Cambridgeshire does exceed the national average for this visit. The performance indicator for Health Visiting mandated check at 2- 2 ½ years is red but includes data from checks that are not wanted resulting in a high did not attend rate. The indicator for ante-natal visits is also red, and an action plan is being put in place to improve notifications from local maternity units to the Health Visiting Service. Breastfeeding rates fluctuate but are higher than the national average.

Open access sexual health services are vital to ensure good access to contraception and low rates of sexually transmitted infection in the county. In 2017/18 there were over 30,000 attendances to our commissioned integrated contraception and sexual health service, and performance remained good with all indicators green and a stable trajectory.

The percentage of adults smoking in Cambridgeshire is estimated to be similar to the English average (approx. 15-16% or around 1 in 7 adults), except in Fenland where it is 22% (just over 1 in 5 adults). One in two long term smokers will die earlier as a result of smoking, and smoking related illness is a significant cost to the NHS. February data show the CAMQUIT smoking cessation service had helped 1,563 smokers quit (as measured at 4 weeks) during 2017/18, with end of year data not yet available. This is slightly worse than performance at the same time last year and has moved to Red in this month's report. Vacant posts in the service have now been filled so improvement is anticipated.

NHS Health Checks assess the risk factors for heart disease, diabetes and dementia for people aged 40-74, who are invited once every five years. The data presented for NHS Health Checks shows the number of checks at GP surgeries and of outreach health checks carried out remains the same as last month, with both indicators at red but with an upward trajectory. Overall, 17,409 health checks were carried out in 2017/18. The number of outreach health checks carried out in Fenland, where heart disease rates are higher than the rest of the county, has been an area of focus and has increased from 37 in 2016/17 to 410 in 2017/18. This improvement reflects new approaches that includes pop up clinics, community and workplace based events. A delivery plan has now been implemented for the rest of the county, based on lessons learned in Fenland.

There are now 16 Integrated Lifestyle/Behaviour Change Service indicators reported on (Personal Health Trainer service, healthy eating, weight loss groups, falls prevention). The overall performance is good and shows 11 green, 2 amber and 3 red indicators. For the Red indicator on Personal Health Trainers, data suggested the number of plans produced has dropped. This reflects issues with the triage system which have now been rectified. The drop in performance of tier 2 weight loss services is being managed contractually with the provider, and through investigating why some clients have dropped out and not completed the course.

7. SCHOOLS

7.1 Funding for schools is received from the Department for Education (DfE) via the Dedicated Schools Grant (DSG). As well as funding individual school budgets, the DSG also funds a range of central support services for schools.

7.2 Total schools balances as at 31st March 2018 are as follows:

| | 31st March 2017 £m (original published balances) | 31st March 2017 £m (amended for in-year academy conversions) | 31st March 2018 £m | Change £m |
|--|--|--|--|----------------------|
| Nursery Schools | 0.6 | 0.6 | 0.8 | +0.2 |
| Primary Schools | 11.7 | 10.2 | 10.5 | +0.3 |
| Special Schools | 0.6 | 0.3 | 0.5 | +0.2 |
| Pupil Referral Units (PRUs) | 0.0 | 0.0 | 0.0 | 0.0 |
| Sub Total | 12.9 | 11.1 | 11.8 | +0.7 |
| Other Balances (incl. Pools and Contingency Funds, Community Focussed Extended Schools and Sports Centres) | 1.1 | 1.1 | 0.4 | -0.7 |
| TOTAL | 14.0 | 12.2 | 12.2 | 0.0 |

It must be noted that further to the DSG, schools budgets include funding from the Education and Skills Funding Agency (ESFA) for Post 16 funding, in year funding for items such as pupils with statements and additional grant such as the Pupil Premium. Schools that converted to Academy status prior to 31 March are no longer reported by the Local Authority and therefore are not included within the figures.

The change in individual school balances can be attributed to several reasons:

- Some schools will have delayed or cancelled spending decisions due to the uncertainty around future years' funding amounts.
- Some schools have chosen to apply balances in 2017/18 to maintain current staffing levels and class structures.
- Pressures on capital funding have led some schools to reconsider and reprioritise revenue resources to allow for the possibility of capitalisation in future years.

7.3 Analysis will be undertaken to look at the individual changes in balances and appropriate challenge given to those schools in a deficit position and those with excessive balances. Further analysis will be carried out throughout the year to ensure that schools are spending in accordance with their submitted budgets and recovery plans.

7.4 If a school is classed as not meeting the minimum floor targets for attainment, any balance in excess of 8% (primary/special/nursery) is considered excessive and will be subject to local authority learning directorate officers determining how some of the excess could be best used to raise attainment levels.

7.5 The balances can be further analysed in the tables below:

| Sector | Schools with Reported Deficit Balances as at 31st March 2018 |
|----------------------|--|
| Nursery | 0 |
| Primary | 2 |
| Secondary | 0 |
| Special | 0 |
| Total Schools | 2 |

Both Primary school revenue deficits are below £30k as at 31st March 2018.

Value of surplus revenue balances held by schools at 31st March 2018:

| Surplus | Nursery | Primary | Pupil Referral Units | Special | Total |
|----------------|----------------|----------------|-----------------------------|----------------|--------------|
| £0k - £10k | 1 | 6 | 0 | 0 | 7 |
| £10k - £20k | 0 | 2 | 0 | 0 | 2 |
| £20k - £60k | 0 | 63 | 1 | 0 | 64 |
| £60k - £100k | 3 | 28 | 0 | 1 | 32 |
| £100k - £150k | 1 | 21 | 0 | 2 | 24 |
| £150k - £200k | 2 | 7 | 0 | 0 | 9 |
| £200k - £300k | 0 | 7 | 0 | 1 | 8 |
| £300k - £400k | 0 | 0 | 0 | 0 | 0 |
| £400k+ | 0 | 1 | 0 | 0 | 1 |

Please note: the figures in 7.2 and 7.5 are based on the year end returns from schools. However, following further validation of the Consistent Financial Reporting (CFR) returns the final information on Schools balances published by the Department for Education may differ slightly.

8. GENERAL RESERVE BALANCES

8.1 Balances on the general reserve as at 31st March 2018 are £13.4m as set out below:

| General Reserve Balance | 2017/18 Final Outturn £m |
|--|-------------------------------------|
| Balance as at 31st March 2017 | 15.808 |
| Changes Arising:- | |
| Planned Business Plan adjustments | 0.093 |
| Service reserve balances transferred To General Reserve following review | 1.453 |
| People & Communities | -6.953 |
| Debt Charges | 1.981 |
| Surplus Corporate Grants | 1.579 |
| Commercial & Investment | -0.535 |
| Public Health | 0.335 |
| Corporate Services | -0.175 |
| LGSS Operational | -0.115 |
| Place & Economy | -0.053 |
| LGSS Managed | -0.025 |
| Balance as at 31st March 2018 | 13.393 |

8.2 As a minimum it is proposed that the General Reserve should be no less than 3% of gross non-school expenditure of the Council. At year end, the General Reserve was 2.4% of budgeted 2018-19 gross non-school expenditure. This deficit has been addressed as part of Business Planning, whereby £3.3m are added to reserves on 1 April 2018, restoring them to above the 3% level.

9. REVIEW OF OTHER RESERVES

9.1 The Council reviews the level of its overall reserves at outturn each year, in addition to assessing the adequacy of reserves as part of the BP process. Reserves have long provided vital flexibility in the Council's financial management and no changes are proposed in the operation of these reserves going forward. Details of the Council's earmarked reserves are set out in [Appendix 2](#).

10. TREASURY MANAGEMENT ACTIVITY

10.1 This section summarises the expenditure and income for debt financing, which is held as a central budget within Corporate Services, and complies with the reporting requirements in the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management.

| | Budget £'000 | Actual £'000 | Variation £'000 |
|-----------------------|-------------------------|-------------------------|----------------------------|
| Interest payable | 16,071 | 14,948 | -1,123 |
| Interest receivable | -1,597 | -2,391 | -794 |
| Technical & other | -1,724 | 222 | 1,946 |
| MRP – loan repayments | 11,477 | 9,467 | -2,010 |
| | 24,227 | 22,246 | -1,981 |

10.2 Net payments were less than budgeted because fewer long term loans were raised during the year than had been budgeted. Temporary, short term loans at low rates of interest were raised instead to meet liquidity needs. In addition the Council exercised an option to repay a £4m loan from Siemens in March which was refinanced with short term borrowing at a significantly lower rate of interest. Minimum Revenue Provision (MRP) was less than budgeted as a consequence of profiling and alternate funding of capital expenditure.

10.3 The change in the authority's loan debt over the year was as follows:

| | 1st April 2017 £'000 | Loans Raised £'000 | Loans Repaid £'000 | 31st March 2018 £'000 |
|------------------|--|-----------------------------------|-----------------------------------|---|
| Long-Term Debt | 347,020 | 19,840 | 4,000 | 362,860 |
| Temporary Debt | 92,000 | 43,000 | - | 135,000 |
| | 439,020 | 62,840 | 4,000 | 497,860 |
| Less Investments | 40,454 | | | 26,424 |
| Net Debt | 398,566 | | | 471,436 |

10.4 Long-term debt consists of loans for periods exceeding one year (at either fixed or variable rates of interest) and the average rate of interest paid on this long-term debt was 4.10%. The average rate paid on short term debt was 0.75%.

10.5 Each year the authority must approve limits known as Prudential Capital Indicators for the level of its external financing costs and the maximum limits on total debt. The outcome for 2017/18 compares with approved limits as follows:

| | Approved £'000 | Actual £'000 |
|---|----------------------|-----------------|
| Financing Costs | | |
| % of Net Revenue Expenditure | 10.5% | 5.86% |
| Authorised Limit for Debt | 929,300 ³ | 497,860 |
| Operational Boundary for Debt | 899,300 ³ | 497,860 |
| Interest Rates Exposure (as % of total net debt)¹ | | |
| Fixed Rate | 150% | 76.97% |
| Variable Rate | 65% | 23.03% |
| Debt Maturity (as % of total debt)² | | |
| Under 1 year | 0 – 80% | 34% |
| 1 – 2 years | 0 – 50% | 1% |
| 2 – 5 years | 0 – 50% | 10% |
| 5 – 10 years | 0 – 50% | 14% |
| Over 10 years | 0 – 100% | 42% |

Notes:

1. The Interest Rate Exposure is calculated as a percentage of net debt.
2. The guidance for this indicator required that LOBO loans are shown as maturing at the next possible call date rather than at final maturity.
3. The Operational Boundary and Authorised Borrowing Limit were restated and approved by Council as part of the TMSS 2018 at the February 2018 Council meeting.

10.6 Financing costs are below the approved limit as a result of the underspend for debt charges, and all debt levels are within the approved limits.

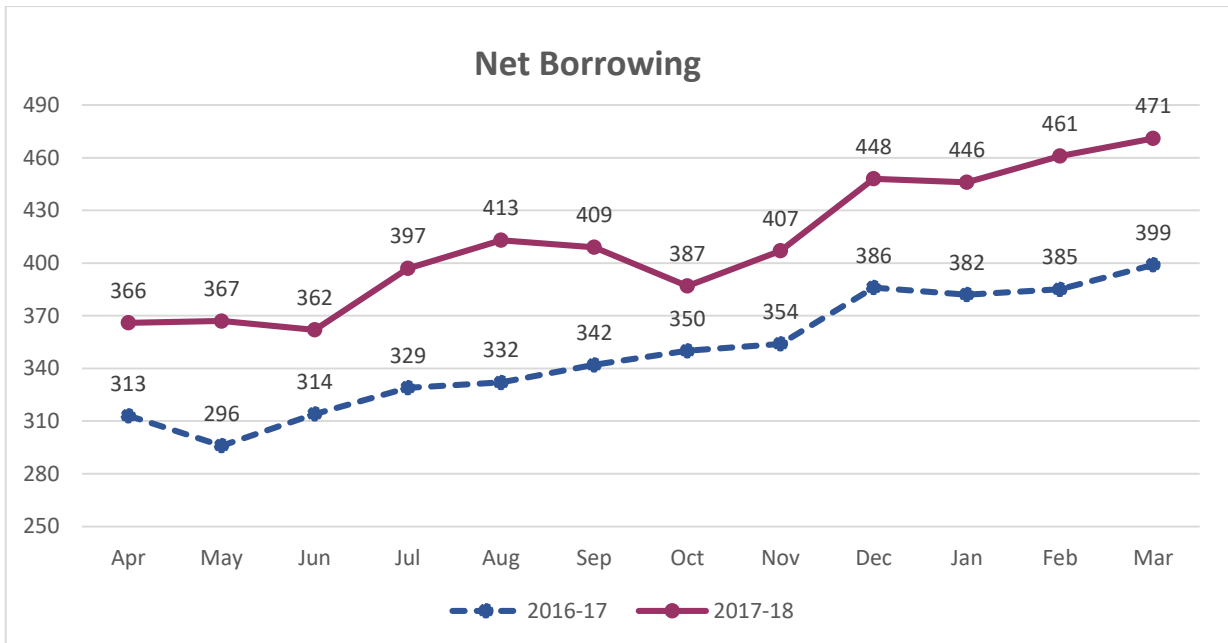
10.7 The cost of borrowing depends on the life of the asset and also the interest rates at a point in time. The longer the loan term, the higher the interest rate.

As an example, the grid below shows the different costs for different asset lives based on borrowing £1m at 4th April 2018 PWLB interest rates. Year 1 costs are highest and gradually decrease each year thereafter. This is because as the principal loan is repaid, the amount of interest charged each year decreases.

| Asset life in years | Indicative cost | | |
|---------------------------|------------------------|-------------------------------|-----------------------|
| | Year 1 cost £000 | Final Year cost £000 | Total cost £000 |
| 5 | 217 | 203 | 1,058 |
| 10 | 119 | 102 | 1,113 |
| 35 | 54 | 29 | 1,470 |
| 40 | 51 | 26 | 1,540 |

11. BALANCE SHEET

11.1 The graph below shows net borrowing (borrowings less investments) on a month by month basis and compares the position with the previous financial year. The levels of investments at the end of March 2018 were £26.42m (excluding 3rd party loans) and gross borrowing was £497.86m. Of this gross borrowing, it is estimated that £56.801m relates to borrowing for Invest to Save or Invest to Earn schemes, including loans we have issued to 3rd parties in order to receive a financial return.



11.2 Further detail around the Treasury Management activities can be found in the latest [Treasury Management Report](https://tinyurl.com/y7yaz7pj) (<https://tinyurl.com/y7yaz7pj>).

11.3 The Council's reserves include various earmarked reserves (held for specific purposes), as well as provisions (held for potential liabilities) and capital funding. A schedule of the Council's reserves and provisions can be found in [appendix 2](#).

11.4 Proposed Loan to VIVA Arts & Community Group (Soham Mill)

The County Council has been approached by a local charity (Viva) with a business case and request for loan financing to enable development of Spencer Mill, Soham.

The capital loan requested from the County Council is for £150k, repayable over 25 years with interest charged at 4% above base rate.

Legislation and the Council's Treasury Management Strategy permit the Authority to make loans to third parties for the purpose of capital expenditure. The CCC strategy sets out that this will usually be done to support local economic development and may be funded by external borrowing.

Viva propose redevelopment of the Mill as a social and cultural hub for Soham, as well as the charity's headquarters. The Chief Finance Officer has reviewed the information supplied by Viva, and advises that the charity reports a sound financial position and robust plans to repay the loan to schedule. The project is recommended as enabling economic development within Soham, as well as producing a financial return on the loan for the County Council.

General Purposes Committee are invited to approve a loan to Viva for £150k, and associated amendments to the capital programme and treasury monitoring.

12. DEBT MANAGEMENT

12.1 An overview of debt management and prompt payment outcomes is shown below:

| Measure | | Year End Target | Actual as at the end of March |
|---|-------------------|-----------------|-------------------------------|
| Level of debt outstanding (owed to the council) 91-360 days, £m | Adult Social Care | £1.6m | £2.4m |
| | Sundry | £0.4m | £1.9m |
| Level of debt outstanding (owed to the council) 361 days +, £m | Adult Social Care | £1.9m | £2.6m |
| | Sundry | £0.1m | £0.2m |

12.2 Summary Final Position:

Overall debt outstanding has decreased since February. Overdue debt (total less current) has decreased by £1m from £17m to £16m.

91-360 days debt balances have increased by £896k since February. The target of £1.9m was not achieved, with the final balance being £4.2m.

Over 361 days debt has decreased by £35k overall since February, with a final balance of £2.8m against a target of £2.0m.

12.3 Adults Social Care

Adult Social Care (ASC) and Older People– 91-360 days' debt has decreased by £87k since February. Final balances are £2.4m against a target of £1.6m. 91-360 days' debt has decreased by £38k since February. Final balances are £2.6m against a target of £1.9m.

12.4 Sundry

Overall sundry 91-360 days' debt has increased by £983k since February. This consists of increases of £1.1m in Corporate Services and £56k Children and Families debt, partially offset by a decrease of £156k in Place & Economy debt. The increase in Corporate Services debt was mainly due to a Finance and Procurement invoice moving into the over 90 days category. This has resulted in the final sundry 91-360 days' debt balance being £1.9m against a target of £0.4m.

Over 361 days' sundry debt has increased by £3k since February. Final sundry balances in the over 361 days' debt category are £0.2m against a target of £0.1m. These balances consist of £98k Corporate Services debt, £77k Place & Economy debt and £43k Children and Families debt.

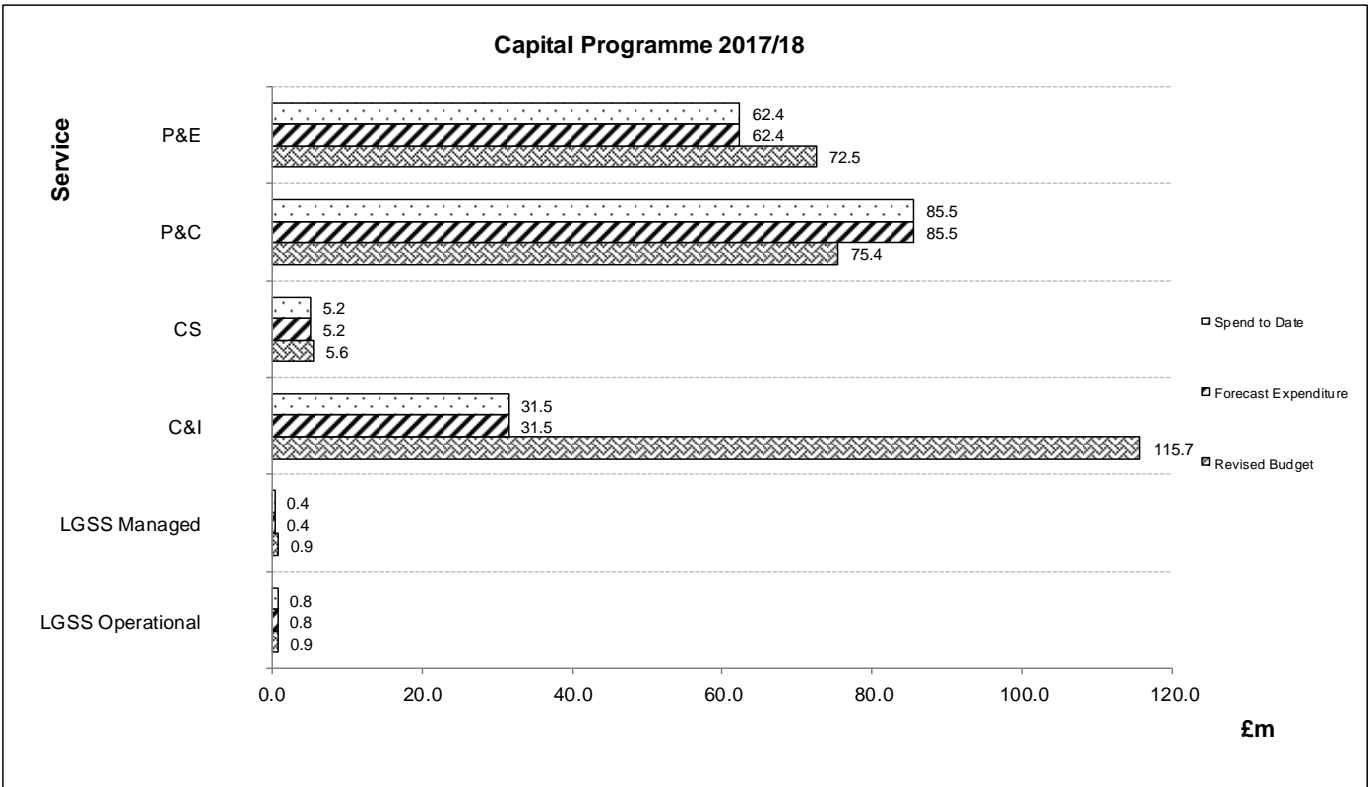
13. CAPITAL PROGRAMME

13.1 A summary of capital financial performance by service is shown below:

| 2017/18 | | | | | | TOTAL SCHEME | |
|--|-----------------------|------------------------------------|--|--|---|--|---|
| Original 2017/18 Budget as per Business Plan £000 | Service | Revised Budget for 2017/18 £000 | Forecast Variance - Outturn (Feb) £000 | Actual Variance - Outturn 2017/18 £000 | Actual Variance - Outturn 2017/18 % | Total Scheme Revised Budget (Outturn 1718) £000 | Total Scheme Forecast Variance (Outturn 1718) £000 |
| 67,331 | P&E | 72,511 | -10,743 | -10,157 | -14.0% | 435,038 | - |
| 77,408 | P&C | 75,442 | 9,241 | 10,022 | 13.3% | 576,016 | 14,326 |
| 5,489 | CS | 5,612 | 197 | -407 | -7.3% | 11,743 | 626 |
| 160 | LGSS Managed | 949 | -375 | -511 | -53.9% | 9,853 | -495 |
| 115,408 | C&I | 115,651 | -47,883 | -84,102 | -72.7% | 237,752 | -656 |
| 100 | LGSS Operational | 898 | -10 | -92 | -10.3% | 2,005 | - |
| - | Outturn adjustment | - | - | - | - | - | - |
| 265,896 | Total Spending | 271,063 | -49,573 | -85,248 | -31.4% | 1,272,407 | 13,801 |

Notes:

1. The 'Revised Budget' incorporates any changes in the funding available to what was originally budgeted. A breakdown of the use of the capital programme variations budget by service is shown in section 13.2.
2. The reported P&E capital figures do not include Greater Cambridge Partnership, which has a budget for 2017/18 of £11.1m and is reporting an underspend of -£2.7m at year-end.
3. The 'Total Scheme Forecast Variance' reflects the forecast variance against budget of the total expenditure for all active capital schemes across all financial years.



Note: The 'Revised Budget' incorporates any changes in the funding available to what was originally budgeted.

13.2 In light of the significant slippage experienced in recent years due to deliverability issues with the programme, and the impact this has on the revenue financing of the related debt for the programme, the Capital Programme Board recommended that a 'Capital Programme Variations' line be included for each Service which effectively reduced the programme budget for 2017/18. This was allocated service-wide rather than against individual schemes as it is not possible to identify in advance which particular schemes will be affected by land-purchase issues, environmental factors etc. which create the slippage.

A summary of the use of capital programme variations budgets by services is shown below.

| 2017/18 | | | | | |
|-----------------------|---|--|--|---|--|
| Service | Capital Programme Variations Budget £000 | Actual Variance - Outturn 2017/18 £000 | Capital Programme Variations Budget Used £000 | Capital Programme Variations Budget Used % | Actual Variance Against Revised Budget - Outturn 2017/18 £000 |
| P&E | -15,514 | -25,671 | 15,514 | 100.00% | -10,157 |
| P&C | -10,305 | -283 | 283 | 2.75% | 10,022 |
| CS | -279 | -686 | 279 | 100.00% | -407 |
| LGSS Managed | -643 | -1,154 | 643 | 100.00% | -511 |
| C&I Non-Housing | -720 | -1,532 | 720 | 100.00% | -812 |
| LGSS Operational | -20 | -112 | 20 | 100.00% | -92 |
| Outturn adjustment | - | - | 10,022 | - | - |
| Subtotal | -27,481 | -29,439 | 27,481 | 100.00% | -1,958 |
| C&I Housing | 0 | 0 | 0 | 0.00% | -83,290 |
| Total Spending | -27,481 | -29,439 | 27,481 | 100.00% | -85,248 |

- 13.3 As at year-end, People & Communities has utilised -£0.3m of the -£10.3m capital programme variations budget originally allocated to P&C. Taken together with the re-phasing on Place and Economy, Corporate Services, LGSS Managed, Commercial and Investment and LGSS Operational schemes which have exceeded the capital programme variations budget allocated to them, this fully utilises the total -£27.5m capital variations budget and exceeds the total by -£2.0m. Therefore, overall expenditure on the 2017/18 capital programme is underspent by -£2.0m compared to the position originally anticipated when the capital variations budget was set.
- 13.4 The C&I Housing scheme budget does not have a capital programme variations budget associated with it; it is therefore shown as a separate line in the above capital programme variations table. Incorporating the in-year underspend of -£83.3m on Housing schemes, this gives an overall forecast underspend position of -£85.2m.
- 13.5 A more detailed analysis of current year key exceptions by programme for individual schemes of £0.25m or greater are identified below.
- 13.5.1 **Place & Economy:** a -£10.2m (-14%) in-year underspend is being reported at year end after the capital programme variations budget has been utilised in full.

| | £m | % |
|---|------|--------|
| <ul style="list-style-type: none"> Connecting Cambridgeshire- a -£3.8m underspend is being reported for year-end, which is an increase of -£0.4m on the underspend previously in October. Expenditure in this year has been lower than estimated in relation to the BT contract. To confirm, delivery is on track but expenditure has been re-phased, and therefore the funding will be required next financial year. | -3.8 | (-90%) |

- **Cycling Schemes-** a -£2.8m underspend is being reported for year-end, which is a decrease of £0.3m on the underspend previously reported in February. This is mainly due to a pressure on the following scheme:

 - Cycling City Ambition Grant: a +£0.3m pressure is being reported at year-end. This grant has been awarded for 5 years and the expenditure is ahead of profile; there is no impact on the total scheme forecast.

-2.8 (-54%)

- **Delivering the Transport Strategy Aims-** a -£2.5m underspend is being reported across Delivering the Transport Strategy Aims schemes for year-end, which is an increase of -£0.5m on the underspend previously reported in February. There are a number of schemes which for various reasons such as staff resource for both CCC & Skanska, change of Highways Services Contract (including delays in receipt of target costs) and inclement weather have been delayed.

-2.5 (-55%)

- **Operating the Network-** a -£2.4m underspend is being reported for year-end, which is an increase of -£0.5m on the underspend previously reported in February. This increase is due to underspends on the following schemes:

 - Carriageway & Footway Maintenance incl Cycle Paths: An underspend of -£1.4m is being reported for year-end, which is an increase of -£0.5m on the underspend previously reported in February. This increase is mainly due to severe delays with the work on the B1090 - Abbots Ripton, Station Road due to a technical agreement, land transfer and finance contribution with Network Rail.

-2.4 (-15%)

- **Guided Busway-** a -£1.2m underspend is being reported for year-end, which is an increase of -£0.5m on the underspend previously reported in February. The overall underspend this financial year is due to part one compensation payments in relation to the busway being lower than anticipated.

-1.2 (-97%)

- **National Productivity Fund-** a -£0.7m underspend is being reported for year-end. This grant has been awarded for two years and the majority of the work will be carried out in 2018/19.

-0.7 (-24%)

- Safer Roads Fund-** a -£0.4m underspend is being reported for year-end, as a result of no expenditure this financial year. The initial target price quotation received in early February was £800k over budget, partly due to the requirement to deliver a significant proportion of the scheme by the end of the year, but also due to the scope of the scheme and limited number of supply chain prices received by Skanska. To ensure a minimum acceptable level of value for money could be demonstrated, the decision was taken to re-scope the scheme, extend the programme and resubmit requests for quotations from Skanska's wider supply chain. This has clearly altered the spend profile for this scheme. The Department for Transport (DfT) have agreed that the delivery of this scheme can now be rescheduled for the early part of 2018/19 to allow sufficient time to ensure the scope of the scheme meets the required outcome.

-0.4 (-100%)
- Waste Infrastructure-** a -£0.3m underspend is being reported at year-end. Due to the complexity of issues to identify suitable alternative sites and ongoing discussions with key stakeholders, this project has not progressed as quickly as anticipated.

-0.3 (-79%)
- Ely Crossing-** a -£0.03m in- year underspend is being reported at year-end, which is a decrease of £3.8m on the underspend position previously reported in February. This increase in expenditure is primarily due to the addition of an accrual for land costs.

During construction a number of significant challenges had arisen which resulted in increases to the scope and quantity of work that the contractor had to undertake, contributing to a cost increase resulting in significant cost escalation and an extension to the programme. See also section 12.10 regarding a request to GPC for additional funding for completion of the scheme.

-0.03 (-0.1%)

For full and previously reported details see the P&E Finance & Performance Report. *(Please note that the information from the P&E report will be available at the links below following the publication of the [Economy and Environment Committee](https://tinyurl.com/ybr6ee8j) (<https://tinyurl.com/ybr6ee8j>) and [Highways and Community Infrastructure Committee](https://tinyurl.com/y724pzs7) (<https://tinyurl.com/y724pzs7>) agendas.)*

13.5.2 People & Communities: +£10.0m (+13%) accelerated spend is being reported at year-end after utilising -£0.3m of the -£10.3m capital programme variations budget allocated to P&C.

| | £m | % |
|---|------|--------|
| <ul style="list-style-type: none"> Schools Managed Capital: +£1.3m pressure is being reported at year end. Devolved Formula Capital (DFC) is a three year rolling balance and includes £780k carried forward from 2016/17. The 2017/18 position relates to schools funded capital of £1,981k which has matching funding to offset the impact. Devolved Formula Capital then has a carry forward into 2018/19 of £717k. | +1.3 | (+72%) |
| <ul style="list-style-type: none"> Capitalisation of Interest Costs: -£0.3m underspend is being reported at year-end. The capitalisation of interest calculation was carried out with analysis completed at an individual scheme level once the overall 2017/18 capital expenditure was complete, and monthly interest rates for the financial year were known. Following the final expenditure and interest figures the calculated value for P&C came in at £275k lower than the original estimated budget. | -0.3 | (-18%) |
| <ul style="list-style-type: none"> Children Support Services: -£0.4m underspend is being reported at year end. Previously the forecast included expenditure on the Education Capital Team, which as part of year end procedures has been allocated against applicable projects in year, whose outturns have been updated accordingly. | -0.4 | (-99%) |
| <ul style="list-style-type: none"> Basic Need – Early Years: -£0.6m underspend is being reported at year end, which is a movement of -£0.3m on the position last reported in June. This is due to £304k re-phasing on the early years project at Peckover, Wisbech. | -0.6 | (-38%) |
| <ul style="list-style-type: none"> Basic Need – Primary – an in-year underspend of -£1.3m is being reported at year end, which is a decrease of £0.5m on the underspend previously reported in February. <p>This decrease is mainly due to additional accelerated spend of £338k on the Fulbourn Primary School scheme as works are progressing ahead of the original contractor programme, additional accelerated spend of £167k on the Wyton Primary scheme as the project is progressing better than initially forecast, and reduced re-phasing of £175k on the Histon Additional Places scheme. This is partially offset by changes in the following schemes:</p> | -1.3 | (-3%) |

- Hatton Park Primary is reporting an additional £235k re-phasing due to fixtures, fittings and ICT budgets not being spent in full during the financial year.
- **P&C Capital Variation** – as agreed by the Capital Programme Board, any underspend in the capital programme is offset against the capital programme variations budget, leading to a balanced outturn. As at year end, £0.3m of the £10.3m Capital Variation budget has been utilised. This will be offset with additional borrowing of £10.0m. This is a decrease of £0.8m on the use of variations budget last reported in February.

| | |
|-------|--------|
| +10.0 | (+97%) |
|-------|--------|

For full and previously reported details see the P&C Finance & Performance Report. *(Please note that the information from the P&C report will be available at the links below following the publication of the [Children & Young People's Committee](https://tinyurl.com/yb7rv4or) (<https://tinyurl.com/yb7rv4or>) and [Adults Committee](https://tinyurl.com/ybb2q3ow) (<https://tinyurl.com/ybb2q3ow>) agendas.)*

13.5.3 Corporate Services: a -£0.4m (-7%) in-year underspend is being reported at year end after the capital programme variations budget has been utilised in full.

- | | £m | % |
|---|------|--------|
| <ul style="list-style-type: none"> ● Mosaic – an in-year underspend of -£1.0m is being reported at year end, which is an increase of £0.6m on the underspend previously reported in September. The actual costs for the Mosaic scheme were lower than budgeted for 2017/18 due to the go live date being pushed back into 2018/19. This has moved a significant amount of the cost into 2018/19, but has not impacted on the overall scheme budget. | -1.0 | (-41%) |

For full and previously reported details see [CS & LGSS Finance & Performance Report](https://tinyurl.com/ybxq2cjt) (<https://tinyurl.com/ybxq2cjt>).

13.5.4 LGSS Managed: a -£0.5m (-54%) in-year underspend is being reported at year end after the capital programme variations budget has been utilised in full. There are no exceptions to report this month; for full and previously reported details see the [CS & LGSS Finance & Performance Report](https://tinyurl.com/ybxq2cjt) (<https://tinyurl.com/ybxq2cjt>).

13.5.5 Commercial & Investment: an -£84.1m (-73%) in-year underspend is being reported at year end after capital programme variations budget has been utilised in full.

- | | £m | % |
|--|-------|--------|
| <ul style="list-style-type: none"> ● Housing Schemes – an in-year underspend of -£83.3m is being reported at year end. As has previously been reported in separate papers to the C&I committee, the Housing Schemes did not progress as quickly as originally anticipated in the initial draft model that was created for the 2017-18 Business Planning process. The company's financial model was refined and updated | -83.3 | (-74%) |

over the last few months, alongside the progression of work on seeking planning permission, declaring assets surplus and moving towards a position of being able to dispose of the properties before the end of the financial year. The increased underspend is due to re-phasing of work into future years.

- **Shire Hall Campus** – an underspend of -£0.3m is being reported at year end. This is as a result of reduced levels of spending on maintenance at Shire Hall. This has also reduced the total scheme forecast accordingly. -0.3 (-48%)

For full and previously reported details see the [C&I Finance & Performance Report \(https://tinyurl.com/ycbdvabb\)](#). *(Please note that the C&I report will be available at the link above following the publication of the C&I Committee agenda.)*

- 13.5.6 **LGSS Operational:** a -£0.092m (-10%) in-year underspend is being reported at year end after the capital programme variations budget has been utilised in full. There are no exceptions to report this month; for full and previously reported details see the [CS & LGSS Finance & Performance Report \(https://tinyurl.com/ybxq2cjt\)](#).
- 13.6 This month there are no total scheme key exceptions to report. (Total scheme key exceptions are £0.25m or greater by programme for individual schemes.)

13.7 A breakdown of the changes to funding has been identified in the table below:

| Funding Source | B'ness Plan Budget | Rolled Forward Funding¹ | Revised Phasing | Additional/ Reduction in Funding | Revised Budget | Outturn Funding | Funding Variance |
|---|---------------------------|---|------------------------|---|-----------------------|------------------------|-------------------------|
| | £m | £m | £m | £m | £m | £m | £m |
| Department for Transport (DfT) Grant | 20.5 | 0.5 | 8.0 | 5.2 | 34.2 | 35.9 | 1.7 |
| Basic Need Grant | 32.7 | - | - | - | 32.7 | 32.7 | - |
| Capital Maintenance Grant | 4.0 | - | 0.4 | - | 4.5 | 4.5 | - |
| Devolved Formula Capital | 1.1 | 0.8 | -0.1 | -0.0 | 1.8 | 1.0 | -0.7 |
| Specific Grants | 23.1 | 0.5 | -7.6 | -0.1 | 16.0 | 21.6 | 5.6 |
| S106 Contributions & Community Infrastructure Levy | 22.0 | 1.6 | -4.4 | 0.8 | 20.0 | 14.2 | -5.8 |
| Capital Receipts | 83.9 | - | - | - | 83.9 | 4.2 | -79.7 |
| Other Contributions | 15.1 | 0.4 | -4.6 | 2.7 | 13.5 | 12.2 | -1.3 |
| Revenue Contributions | - | - | - | - | - | - | - |
| Prudential Borrowing | 63.5 | 9.7 | -10.4 | 1.7 | 64.6 | 59.4 | -5.2 |
| TOTAL | 265.9 | 13.5 | -18.7 | 10.3 | 271.1 | 185.8 | -85.2 |

¹ Reflects the difference between the anticipated 2016/17 year end position used at the time of building the initial Capital Programme budget, as incorporated within the 2017/18 Business Plan, and the actual 2016/17 year end position.

13.8 Key funding changes (of greater than £0.25m) are identified below:

| Funding | Service | Amount (£m) | Reason for Change |
|---|---------|-------------|--|
| Additional / Reduction in Funding (Specific Grants) | All | +10.6 | <p>Funds received for the Greater Cambridge Partnership (£11.8m) that have not been needed in 2017/18 in cash flow terms have been used to postpone borrowing to fund schemes across the capital programme in order to reduce the MRP payable for 2018/19. When these funds are needed again then the Council will borrow to repay them.</p> <p>Funds received for the Growth Deal (£0.5m) and Growing Places fund (£0.6m) that have already been used in place of borrowing are required to fund expenditure in 2017/18; additional prudential borrowing is therefore required to repay the use of these funds. This is offset by the use of the Greater Cambridge Partnership funding as described above.</p> <p>GPC is asked to approve the use in cash flow terms of £11,793k Greater Cambridge Partnership funding for schemes across the capital programme to postpone prudential borrowing, additional prudential borrowing required to offset the use of £533k Growth Deal and £663k Growing Places funding, and the resulting reduction of £10,596k in the prudential borrowing requirement.</p> |
| Additional / Reduction in Funding (Other Contributions) | All | +5.0 | <p>Funds received for Horizons (£5.0m) that have not been needed in 2017/18 in cash flow terms have been used to postpone borrowing to fund schemes across the capital programme in order to reduce the MRP payable for 2018/19. When these funds are needed again then the Council will borrow to repay them.</p> <p>GPC is asked to approve the use in cash flow terms of £4,983k Growing Places funding for schemes across the capital programme to postpone prudential borrowing, and the resultant reduction in the prudential borrowing requirement.</p> |

- 13.9 For previously reported key funding changes see the respective Service Finance & Performance Report (appendix 6):

P&E Finance & Performance Report
P&C Finance & Performance Report
CS & LGSS Finance & Performance Report
C&I Finance & Performance Report

- 13.10 Economy and Environment Committee considered a report on 12th April 2018 detailing the changes to the cost of the programme for delivering the Ely Southern Bypass and to consider the requirement for additional funding. During construction a number of significant challenges had arisen which resulted in increases to the scope and quantity of work that the contractor had to undertake, contributing to the cost increase resulting in significant cost escalation and an extension to the programme. As construction had progressed, a number of issues arose principally related to the combination of the complexity of the design of the structures necessary to mitigate the environmental impact and secure planning consent, ground conditions, third party requirements, site constraints, and the requirement for the quickest possible delivery. At the Committee it was resolved unanimously to note the increase in scheme costs and request General Purposes Committee (GPC) to allocate the additional funding required of £13m to complete the scheme. The annual cost of the additional prudential borrowing required to fund the increased costs will start at £686k pa, decreasing each year thereafter over 40 years. The report to Economy & Environment Committee is available at [here](https://tinyurl.com/y722qrzh) (<https://tinyurl.com/y722qrzh>).

General Purposes Committee is asked to approve additional prudential borrowing of £13m in future years for the completion of the Ely Southern Bypass scheme.

14. FUNDING CHANGES

- 14.1 Where there has been a material change in 2017/18 grant allocations to that budgeted in the Business Plan (BP) i.e. +/- £160k, this will require Strategic Management Team (SMT) discussion in order to gain a clear and preferred view of how this additional/shortfall in funding should be treated. The agreed approach for each grant will then be presented to the GPC for approval.

Business Rates Retention Pilot

From April 2015 Cambridgeshire has been in a pilot scheme that allows councils to retain 100% of any additional growth in business rates beyond expected forecasts. For year two of the pilot scheme Cambridgeshire County Council's share of the additional growth, which was accounted for in 2017/18, was £1,377k. This has not been budgeted for and is shown within the outturn position of the 'Funding Items' section of this report. This has been included in the Surplus Corporate Grants transferred to the General Reserve at year end, see section 8.1.

14.2 Funding changes 2018-19: Adult Social Care Support Grant

In mid-February 2018, following the Full Council budget meeting, the *Secretary of State for Housing, Communities and Local Government* announced a further grant entitled the “Adult Social Care Support Grant” for all authorities with Social Care responsibilities. For Cambridgeshire the allocation is **£1.453m**.

Despite its name the grant is not ring-fenced although the Secretary of State has indicated the expectation that Councils use the funds to build on progress in supporting sustainable local care markets.

To comply with the Scheme of Financial Management regarding unringfenced grants, General Purposes Committee is therefore invited to **agree allocation of the additional £1.453m funding to the People & Communities directorate**, to be deployed as follows:

| Item | Amount | Remarks |
|--|----------------|--|
| Additional funding to support national target for reducing delayed transfers of care | £570k | Investment into Reablement service to provide additional capacity, and in response to pressures facing the NHS |
| Meet unidentified savings target within Adults Services (A/R.6.177) | £252k | Full Council agreed a “further savings requirement from Adults Services” contingent on consultation with clients contributing to care costs. In 2018-19 this target will now be funded by grant instead. |
| Investments in social work and commissioning (workforce) | £295k | Additional capacity and initiatives which manage demand and sustain investment. This includes support to safeguarding and care homes, and meeting some salary related pressures for staff on NHS employment terms. |
| Emerging pressures and sustaining care markets | £336k | Enabling the Council to draw on additional funds during periods of peak demand on the social care system; appropriate social care contribution to GP-led interim bed (step-down) capacity. |
| Subtotal | £1,453k | Total allocation to People & Communities (Adults) |

The grant has been announced for one year only, and the above items will be reviewed as part of business planning for 2019-2024 to consider the longer term funding position of these pressures where appropriate.

15. EXTERNAL AND CONTEXTUAL ISSUES

- 15.1 As predicted, the financial challenges facing the Council have increased during 2017/18 CCC has continued to face substantial increases in demand for its services, both as a result of population growth and changing demographics, particularly in relation to the ageing population and those with complex care needs. The number of Looked After Children in complex and costly placements has also been increasing, placing significant pressure on the Children’s Social Care budget. These pressures, coupled with a 9.2% reduction in Government funding led to a savings requirement of £31.8m in 2017/18 and £103.1m over the next five years.
- 15.2 Indicative of the scale of the challenge the Council has faced this year, it has failed to achieve a “break-even” outturn for the second year in succession and ended the year needing to draw down £3.8m from its non-earmarked reserves. Details of the pressures that have led to this position can be found in previous [Finance & Performance Reports](#).

- 15.3 The financial outlook for 2018/19 remains extremely constrained, as despite the government delaying its aim to return public finances to balance until 2020, the Council is still faced with a further 3.5% reduction in Government funding alongside continuing increases in the demand for its services, resulting in a savings requirement of £82m over the next five years. However, following the 2016/17 change in the way the Council bears the cost of borrowing through its Minimum Revenue Position policy, it has been able to establish a £20m Transformation Fund which has been utilised during 2017/18 and will be further utilised during 2018/19. The Transformation Programme is integrated into the Business Planning process with a programme of investments and savings reflecting the transformational changes planned for 2018/19 and beyond. This continues to make resources available for Services to invest in strategies and to overhaul their services in a way that will deliver long-term savings. During the first part of 2018, a revised strategy for Council tax was agreed for the medium term, as part of an approach which builds the organisation's financial resilience in response to the considerable risks and pressures outlined.
- 15.4 The Council will focus on transforming rather than cutting services in this approach and will continue to seek to shape proposals so that the most vulnerable are the least affected. For further information see the Council's [Medium Term Financial Strategy](#).

16. ALIGNMENT WITH CORPORATE PRIORITIES

16.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

16.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

16.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

17. SIGNIFICANT IMPLICATIONS

17.1 Resource Implications

This report provides the year end resources and performance information for the Council and so has a direct impact.

17.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

17.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

17.4 Equality and Diversity Implications

There are no significant implications within this category.

17.5 Engagement and Communication Implications

No public engagement or consultation is required for the purpose of this report.

17.6 Localism and Local Member Involvement

There are no significant implications within this category.

17.7 Public Health Implications

There are no significant implications within this category.

| Implications | Officer Clearance |
|---|--|
| Have the resource implications been cleared by Finance? | Yes Name of Financial Officer: Chris Malyon |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | No Name of Legal Officer: Not applicable |
| Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law? | No Name of Legal Officer: Not applicable |
| Have the equality and diversity implications been cleared by your Service Contact? | No Name of Officer: Not applicable |
| Have any engagement and communication implications been cleared by Communications? | No Name of Officer: Not applicable |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | No Name of Officer: Not applicable |
| Have any Public Health implications been cleared by Public Health | No Name of Officer: Not applicable |

| Source Documents | Location |
|--|--|
| P&E Finance & Performance Report (Outturn 17/18) P&C Finance & Performance Report (Outturn 17/18) PH Finance & Performance Report (Outturn 17/18) CS and LGSS Cambridge Office Finance & Performance Report (Outturn 17/18) C&I Finance & Performance Report (Outturn 17/18) Performance Management Report & Corporate Scorecard (Outturn 17/18) Capital Monitoring Report (Outturn 17/18) Report on Debt Outstanding (March 18) Savings Tracker 2017-18 | 1 st Floor, Octagon, Shire Hall, Cambridge |

APPENDIX 1 – transfers between Services throughout the year (only virements of £1k and above (total value) are shown below)

| | P&C | Public Health | P&E | CS Financing | Corporate Services | LGSS Managed | C&I | LGSS Op | Financing Items |
|---|---------|---------------|--------|--------------|--------------------|--------------|-------|---------|-----------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| Opening Cash Limits as per Business Plan | 237,311 | 200 | 38,682 | 22,803 | 8,416 | 13,626 | 2,702 | 7,746 | 24,377 |
| Post BP adjustments | -292 | | -18 | | 408 | | 44 | -142 | |
| Apprenticeship Levy | 311 | 8 | 61 | | -426 | | 5 | 40 | |
| City Deal budgets not reported in CCC budget | | | | | -1,027 | | | | |
| Transfer Digital Strategy budget to CS - CCR | -1,286 | | -68 | | 1,354 | | | | |
| Transfer Strengthening Communities budget to CS - CCR1 | | | -689 | | 689 | | | | |
| Property demerger from LGSS and rationalisation of property services | | | 58 | | | | -58 | | |
| Organisational structure review | -293 | | | | 293 | | | | |
| Transfer budget for Court of Protection team to CS | -52 | | | | | | | 52 | |
| Transfer surplus NHB funding from City Deal | | | | | -256 | | | | 256 |
| Transfer budget from reablement for In Touch maintenance | -10 | | | | 10 | | | | |
| Allocation of inflation to Waste budget | | | 200 | | | | | | -200 |
| Drug and Alcohol Treatment service transfer to PH | -178 | 178 | | | | | | | |
| Workforce development budget transferred to LGSS | -1,335 | | | | | | | 1,335 | |
| Budget transfer per CCR | -43 | | | | 43 | | | | |
| Property commissioning transfer budget to P&C | -11 | | | | | | 11 | | |
| Dial a Ride budget to Total Transport | 12 | | -12 | | | | | | |
| LAC demography | 2,913 | | | | -2,913 | | | | |
| Waste demography | | | 170 | | -170 | | | | |
| Transfer of savings LGSS to C&I | | | | | | | -349 | 349 | |
| Welfare benefits budget to Financial Assessments and Adult Early Help | 80 | | | | -142 | | | 62 | |
| Combined Authority levy adjustment | | | 1,327 | | | | | | -1,327 |
| Budget transfer to Transformation Team | | | | | 39 | | | -39 | |
| P&E use of earmarked reserves | | | 287 | | | | | | -287 |
| Catering and Cleaning services transfer to C&I | 449 | | | | | | -449 | | |
| Business support transfer to applications development | -54 | | | | | | | 54 | |
| Use of earmarked reserves for passenger transport | | | 118 | | | | | | -118 |
| Grants budget to P&C | 130 | | | | -130 | | | | |
| Supporting Community Services budget transfers | 139 | | 76 | | -215 | | | | |
| Adult Learning & Skills transfer to P&C | 180 | | -180 | | | | | | |
| Healthwatch transfer to P&C | 382 | | | | -382 | | | | |
| Supporting Community Services budget transfers | 358 | | | | -769 | | | | |

APPENDIX 1 – transfers between Services throughout the year (only virements of £1k and above (total value) are shown below)

| | | | | | | | | | |
|---|----------------|------------|---------------|---------------|--------------|---------------|-----------|--------------|---------------|
| Community Led Local Development Programme Funding transfer | 21 | | | | | -21 | | | |
| Trading Services budget transfers | 276 | | | | | | -276 | | |
| Supporting Community Services budget transfers | 102 | | | | -102 | | | | |
| Cambs Housing Investment Company net interest receivable transfer to C&I | | | 1,424 | | | | | -1,424 | |
| ESPO dividend budget transfer to C&I | | | | | | 200 | | -200 | |
| Equalisation adjustment transfer from LGSS Managed to LGSS Cambridge Office | | | | | | -15 | | | 15 |
| Budget transfer per CCR | | | | | -43 | | | | 43 |
| Transfer Strengthening Communities budget | 35 | 17 | | | -53 | | | | |
| Transfer insurance budgets | 419 | 1,615 | | | | | -2,033 | | |
| Physical Disabilities redundancy savings to CS | -31 | | | | 31 | | | | |
| Transfer Strengthening Communities budget | -27 | -5 | | | 32 | | | | |
| Reduce flood budget ETE, approved by GPC | | -20 | | | | | | | 20 |
| Transfer insurance budgets | 63 | 61 | | | | | -146 | 22 | |
| Transfer Strengthening Communities budget | | -33 | | | 33 | | | | |
| Transfer Building maintenance match funding | | 3 | | | | | | -3 | |
| Current budget | 239,567 | 386 | 42,062 | 24,227 | 4,721 | 11,611 | 25 | 9,516 | 22,721 |
| Rounding | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

APPENDIX 2 – Reserves and Provisions

| Fund Description | Balance at 31 March 2017 | 2017-18 | | Notes |
|------------------------------|--------------------------|----------------------|--------------------------|--|
| | | Movements in 2017-18 | Balance at 31 March 2018 | |
| | | £000s | £000s | |
| General Reserves | | | | |
| - County Fund Balance | 15,808 | -2,415 | 13,392 | Service reserve balances transferred to General Fund after review |
| - Services | | | | |
| 1 P&C | 540 | -540 | 0 | |
| 2 P&E | 2,229 | -2,229 | 0 | |
| 3 CS | -64 | 64 | 0 | |
| 4 LGSS Operational | 609 | -609 | 0 | |
| subtotal | 19,122 | -5,729 | 13,392 | |
| Earmarked | | | | |
| - Specific Reserves | | | | |
| 5 Insurance | 3,269 | -94 | 3,175 | |
| subtotal | 3,269 | -94 | 3,175 | |
| - Equipment Reserves | | | | |
| 6 P&C | 133 | -69 | 64 | |
| 7 P&E | 218 | -188 | 30 | |
| 8 CS | 57 | -27 | 30 | |
| 9 C&I | 726 | -46 | 680 | |
| subtotal | 1,134 | -330 | 804 | |
| Other Earmarked Funds | | | | |
| 10 P&C | 1,223 | -709 | 514 | Includes liquidated damages in respect of the Guided Busway - current balance £1.5m. |
| 11 PH | 2,960 | -393 | 2,567 | |
| 12 P&E | 5,989 | -607 | 5,382 | |
| 13 CS | 2,656 | -28 | 2,628 | Savings realised through change in MRP policy |
| 14 LGSS Managed | 146 | -83 | 63 | |
| 15 C&I | 442 | 110 | 552 | |
| 16 Transformation Fund | 19,525 | 2,352 | 21,877 | |
| 17 Innovation Fund | 1,000 | -156 | 844 | |
| subtotal | 33,941 | 487 | 34,427 | |
| SUB TOTAL | 57,465 | -5,666 | 51,799 | |
| Capital Reserves | | | | |
| - Services | | | | |
| 18 P&C | 1,827 | -1,049 | 778 | Section 106 and Community Infrastructure Levy balances. |
| 19 P&E | 7,274 | 2,926 | 10,200 | |
| 20 LGSS Managed | 72 | -72 | 0 | |
| 21 C&I | 0 | 0 | 0 | |
| 22 Corporate | 29,782 | 13,779 | 43,561 | |
| subtotal | 38,955 | 15,584 | 54,539 | |
| GRAND TOTAL | 96,420 | 9,918 | 106,338 | |

In addition to the above reserves, specific provisions have been made that set aside sums to meet both current and long term liabilities that are likely or certain to be incurred, but where the amount or timing of the payments are not known. These are:

| Fund Description | Balance at 31 March 2017 | 2017-18 | | Notes |
|--------------------------------|--------------------------|----------------------|--------------------------|-------|
| | | Movements in 2017-18 | Balance at 31 March 2018 | |
| | £000s | £000s | £000s | |
| - Short Term Provisions | | | | |
| 1 P&E | 669 | -614 | 55 | |
| 2 P&C | 200 | 0 | 200 | |
| 3 CS | 64 | -64 | 0 | |
| 4 LGSS Managed | 3,056 | 404 | 3,460 | |
| 5 C&I | 24 | -24 | 0 | |
| subtotal | 4,013 | -298 | 3,715 | |
| - Long Term Provisions | | | | |
| 6 LGSS Managed | 3,613 | 0 | 3,613 | |
| subtotal | 3,613 | 0 | 3,613 | |
| | | | | |
| GRAND TOTAL | 7,626 | -298 | 7,328 | |
| | | | | |

APPENDIX 3 – RECOMMENDATIONS FROM PREVIOUS REPORTS

The February Integrated Resources and Performance Report included a number of recommendations to General Purposes Committee (GPC) that have not yet received approval, as the last Integrated Resources and Performance Report to be presented at a meeting of GPC was the January report, on 27th March 2018.

GPC is asked to approve the recommendations in the February report, which were circulated to the Committee by email.

February Integrated Resources and Performance Report

One recommendation concerning capital funding found in section 6.8:

Key funding changes (of greater than £0.25m or requiring approval):

| Funding | Service | Amount (£m) | Reason for Change |
|--|----------------|--------------------|--|
| Addition/Reduction in Funding – Department for Transport (DfT) Grant | P&E | -£1.1 | The Challenge Fund programme of schemes has been re-phased with the majority of works being scheduled for completion in 2018/19. As such - £1.1m of the Challenge Fund DfT Grant will not be required until 2018/19. This change in spend profile has been notified to the DfT and no concerns have been raised. General Purposes Committee is asked to note this in-year reduction in funding. |
| Addition/Reduction in Funding – Department for Transport (DfT) Grant | P&E | -£0.8 | The Safer Roads Fund scheme for safety improvements on the A1303 is being re-phased and it is anticipated that this will be completed in 2018/19. As such -£0.8m of the Safer Roads Fund DfT Grant will not be required until 2018/19. The altered spend profile for this scheme will shortly be notified to the DfT. General Purposes Committee is asked to note this in-year reduction in funding. |
| Addition/Reduction in Funding – Prudential Borrowing | P&E | -£2.25 | Due to the re-phasing of Challenge Fund work into 2018/19 as described above, the additional prudential borrowing of £2.25m approved by GPC in July 2017 to supplement the DfT Grant will no longer be required during this financial year. General Purposes Committee is asked to note this in-year reduction in the prudential borrowing requirement. |

One recommendation concerning the approval of additional prudential borrowing, found in section 6.9:

In addition to the above funding budget changes for 2017/18, additional funding of £132k is requested in 2017/18 to fund the in-year pressure on the Capitalisation of Corporate Redundancies budget. (This is in addition to the £359k requested in the January report). Transformation costs can only be classified as capital under the government directive on flexible use of capital receipts, which permits capital receipts to be used to fund transformation work, therefore they must be funded by capital receipts rather than any other source of capital funding. This necessitates a corresponding reduction in capital receipts funding in the Commercial & Investment capital programme, offset by an increase of £132k in the C&I borrowing requirement. The main service which is facing additional redundancies costs, following a restructure, had previously accumulated a departmental revenue reserve. This revenue reserve was previously incorporated into the general fund reserve, following Council policy, and it is therefore considered most appropriate to make use of the capital receipts flexibility for this transformation activity instead.

General Purposes Committee is asked to approve additional prudential borrowing of £132,000 in 2017/18 to offset the increased use of capital receipts for additional capitalisation of redundancies. (Please note that this recommendation is carried forward from the February report which was circulated via email; this has reduced from the previous £138k additional funding reported in February.)

CAMBRIDGESHIRE PUBLIC SERVICE NETWORK EASTNET RE-PROCUREMENT

To: General Purposes Committee

Meeting Date: 29 May 2018

From: Director Corporate and Customer Services

Electoral division(s): All

Forward Plan ref: 2018/051 *Key decision: Yes*

Purpose: This paper sets out the process that has been followed to procure a replacement framework contract for the Cambridgeshire Public Service Network (CPSN), now called EastNet. It notifies the Committee that we have reached the end of the procurement and recommends a plan for implementation post award.

The Confidential Appendix identifies the successful bidder and summarises each bidder submission. We are required by the Public Contract Regulations (PCR) 2015 to notify all bidders (successful and unsuccessful) during a standstill period. To ensure that we do not breach PCR 2015 we do not want others to know this information whilst we are in the standstill period.

Recommendation: The Committee is asked to:

- Note the plan for implementation post award;
- Approve the recommendation to award to the successful bidder for the price set out in the Confidential Appendix.

| Officer contact: | Member contacts: |
|---|---|
| Name: Chris Stromberg | Names: Councillors Count & Hickford |
| Post: Head of IT & Digital Service | Post: Chair/Vice-Chair |
| Email: chris.stromberg@cambridgeshire.gov.uk | Email: Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: 01223 715654 | Tel: 01223 706398 |

1. BACKGROUND

- 1.1 The Council is dependent on network connectivity to function effectively and this dependency is increasing year on year. To date this connectivity has been provided through a framework contract that was awarded to Virgin Media Business (VMB) on behalf of the CPSN Partnership in 2011.
- 1.2 In March 2016 General Purposes Committee (GPC) approved the necessary procurement activities to replace CPSN. This included agreeing that the County Council would continue to be the lead authority, on behalf of the partnership, for the procurement of a new Public Service Network framework contract.
- 1.3 In June 2017 GPC approved an eighteen month extension to the existing Direct Award to VMB (12months + 6months) to allow for a comprehensive EU wide open competitive procurement process, to align with the NHS transition from its previous data network called N3 to the new Health and Social Care Network (HSCN) and to provide sufficient time for the transition to the new arrangement.

2. EASTNET PARTNERS

- 2.1 The purpose of the EastNet framework is to reduce the cost of network connectivity for public sector partners and to act as an enabler for delivering more joined up public services through the use of a shared network.
- 2.2 There are a range of partners involved in EastNet these are:
 - Cambridgeshire County Council & Cambridgeshire Schools
 - All Cambridgeshire District Councils
 - Peterborough City Council
 - Cambridgeshire and Peterborough Fire and Rescue
 - Bedfordshire and Luton Fire and Rescue
 - Northamptonshire County Council & Northamptonshire Districts Councils via LGSS
 - Northampton NHS Foundation Trust
 - Cambridge & Peterborough Foundation Trust
 - Northamptonshire Healthcare NHS Foundation trust
- 2.3 In addition the following organisations are monitoring the progress of the EastNet procurement before making a final decision on how they will secure access to the HSCN – provision of HSCN is a core requirement for the new EastNet supplier. These partners are:
 - North London CSU – NENE CCG
 - North London CSU – CORBY CCG
 - Cambridge and Peterborough CCG
 - Kettering General Hospital
 - Northampton General Hospital
 - Cambridgeshire Community Services NHS Trust
 - Papworth Hospital NHS Foundation Trust
 - Hinchingsbrooke Healthcare NHS Trust
 - Peterborough Healthcare NHS Trust

2.4 Cambridgeshire Constabulary, linked to Hertfordshire & Bedfordshire Constabularies, have also expressed an interest in EastNet.

2.5 We are delighted by this level of interest in this new framework as it is indicative of the strength of the engagement we have managed to achieve during this procurement process.

3.0 PROCUREMENT STAGES AND MILESTONES

3.1 At each stage the procurement was assessed on 60% quality and 40% on cost. This was done to create a level playing field for bids that did not favour the current incumbent, a reoccurring theme during the *Prior Information Notice* (PIN) discussions we held with the market.

3.2 Suppliers were given a full set of technical and commercial requirements and asked to propose the delivery method, irrespective of the current delivery method in use through the CPSN contract. This approach allowed suppliers to provide innovative solutions and to simplify costs.

3.3 There are several differences between CPSN cost model and that proposed for EastNet. CPSN incorporates key services 'built in' that are paid for via an agreed Mandatory Minimum Services payment for each partner. These have been dealt with differently in EastNet to allow partners to tailor the ordering and payment of these services to their own requirements. There will still be Mandatory Services for EastNet but they will be simplified and reduced.

3.4 The initial stage of the EU public procurement, the standard *Selection Questionnaire* (SQ), took place between 12th June 2017 and 2nd August 2017. Ten submissions were received at this stage from which four suppliers were selected to move to the next stage. These suppliers were:

- Virgin Media Business
- BT PLC
- Udata Capita
- MLL Ltd

3.5 These four suppliers then completed the *Invitation to Submit Outline Solution* (ISOS). This took place between 7th August 2017 and 7th November 2017. It provided us and our partners with an opportunity to test the suppliers, focusing on solutions provided and the degree to which they met our requirements. At this stage no pricing is requested and all four suppliers remained in the process.

3.6 The completion of *Invitation to Submit Detailed Solution* (ISDS) took place between 27th October 2017 and 22nd March 2018. This stage asks for more specific information, the suppliers are expected to move from offering options to stating their solution. At this stage we see their initial indicative pricing. During this stage we carried out a comparison of the Yearly Access Circuit Rental for EastNet with the costs for CPSN. This showed a favourable reduction for the County Council. It was anticipated this would be reduced further with the final pricing. Again all four Suppliers remained engaged at the end of this stage of the process.

- 3.7 The final procurement stage is the *Invitation to Submit Final Bid* (ITSFB). The milestones for this stage are as follows:
- Individual assessment 11th May 2018
 - Ratification and moderation 18th May 2018
 - Notice to award 23rd May 2018
 - Standstill period ends 6th June 2018
- 3.8 As the Committee meeting falls within the legal obligation to conduct a standstill period with all bidders it is necessary for the Appendix to this paper to be Confidential. The *Notice of Award* issued to bidders during the standstill period makes it clear that it is subject to the approval of the General Purposes Committee.
- 3.9 The post award milestones and activities are as follows:
- Establishing the service relationship with the supplier 25th June 2018
 - Standing up the framework, forming the contract 16th July 2018
 - Transition planning and roles and responsibilities 16th July 2018
 - Call Down Contract sign up with all partners 6th August 2018
 - New partner engagement 8th August 2018
 - EastNet partnership engagement 10th August 2018
- 3.10 The transition migration period will be dependent on the Transition Plan provided by the winning supplier but dialogue and market research have indicated a 6 – 18 month period will be required, depending on the successful bidder submission.
- 3.11 Planning, based on the dialogue to date, is already taking place to ensure we can progress swiftly with the successful bidder.

4.0 FINANCIAL AND OPERATIONAL RISKS

- 4.1 There are two main financial and operational risks:
- 1) Legal challenge from one or more of the unsuccessful bidders. This has been mitigated by robust application of procurement rules and regulations and by having a consistent and competent procurement team throughout the process.
 - 2) During the transition phase from the CPSN contract to the EastNet contract risks may arise from the migration of circuits, dual running costs and unexpected capital expenditure. All of these risks were identified early on in the procurement process to allow for mitigation which included building these factors into the procurement requirements and securing a capital budget in advance through the business planning process to support transition.
- 4.2 The CPSN/EastNet partnership board has continued to be united in its approach, supporting the project plan and showing trust in the procurement team by delegating authority for day to day running of the process to the procurement team led by the County Council. The project plan timeline, progress and key risks & issues have been regularly shared with the partners and have been signed off at each of the quarterly Partnership Board meetings.

5. ALIGNMENT WITH CORPORATE PRIORITIES

5.1 Developing the local economy for the benefit of all

There are significant economic benefits to having a shared CPSN/EastNet network including economies of scale for participating organisations and opportunities for cost and operational efficiencies from improved joint working.

5.2 Helping people live healthy and independent lives

By reducing complexity, standardising networks, enabling service sharing and extending the parameters of collaborative working we will be able to share information safely and reliably. This will help staff, particularly across health and social care, to be able to work more effectively for the benefit of residents across the region.

5.3 Supporting and protecting vulnerable people

The report above sets out the implications for this priority in paragraph 5.2 above.

6. SIGNIFICANT IMPLICATIONS

6.1 Resource Implications

This contract has significant resource implications. The value of the current contract across all partners is around £2.2 million per annum with the County Council and Cambridgeshire Schools comprising £1.6 million – at £400k and £1.2m respectively. The value of the new contract is expected to be reduced.

6.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The procurement process is set out in Section 3.

6.3 Statutory, Legal and Risk Implications

Legal advice has been sought throughout and legal services have been fully involved at key points in the process such as the continuance of the current contract; the production of the Terms and Conditions Framework for EastNet; and the review, response and revision of the Call Down Contract.

6.4 Equality and Diversity Implications

The report above sets out the implications for this priority in paragraph 5.2 above.

6.5 Engagement and Communications Implications

The report above sets out the implications for this priority in paragraph 5.2 above. Communications about the successful supplier will follow the conclusion of the standstill period.

6.6 Localism and Local Member Involvement

No implications.

6.7 Public Health Implications

The report above sets out the implications for this priority in paragraph 5.2 above.

| Implications | Officer Clearance |
|---|---|
| Have the resource implications been cleared by Finance? | Yes Name of Financial Officer: Tom Kelly |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | Yes Name of Financial Officer: Tom Kelly |
| Has the impact on statutory, legal and risk implications been cleared by LGSS Law? | Yes Name of Legal Officer: Karen White |
| Have the equality and diversity implications been cleared by your Service Contact? | Yes Name of Officer: Sue Grace |
| Have any engagement and communication implications been cleared by Communications? | Yes Name of Officer: Christine Birchall |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | N/A |
| Have any Public Health implications been cleared by Public Health | N/A |

| Source Documents | Location |
|-------------------------|---|
| GPC Paper 15 March 2016 | https://cmis.cambridgeshire.gov.uk/ccclive/Committees/tabid/62/ctl/ViewCMS_CommitteeDetails/mid/381/id/2/Default.aspx |
| GPC Paper 13 June 2017 | |

CAMBRIDGESHIRE COUNTY COUNCIL CHILDREN'S SERVICES' IT SYSTEMS

To: General Purposes Committee

Meeting Date: 29 May 2018

From: Director of Corporate and Customer Services
Service Director, Children and Safeguarding

Electoral division(s): All

Forward Plan ref: 2018/048 **Key decision:** Yes

Purpose: To update Members on the implications of changes in Children's Services to the IT systems that support this service.

Recommendation: The Committee is ask to:

- Note the content of the report;
- Approve the provision of £2.74m capital, funded through prudential borrowing, to support the proposed changes to IT systems for Children's Services; and
- Delegate authority to the Director of Corporate and Customer Services, in consultation with the Chairman of General Purposes Committee,
 - to determine whether contract variation negotiations have been successful and to authorise entering into the deed of variation with the existing supplier;
 - to award a new contract to a supplier through the procurement framework for local authority software applications RM1059 for an IT system for Children's Services for Cambridgeshire County Council that can be aligned with Peterborough City Council, subject to appropriate approvals within Peterborough City Council.

| Officer contact: | | Member contacts: | |
|-------------------------|---------------------------------------|-------------------------|--|
| Name: | Chris Stromberg | Names: | Councillors Count & Hickford |
| Post: | Head of IT & Digital Service | Post: | Chair/Vice-Chair |
| Email: | chris.stromberg@cambridgeshire.gov.uk | Email: | Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: | 01223 715654 | Tel: | 01223 706398 |

1. BACKGROUND

- 1.1 In February 2016 Cambridgeshire County Council's Children's Services procured a new case management and finance IT system alongside Adult Services. Part of the rationale for this procurement was to have a single system to support both of these services within the County Council.
- 1.2 Since that time the environment within which these two services operate has changed considerably. One of the most significant changes being the commitment to explore the development of a shared service for both Adult and Children's Services across Peterborough City Council (PCC) and Cambridgeshire County Council (CCC).
- 1.3 Service priorities have also changed with the focus for Adult Services being links with the health system and the focus for Children's Services being links across all services that support children and their families. The actual crossover between Children's and Adult systems has always been quite small, as relatively few children grow up to be adults who are also open to Adult Services, so a shared system between these two services is no longer seen as a key driver.
- 1.4 However, as we develop closer working relationships between services across the two local authorities it has become increasingly clear that a pre-requisite is that these two services need to be using the same IT system within each Council.

2. THE PROPOSAL

- 2.1 The new system procured by CCC in 2016 is currently being implemented with a Go-Live date of 1 October 2018. Following a review of systems across both authorities there is a strong case to continue with this implementation for Adult Services in Cambridgeshire and for Peterborough to move towards using this system in the coming months – PCC currently use with a precursor system with the same supplier.
- 2.2 In Children's Services both authorities use different systems and are with different suppliers. So that this situation can be addressed officers have paused the current implementation of the new system for Children's Services in Cambridgeshire so we can consider how we can proceed with the procurement of an aligned system for both CCC and PCC; the current contract for the system in use in Peterborough expires in the next few months.
- 2.3 An example of how an aligned, common IT system will benefit children can be seen from the experience to date of establishing a shared Integrated Front Door for referrals into Children's Services for both local authorities. This Integrated Front Door responds to all referrals about children and works with partner agencies to share information so that we make the best decisions about how to respond when children are referred for our support. Many children and young people referred require support from our early help services but a small number

will require much more urgent interventions to protect and promote their welfare. The development of a shared front door offers the potential for both local authorities to streamline their response to enquiries about children and young people, developing a more efficient and resilient system for children and young people, while improving the quality of decision making for children in need and in need of protection through a shared interface with partner agencies, many of whom work across the two local authority areas. Moving to an aligned, common IT system to support the Integrated Front Door was recommended by the recent peer review of this activity by the Eastern Region of the Association of Directors of Children's Services.

- 2.4 The lack of a common system also means that managers within the shared service cannot easily track and monitor performance. This performance information enables managers to be confident that there are no delays in decision making affecting individual children and young people. In March 2018 Ofsted undertook a focused visit to Cambridgeshire under the new inspection framework for Children's Services. The focus was on looking in detail at how well we work with children and young people in need or who are the subject of a child protection plan. While the outcome of the focused visit was positive inspectors did identify that there were delays in responding to the needs of children in the Integrated Front Door and the Multi Agency Safeguarding Hub that works as part of this front door.
- 2.5 Delays in progressing work are clearly not in the best interests of children and young people. Delays are also expensive because they lead to more children being in the system and are therefore a contributing factor to the significantly higher numbers of children in care in Cambridgeshire compared with our statistical neighbours.
- 2.6 Developing closer alignment across the two authorities, facilitated by a common IT system, offers considerable opportunities for realising significant improvements in outcomes for children and young people as well as reducing the cost of delivering services. Achieving these outcomes will mean that we are in a better position to protect frontline services in future years. Further information about the future direction of Children's Services is set out in the paper to the Children's and Young People's Committee 22nd May 2018 [Children and Young People Committee meeting 22/05/2018](#)

3. DELIVERING THE PROPOSAL: KEY ISSUES

- 3.1 The proposal to procure a common system for both authorities is dependent on the successful re-negotiation of the current contract with the supplier whose system we have been implementing for Children's Services in Cambridgeshire over recent months. Informal discussions have already taken place. If the Committee supports the recommendations in this report the formal re-negotiation will begin immediately.
- 3.2 Working with colleagues in LGSS Procurement and LGSS Law we have identified a procurement framework for local authority software applications,

RM1059, which will enable us to award a contract for an IT system for Cambridgeshire's Children's Services by way of a direct call-off. Preparatory work has taken place, in partnership with colleagues in Peterborough, on the business and technical specification for this award so that we are confident it can be achieved within the timescale for awards within this framework, the end date for the framework is 3 August 2018.

- 3.3 The detailed costs associated with the Cambridgeshire system are set out in the **Appendix One**. In summary these are the costs of procuring and implementing a new system, giving us the opportunity to align our procurement with Peterborough's re-consideration of its system. The estimated cost of procurement is based on analysis of information provided by suppliers through the framework and the cost of implementation is based on our current experience of implementing a large scale, complex case management, finance, and information system for Adult Services. The total request for capital funding is £2.74m. Subject to the Committee's agreement this will be added to the capital programme and funded from prudential borrowing.
- 3.4 The re-modelling of Children's Services in Cambridgeshire means that a significant proportion of the system configuration that has been carried out as part of the CCC Children's system implementation over recent months would have had to be written off, irrespective of this decision to move to an aligned system with Peterborough. This is due to the requirement to extensively re-work business processes to support the future model of working in the shared service. This figure has been estimated as £289k. There is also £215k of system costs that cannot be re-used to support a new system. The intention had been to charge these costs to the capital budget, however these costs will no longer be eligible for that treatment creating a pressure in the revenue budget instead. These sums will be off-set over time by the operational and financial benefits that will be delivered by these changes.
- 3.5 There is a risk that the contract re-negotiation with the supplier whose system we have been implementing for Cambridgeshire's Children's Services is not successful. If this is the case the work to implement this system would resume and the opportunity to move an aligned system for both authorities would take place when this contract expires in March 2021.

4 ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

4.2 Helping people live healthy and independent lives

An effective IT system will contribute to children and young people who live in permanent family arrangements having much better lifelong healthy outcomes and greater resilience, helping them to live successfully and independently as adults.

4.3 Supporting and protecting vulnerable people

Children and young people in care are highly vulnerable; an effective Children's Service, supported by a fit for purpose IT system, will contribute to benefits such as good quality family-based placements close to home communities and helping children to progress through the care system to successful permanence either with their own families, or to move on to adoption or special guardianship.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

Are set out in paragraphs 3.3 and 3.4 and in the **Appendix One**.

5.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The call off from the LASA framework is compliant with the Contract Procedure Rules and Public Contract Regulations so risk is minimal with the main risk being that the framework expires in August 2018. We are working with the central procurement teams and legal teams for advice and support. Therefore time to get contract agreed and awarded is the biggest risk in this proposal.

5.3 Statutory, Legal and Risk Implications

The Council has a variety of statutory duties relating to children and young people, in need of protection and in care, and in ensuring that this group of children and young people are supported to achieve good outcomes. The changes proposed in this report are to assist the Council in discharging these responsibilities.

The Council is obliged to comply with the Public Contracts Regulations 2015 and the contract procedure rules set out in its constitution in relation to the renegotiation of existing contracts and the award of new ones; officers are working with LGSS Procurement and LGSS Law to ensure that the proposals outlined in this report are compliant in both respects.

5.4 Equality and Diversity

There are no direct implications but an effective IT system will ensure all children and young people who have contact with Children's Services can access services fairly and appropriately.

5.5 Engagement and Communications

There are no significant implications.

5.6 Localism and Local Member Involvement

There are no significant implications.

5.7 Public Health

There are no significant implications.

| Implications | Officer Clearance |
|---|--|
| Have the resource implications been cleared by Finance? | Tom Kelly: Head of Finance |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | Tom Kelly: Head of Finance |
| Has the impact on statutory, legal and risk implications been cleared by LGSS Law? | Catherine Wilson: LGSS Law Gus de Silva: LGSS Procurement |
| Have the equality and diversity implications been cleared by your Service Contact? | Sue Grace: Director of Corporate and Customer Services |
| Have any engagement and communication implications been cleared by Communications? | Christine Birchall: Head of Communications and Information |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | N/A |
| Have any Public Health implications been cleared by Public Health | N/A |

| Source Documents | Location |
|--|--|
| Children and Young People Committee Agenda – 22nd May 2018 | Children and Young People Committee meeting 22/05/2018 |

APPENDIX ONE: CAMBRIDGESHIRE COUNTY COUNCIL CHILDREN'S SERVICES IT SYSTEMS

Procurement and implementation costs for Cambridgeshire County Council for an IT system for Children's Services that can be aligned with Peterborough.

| Procurement & Implementation | Capital '000 |
|--|---------------|
| Supplier Costs | |
| Procurement of core modules to support key elements such as Social Care, Early Help including MASH, remote access, data warehouse, Social Care finance | £270 |
| Supplier implementation costs covering their costs for data migration, configuration, training and project management | £170 |
| <i>Subtotal</i> | <i>£440</i> |
| CCC Costs | |
| For external expert programme management, technical, finance and business analysts and data migration specialists | £1,400 |
| Other costs such as hardware, backfill of posts in LGSS IT and CCC, training & e-learning packages | £900 |
| <i>Subtotal</i> | <i>£2,300</i> |
| TOTAL CAPITAL | £2,740 |

We would expect annual revenue costs to be cost neutral, so in the region of £218k over 5 years. PCC costs would mirror these costs, sized in accordance with their user base. A paper on this issue is due to go to PCC Cabinet in June 2018.

We have calculated the implementation costs above over 18 months. In the meantime we will require some investment to sustain the system that is currently in use in Children's so it is robust and so that reporting is effective whilst implementation to the new system takes place. We would resource this by re-prioritising existing IT capital funds following discussion with the Capital Programme Board.

The investment in the system where we have paused implementation (procured in 2016) has some costs which continue to be required for the system to operate for Adult Services and some costs that would be lost due to the redesign of Children's Services and this proposed change to IT systems.

| Investment in system where implementation has paused | Capital '000 |
|--|--------------|
| System investment still required for Adult Services | £190 |
| Cost to date on data cleansing that can be re-used | £25 |
| Total investment to date that can continue to be charged to capital | £215 |
| System related costs that cannot be re-used | £215 |
| Configuration costs lost through service re-modelling | £289 |
| Total investment to date that creates a pressure on revenue | £504 |

This £504k was formerly charged to capital, however this is not possible if implementation does not complete. This means these costs will fall back as a revenue pressure in 2018/19.

SINGLE EQUALITY STRATEGY 2018-2022

To: General Purposes Committee

Meeting Date: 29 May 2018

From: Sue Grace, Director of Corporate & Customer Services

Electoral division(s): All

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

Purpose: To consider the Single Equality Strategy 2018-2022

Recommendation: The committee is asked to:

- To endorse the Single Equality Strategy 2018-2022 and recommend its adoption by Full Council;
- To support the recommendation to set up an expanded Member working group, that will replace the existing Council Diversity Group, to consider how the strategy can be developed.

| Officer contact: | | Member contacts: | |
|-------------------------|---|-------------------------|--|
| Name: | Sue Grace | Names: | Councillors Count & Hickford |
| Post: | Director: Corporate & Customer Services | Post: | Chair/Vice-Chair |
| Email: | Sue.grace@cambridgeshire.gov.uk | Email: | Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: | 01223 715680 | Tel: | 01223 706398 |

1. BACKGROUND

- 1.1 The Council is committed to promoting equality and celebrating diversity, in line with the Public Sector Equality Duty, the Equality Act 2010 and the Cambridgeshire Equality Pledge. This means ensuring that:
- Our services are fair and accessible to everyone;
 - We are a fair and equitable employer, committed to achieving a diverse and culturally competent workforce;
 - We recognise and celebrate the diversity of our communities.
- 1.2 To help public bodies meet the requirements of the General Equality Duty, under the 2010 Equality Act, there is a Specific Duty to prepare and publish equality objectives at least every four years. The attached Single Equality Strategy is our response to this Specific Duty.
- 1.3 Our constitution requires that this Strategy be adopted by Full Council. This is why General Purposes Committee is being asked to endorse it and to recommend its adoption by Full Council.

2. MAIN ISSUES

- 2.1 The groups that have developed this strategy, and the accompanying action plan, are:
- The Council Diversity Group (CDG), made up of a Member from each political party and senior officers;
 - And the Equality and Diversity Action Group (EDAG), made up of officers from across Council services who ensure the delivery of the action plan.

There is also a staff and Member Equality & Diversity Network which offers more informal support and opportunities for colleagues and Members to meet together.

- 2.2 The strategy has three objectives – one focused on our workforce, members and employment practices, and the other two focused on delivering fair, accessible services and celebrating diversity in our communities.
- 2.3 Our work around equalities and diversity is very important, hence the need to have the attached strategy endorsed by Full Council. However, we also want to give the opportunity for wider Member involvement in this activity. The context in which we are working is constantly changing and we want to explore how the next version of this strategy can encompass our shared service work with Peterborough City Council, as well as other important developments. This is why we are recommending that we establish an expanded Member working group, that will replace the existing CDG, and an expanded EDAG officer group to incorporate the equalities and diversities responsibilities, to look in more detail at this strategy and the accompanying action plan.
- 2.4 One of the ways we demonstrate our commitment to equality and diversity is through our programme of events. In 2018 these have included:

- A rainbow flag-raising ceremony at Shire Hall for LGBT History Month;
- A 'Be The Rainbow' event where staff across the county came to work in rainbow colours, held a charity rainbow bake sale and a human rainbow heart was photographed for Valentine's Day to celebrate LGBT History Month;
- A Vote100 commemorative photo on the steps of Shire Hall to celebrate the 100th anniversary of the first British women to get the vote;
- A Vote100 Q&A in the Council Chamber with Gillian Beasley and special guests including Professor Mary Beard;
- A celebration of Chinese New Year with a tea ceremony and Chinese food, led by a member of the E&D Staff Network.

More events will be celebrated throughout the year such as Black History Month, International Day of Persons with Disabilities and Gypsy, Roma and Traveller History Month.

3. ALIGNMENT WITH CORPORATE PRIORITIES

- 3.1 This strategy will have a positive impact on all corporate priorities as set out in the appendix:

Developing the local economy for the benefit of all

Helping people live healthy and independent lives

Supporting and protecting vulnerable people

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

It is not envisaged that there will be any significant resource implications.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

It is not envisaged that there will be any significant procurement implications resulting from the adoption of this strategy but in the event that any contracts are required these will be procured in line with the councils Contract Procedure Rules.

4.3 Statutory, Legal and Risk Implications

Agreed equality objectives are required as part the Equality Act 2010 and the Single Equality Strategy is part of the County Council's constitution.

4.4 Equality and Diversity Implications

As shown above.

4.5 Engagement and Communications Implications

We will work with colleagues and Members to ensure appropriate engagement and communications of activity which supports the delivery of the strategy's three objectives.

4.6 Localism and Local Member Involvement

Cambridgeshire has a diverse population which varies between Districts. Members will want to consider how the strategy may apply to their own wards and Districts.

4.7 Public Health Implications

Valuing and celebrating equality and diversity can make a positive contribution to people's individual well-being and to community well-being and cohesion.

| Implications | Officer Clearance |
|---|--|
| | |
| Have the resource implications been cleared by Finance? | Yes Name of Officer: Tom Kelly |
| | |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | Not applicable |
| | |
| Has the impact on statutory, legal and risk implications been cleared by LGSS Law? | Yes Name of Legal Officer: Fiona McMillan |
| | |
| Have the equality and diversity implications been cleared by your Service Contact? | Yes Name of Officer: Sue Grace |
| | |
| Have any engagement and communication implications been cleared by Communications? | Yes Name of Officer: Matthew Hall |
| | |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | Yes Name of Officer: Sarah Ferguson |
| | |
| Have any Public Health implications been cleared by Public Health | Yes Name of Officer: Val Thomas |

| Source Documents | Location |
|-------------------------|-----------------|
| None | Not applicable |

Single Equality Strategy 2018-2022

Promoting Equality, Celebrating Diversity

Version 1 – May 2018

Introduction

“Having made great strides in recent years to tackle inequality in all its forms while championing diversity, this strategy reaffirms Cambridgeshire County Council’s commitment to continual improvement. This will help to ensure that fairness and equality are a reality for everyone in Cambridgeshire”.

Gillian Beasley, Chief Executive

We work hard to ensure that all our services are fair and accessible to everyone, to help people to be the best that they can be. To deliver these great services and truly celebrate equality and diversity in our communities, we need a culturally competent workforce that reflects the wider community.

We recognise that Cambridgeshire County Council has significant responsibility to embody the principles of equality and diversity as an employer, a service provider and community leader for the region. Embracing equality and diversity makes our organisation, our services and the communities we serve much richer as a result.

This strategy sets out our wider vision for equality and diversity, our objectives moving forwards and how we will monitor our progress against them.

Our Council Diversity Group, made up of Members and senior officers from across the organisation, will be responsible for championing the aims of this strategy.

Our vision is to make Cambridgeshire a great place to call home, and we want this to be true for everyone in our county.

We will champion a cohesive Cambridgeshire in order to foster good relations among and within our communities.

Underpinning this vision are our three strategic priorities (this strategy is subject to review as these develop), which are:

- **Developing the local economy for the benefit of all**
- **Helping people to live independent and healthy lives**
- **Supporting and protecting vulnerable people**

This strategy has been developed to support these priorities, ensuring we advance equality and promote diversity in achieving our vision.

We want to recognise and celebrate the diversity of our local communities and be responsive to their needs. We also want to ensure that we are a fair and equitable employer, striving to achieve a diverse and culturally competent workforce.

Our strategy

This strategy sets out our commitment to providing fair and equally accessible services for everyone in Cambridgeshire, whether they are:

- Using our services, in need of our services, or may require our services in the future
- Living in, working in, or visiting Cambridgeshire
- Employees or prospective employees, contractors supplying goods or services, or anyone working in a voluntary capacity.

This strategy particularly focuses on those groups and individuals protected by equalities legislation, as outlined at Appendix B. However, we acknowledge that there are many other people in Cambridgeshire who will encounter inequality, such as those living in deprived or rural areas, homeless people, ex-prisoners, unaccompanied child migrants amongst others.

This strategy:

- Sets out our vision for ensuring fairness for all across Cambridgeshire
- Ensures that we are doing all we can to understand the needs of our communities and that we are working effectively to achieve our vision
- Ensures that the plans and policies of Cambridgeshire County Council reflect our vision for equality and diversity in Cambridgeshire
- Sets out how we will meet the requirements of the Equality Act 2010 and associated public sector equality duty.

To help realise our vision for equality and diversity, we have set concrete equality objectives that will be our focus for the next 4 years alongside a more detailed 2 year action plan.

We know that these will not cover everything, but at a time of limited resources we need to concentrate on the areas currently of most need.

We will regularly monitor progress against these objectives to ensure that we continue to direct efforts and resources at the appropriate areas to achieve our vision for equality and diversity. To cover the breadth of our responsibilities, this will be divided into three sections: employer, service provider and community leader.

As an employer

Cambridgeshire County Council employs over 5,000 staff, making us one of the largest employers in the county. We will **promote equality and inclusion within our workforce, our Members and through our employment and procurement practices (Objective A).**

There are policies which we produce and continue to refine to ensure that all our staff are treated equitably and are fully supported in the workplace. This encompasses the Disability at Work Policy and Gender Identity Policy as well as Our People Strategy (to be published in 2018) which will consolidate our aspirations for the entirety of our workforce. We remain committed to reviewing, promoting and updating these policies as appropriate.

However, we are aware that policies alone are not a blueprint for progress.

Therefore, we have identified a number of practical measures we, as an employer, can promote and enforce to continue to make positive strides:

- We will strengthen our employment monitoring and use it to continue to improve the diversity of our workforce at all levels to ensure that we reflect the communities we serve.
- We will ensure that our pay and reward system is fair and transparent. We will also monitor pay progression by protected characteristic, where this is declared by staff.
- We will use learning and development, specifically in cultural competence, to increase staff knowledge and skills. This should ensure our staff are confident to:
 - engage with all communities in the county making sure that engagement is appropriate and positive for everyone.
 - plan and deliver services fairly, equally and appropriately to all users
 - consider and respond to the needs of all groups, including those who share and do not share 'protected characteristics'; and
 - recognise the extra difficulties faced by people experiencing multiple sources of disadvantage.
- All County Council employees are required to complete the 'Introduction to Equalities' training on our online training platform. This will ensure that all staff are aware of the importance of equality and diversity through applying relevant legislation to real-life workplace examples.
- We will challenge bullying and harassment at every level of the organisation.
- We will include an action plan in Our People Strategy to address any potential areas of inequality. This action plan will be reviewed quarterly. This will be complimented by our staff surveys which include questions relating to equality and diversity, providing us with a holistic picture of our workforce as well as highlighting areas for improvement.
- We will continue to support the Equality and Diversity Network for Members and staff

As a service provider

As well as having a duty to our staff, we have an equally important obligation to our residents and service users. We will **promote equality and inclusion through fair and accessible services (Objective B)**.

- We will continue to improve the accessibility of our services and our facilities. This includes the accessibility for service users to our: buildings, information, communications, appropriate use of different technologies and events.
- We will develop and provide relevant and appropriate services to ensure that they meet the needs of individual users and communities, using a tailored approach and targeting those who are most in need and who face additional barriers.
- We will develop and use a tailored approach for services to make sure that we identify specific needs and

barriers and respond appropriately.

- We will ensure full compliance with our Community Impact Assessment (CIA) procedure to confirm that we have given due regard to both the impact and potential impact on all people with ‘protected characteristics’ (see Appendix B) when shaping policy, delivering services, and in relation to our employees. This will also provide a written documentation of all impact reports so we can show the steps we have taken to mitigate unjustifiable impacts.

As a community leader

We believe that the diversity of our communities makes Cambridgeshire a vibrant and creative place to live. We will **promote equality, inclusion and celebrate diversity in our communities (Objective C)**.

We will use our position within the community to reach out beyond our own organisation, to lead from the front to promote and celebrate diversity across the county. To support this we will:

- Continue to raise the profile of equality and diversity through communication campaigns, such as for LGBT+ History Month, International Day of Persons with Disabilities, International Women’s Day, Gypsy, Roma and Traveller History Month, Black History Month, Cambridgeshire Celebrates Age, and Human Rights Day. This may include organising or supporting public events.
- Encourage our Members to champion equality and diversity in their communities.
- Engage with representative groups, networks and individuals, to ensure that communities of interest, identity and place are given an opportunity to influence the, design, review and delivery of services.
- Maximise opportunities to join up with our partners when engaging with groups and communities and celebrating equality and diversity.

How we govern equality & diversity

Council Diversity Group (CDG)

The Council Diversity Group is the strategic Member and officer co-ordinating body for equality and diversity across Cambridgeshire County Council.

Its purpose is to further the Council's role as a community leader, service provider and employer, helping build a stronger, healthier, more inclusive society, which values diversity and recognises the contribution that those from different groups and backgrounds make.

The Council Diversity Group will own this strategy, assess progress against our equality objectives and this strategy.

Equality and Diversity Action Group (EDAG)

This council-wide officer group coordinates equality and diversity work at an operational level and reports to the Council Diversity Group. This group will monitor the action plan.

Equality and Diversity Network

We have a network for anyone interested in equality and diversity. Representatives from this group sit on the EDAG and the CDG, to ensure key issues are raised at a strategic level of the council, as well as providing mutual support.

Appendix A: Equality Pledge for Cambridgeshire

Cambridgeshire County Council has joined a number of its partners in signing up and committing to an Equality Pledge:

“We believe in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our community. Our aspiration is for Cambridgeshire to be safe, welcoming and inclusive.”

Appendix B: Legislation

The **Equality Act 2010** legally protects people from discrimination in the workplace and in wider society. It sets out the different ways in which it's unlawful to treat someone. For example, discrimination (direct and indirect), harassment, victimisation and/or failing to make reasonable adjustments for disabled people. The Act also bans unfair treatment in the workplace, when providing facilities and services and when carrying out public functions. The Equality Act protects people with the following 'protected characteristics'¹:

Age – this refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds). This protected characteristic can apply to anyone, although younger people and older people are proven to be most at risk of discrimination.

Disability – a person has a disability if they have a physical or mental impairment

¹ Adapted from Definitions of protected characteristics, Equality and Human Rights Commission:

which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

Gender reassignment – A person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.

Marriage and civil partnership – marriage and civil partnership means someone who is legally married or in a civil partnership. Marriage can either be between a man and a woman, or between partners of the same sex. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act)

Pregnancy and maternity – pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the

period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Race – refers to a group of people defined by their race, colour, nationality (including citizenship), ethnic or national origins.

Religion or belief – religion has the meaning usually given to it and includes a lack of religion (e.g. atheism). Belief includes religious and philosophical beliefs. Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Sex – a man or a woman.

Sexual orientation – whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

<https://www.equalityhumanrights.com/en/equality-act/protected-characteristics>

Appendix C: Our equality duty

A major part of the Equality Act is the public sector equality duty. There are two parts to the duty; the general equality duty and the specific duties. The **general equality duty** requires public bodies in the course of developing policies and delivering services, to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The term ‘having due regard’ in practice, means:

- Removing or minimising disadvantages suffered by people

due to their protected characteristics.

- Taking steps to meet the needs of people from protected characteristics where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The **specific duties** have been designed to help public bodies meet the requirements of the general equality duty. This means that we will:

Publish equality information

Every year, we will publish accessible information to demonstrate our compliance with the general equality duty. This will include equality information on our employees and the residents of Cambridgeshire.

Prepare and publish equality objectives

At least every four years, we will prepare and publish equality objectives to help us

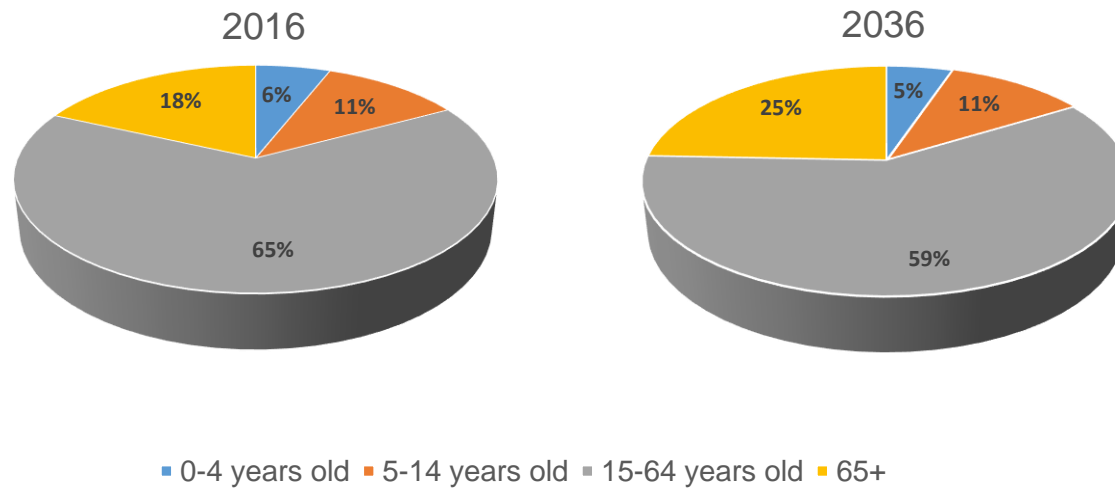
meet the general equality duty. The objectives will be specific and measurable. We are required to publish at least one equality objective every four years, but we will prepare as many as considered appropriate.

To meet the three main aims of the general equality duty we will consider the impact on equality during the early stages of decision making (i.e. timeliness). The main way we do this is through completing robust **Community Impact Assessments**. We use Community Impact Assessments to make sure that all our policies and strategies consider their impact on equality, diversity and cohesion issues when they are produced.

Our Community Impact Assessment process is a systematic and thorough analysis of a policy or strategy, which establishes and records whether the policy or strategy affects different groups of people in different ways. The focus of our assessments is on whether the policy or strategy has, or could have, an unjustifiable impact on people who have one or more of the nine protected characteristics, as well as those affected by deprivation or rural isolation.

Appendix D: Cambridgeshire’s Diverse Communities

Age

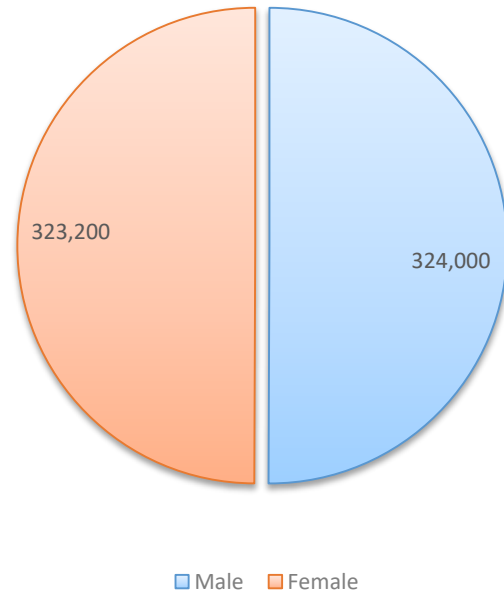


Source: [Cambridgeshire Insight](#)

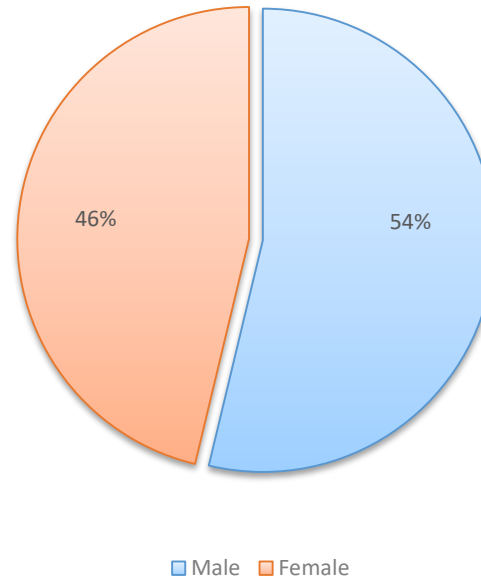
From these projected figures, it can be seen that Cambridgeshire has an ageing population. In 2036, it is expected that those aged 65+ will increase significantly to 25% of the population up from 18% in 2016.

Gender

Gender Breakdown of Cambridgeshire



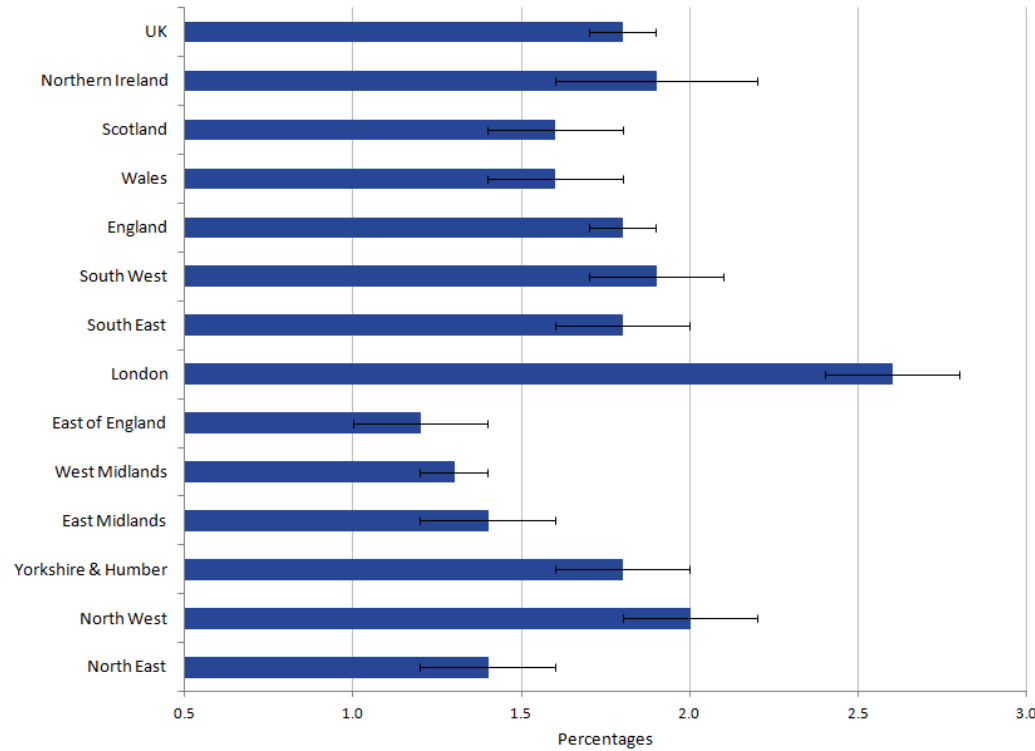
Cambridgeshire's workforce profile



Source: [NOMIS](#)

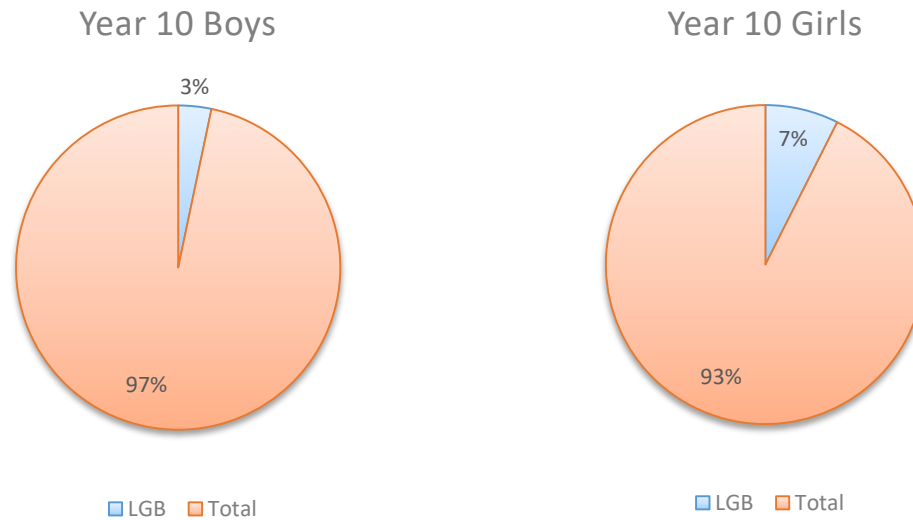
Women make up just under half of the local population, and 46% of the county's workforce. Statistics from NOMIS show that Cambridgeshire is above the national average for economically active females. Between January and December 2016, 76.5% of females in Cambridgeshire were economically active compared with 72.6% nationally. The most commonly cited reason (27%) for economic inactivity for the people of Cambridgeshire over the same period was looking after the family/home. It is worth noting that these figures do not include those that identify as non-binary.

Sexuality



Source: [ONS](#)

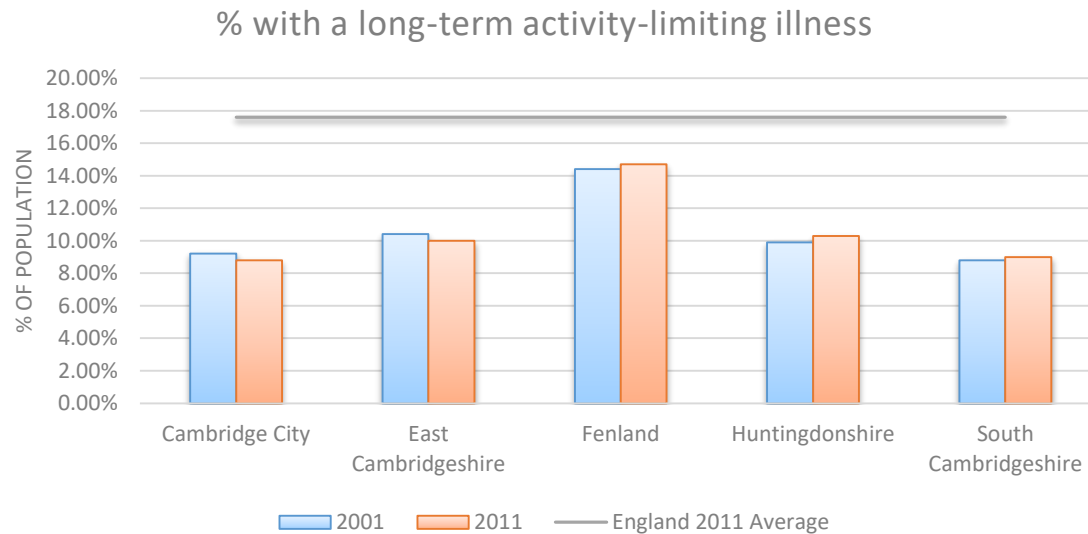
The Office for National Statistics (ONS), compiled some experimental data to create sexual identity estimates based on social survey data from the Annual Population Survey. Although this is not specific enough to detail Cambridgeshire, estimates from the East of England show that 1.2% of the population identify as LGB, with an upper confidence bound of 1.3% and a lower confidence bound of 1.0%. It should be noted that these statistics are in a testing phase, with the Charity Stonewall suggesting that this figure could be higher and is likely to grow over time as it is believed that non-response and non-disclosure is having a major impact on estimates.



Source: The Cambridgeshire Children and Young People’s Health and Wellbeing Survey 2016

The Schools Health Education Unit’s research provides the most comprehensive survey of school pupils in Cambridgeshire. The survey showed that 7% of year 10 girls (14-15 years old) and 3% of year 10 boys (14-15 years old) identified as LGB.

Disability



Source: Census 2011

Census 2011 provides the most authoritative statistics on disability both nationally and locally. This shows that there are 95,027 (15.3%) people in Cambridgeshire living with a long-term activity-limiting illness. This puts Cambridgeshire lower than the national average, which stood at 17.6% in 2011. Of this grouping, 42.7% of people in Cambridgeshire with a long-term activity-limiting illness said that their illness impacted them a lot.

Gender reassignment

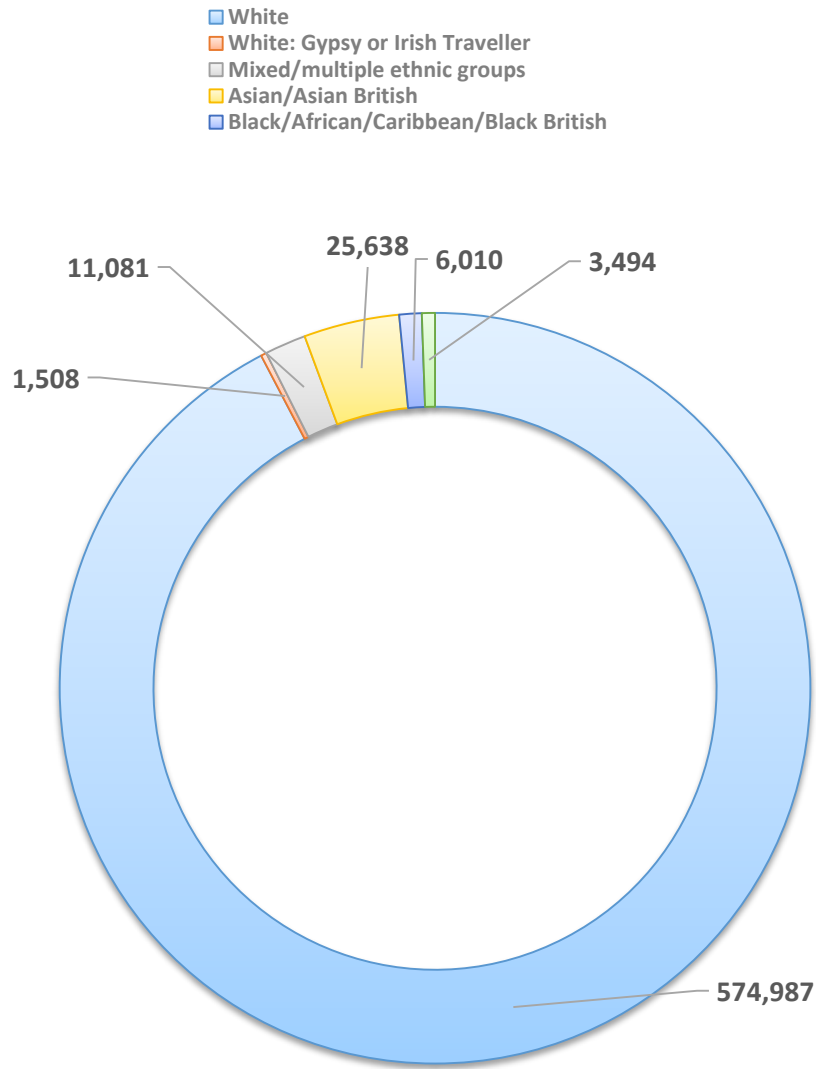
There is not currently any national or local data available. It was highlighted in the [Equality Data Review](#) that trans data was the least represented of all equality statistics. Research from the [ONS](#) provides some recommendations for future research into the lives of trans people to ensure that an evidence base of trans issues is developed rather than a simple reporting of numbers.

Marriage and civil partnership

In Cambridgeshire there were 16 civil partnerships in 2014. In 2011, there were 954 marriages. The data isn't specific enough to distinguish between same sex and heterosexual marriages, however there has been a decline in the number of Civil Partnerships in Cambridgeshire.

The lack of Civil Partnerships in Cambridgeshire corresponds with the national picture with [ONS](#) statistics showing that the number of Civil Partnerships fell by 49% between 2014 and 2015 in England and Wales. This may be due to the anticipated introduction of same-sex marriage. As of October 2015, the ONS revealed that there had been over 15,000 same-sex marriages since they were legalised in England and Wales in 2014.

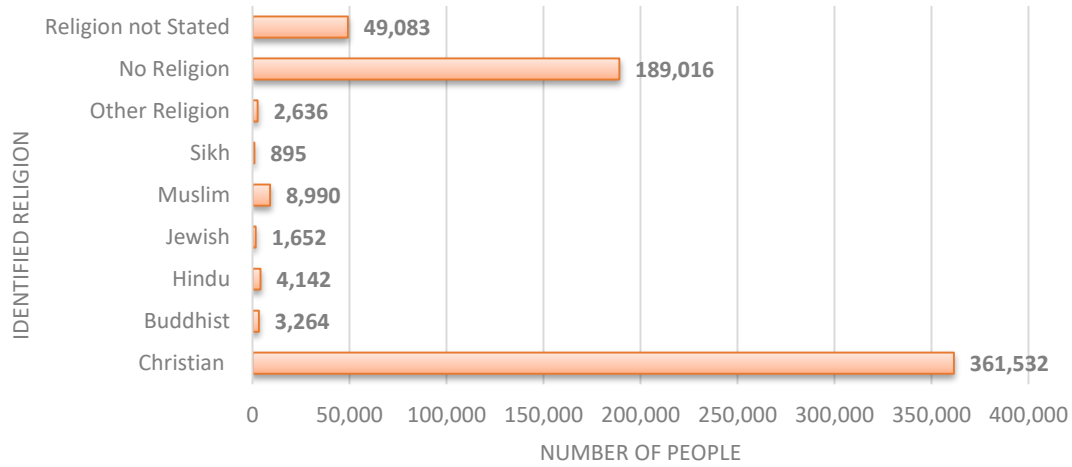
Ethnicity



Source: Census 2011

From the 2011 Census, roughly 93% of people in Cambridgeshire identified themselves as white. The largest minority ethnic population was people who identified themselves as Asian/Asian British, who made up roughly 4% of the population.

Religion



Source: Census 2011

The 2011 Census reveals that Christianity is the most practiced religion in Cambridgeshire.

Up to date statistics on Cambridgeshire's communities are available at [Cambridgeshire Insight](#).

TREASURY MANAGEMENT QUARTER FOUR

To: General Purposes Committee

Meeting Date: 29 May 2018

From: Chief Finance Officer

Electoral division(s): All

Forward Plan ref: Not applicable Key decision: No

Purpose: To provide the fourth quarterly update on the Treasury Management Strategy 2017-18 , approved by Council in February 2017.

Recommendation: The General Purposes Committee is recommended to note the Treasury Management Quarter Four Report for 2017-18 and forward to full Council to note.

| Officer contact: | | Member contacts: | |
|-------------------------|--|-------------------------|--|
| Name: | Jon Lee | Names: | Councillors Count & Hickford |
| Post: | Head of Integrated Finance Services (LGSS) | Post: | Chair/Vice-Chair |
| Email: | jolee@northamptonshire.gov.uk | Email: | Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: | 07921 940444 | Tel: | 01223 706398 |

1. BACKGROUND

- 1.1 Treasury Management is governed by the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management (the Code). The Code has been developed to meet the needs of Local Authorities and its recommendations provide a basis to form clear treasury management objectives and to structure and maintain sound treasury management policies and practices.
- 1.2 The Code was adopted via the Treasury Management Strategy Statement (TMSS), which was approved by Council in February 2017. It requires the Council to produce an annual treasury report and a half yearly report. Alongside these, General Purposes Committee is also provided with quarterly updates on progress against the Strategy. This report meets the requirement of the annual treasury report.
- 1.3 This report has been developed in consultation with the Council's external investment manager and treasury adviser, Link Asset Services (LAS) and provides an update for the fourth quarter to 31 March 2018 as well as reporting the financial outturn on the debt financing budgets.

2. KEY HEADLINES

- 2.1 The main highlights for the quarter are that:
 - a) Investment returns received on cash balances, compare favourably to the 7 Day London Interbank Bid Rate benchmark. A return of 0.41% was achieved compared to the 7 day and 3 month London Interbank Bid Rate (LIBID) benchmark (0.36%, 0.44% respectively). See section 6.
 - b) An underspend of £1.980m was delivered for the debt charges budget this year. Net payments were less than budgeted because fewer long term loans were raised during the year than had been budgeted. Temporary, short term loans at low rates of interest were raised instead to meet liquidity needs. In addition the Council exercised an option to repay a £4m loan from Siemens in March which was refinanced with short term borrowing at a significantly lower rate of interest. Minimum Revenue Provision (MRP) was less than budgeted as a consequence of profiling and alternate funding of capital expenditure." For further information please see Section 9.
 - c) This report reflects the revised Authorised Borrowing Limit and Operational Boundry which was restated and approved by Council in the Treasury Management Strategy presented at the February 2018 Council meeting. Therefore these limits will have increased compared to the previously reported limits in the quarter 3 treasury report.
 - d) Third party loans have increased as at 31 March 2018 due to loans made to This Land Limited with principal outstanding of £28.17m. This increase in third party loans is reflected throughout the report where appropriate.

3. THE ECONOMIC ENVIRONMENT

- 3.1 A current economic commentary is provided in **Appendix 1**, which has been provided by Link Asset Services (formerly Capita Asset Services), the Council's treasury management advisors.
- 3.2 During the quarter ended 31st March 2018, the significant UK headlines of this analysis were that:
- The economy broadly maintained the same pace as in Q4 2017;
 - The tightness in the labour market fed through to higher wage growth;
 - Consumer price inflation eased from its recent peak;
 - The Monetary Policy Committee (MPC) signalled its intention to bring Consumer Prices Index (CPI) inflation back to target over a shorter time horizon;
 - Market expectations of a May increase in Bank Rate solidified (although subsequently this has not happened);
 - Public sector borrowing undershot the Office for Budget Responsibility's forecasts;
 - The UK and EU agreed on a 21-month transition period in respect of Brexit; and
 - Financial markets were buffeted by prospects of rising US interest rates and a global trade war.

4. SUMMARY PORTFOLIO POSITION

- 4.1 Net debt at 31 March 2018 stands at £471m which is higher than originally set out in the Treasury Management Strategy Statement in February 2017 by £5m. This is due to the increase in the Capital Financing Requirement (CFR) driven by changes in the capital programme and the loans to This Land Limited offset by the cash balances and reserves used for internal borrowing purposes. A balance sheet review will be carried out once draft financial statements become available in June which will provide useful detailed analysis of the Councils loans and investments in relation to the Capital Financing Requirement and reserves.
- 4.2 Further analysis on borrowing and investments is set out in the next two sections.

4.3 A snapshot of the Council's debt and investment position is shown in the table below:

| | TMSS 2017-18 31 Mar 2018 Forecast (as agreed by Council Feb 2017) | | Actual as at 31 March 2017 | | Actual as at 31 March 2018 | | Change from Mar 2017 to Mar 2018 |
|---|--|------------|----------------------------|------------|----------------------------|-------------|----------------------------------|
| | £m | Rate % | £m | Rate % | £m | Rate % | £m |
| Long term borrowing | | | | | | | |
| PWLB | 439.4 | 4.5 | 278.6 | 4.3 | 278.6 | 4.5 | - |
| PWLB (3 rd Party Loans) | - | - | 3.9 | 2.3 | 3.76 | 2.3 | (0.14) |
| Market | - | - | 45.0 | 4.0 | 65.0 | 2.6 | 20.0 |
| LOBO | 34.5 | 3.6 | 19.5 | 3.6 | 15.5 | 3.6 | (4.0) |
| Total long term | 473.9 | 4.3 | 347.0 | 4.3 | 362.86 | 3.98 | 15.86 |
| Short term borrowing | - | - | 92.0 | 0.4 | 135.0 | 0.8 | 43.0 |
| Total borrowing | 473.9 | 4.3 | 439.0 | 3.4 | 497.86 | 3.0 | 58.86 |
| | | | | | | | |
| Investments | 7.9 | 0.5 | 40.5 | 0.3 | 26.42 | 0.3 | 14.08 |
| | | | | | | | |
| Total Net Debt / Borrowing | 466.0 | - | 398.5 | - | 471.44 | - | 72.94 |
| | | | | | | | |
| 3rd Party Loans & Share Capital | - | - | 4.3 | - | 32.33 | - | 28.03 |

5. BORROWING

5.1 The Council can take out loans in order to fund spending for its Capital Programme. The actual amount of new borrowing required each year is determined by capital expenditure plans, capital funding available, the actual Capital Financing Requirement (CFR), forecast reserves and current and projected economic conditions.

New loans and repayment of loans:

5.2 This section shows details of new long term loans (i.e. loans that are greater than 1 year) raised and loans repaid during this quarter. During quarter 4 three long term loans were drawn down from other local authorities with 2 loans totalling £5m each for a term of 2 years and 1 loan totalling £10m for a period of 1 year. These were drawn down at interest rates of 1.4% and 1.3% for the 2 year loans which compares to the PWLB certainty rate for 2 year loans of around 1.5%. The 1 year loan is borrowed at a rate of 0.85%.

5.3 An option in a loan contract with Siemens Financial Services allowed the Council

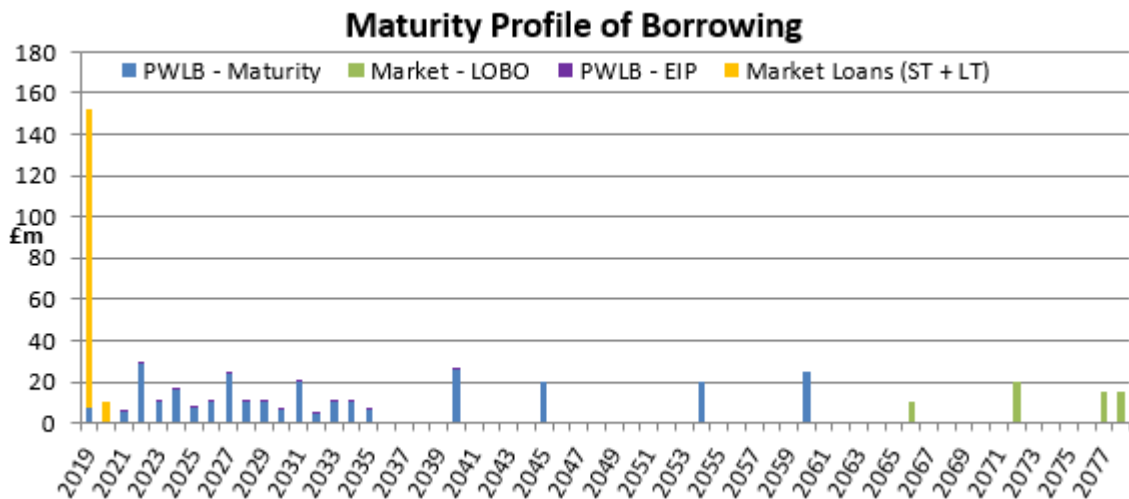
to repay a £4m loan before the final maturity date in March 2028 and to refinance with cheaper short term borrowing.

5.4 In addition a number of short term loans have been drawn down during 2017-18 as the Council experiences an increasing Capital Financing Requirement. Short term loans are typically drawn from other local authorities, which is a well established arrangement and operates well for authorities to loan out at other similar bodies as an alternative investment approach for surplus cash balances. All of the authorities short term loans totalling £135m are with other public bodies and all have a term of less than 1 year.

Maturity profile of borrowing:

5.5 The following graph below shows the maturity profile of the Council’s loans. The majority of loans are PWLB loans and have a fixed interest rate and are long term in nature which limits the Council’s exposure to interest rate fluctuations. The weighted average years to maturity of the overall portfolio (assuming LOBO Loans run to maturity) is 16 years.

5.6 The presentation of the graph below differs from that in the Treasury Indicator for maturity structure of borrowing in **Appendix 3** paragraph 4 because the graph below includes LOBO loans at their final maturity rather than their next call date. In the current low interest rate environment the likelihood of the interest rates on these loans being raised and the loans requiring repayment at the break period is considered to be low.



Loan restructuring:

5.7 When market conditions are favourable long term loans can be restructured to:

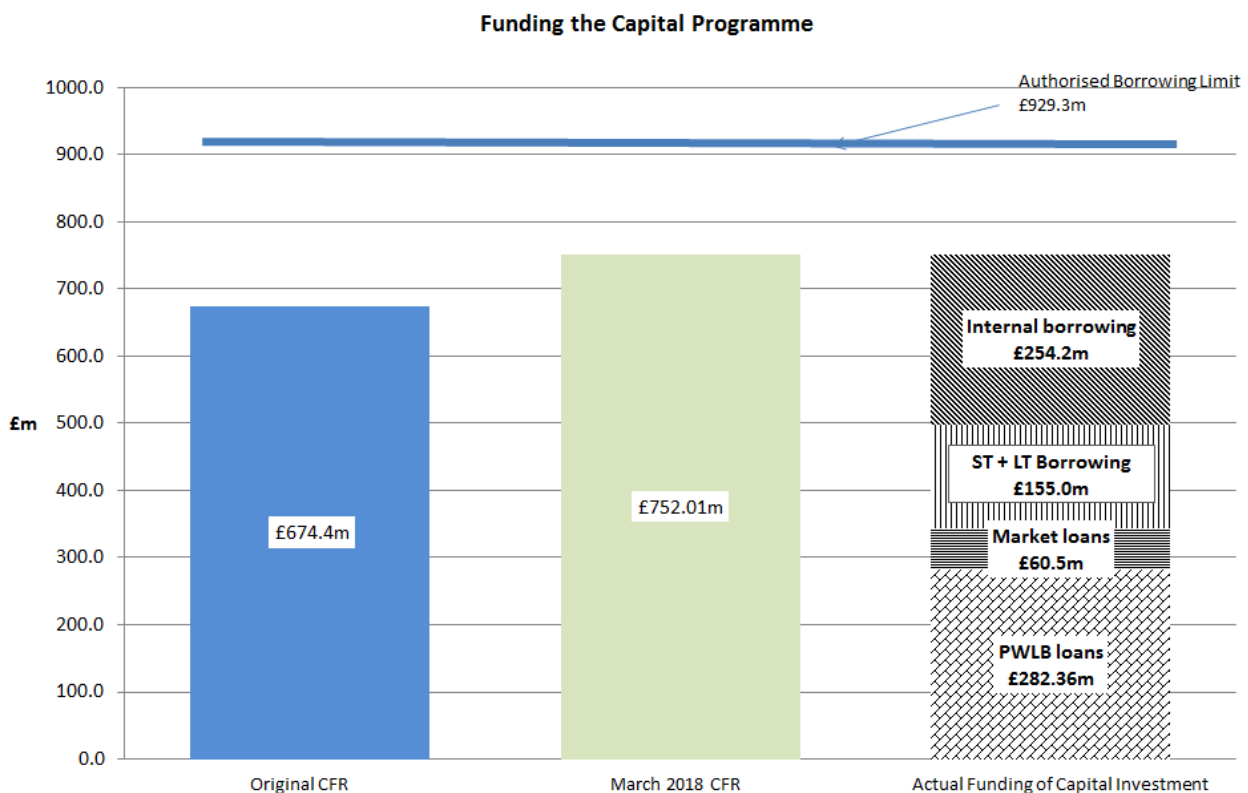
- to generate cash savings;
- to reduce the average interest rate; and / or
- to enhance the balance of the portfolio by amending the maturity profile and/or the level of volatility (volatility is determined by the fixed/variable interest rate mix).

5.8 During the quarter there were no opportunities for the Council to restructure its borrowing due to the position of the Council's borrowing portfolio compared to market conditions. Debt rescheduling in 2018-19 will continue to be kept under review and considered subject to conditions being favourable. If and when opportunities for savings do arise, debt rescheduling will be undertaken to meet business needs.

Funding the Capital Programme:

5.9 The Treasury Management Strategy Statement (TMSS) set out the plan for treasury management activities over the year. It identified the expected level of borrowing and investment levels. When the 2017-18 TMSS was set, it was anticipated that the Capital Financing Requirement (CFR), the Council's liability for financing the agreed Capital Programme, would be £674.4m. This figure is naturally subject to change as a result of changes to the approved capital programme.

5.10 The chart below compares the maximum the Council could have borrowed in 2017-18 alongside the CFR at 31 March 2018 (£752.01m) and how the CFR is currently being financed as at 31 March 2018. The CFR has increased from the value set out in the TMSS due to loans made to This Land and increases in the Council's capital programme.

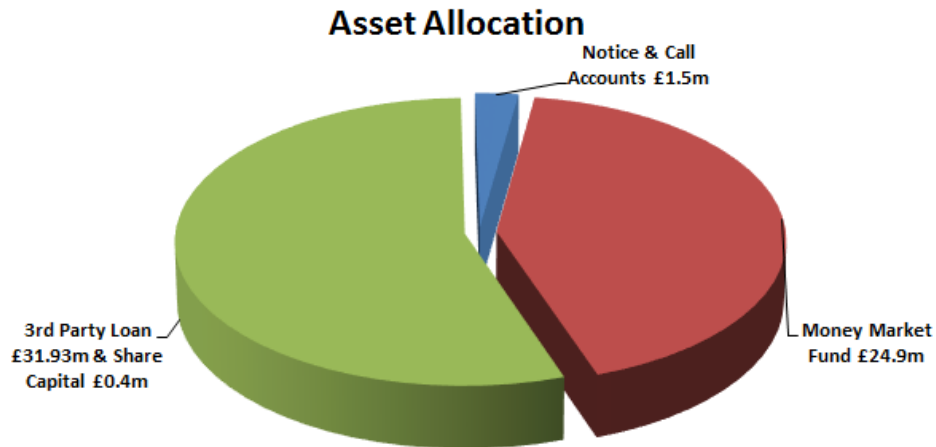


5.11 As shown on the chart above, it can be seen that the council's current CFR is £177.3m below the statutory Authorized Borrowing Limit set for the Council. It should be noted that the 2017-18 Authorized Borrowing Limit was revised in the TMSS 2018 approved by Council from £733.4m to £929.3m, which is reflected in the chart above.

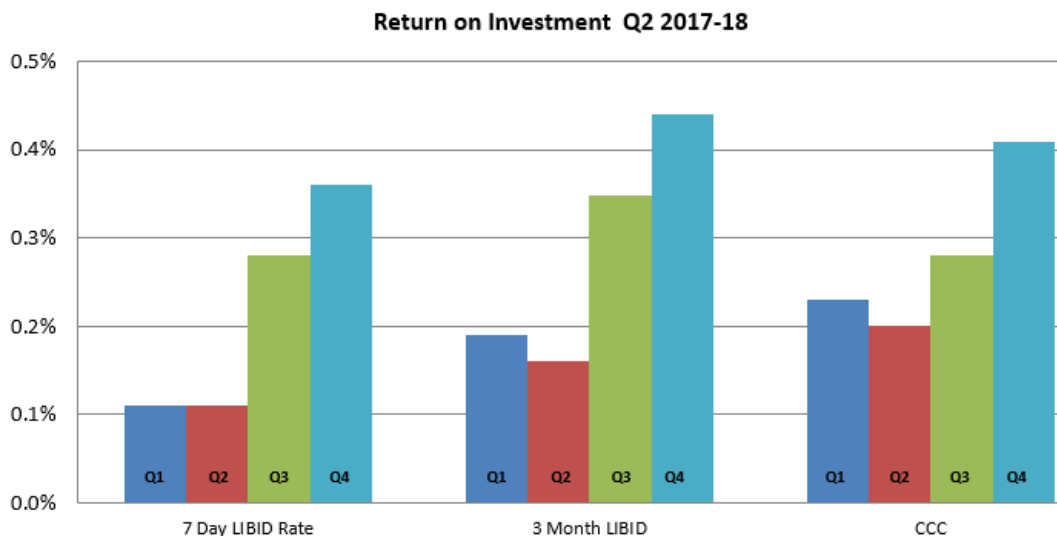
- 5.12 In addition, the chart shows how the Council is currently funding its borrowing requirement (through internal and external resources). At 31 March, based on current projections of the CFR, internal borrowing is expected to be approximately £254.2m. Internal borrowing is the use of the Council's surplus cash to finance the borrowing liability instead of borrowing externally.
- 5.13 The Council has now maximised this internal borrowing position to optimise the treasury position, reduce credit risk associated with investing and generate revenue savings. Therefore new loans, which have been budgeted for, will be required to maintain sufficient operational cash resources and to finance transactions with This Land. Sources of finance include short term loans (out to 5 years) from other local authorities, the PWLB and the Municipal Bonds Agency.

6. INVESTMENTS

- 6.1 Investment activity has been carried out within the Council's counterparty policies and criteria, and with a clear strategy of risk management in line with the Council's Treasury Management Strategy for 2017-18. This ensures that the principle of considering security, liquidity and yield, in that order (SLY), is consistently applied. The Council therefore aims to achieve the optimum return on investments commensurate with proper levels of security and liquidity. Any variations to agreed policies and practices are reported to GPC and Council.
- 6.2 As described in paragraph 5.12, the strategy currently employed by the Council of internal borrowing also has the affect of limiting the Council's investment exposure to the financial markets, thereby reducing credit risk.
- 6.3 As at 31 March 2018 the level of investment totalled £26.42m, excluding 3rd party loans and share capital which are classed as capital expenditure. Third party loans and share capital total £32.33m relating to an equity share in the Municipal Bonds Agency (£0.4m), a loan to the Arthur Rank Hospice Charity (£3.76m) and loans to This Land (£28.17m). The level of cash available for investment is as a result of reserves, balances and working capital the Council holds. These funds can be invested in money market deposits, placed in funds or used to reduce external borrowings.
- 6.4 A breakdown of investments by asset allocation are shown in the graph overleaf, with detail at **Appendix 2**. The majority of investments are in notice and call accounts and money market funds to meet the liquidity demands of the Council. The weighted average time to maturity of investments at 31 March is 1 day. Where possible deposits are placed for longer durations with appropriate counterparties to obtain enhanced rates of return.



6.5 The graph below compares the returns on the Council's investments with the relevant benchmarks for each quarter during the 2017-18 financial year.



6.6 It can be seen from the graph that investments returned 0.41% during quarter 4 which is more than the 7 day LIBID (0.36%), but less than the 3 month LIBID (0.44%) benchmarks.

6.7 Using credit ratings, the investment portfolio's historic risk of default stands at 0.0001%. This simply provides a calculation of the possibility of average default against the historical default rates. The Council is also a member of a benchmarking group run by LAS which shows that, for the value of risk undertaken and duration of investments, the returns generated are currently below the Model Band. This is because the Council maintains low cash balances compared to the size of its balance sheet, and a high proportion of these balances are held in a low interest bearing instant access account with Barclays, to meet business needs.

6.8 Leaving market conditions to one side, the Council's return on investment is influenced by a number of factors, the largest contributors being the duration of investments and the credit quality of the institution or instrument. Credit risk is a

measure of the likelihood of default and is controlled through the creditworthiness policy approved by Council. The duration of an investment introduces liquidity risk; the risk that funds can't be accessed when required, and interest rate risk; the risk that arises from fluctuating market interest rates. These factors and associated risks are actively managed by the LGSS Integrated Treasury team together with the Council's Treasury Advisors (LAS).

7. INTEREST RATE OUTLOOK

- 7.1 The performance of the economy over the coming months will be critical for any further monetary policy easing or tightening. Commentators on the bank base rate have stated that there may be the potential for a rate rise in August 2018 whilst others are citing a rate rise in November 2018. In essence the timing of any rate rise is uncertain and dependent on the Monetary Policy Committee view of various factors at the point at which it meets. Any rate rise will very much depend on how strongly and how soon the economy makes a gradual recovery, and so start a process of very gradual increases in Bank Rate over a prolonged period. Current interest rate forecasts from Link Asset Services are shown in the table below.

| Link Asset Services Interest Rate View | | | | | | | | | | | | |
|--|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| | Jun-18 | Sep-18 | Dec-18 | Mar-19 | Jun-19 | Sep-19 | Dec-19 | Mar-20 | Jun-20 | Sep-20 | Dec-20 | Mar-21 |
| Bank Rate View | 0.50% | 0.50% | 0.75% | 0.75% | 0.75% | 1.00% | 1.00% | 1.00% | 1.25% | 1.25% | 1.50% | 1.50% |
| 3 Month LIBID | 0.60% | 0.70% | 0.90% | 0.90% | 0.90% | 1.10% | 1.20% | 1.30% | 1.40% | 1.50% | 1.60% | 1.60% |
| 6 Month LIBID | 0.70% | 0.80% | 1.00% | 1.00% | 1.00% | 1.20% | 1.20% | 1.30% | 1.50% | 1.60% | 1.70% | 1.70% |
| 12 Month LIBID | 0.80% | 0.90% | 1.10% | 1.10% | 1.20% | 1.30% | 1.40% | 1.40% | 1.60% | 1.70% | 1.80% | 1.80% |
| 5yr PWLB Rate | 1.90% | 2.00% | 2.00% | 2.10% | 2.20% | 2.20% | 2.30% | 2.30% | 2.40% | 2.40% | 2.50% | 2.50% |
| 10yr PWLB Rate | 2.40% | 2.40% | 2.50% | 2.60% | 2.60% | 2.70% | 2.80% | 2.80% | 2.90% | 2.90% | 3.00% | 3.00% |
| 25yr PWLB Rate | 2.70% | 2.80% | 2.90% | 3.00% | 3.10% | 3.20% | 3.30% | 3.30% | 3.40% | 3.40% | 3.50% | 3.50% |
| 50yr PWLB Rate | 2.40% | 2.50% | 2.60% | 2.70% | 2.80% | 2.90% | 3.00% | 3.00% | 3.10% | 3.10% | 3.20% | 3.20% |

- 7.2 Geopolitical events, sovereign debt crisis developments and slowing emerging market economies make forecasting PWLB rates highly unpredictable in the shorter term. The general expectation for an eventual trend of gently rising gilt yields and PWLB rates is expected to remain unchanged. An eventual world economic recovery may also see investors switching from the safe haven of bonds to equities.
- 7.3 From a strategic perspective, the Council is continually reviewing options as to the timing of any potential borrowing and also the alternative approaches around further utilising cash balances and undertaking shorter term borrowing which could potentially generate savings subject to an assessment of the interest rate risks involved. Cash flows in the last couple of years have been sufficiently robust for the Council to use its balance sheet strength to limit the amount of new long term borrowing undertaken.

8. THIRD PARTY LOANS

- 8.1 A loan to Arthur Rank Hospice Charity of £4m was approved in 2015-16 and advanced in the form of a secured loan in June 2016 to enable the charity to build a 24 bedded hospice.
- 8.2 Interest and principal repayments for this loan have been made accordance with

the loan agreements. The principal outstanding for this loan is £3.76m as at 31 March 2018.

- 8.3 During 2017-18 loans have also been advanced to This Land Limited, the Council's wholly owned housing development company. As at 31 March 2018 the principal outstanding with This Land totals £28.17m, which is comprised of three separate loans of £2.80m, £2.04m and £23.3m. Further loans to This Land are expected during 2018-19.

9. DEBT FINANCING BUDGET

This section summarises the 2017-18 expenditure and income for debt financing, which is held as a central budget within Corporate Services, and complies with the reporting requirements in the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management. The overall outturn position against the various debt financing budgets is an underspend of £1.98m, which is explained below.

| | Budget | Outturn | Variance |
|---------------------|---------------|----------------|-----------------|
| | £m | £m | £m |
| Interest payable | 16.071 | 14.948 | (1.123) |
| Interest receivable | (1.597) | (2.391) | (7.94) |
| Technical & Other | (1.724) | 222 | 1.946 |
| MRP | 11.477 | 9.467 | (2.010) |
| Total | 24.227 | 22.246 | (1.981) |

- 9.1 Net payments were less than budgeted because fewer long term loans were raised during the year than had been budgeted. Temporary, short term loans at low rates of interest were raised instead to meet liquidity needs. In addition the Council exercised an option to repay a £4m loan from Siemens in March which was refinanced with short term borrowing at a significantly lower rate of interest. Minimum Revenue Provision (MRP) was less than budgeted as a consequence of profiling and alternate funding of capital expenditure.

9.2 The change in the authority's loan debt over the year was as follows:

| | 1st April 2017 £'000 | Loans Raised £'000 | Loans Repaid £'000 | 31st March 2018 £'000 |
|------------------|--|-----------------------------------|-----------------------------------|---|
| Long-Term Debt | 347,020 | 19,840 | 4,000 | 362,860 |
| Temporary Debt | 92,000 | 43,000 | - | 135,000 |
| | 439,020 | 62,840 | 4,000 | 497,860 |
| Less Investments | 40,454 | | | 26,424 |
| Net Debt | 398,566 | | | 471,436 |

9.3 Long-term debt consists of loans for periods exceeding one year (at either fixed or variable rates of interest) and the average rate of interest paid on this long-term debt was 4.10%. The average rate paid on short term debt was 0.75%.

9.4 Each year the authority must approve limits known as Prudential Capital Indicators for the level of its external financing costs and the maximum limits on total debt. The outcome for 2017/18 compares with approved limits as set out below in the table below.

9.5 Financing costs for the year were within the approved limit as a result of the underspend for debt charges, and all debt levels are within the approved limits.

| | Approved | Actual |
|---|----------------------|---------------|
| | £'000 | £'000 |
| Financing Costs | | |
| % of Net Revenue Expenditure | 10.5% | 5.86% |
| Authorised Limit for Debt | 929,300 ³ | 497,860 |
| Operational Boundary for Debt | 899,300 ³ | 497,860 |
| Interest Rates Exposure (as % of total net debt)¹ | | |
| Fixed Rate | 150% | 76.97% |
| Variable Rate | 65% | 23.03% |
| Debt Maturity (as % of total debt)² | | |
| Under 1 year | 0 – 80% | 34% |
| 1 – 2 years | 0 – 50% | 1% |
| 2 – 5 years | 0 – 50% | 10% |
| 5 – 10 years | 0 – 50% | 14% |
| Over 10 years | 0 – 100% | 42% |

Notes:

1. The Interest Rate Exposure is calculated as a percentage of net debt.
2. The guidance for this indicator required that LOBO loans are shown as maturing at the next possible call date rather than at final maturity.
3. The Operational Boundary and Authorised Borrowing Limit were restated and approved by Council as part of the TMSS 2018 at the February 2018 Council meeting.

10. MUNICIPAL BONDS AGENCY

10.1 The UK Municipal Bonds Agency (MBA) is now ready to issue bonds on behalf of local authorities. Marketing activities are underway by the MBA to find suitable investors as part of the first issuance. It is expected that the MBA will be issuing its first bond in the near future. The authority has approved the relevant documents and guarantees that allow borrowing from the Agency and it is expected that Cambridgeshire will participate in the first bond issue when available.

11. COMPLIANCE WITH TREASURY LIMITS AND PRUDENTIAL INDICATORS

- 11.1 With effect from 1st April 2004 The Prudential Code became statute as part of the Local Government Act 2003 and was revised in 2011.
- 11.2 The key objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of the Council are affordable, prudent and sustainable. To ensure compliance with this the Council is required to set and monitor a number of Prudential Indicators.
- 11.3 During the financial year to date the Council has operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Statement (TMSS) and in compliance with the Council's Treasury Management Practices. The Prudential and Treasury Indicators for the 2017-18 year are reported in Appendix 3.

12. ALIGNMENT WITH CORPORATE PRIORITIES

- 12.1 **Developing the local economy for the benefit of all**
There are no significant implications for this priority.
- 12.2 **Helping people live healthy and independent lives**
There are no significant implications for this priority.
- 12.3 **Supporting and protecting vulnerable people**
There are no significant implications for this priority.

13. SIGNIFICANT IMPLICATIONS

13.1 Resource Implications

This report provides information on performance against the Treasury Management Strategy. Section 9 shows the impact of treasury decisions impacting the Debt Charges Budget, which are driven by the capital programme and the Council's overall financial position.

13.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications in this category.

13.3 Statutory, Legal and Risk Implications

The Council continues to operate within the statutory requirements for borrowing and investments. Further details can be found within the Prudential Indicators in Appendix 2.

13.4 Equality and Diversity Implications

There are no significant implications in this category.

13.5 Engagement and Communications Implications

There are no significant implications in this category.

13.6 Localism and Local Member Involvement

There are no significant implications in this category.

13.7 Public Health Implications

There are no significant implications in this category.

| Source Documents | Location |
|-------------------------|-----------------|
| None | N/A |

| Implications | Officer Clearance |
|---|--|
| | |
| Have the resource implications been cleared by Finance? | Yes Name of Financial Officer: Tom Kelly |
| | |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | No Name of Officer: n/a |
| | |
| Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law? | Yes Name of Legal Officer: Fiona McMillan |
| | |
| Have the equality and diversity implications been cleared by your Service Contact? | No Name of Officer: n/a |
| | |
| Have any engagement and communication implications been cleared by Communications? | No Name of Officer: n/a |
| | |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | No Name of Officer: n/a |
| | |
| Have any Public Health implications been cleared by Public Health | No Name of Officer: n/a |

Economic Update

Quarter Ended 31 March 2018

The economic commentary below has been provided by Link Asset Services, the Council's treasury management advisors. This is not a representation of the Council's view on the economic outlook.

1. During the quarter ended 31 March 2018:
 - The economy broadly maintained the same pace as in Q4 2017;
 - The tightness in the labour market fed through to higher wage growth;
 - Consumer price inflation eased from its recent peak;
 - The MPC signalled its intention to bring CPI inflation back to target over a shorter time horizon;
 - Market expectations of a May increase in Bank Rate solidified;
 - Public sector borrowing undershot the Office for Budget Responsibility's forecasts;
 - The UK and EU agreed on a 21-month transition period in respect of Brexit;
 - Financial markets were buffeted by prospects of rising US interest rates and a global trade war.
2. The latest Quarterly National Accounts showed that **the economy grew by 0.4% in Q4 2017, and growth for 2017 as a whole was revised up to 1.8%**, broadly unchanged from growth in 2016. Although this gives little reason to cheer, annual growth was at least far higher than many had initially predicted after the Brexit vote and growth overall was more balanced, with net trade providing a boost and annual investment growth rising by a healthy 4.0%.
3. The weakness in **consumer spending growth** provided the biggest constraint on GDP growth last year, rising by only 1.7%, its lowest rate since 2012, and this softness looks as if it has also continued during Q1 2018. Growth in retail sales volumes was sluggish in January and February and the heavy snowfall is likely to have dented consumer spending in March. However, the weakness should only be temporary as inflation continues to fall further below the level of average wage growth during 2018.
4. The Markit/CIPS all-sector PMI points to quarterly **GDP growth of around 0.4% in Q1** so far, suggesting that the economy failed to gather much momentum at the start of 2018. The official output data for January also looks quite bleak. Underlying growth in overall industrial production was weak and the construction sector remains in recession. One bright spot is the manufacturing sector, which has experienced its longest consecutive run of monthly output growth since 1968 and should continue to benefit from a strong external environment and greater

international competitiveness due to the weaker pound. However, recent data suggests that manufacturing growth may have lost some of its pace so far this year.

5. There were though, some encouraging signs elsewhere in the economy. **The labour market** appears to have recovered from its weakness at the end of Q4, with employment jumping by an impressive 168,000 in the three months to January and the unemployment rate falling back to 4.3%. Survey evidence of hiring intentions suggests that this strength persisted throughout the quarter.
6. What's more, there are now clearer signs that the tightness in the jobs market is feeding through to higher nominal pay growth. Annual growth in the three-month average of **weekly earnings** (including bonuses) picked up to 2.8% in January – its highest rate since September 2015. With survey measures of pay settlements strong, and evidence of recruitment difficulties rising, further acceleration in nominal pay growth looks likely over the coming quarters.
7. At the same time, **CPI inflation** has fallen back to 2.7% in February from 3.0% in January, where it had remained stuck for five months. The fall was driven by easing inflation in the prices of import-intensive goods and services as well as energy prices. This is likely to mark the start of a sustained and gradual fall in inflation this year as the peak impact of sterling's past depreciation appears to have passed.
8. Admittedly, the downward trend in **CPI inflation** over the next few months may not be smooth. Base effects helped pull the inflation rate down in February and may not have the same effect in March. What's more, Brent crude prices rose sharply in March from around £46pb to over £49pb, which is likely to put upward pressure on firms' costs and wholesale energy prices. The bigger picture though, is that the main force pushing up inflation over the past year or so, (the depreciation in sterling), is fading and this has helped to end the real terms pay squeeze. This will provide welcome relief for consumers' finances and give a fillip to consumer spending over the rest of the year.
9. But even with CPI inflation expected to ease over the course of 2018, the **MPC** acknowledged in its March meeting that domestic inflationary pressures are building, in particular labour costs. Given that there is very little spare capacity left in the economy, the Bank of England is becoming less tolerant of letting CPI inflation overshoot its 2% target. Indeed, the February Inflation Report signalled the Bank's intentions of bringing inflation back to target over a more "conventional" time horizon, (i.e. 18-24 months rather than 2-3 years). The minutes from the March meeting also struck a relatively hawkish tone with 2 members voting to raise rates. The market-implied probability of a May rate hike is now over 70%, compared with 35% in January.
10. Elsewhere, there were few big changes to fiscal policy in the first quarter, with the **Spring Statement** including only updates to the OBR's forecasts, of which changes were few and far between. The OBR judged that the higher-than-expected GDP growth in 2017 and upwardly-revised growth in 2018 of 1.5% would come at the

expense of lower future growth, i.e. it was deemed cyclical rather than an improvement in the economy's potential. As a result, changes in the borrowing forecasts mean that the Chancellor has roughly the same amount of wiggle room in 2020/21 as he had in November. However, despite his hands being tied by the OBR, the Chancellor hinted at providing a giveaway in the Autumn Budget.

11. **Public sector net borrowing** has so far come in lower for 2017/18 than in 2016/17, and while there has been a bit of a deterioration in the finances over the start of 2018 due to the weakness in self-assessment tax receipts, borrowing still looks likely to undershoot the OBR's 2017/18 forecast by around £2bn.
12. Meanwhile, the first quarter saw some important progress in **Brexit negotiations**. Crucially, the UK and EU agreed on a transition period lasting until the end of 2020, reducing the risk of a cliff-edge scenario from March 2019. The transition period largely preserves the status-quo, with the UK maintaining membership of the single market and customs union. However, the UK made increasing numbers of concessions such as forfeiting its voting rights on EU law and on granting EU citizens' permanent residency in the UK during the transition period in order to move onto negotiations regarding the future relationship with the EU.
13. Of particular note was the inclusion of a "backstop" option that would in effect see **Northern Ireland** remain in the single market and customs union if no specific solution to the Irish border issue is found. In order to maintain the constitutional integrity of the United Kingdom, (i.e. to avoid a border in the Irish Sea between Northern Ireland and Great Britain), and honour the Good Friday agreement, (i.e. to avoid a hard border between Ireland and Northern Ireland), the UK government will need to substantially soften its stance on cutting its EU ties going into the negotiations on the future agreement, and may end up having to concede on its pledge to leave the customs union entirely.
14. **Equity markets** were on something of a rollercoaster throughout Q1. First, global equity markets plummeted at the start of February due to a reassessment of the path for US inflation and interest rates. Then, fears of a global trade war following on from heightened protectionism in the US which targeted China with new tariffs, prompted investors to flee risky assets - which hit stock markets globally. President Trump's tariffs on steel and aluminium imports would only affect around 0.1% of UK GDP so there is no discernible impact on the UK economy. Instead, the threat comes from any EU retaliation and the impact on the US stock market - which could be contagious for UK equities. The FTSE ended the quarter some 8% below its value at the start of the year, and remains vulnerable, while other stock markets managed to recover some of their losses.
15. Meanwhile, the **trade-weighted sterling index** appreciated by around an average of 2.6%, gaining 4.6% against the dollar while only rising by 1.2% against the euro. The 10-year gilt yield rose sharply in the first half of the quarter due to rising interest rate expectations. This was partly offset in the second half by a fall back in inflation

expectations and an increase in safe-haven flows, alongside gold, as investor sentiment soured amidst the market turbulence in March. Overall, the 10-year gilt rose by around 0.2pp to end March near 1.4%.

16. Internationally, the **US Federal Reserve** hiked interest rates in March by 25bp, taking the Fed funds range to 1.50%-1.75%. The Fed's median expectations for US GDP growth for 2018 and 2019 were revised up, on account of the additional fiscal stimulus, and inflation was also nudged higher. With the economy now expected to expand faster than trend over the next few years, the Fed signalled a faster pace of monetary tightening than before, with the median projection of the Fed funds rate at 2.9% by end-2019, up from 2.7%.
17. Elsewhere, while the **eurozone** economy continued to expand at a strong pace, survey indicators suggest that growth may have peaked in 2017 at 2.5%. The strength in the economy prompted the ECB to remove its loosening bias in March and signal an end to its asset purchases this year. However, inflationary pressures remain persistently weak, meaning it will probably be some time before the ECB begins to withdraw its monetary support.

Investment Portfolio as at 31stMarch 2018

| Class | Type | Deal Ref | Start / Purchase Date | Maturity Date | Counterparty | Profile | Rate | Principal O/S (£) |
|--|---------------|----------|-----------------------|---------------|------------------------------------|----------|----------------|----------------------|
| Share Capital | Share Capital | CCC/59 | 25/09/14 | 25/09/24 | The UK Municipal Bonds Agency | - | - | 400,000.00 |
| 3rd Party Loan | Fixed | CCC/88 | 16/06/16 | 16/06/41 | Arthur Rank Hospice Charity | EIP | 3.3400% | 3,760,000.00 |
| 3rd Party Loans & Share Capital Total | | | | | | | 3.3400% | 4,160,000.00 |
| Deposit | Call | CCC/CE/6 | 01/12/14 | | Barclays Bank plc | Maturity | 0.4000% | 1,507,000.00 |
| Call Total | | | | | | | 0.1500% | 1,507,000.00 |
| Deposit | MMF | CCC/ST/7 | 22/07/15 | | Deutsche Managed Sterling Platinum | Maturity | 0.4228% | 4,917,000.00 |
| Deposit | MMF | CCC/ST/3 | 31/03/14 | | SLI Sterling Liquidity/CI 2 | Maturity | 0.4624% | 20,000,000.00 |
| MMF Total | | | | | | | 0.4546% | 24,917,000.00 |
| Deposit Total | | | | | | | 0.8007% | 30,584,000.00 |
| Grand Total | | | | | | | | 30,584,000.00 |

Notes

- The Investment Portfolio table above is an extract from the Treasury Live system which does not yet include the loans made to This Land, this will be updated in the Treasury Live system for future reports in 2018-19. The value of loans made to This Land in 2017-18 total £28.17m.
- As a result of the loans to This Land the Grand Total of the Investment Portfolio is £58.75m made up of £30.58m (as per the above) plus This Land loans of £28.17m.

Prudential and Treasury Indicators at 31st March 2018

Monitoring of Prudential and Treasury Indicators: approved by Council in February 2017.

1. Has the Council adopted CIPFA Code of Practice for Treasury Management in the Public Services?

The Council has adopted CIPFA's Treasury Management in the Public Services: Code of Practice and Cross Sectoral Guidance Notes. This is a key element of the Treasury Strategy 2017-18 which was approved by Council in February 2017.

2. Limits for exposure to fixed and variable rate net borrowing (Borrowing less investments)

| | Limits | Actual |
|---------------|---------------|---------------|
| Fixed rate | 150% | 76.97% |
| Variable rate | 65% | 23.03% |
| Total | | 100% |

The Interest rate exposure is calculated as a percentage of net debt. Due to the mathematical calculation exposures could be greater than 100% or negative depending upon the component parts of the formula. The formula is shown below:

$$\frac{\text{Total Fixed (or Variable) rate exposure}}{\text{Total borrowing – total investments}}$$

Fixed Rate calculation:

| | |
|---|----------|
| $\frac{(\text{Fixed rate borrowing } \pounds 362.86\text{m}^* - \text{Fixed rate investments } \pounds 0\text{m}^*)}{\text{Total borrowing } \pounds 497.86\text{m} - \text{Total investments } \pounds 26.42\text{m}}$ | = 76.97% |
|---|----------|

*Defined as greater than 1 year to run

Variable Rate calculation:

| | |
|--|----------|
| $\frac{(\text{Variable rate borrowing } \pounds 135\text{m}^{**} - \text{Variable rate investments } \pounds 26.42\text{m}^{**})}{\text{Total borrowing } \pounds 497.86\text{m} - \text{Total investments } \pounds 26.42\text{m}}$ | = 23.03% |
|--|----------|

** Defined as less than 1 year to run or in the case of LOBO borrowing the call date falling within the next 12 months.

3. **Total principal sums invested for periods longer than 364 days**

| | 2017-18 Limit £m | Actual £m |
|--|-----------------------------|----------------------|
| Investment longer than 364 days to run | 0.0 | 0.0 |

Notes: This indicator is calculated by adding together all investments that have greater than 364 days to run to maturity at the reporting date.

4. **Limits for maturity structure of borrowing**

| | Upper Limit | Actual |
|--------------------------------|--------------------|---------------|
| under 12 months | 80% | 34% |
| 12 months and within 24 months | 50% | 1% |
| 24 months and within 5 years | 50% | 10% |
| 5 years and within 10 years | 50% | 14% |
| 10 years and above | 100% | 42% |

Note: The guidance for this indicator requires that LOBO loans are shown as maturing at the next possible call date rather than at final maturity.

Affordability

5. **Ratio of financing costs to net revenue stream**

| 2017-18 Original Estimate % | 2017-18 Revised Estimate % | Difference % |
|--|---|-------------------------|
| 7.70 | 5.86 | -1.84 |

6. **Estimated incremental impact of capital investment decisions on band D council tax**

| 2017-18 Original Estimate £ | 2017-18 Revised Estimate £ | Difference £ |
|--|---|-------------------------|
| 11.38 | 11.75 | 0.37 |

Prudence:

7. Gross borrowing and the Capital Financing Requirement (estimated borrowing liability excluding PFI)

| Original 2017-18 Capital Financing Requirement (CFR) | 2017-18 CFR (as at 31 March 2018) | Actual Gross Borrowing | Difference between actual borrowing and original CFR | Difference between actual borrowing and March CFR |
|--|-----------------------------------|------------------------|--|---|
| £m | £m | £m | £m | £m |
| 674.4 | 752.0 | 497.9 | 176.5 | 254.2 |

Capital Expenditure

8. Estimates of capital expenditure

For details of capital expenditure and funding please refer to the capital outturn report.

External Debt

9. Authorised limit for external debt

| 2017-18 Authorised Limit per TMSS 2017 | 2017-18 Authorised Limit Restated per TMSS 2018 | Actual Borrowing | Headroom compared to Restated Authorised Limit |
|--|---|------------------|--|
| £m | £m | £m | £m |
| 733.4 | 929.3 | 497.9 | 431.4 |

The Authorised limit is the statutory limit on the Council's level of debt and must not be breached. This is the absolute maximum amount of debt the Council may have in the year.

10. Operational boundary for external debt

| 2017-18 Operational Boundary per TMSS 2017 | 2017-18 Operational Boundary Restated per TMSS 2018 | Actual Borrowing | Headroom compared to Restated Operational Boundary |
|--|---|------------------|--|
| £m | £m | £m | £m |
| 703.40 | 899.3 | 497.9 | 401.4 |

The operational boundary is set as a warning signal that debt has reached a level nearing the Authorised limit and must be monitored carefully.

**CONSTITUENT COUNCIL CONSENT FOR BUSINESS RATES SUPPLEMENT
ORDER AND DEVOLUTION OF ADULT EDUCATION POWERS FOR THE
CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**

To: General Purposes Committee

Meeting Date: 29 May 2018

From: Deputy Chief Executive

Electoral division(s): All

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

Purpose: To consider the consents delegated to the Combined Authority in respect of the Business Rates Supplement Order (BR) and the devolution of powers in respect of Adult Education Budget (AEB).

Recommendation: To delegate to the Deputy Chief Executive, in consultation with the Chairman of General Purposes Committee, the ability to give consent on behalf of the County Council to the making of regulations under the Local Government Act 2003 Part 1 contained in the two 'Draft' Statutory Instruments attached (Appendix 2 and Appendix 4), including acceptance to any minor changes to the same which do not alter the substantial meaning.

| <i>Officer contact:</i> | <i>Member contacts:</i> |
|---|---|
| Name: Tom Kelly | Names: Councillors Count & Hickford |
| Post: Head of Finance | Post: Chair/Vice-Chair |
| Email: Tom.Kelly@cambridgeshire.gov.uk | Email: Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: 01223 703599 | Tel: 01223 706398 |

1. BACKGROUND

- 1.1 The Cambridgeshire and Peterborough Combined Authority (CPCA) is required to acquire consent from constituent councils for various powers and duties. For the CPCA, the constituent councils are Cambridgeshire County Council, the five District Councils and Peterborough City Council.
- 1.2 Consent is being sought in respect of the power to:
- Levy a Business Rates Supplement, and the
 - Transfer the Adult Education Budget and associated powers for the delivery of adult education services.
- 1.3 Both these powers are allowed by statute for an elected Mayor and the CPCA but there are strict controls around their implementation. The relevant CPCA drafts reports and Statutory Instruments are attached at **Appendices 1 to 4**. It should be noted that by the Council giving the aforementioned consent does not in any way make the Council liable for any costs associated with these powers.

2. MAIN ISSUES

- 2.1 Appended to this report are the draft reports that are expected to be seen by the CPCA by the end of May 2018. By this time the constituent councils are expected to have given consent in respect of the granting of the Business Rates (BR) and Adult Education Budget (AEB).

2.2 Business Rates Supplement Order

- 2.2.1 **Appendices 1 and 2** respectively show the CPCA draft report in respect of BR and the draft statutory instrument.

- 2.2.2 The reasons this order is being requested are as follows:

- The original CPCA devolution deal included a commitment to raise a business rate levy.
- The above commitment should have been included in the LG Finance Bill 2017, but the Bill was 'lost' due to the 2017 general election.
- The Ministry of Housing, Communities and Local Government (MHCLG) has now asked the Combined Authority and others to agree to the making of the order.

- 2.2.3 With regard to the charging of a Business Rate Supplement, these are laid within statute (Business Rates Supplement Act 2009) which include some clear controls, these are summarised below:

- i. Money raised cannot be used for day-to-day costs for services where it has existing obligations to provide.
- ii. Mayor will be required to consult on and publish a prospectus of the proposal.
- iii. The supplement will be subject to a ballot of businesses affected. A majority of individual rate-payers and the aggregate rateable value of those businesses in favour must exceed those against.
- iv. The supplement will be levied on business properties with a rateable value of £50,000 or more.

2.3 Adult Education Budget

2.3.1 **Appendices 3 and 4** respectively show the CPCA draft report in respect of BR and the draft statutory instrument.

2.3.2 The reasons for this order request are as follows:

- The original CPCA devolution deal included the transfer of adult education powers but did not deal with the devolution of funding.
- The CPCA is required to meet a series of readiness conditions prior to final devolution.

2.3.3 The principal purpose of AEB is to engage adults in learning that supports wider economic priorities. Also, such devolution will only be within constituent council areas and the indicative budget is £12.1m from 2019.

2.3.4 The order will cover the following duties and powers:

- i. Further education to learners aged 19 and over (including those who do not have a certain specified qualifications).
- ii. Ensure provision is free for relevant learners who do not have certain specified qualifications.
- iii. Encourage learner and employer participation in education and training of people aged 19 and over.

and to run concurrently with the following powers of the Secretary of State:

- iv. To consider/have regard to the needs of learners aged 19 and over with Special Education Needs.
- v. To exchange information with providers to enable provision of further education to learners aged 19 and over.

2.3.5 However, the order will not cover:

- Apprenticeships,
- Adult offender learning, or
- Provision for people aged 16-18 years old.

2.4 Timetable for Implementation

2.4.1 There are tight timescales for the achievement of consent for these orders, therefore consent is requested at the earliest opportunity.

2.4.2 Constituent Councils have to give consent for the BR by the end of May, with the Statutory Instrument being in place by June/July, and the AEB by July, and it is expected that the Statutory Instrument will be in place by November in time for the 2019/20 academic year.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

These consents will enable the Council to continue working with partners and influencing the Local Enterprise Partnership (LEP) and Combined Authority to secure resources to facilitate delivery of new housing and drive economic growth and to mitigate any negative impacts of this.

3.2 Helping people live healthy and independent lives

There are no significant implications within this category.

3.3 Supporting and protecting vulnerable people

There are no significant implications within this category.

4. SIGNIFICANT IMPLICATIONS

4.1 This are no direct impacts or risks on the Council in respect of granting this consent to the CPCA. With regard to the:

- Business Rates Supplement Order, the imposition of an order would have to follow a statutory approval process that would require extensive consultation with those businesses that may be subject to the order.
- Adult Education Budget, the order allows more local decision making on the delivery of further education to the constituent councils younger population.

4.2 Resource Implications

There are no significant implications within this category.

4.3 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category

4.4 Statutory, Legal and Risk Implications

See wording under 4.1 and guidance in Appendix 2.

4.5 Equality and Diversity Implications

There are no significant implications within this category

4.6 Engagement and Communications Implications

See paragraph 4.1 above.

4.7 Localism and Local Member Involvement

See paragraph 4.1 above.

4.8 Public Health Implications

There are no significant implications within this category

| Implications | Officer Clearance |
|--|-----------------------------------|
| | |
| Have the resource implications been cleared by Finance? | Yes Tom Kelly, Head of Finance |
| | |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement? | Not applicable |
| | |
| Has the impact on statutory, legal and risk implications been cleared by LGSS Law? | Not applicable |
| | |
| Have the equality and diversity implications been cleared by your Service Contact? | Not applicable |
| | |
| Have any engagement and communication implications been cleared by Communications? | Not applicable |
| | |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | Not applicable |
| | |

| Source Documents | Location |
|-------------------------|-----------------|
| None | Not applicable |

Appendix 1

| | |
|---|----------------------------|
| CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY BOARD | AGENDA ITEM No: X.X |
| 30 May 2018 | PUBLIC REPORT |

CONSENT TO BUSINESS RATES SUPPLEMENT ORDER

1.0 PURPOSE

- 1.1. This report provides the background to the request from the Ministry of Housing, Communities and Local Government (MHCLG) for consent to the making of an Order to confer the power to levy a Business Rate Supplement on to the mayor of Cambridgeshire and Peterborough Combined Authority in accordance with Sections 105B(1) and 107D(9) of the Local Democracy, Economic Development and Construction Act 2009.

| | |
|--|---|
| <u>DECISION REQUIRED</u> | |
| Lead Member: | Cllr Steve Count, Portfolio Holder for Fiscal Strategy |
| Lead Officer: | Interim Chief Finance Officer |
| Forward Plan Ref: | Key Decision: No |
| <p>The Combined Authority Board is recommended to:</p> <ol style="list-style-type: none"> 1. Approve the transfer of functions to Cambridgeshire and Peterborough Combined Authority (“CPCA”) conferred by the Business Rates Supplement Act 2009. 2. Give consent on behalf of the CPCA to the making of an Order giving effect to this transfer. 3. Give delegated authority to the Legal Counsel and Monitoring Officer in consultation with the Portfolio Holder and the Mayor to approve the | <p>Voting arrangements</p> <p>Simple majority of Members Or</p> <p>At least two-thirds of all Members (or their Substitute Members) or</p> <p>At least two-thirds of all Constituent Council Members</p> |

| | |
|--|--|
| <p>final draft Order in order to meet the timetable for transfer of the powers.</p> <p>4. Note that the constituent councils have been requested to give their consent to the making of an Order giving effect to this transfer including the necessary delegation to approve the final draft Order</p> <p>5. Note that only the draft Order can be approved, as the Order cannot be deemed finalised until it has been presented to and approved by Parliament.</p> | |
|--|--|

2.0 BACKGROUND

- 2.1. The raising of funds through business rates was referred to in the original CPCA Devolution Deal as follows: "Following the implementation of the necessary primary legislation, the Mayor will be given the power to place a supplement on business rates to fund infrastructure, with the agreement of the local business community."
- 2.2. The Local Government Finance Bill 2017 would have enabled the Mayor of Cambridgeshire and Peterborough Combined Authority to ask for an additional payment of up to 2p in the pound from local businesses. This would have allowed the Mayor to raise funds for infrastructure projects to promote economic development.
- 2.3. However, the Local Government Finance Bill 2017 was "lost" due to the interruption of business caused by the 2017 general election.
- 2.4. The Ministry of Housing, Communities and Local Government (MHCLG) has now produced the attached draft Statutory Instrument and will shortly be writing out to ask for the consents of the mayor, the Combined Authority, and the constituent councils, to the making of an Order to confer the power to levy a Business Rate Supplement on to the mayor of the combined authority.

The making of the Statutory Instrument

- 2.5. Sections 105B(1) and 107D(9) of the Local Democracy, Economic Development and Construction Act 2009 require that a mayor, combined authority, and each of its constituent authorities, give consent to any conferral of powers on the combined authority under that Act.
- 2.6. The Cambridgeshire and Peterborough Combined Authority (Business Rate Supplements Functions) Order 2018 will give effect to commitments in the

area's devolution agreement by giving the mayor the same powers as the mayor of Greater London has to levy a supplement on business rates to raise money for a project that will promote economic development in the area.

2.7. These powers are provided in the Business Rates Supplements Act 2009 (see link provided under the source documents section).

2.8. Key features of the Business Rates Supplements Act 2009 are:

- (a) Money raised from the supplement cannot be put towards the authority's day-to-day costs for services it has existing obligations to provide.
- (b) Before levying any supplement, the mayor would be required to consult on and publish a prospectus setting out the benefits of the proposed project that the supplement would fund.
- (c) The proposed supplement is then subject to a ballot of businesses that would be affected. Both a majority of affected individual rate-payers must approve it and the aggregate rateable value of those businesses in favour must exceed those against.
- (d) The Business Rate Supplement may only be levied on business properties with a rateable value of £50,000 or more. The mayor may increase, but cannot reduce, this threshold, and can apply any other reliefs as may be set out in the prospectus.

2.9. The process for the making of the Order is as follows:

- (a) MHCLG instructs its lawyers to prepare a draft Order
- (b) The draft Order is given to the lawyers of the Joint Committee on Statutory Instruments (JCSI) to review.
- (c) Once both sets of lawyers have agreed the draft, MHCLG will write to the Combined Authority, the Mayor and the Constituent Councils for consent to the Order. This is likely to be the day after the local elections (i.e. Friday 4th May 2018)
- (d) Once consent from all parties has been confirmed, the draft will be laid in parliament. This gives the Order full status as a final 'Draft' order and will appear as a 'Draft' on the legislation website. The provisional date for the laying of the Order is Monday 4th June 2018.
- (e) The Draft Order will then be considered by the Joint Committee on Statutory Instruments (likely to be Wednesday 6th June 2018 or Wednesday 11th June).
- (f) If the JCSI agree to the Statutory Instrument, it will then be laid before each House of Parliament for approval.
- (g) Once approved by each House, the Order will be signed by the Minister and is likely to come into force in the following week.

3.0 FINANCIAL IMPLICATIONS

3.1. None.

4.0 LEGAL IMPLICATIONS


4.1. The Draft Order will be laid before Parliament under section 117(2) of the Local Democracy, Economic Development and Construction Act 2009, for approval by resolution of each House of Parliament.

5.0 SIGNIFICANT IMPLICATIONS

5.1. There are no other significant implications to bring to the Board's attention.

6.0 APPENDICES

6.1. None.

| <u>Source Documents</u> | <u>Location</u> |
|--|---|
| Business Rates Supplement Act 2009. Link to website: | https://www.legislation.gov.uk/ukpga/2009/7/pdfs/ukpga_20090007_en.pdf |
| Draft Cambridgeshire and Peterborough (Business Rates Supplements Functions) Order 2018 |  Adobe Acrobat Document |

DRAFT STATUTORY INSTRUMENTS

2018 No.

LOCAL GOVERNMENT, ENGLAND

**The Cambridgeshire and Peterborough Combined Authority
(Business Rate Supplements Functions) Order 2018**

Made - - - - *****

Coming into force in accordance with article 1

The Secretary of State makes the following Order in exercise of the powers conferred by sections 105A, 107D(1), (5) and (7)(a) to (e) and 117(5) of the Local Democracy, Economic Development and Construction Act 2009(a) (“the 2009 Act”).

In accordance with sections 105B(1) and 107D(9) of the 2009 Act, the county council and district councils whose areas are comprised in the area of the Cambridgeshire and Peterborough Combined Authority, the Cambridgeshire and Peterborough Combined Authority and the Mayor of the Cambridgeshire and Peterborough Combined Authority have consented to the making of this Order.

The Secretary of State considers that the making of this Order is likely to improve the exercise of statutory functions in the area to which this Order relates.

In accordance with section 105B(9) of the 2009 Act the Secretary of State has laid before Parliament a report explaining the effect of this Order and why the Secretary of State considers it appropriate to make this Order.

A draft of this instrument has been laid before, and approved by a resolution of, each House of Parliament pursuant to section 117(2) of the 2009 Act.

(a) 2009 c.20. Section 105 was amended by the Cities and Local Government Devolution Act 2016 (c. 1) (“the 2016 Act”), sections 6, 9 and 14. Sections 105A and 107D were inserted by sections 4 and 7 of the 2016 Act. Section 114 was amended by Schedule 5 to the 2016 Act. Section 117 was amended by section 13(2) of the Localism Act 2011 (c. 20) and Schedule 5 to the 2016 Act.

PART 1

General

Citation and commencement

1. This Order may be cited as the Cambridgeshire and Peterborough Combined Authority (Business Rate Supplements Functions) Order 2018 and comes into force on the day after the day on which it is made.

Interpretation

2. In this Order—

“the 2009 Act” means the Local Democracy, Economic Development and Construction Act 2009;

“the BRS Act” means the Business Rate Supplements Act 2009(a);

“the CPCA” means the Cambridgeshire and Peterborough Combined Authority(b).

PART 2

Business Rate Supplements Functions

Conferral of BRS power of Greater London Authority

3.—(1) The CPCA has, in relation to its area, functions corresponding to the functions conferred on the Greater London Authority in relation to Greater London by the BRS Act.

(2) Paragraph (1) does not apply in relation to the function conferred by section 3(5) of the BRS Act.

General functions of the Combined Authority exercisable only by the Mayor

4.—(1) The functions of the CPCA specified in article 3 are exercisable only by the Mayor(c).

(2) The members or officers of the CPCA may assist the Mayor in the exercise of the functions specified in article 3.

(3) For the purposes of the exercise of the functions specified in article 3 the Mayor may do anything that the CPCA may do under section 113A of the 2009 Act (general power of EPB or combined authority)(d).

Adaptation of BRS Act in consequence of article 3

5. For the purposes of article 3, the BRS Act applies to the CPCA as if —

(a) references to the Greater London Authority in section 2(1) (levying authorities) and in section 5(2) (prospectus) of the BRS Act include references to the CPCA;

(b) subject to paragraph (c), references in that Act to a lower-tier authority include references to a district council whose area forms part of the CPCA’s area;

(a) 2009 c. 7, as amended by Part 4 of the Localism Act 2011 (c. 20).

(b) The Cambridgeshire and Peterborough Combined Authority was established by the Cambridgeshire and Peterborough Combined Authority Order 2017, S.I. 2017/251.

(c) S.I. 2017/251, article 5, provided for there to be a mayor of the combined authority. The first mayor was elected on 4th May 2017.

(d) Section 113A was inserted by section 13 of the Localism Act 2011 and amended by section 23 of, and paragraph 25 of Schedule 5 to, the Cities and Local Government Devolution Act 2016.

- (c) reference to a lower-tier authority in section 6(1)(b) includes reference to a district council whose area forms part of the CPCA's area and to Cambridgeshire County Council.

Amendment of the Cambridgeshire and Peterborough Combined Authority Order 2017

6.—(1) The Cambridgeshire and Peterborough Combined Authority Order 2017 is amended as follows.

(2) In paragraph (2) of article 6 after “article 12(1)” insert “and the functions conferred on the combined authority by article 3 of the Cambridgeshire and Peterborough Combined Authority (Business Rate Supplements Functions) Order 2018”.

Signed by authority of the Secretary of State for Housing, Communities and Local Government

| | |
|------|---|
| | <i>Name</i> |
| | Parliamentary Under Secretary of State |
| Date | Ministry of Housing, Communities and Local Government |

EXPLANATORY NOTE

(This note is not part of the Order)

This Order provides for the conferral of functions the Greater London Authority has under the Business Rate Supplements Act 2009 (“the BRS Act”) on the Cambridgeshire and Peterborough Combined Authority.

Part 6 of the Local Democracy, Economic Development and Construction Act 2009 (“the 2009 Act”) provides for the establishment of combined authorities for the areas of two or more local authorities in England. Combined authorities are bodies corporate which may be given power to exercise specified functions in their area.

Article 3 of the Order provides that the Combined Authority is to have in relation to its area functions corresponding to the functions that the Greater London Authority has under the BRS Act to levy a supplement on business rates to raise money for expenditure on a project which will promote economic development in its area.

Article 4 provides that the functions are exercisable only by the Mayor, that the Mayor may be assisted by members or officers of the authority in the exercise of the functions and that the general power of the combined authority under section 113A of the 2009 Act is conferred on the Mayor for the purposes of those functions.

Article 5 provides for modification of the Business Rate Supplements 2009.

Article 6 amends the Cambridgeshire and Peterborough Combined Authority Order 2017 to provide that the BRS functions of the combined authority will be funded in accordance with the arrangements specified in article 6 of that Order.

A full regulatory impact assessment has not been prepared as this instrument will have no impact on the costs of business and the voluntary sector.



Appendix 3

| | |
|---|---|
| CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY BOARD | AGENDA ITEM No: X.X |
| DATE OF MEETING | PUBLIC REPORT <i>This report has a confidential appendix at item x.x of the Agenda (Delete if not applic) – See Appendix 3 for guidance</i> |

AEB DEVOLUTION OF POWERS TO COMBINES AUTHORITY

1.0 PURPOSE

- 1.1. To outline the process for agreeing the devolution of powers required to enable transfer of the Adult Education Budget (AEB) and associated powers for delivery of the adult education service and the timescale and proposed process for doing so.

| | |
|--|--|
| <u>DECISION REQUIRED</u> | |
| Lead Member: | Cllr Holdich |
| Lead Officer: | Martin Whitelely |
| Forward Plan Ref: | Key Decision: No |
| The Combined Authority Board is recommended to: 1. Approve the transfer of functions to Cambridgeshire and Peterborough Combined Authority (“CPCA”) to ensure the successful | Voting arrangements Simple majority of Members Or |

| | |
|--|---|
| <p>devolution of the Adult Education Budget (“AEB”) in 2019.</p> <ol style="list-style-type: none"> 2. Give consent on behalf of the CPCA to the making of an Order giving effect to this transfer. 3. Give delegated authority to the Legal Counsel and Monitoring Officer in consultation with the Portfolio Holder and the Mayor to approve the final draft Order in order to meet the timetable for transfer of the powers. 4. Note that the constituent councils have been requested to give their consent to the making of an Order giving effect to this transfer including the necessary delegation to approve the final draft Order 5. Note that only the draft Order can be approved, as the Order cannot be deemed finalised until it has been presented to and approved by Parliament. | <p>At least two-thirds of all Members (or their Substitute Members) or At least two-thirds of all Constituent Council Members</p> |
|--|---|

2.0 BACKGROUND

- 2.1 The Devolution Deal of June 2016 included the transfer of AEB to the CPCA and the subsequent Order establishing the Combined Authority contained details of a number of Adult Education powers although it did not deal with the devolution of funding. In order to prepare for devolution, the Combined Authority is required to meet a series of readiness conditions including the transfer of the Secretary of State for Education’s statutory duties in relation to the provision of further education for adults.
- 2.2 The principal purpose of AEB is to engage adults in learning that supports wider economic and social priorities. Devolution of AEB will only be applied within constituent member areas and the indicative budget will be approximately £12.1m from 2019 based on current spend on residents.
- 2.3 The Order, to be received in draft by CPCA, will set out the details of the AEB functions that will be transferred to the CPCA with the agreement to devolve the

budget. DfE have been clear that the Order will not cover apprenticeships, adult offender learning or provision for people aged 16 -18. Subject to these exceptions, it is proposed that the following functions contained in the Apprenticeships, Skills, Children and Learning Act (ASCAL) 2009 will transfer to the CPCA in relation to constituent member areas:

I. S86 – Duty to provide appropriate FE to learners aged 19 and over(not to include apprenticeships, prisoner education or traineeships).

II. S87 – Duty to provide appropriate FE to learners aged 19 and over, who do not have certain specified qualifications

III. S88 – Duty to ensure that provision is free for relevant learners who do not have certain specified qualifications

The following powers will be exercised concurrently with the Secretary of State:

IV. S90 – Duty to encourage learner and employer participation in education and training of people aged 19 and over (except those in adult detention) (to be exercised concurrently with the Secretary of State)

V. S115 – Duty to consider/have regard to the needs of learners aged 19 and over, with Special Education Needs (other than those aged 19-25 with Educational Health Care plans, who will remain the responsibility of the LAs as they are treated as 16-18 year old learners).

VI. S122 – Power to exchange information with providers to enable provision of FE to learners aged 19 and over (to be exercised concurrently with the Secretary of State).

- 2.4. Mayoral Combined Authorities (MCAs) are required to provide the Department for Education (DfE) with consent to the draft Order by the end of July 2018 to meet the necessary timescales to enable full devolution in 2019/20. The Order will need to be laid before Parliament by the end of July 2018 and made in November 2018 to meet the timescales to commission for the 2019/20 academic year. There is a reputational risk to the CPCA if the order is not laid in a timely manner.

3.0 FINANCIAL IMPLICATIONS

- 3.1. The impact of not achieving the proposed timescale as set by DfE is that the devolution of AEB could be delayed by a further year
- 3.2. If there are financial implications, the report needs to go to the Investment Board. This paragraph needs to be approved with the Chief Finance Officer (S151).

4.0 LEGAL IMPLICATIONS

- 4.1 Devolution of the AEB will mean that the CPCA will have the duty and responsibility to deliver the government's commitment to statutory entitlements for fully funded qualifications at Levels 2 and 3, English and Maths and the future digital entitlements for learners, free of charge. Based on figures for 2015/16, 48% of the AEB was spent on delivering statutory requirements. Although there may be a risk that these obligations exceed the available budget in any one year, the statutory entitlements are not time bound and the entitlement does not have to be offered immediately upon request. This will be reflected in the CPCA's AEB Funding Policy where it will be clearly stated that if demand exceeds availability some learners may have to wait to the following academic year.
- 4.2 Section 105(b) of the 2016 Cities and Local Government Devolution Act states that to allow Secretary of State to make an order for the devolution of functions, consent also has to have been given by each appropriate authority which for these purposes are the Combined Authority and the constituent authorities of that Combined Authority.
- 4.3 The timetable for approvals is challenging given the timetable constraints of the Parliamentary process. We have spoken to each constituent authority and agreed that they can provide appropriate consent by approving a report through their Cabinet in a timely manner to ensure that orders are laid before Parliament before the end of June 2018. A delegation is also requested to authorise the final sign off of the draft Orders when requested by the DfE on the basis that there is no material change to the drafting

5.0 EQUALITIES IMPLICATIONS

- 5.1 These aspects of the Devolution Agreement are reflected in the CPCA Equalities Scheme.

6.0 APPENDIX

6.1 *Affirmative Resolution Procedure:*

DRAFT

The SI is laid in the form of a draft instrument, which is later made when it has been approved by both Houses.



The instrument cannot be made unless the draft Order is approved by Parliament.



The instrument is made when a motion approving it has been passed by both Houses and it is the responsibility of the minister, having laid the instrument, to move the motion for approval.



The instrument is laid after making and will come into effect immediately but cannot remain in force unless approved within a statutory period (usually 28 or 40 days).

Draft Order laid before Parliament under section 117(2) of the Local Democracy, Economic Development and Construction Act 2009, for approval by resolution of each House of Parliament.

DRAFT STATUTORY INSTRUMENTS

2018 No. 0000

LOCAL GOVERNMENT, ENGLAND

EDUCATION, ENGLAND

**The Cambridgeshire and Peterborough Combined Authority
(Adult Education Functions) Order 2018**

Made - - - - *****

Coming into force in accordance with article 1

The Secretary of State makes the following Order in exercise of the powers conferred by sections 105A, 114 and 117 of the Local Democracy, Economic Development and Construction Act 2009(a)(“the Local Democracy Act”).

In accordance with section 105B(1) of the Local Democracy Act(b), the Cambridgeshire and Peterborough Combined Authority and each of the constituent councils whose areas are within the area of the Combined Authority has consented to the making of this Order.

The Secretary of State considers that the making of this Order is likely to improve the exercise of statutory functions in the areas to which the Order relates.

In accordance with section 105B(9) of the Local Democracy Act, the Secretary of State has laid before Parliament a report explaining the effect of this Order and explaining why the Secretary of State considers it appropriate to make this Order.

A draft of this statutory instrument has been laid before, and approved by a resolution of, each House of Parliament pursuant to section 117 of the Local Democracy Act.

(a) 2009 c. 20. Section 105A was inserted by section 7 of the Cities and Local Government Devolution Act 2016 (c.1). Section 114 was amended by Schedule 5 to the Cities and Local Government Devolution Act 2016. Section 117 was amended by section 13 of the Localism Act 2011 (c. 20) and by section 23 of, and paragraph 29 of Schedule 5 to, the Cities and Local Government Devolution Act 2016.

(b) Section 105B was inserted by section 7 of the Cities and Local Government Devolution Act 2016.

PART 1

General

1. Citation and commencement

- (1) This Order may be cited as the Cambridgeshire and Peterborough Combined Authority (Adult Education Functions) Order 2018 and comes into force the day after the day it is made.
- (2) Part 2 of this Order does not apply in relation to an academic year before the year beginning on 1 August 2019.
- (3) “Academic year” means a period beginning with 1 August and ending with the next 31 July.

2. Interpretation

In this Order—

“**2009 Act**” means the Apprenticeships, Skills, Children and Learning Act 2009(a);

“**adult detention**” has the meaning given by section 121(4) of the 2009 Act;

“**apprenticeships training**” has the meaning given by section 83 of the 2009 Act;

“**Area**” means the area of the Combined Authority;

“**Combined Authority**” means the Cambridgeshire and Peterborough Combined Authority, a body corporate established under the Cambridgeshire and Peterborough Combined Authority Order 2017 No. 251; and

“**constituent councils**” means Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council, South Cambridgeshire District Council and Greater Cambridge Greater Peterborough Local Enterprise Partnership

PART 2

Adult education functions of the Secretary of State transferred to the Combined Authority or to be exercisable concurrently with the Combined Authority

3. Transfer of functions from the Secretary of State to the Combined Authority in relation to the Area

(1) Subject to paragraph (2), the functions of the Secretary of State set out in the following provisions of the 2009 Act are exercisable by the Combined Authority in relation to the Area:

- (a) section 86 (education and training for persons aged 19 or over);
- (b) section 87 (learning aims for persons aged 19 or over: provision of facilities); and
- (c) section 88 (learning aims for persons aged 19 or over: payment of tuition fees)(b).

(a) 2009, c. 22

(b) As amended by section 114 of the Digital Economy Act 2017 c.30. The amendment will come into force on a date to be appointed.

(2)The functions mentioned in paragraph (1) do not include:

- (a) any functions relating to apprenticeship training;
- (b) any functions relating to persons subject to adult detention; or
- (c) any power to make regulations or orders.

(3) The functions mentioned in paragraph (1) are exercisable by the Combined Authority instead of by the Secretary of State.

4. Functions of the Secretary of State to be exercisable concurrently with the Combined Authority in relation to the Area

(1) Subject to paragraph (2), the functions of the Secretary of State set out in section 90 of the 2009 Act (encouragement of education and training for persons aged 19 or over) are exercisable by the Combined Authority in relation to the Area.

(2)The functions mentioned in paragraph (1) do not include:

- (a) any function relating to apprenticeships training; or
- (b) any functions relating to persons subject to adult detention; or

(3)The functions mentioned in paragraph (1) are exercisable concurrently with the Secretary of State in relation to the Area.

5. Conditions on the exercise of functions mentioned in Articles 3 and 4

(1) The Combined Authority must adopt rules of eligibility for awards by an institution to which it secures the provision of financial resources under section 100 of the 2009 Act in accordance with any direction which may be given by the Secretary of State.

(2) In exercising the functions mentioned in articles 3 and 4, the Combined Authority must have regard to guidance issued by the Secretary of State for the purpose of this article (as amended from time to time).

6. Application of the provisions of the 2009 Act

(1) This article has effect in consequence of articles 3 and 4.

(2) For the purpose of the exercise by the Combined Authority of the functions mentioned in articles 3 and 4, section 86 to 88, 90, 100, 101, 115 and 121 of the 2009 Act apply to the Combined Authority with the modifications set out in the Schedule.

PART 3

Miscellaneous

7. Amendment to the 2009 Act

(1) Section 100 of the 2009 Act is amended as follows.

After subsection (5) insert:

“(6) The Secretary of State may secure the provision of financial resources to any of the persons mentioned in subsection (1) in respect of functions within the Secretary of State’s remit under this Part which have been transferred to a combined authority.

(7) In subsection (6) “combined authority” means a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009.”

(2) Section 122 of the 2009 Act is amended as follows.

(a) In subsection (3), after sub-paragraph (g) insert:

“(h) a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009.

(i) a person providing services to the Combined Authority.”

(b) In subsection (5):

(i) in subparagraph (ba) omit “or”;

(ii) in subparagraph (c) after “in England,” insert “or”;

(iii) after subsection (c) insert:

“(d) any function of the combined authority under Part 4 that is exercisable by it by virtue of an order under section 105A of the Local Democracy, Economic Development and Construction Act 2009.”

8. Amendment to the Education and Inspection Act 2006

The Education and Inspections Act 2006 is amended as follows.

In section 123:

(a) after subparagraph (e), insert:

“(ea) further education for persons aged 19 or over which is wholly or partly funded by a combined authority in England;”;

(b) after paragraph (4), insert:

“(5) In this section “combined authority” means a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009.”

9. Amendment to the Education (Fees and Awards) Regulations 2007

The Education (Fees and Awards) Regulations 2007(a) are amended as follows.

After regulation 9 insert:

“(9A) Payments by a Combined Authority

(1) It shall be lawful for a combined authority to adopt rules of eligibility for awards by an institution to which the combined authority provides financial resources under section 100 of the Apprenticeships, Skills, Children and Learning Act 2009 which confine eligibility to those persons who fall within Schedule 1.

(a) SI 2007/779

(2) It shall be lawful for an institution to which a combined authority provides financial resources to adopt rules of eligibility for awards (however described) which confine eligibility to those persons who fall within Schedule 1.

(3) In this regulation, a “combined authority” means a combined authority established under section 103 of the Local Democracy, Economic Development and Construction Act 2009 (“the Local Democracy Act”) exercising functions under Part 4 of the Apprenticeships, Skills, Children and Learning Act 2009 that are exercisable by it by virtue of an order under section 105A of the Local Democracy Act.”

Signatory text

| | |
|---------|--|
| | <i>Name</i> |
| Address | Parliamentary Under Secretary of State |
| Date | Department |

SCHEDULE

Article 6(2)

Modification of provisions of the 2009 Act in their application to the Combined Authority

- (1) Section 86 of the 2009 Act has effect as if:
- (a) in subsection (1), for each reference to “Secretary of State” there was substituted a reference to the “Combined Authority”;
 - (b) subsection (1)(b) was omitted;
 - (c) in subsection (1)(c), for “paragraphs (a) and (b)”, there were substituted the words “paragraph (a)”;
 - (d) in subsection (2), the words “83A or” were omitted;
 - (e) in subsection (5), the words “(except so far as relating to facilities for persons subject to adult detention)” were omitted;
 - (f) in subsection (6), paragraph (c) was omitted;
 - (g) in subsection (7), the words “or (b)” were omitted.
- (2) Section 87 has effect as if for every reference to “Secretary of State”, there was substituted a reference to the “Combined Authority”.
- (3) Section 88 has effect as if in subsections (1), (2)(b), (2A), (3), (4)(b) and (6)(a) for each reference to “Secretary of State”, there was substituted a reference to the “Combined Authority”.
- (4) Section 90 has effect as if:
- (a) in subsection (1), for the first reference to “Secretary of State”, there was substituted a reference to “Combined Authority”;
 - (b) in subsection (1)(a), for “section 86(1)(a) and (b)”, there were substituted the words “section 86(1)(a)”.
 - (c) in subsections (1)(a), (b) and (c) for every reference to “within the Secretary of State’s remit” there was substituted a reference to “within the Combined Authority’s remit”.
- (5) Section 100 has effect as if:
- (a) in subsection (1) for the reference to “Secretary of State” there was substituted a reference to the “Combined Authority”;
 - (b) in subsection (1)(a) for the reference to “Secretary of State’s remit” there was substituted a reference to “Combined Authority’s remit”;
 - (c) subsection (1)(h) was omitted;
 - (d) in subsection (3),
 - (i) for each reference to “Secretary of State” there was substituted a reference to “Combined Authority”;
 - (ii) the words “(1A) or (1B)” were omitted;
 - (e) In subsection (4)

- (i) for the reference to “Secretary of State” there was substituted a reference to “Combined Authority”;
- (ii) the words “ (1A) or (1B)” were omitted.

(6) Section 101 has effect as if for every reference to “Secretary of State” there was substituted a reference to “Combined Authority”.

(7) Section 115 has effect as if:

- (a) for the reference to “Secretary of State”, there was substituted a reference to the “Combined Authority”;
- (b) in subsection (2)(a), the word “ and” was omitted; and
- (c) subsection (2)(b) was omitted.

(8) Section 121 has effect as if:

- (a) in subsection (2):
 - (i) for the reference to “Secretary of State’s remit”, there was substituted a reference to “Combined Authority’s remit”; and
 - (ii) in paragraph (a), the words “or (b)” were omitted.
- (b) in subsection (3)—
 - (i) for the reference to “Secretary of State’s remit”, was substituted a reference to “Combined Authority’s remit”;
 - (ii) paragraphs (a) and (aa) were omitted; and
 - (iii) in each of paragraphs (b) and (c), after “86(1)(c)”, the following words were added “(except so far as relating to persons who are subject to adult detention)”.

EXPLANATORY NOTE

(This note is not part of the Order)

This Order provides for the conferral of certain adult education functions of the Secretary of State under the Apprenticeships, Skills, Children and Learning Act 2009 (“the 2009 Act”) on the Cambridgeshire and Peterborough Combined Authority (**‘the Combined Authority’**).

Part 2 of the Order provides for the transfer to the Combined Authority of adult education functions under section 86 to 88 of the 2009 Act, with the exception of such functions relating to apprenticeships training, persons subject to adult detention or any power to make regulations or orders. The transferred functions will be exercisable by the Combined Authority instead of by the Secretary of State in relation to the area of the Combined Authority.

Part 2 also provides for the functions of the Secretary of State under section 90 of the 2009 Act, which relate to the encouragement of education and training for persons aged 19 or over, to be exercisable by the Combined Authority in relation to the area. The functions will be exercisable by the Combined Authority concurrently with the Secretary of State.

Article 5 contains conditions on the exercise of the functions mentioned in Articles 3 and 4. The Combined Authority must adopt rules of eligibility for awards by an institution to which it secures

financial resources under section 100 of the 2009 Act in accordance with the Secretary of State's direction. In addition, in exercising the transferred functions, the Combined Authority must have regard to guidance issued by the Secretary of State (as amended from time to time).

Part 3 makes various amendments to primary legislation. Article 7 amends section 100 of the 2009 Act (provision of financial resources) so as provide that the Secretary of State may secure the provision of financial resources under that section notwithstanding a transfer of functions under to a combined authority. Article 8 amends section 122 of the 2009 Act (sharing of information for education or training purposes) so as to make provision for information sharing following a transfer of functions. Article 9 amends section 123 of the Education and Inspections Act 2006 so as to make provision for inspections in relation to further education for persons aged 19 or over which is wholly or partly funded by a combined authority. Article 10 amends the Education (Fees and Awards) Regulations 2007 so as to make provision with respect to rules of eligibility adopted by a combined authority for awards by an institution to which it provides financial resources under section 100 of the 2009 Act.

GENERAL PURPOSES COMMITTEE AGENDA PLAN, TRAINING PLAN AND APPOINTMENTS TO OUTSIDE BODIES, PARTNERSHIP LIAISON AND ADVISORY GROUPS, AND INTERNAL ADVISORY GROUPS AND PANELS

To: **General Purposes Committee**

Meeting Date: **29 May 2018**

From: **Chief Executive**

Electoral division(s): **All**

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

Purpose: **To review the Committee's agenda plan and training plan, and to consider appointments to outside bodies, internal advisory groups and panels, and partnership liaison and advisory groups.**

Recommendation: **It is recommended that the General Purposes Committee:**

- (i) review its agenda plan attached at Appendix 1;**
- (ii) review its training plan attached at Appendix 2;**
- (iii) agree the appointments to outside bodies as detailed in Appendix 3;**
- (iv) agree the appointments with a white background and in bold italics, and continue to refer appointments to the other internal advisory groups and panels, as detailed in Appendix 4, to the relevant policy and service committee.**
- (v) agree the appointments with a white background and in bold italics, and continue to refer appointments to the other partnership liaison and advisory groups, as detailed in Appendix 5, to the relevant policy service committee.**

| Officer contact: | | Member contacts: | |
|-------------------------|-------------------------------------|-------------------------|--|
| Name: | Michelle Rowe | Names: | Councillors Count & Hickford |
| Post: | Democratic Services Manager | Post: | Chair/Vice-Chair |
| Email: | michelle.rowe@cambridgeshire.gov.uk | Email: | Steve.Count@cambridgeshire.gov.uk Roger.Hickford@cambridgeshire.gov.uk |
| Tel: | 01223 699180 | Tel: | 01223 706398 |

1. BACKGROUND

- 1.1 The General Purposes Committee reviews its agenda plan and training plan at every meeting.
- 1.2 The County Council's Constitution states that the General Purposes Committee has
 - Authority to nominate representatives to Outside Bodies other than the Cambridgeshire and Peterborough Fire Authority, the County Councils' Network Council and the Local Government Association.
 - Authority to determine the Council's involvement in and representation on County Advisory Groups. The Committee may add to, delete or vary any of these advisory groups, or change their composition or terms of reference.
- 1.3 The Committee has previously agreed to refer appointments to Internal Advisory Groups and Panels, and Partnership Liaison and Advisory Groups to the relevant Policy and Service Committee. All the appointments are attached for the Committee's attention. However, the Committee only needs to focus, at the meeting, on the appointments with a white background and in bold italics.
- 1.4 On 13 June 2017, the Committee agreed to delegate, on a permanent basis between meetings, the appointment of representatives to any outstanding outside bodies, groups, panels and partnership liaison and advisory groups, within the remit of the General Purposes Committee, to the Chief Executive in consultation with the Chairman of General Purposes Committee.

2. APPOINTMENTS

- 2.1 The outside bodies where appointments are required are set out in **Appendix 3** to this report. The previous representative(s) is indicated. It is proposed that the Committee should agree the appointments to these bodies.
- 2.2 The internal advisory groups and panels where appointments are required are set out in **Appendix 4** to this report (appointments with a white background and in bold italics). The previous representative(s) is indicated. It is proposed that the Committee should agree the appointments to these bodies.
- 2.3 The partnership liaison and advisory groups where appointments are required are set out in **Appendix 5** to this report (appointments with a white background and in bold italics). The previous representative(s) is indicated. It is proposed that the Committee should agree the appointments to these bodies.

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 There are no significant implications within these categories:

- Resource Implications
- Procurement/Contractual/Council Contract Procedure Rules Implications
- Statutory, Legal and Risk Implications
- Equality and Diversity Implications
- Engagement and Communications Implications
- Localism and Local Member Involvement
- Public Health Implications

| Implications | Officer Clearance |
|---|--------------------------|
| | |
| Have the resource implications been cleared by Finance? | Not applicable |
| | |
| Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance? | Not applicable |
| | |
| Has the impact on statutory, legal and risk implications been cleared by LGSS Law? | Not applicable |
| | |
| Have the equality and diversity implications been cleared by your Service Contact? | Not applicable |
| | |
| Have any engagement and communication implications been cleared by Communications? | Not applicable |
| | |
| Have any localism and Local Member involvement issues been cleared by your Service Contact? | Not applicable |
| | |
| Have any Public Health implications been cleared by Public Health | Not applicable |

| Source Documents | Location |
|--|-----------------|
| General Purposes Agenda and Minutes – 13 June 2017 | |

| | | |
|--|--|--|
| <p>GENERAL PURPOSES COMMITTEE AGENDA PLAN</p> | <p>Published on 1st May 2018 As at 18th May 2018</p> |  <p>Cambridgeshire County Council</p> |
|--|--|--|

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

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 | Deadline for draft reports | Agenda despatch date |
|-----------------------|--|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| 29/05/18 | 1. Minutes – 27/03/18 | M Rowe | Not applicable | 16/05/18 | 18/05/18 |
| | 2. Integrated Resources and Performance Report (March) | R Barnes | 2018/003 | | |
| | 3. Resources and Performance Report (March) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 4. Treasury Management Report – Quarter 4 and Outturn Report* | M Finnegan | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|---|--------------|---------------------------|----------------------------|----------------------|
| | 5. Single Equality Strategy* | D Lane | Not applicable | | |
| | 6. Cambridgeshire Public Service Network (CPSN) East/Net Re-Procurement - providing IT network connectivity to Cambridgeshire County Council, Cambridgeshire schools and a range of public sector partners [<i>Appendix 1 of this report is confidential</i>] | C Stromberg | 2018/051 | | |
| | 7. Children's Services IT Systems | C Stromberg | 2018/048 | | |
| | 8. Recommendation to Combined Authority regarding Approval of Statutory Instruments - Business Rates Supplement - Adult Education Budget Devolution | C Malyon | Not applicable | | |
| <i>[26/06/18] Provisional Meeting</i> | | | | | |
| 24/07/18 | 1. Minutes – 29/05/18 | R Barnes | | | |
| | 2. Resources and Performance Report (May) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report - May 2017 | R Barnes | 2018/012 | | |
| | 4. For Baby's Sake | J Heath | 2018/037 | | |
| | 5. Shared and Integrated Services – Programme Governance | A Askham | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|---|--------------|---------------------------|----------------------------|----------------------|
| | 6. Adults Positive Challenge Programme – Transformation Investment Proposal' | R Gipp | 2018/008 | | |
| | 7. Transformation Fund Monitoring Report Quarter 4 2017-18, Annual Report and Baseline for 2018/19 | A Askham | Not applicable | | |
| | 8. Waste PFI Contract+ <i>[Reason for the meeting to be held in private - Information relating to the financial or business affairs of any particular person [including the authority holding that information].</i> | A Smith | 2018/026 | | |
| <i>[21/08/18] Provisional Meeting</i> | | | | | |
| 20/09/18 | 1. Minutes – 24/07/18 | M Rowe | | | |
| | 2. Resources and Performance Report (July) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report – July 2017 | R Barnes | 2018/015 | | |
| | 4. Treasury Management Report – Quarter 1 | M Finnegan | Not applicable | | |
| | 5. Medium Term Financial Strategy | C Malyon | Not applicable | | |
| | 6. Capital Strategy | C Malyon | Not applicable | | |
| | 7. Strategic Framework | C Malyon | Not applicable | | |
| | 8. Investigation into alternative office software | S Smith | Not applicable | | |
| | 9. Transformation Fund Monitoring Report Quarter 1 2018-19 | A Askham | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------------|--|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| | 10. Workforce Strategy* | L Fulcher | Not applicable | | |
| 23/10/18 | 1. Minutes – 20/09/18 | M Rowe | | | |
| | 2. Resources and Performance Report (August) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report - August 2017 | R Barnes | 2018/013 | | |
| | 4. Service Committee Review of Draft Revenue Business Planning Proposals for 2019/20 to 2023/2024 | C Malyon | Not applicable | | |
| | 5. Draft 2019/20 Capital Programme and Capital Prioritisation | C Malyon | Not applicable | | |
| 27/11/18 | 1. Minutes – 23/10/18 | M Rowe | | | |
| | 2. Resources and Performance Report (September) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report - September 2017 | R Barnes | 2018/014 | | |
| | 4. Treasury Management Report – Quarter 2* | M Finnegan | Not applicable | | |
| | 5. Second Review of Draft 2019-20 Capital Programme and Capital Prioritisation | C Malyon | Not applicable | | |
| | 6. Business Planning 2019-20 to 2023-24 – update | C Malyon | Not applicable | | |
| | 7. Transformation Fund Monitoring Report Quarter 2 2018-19 | A Askham | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------------|---|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| 18/12/18 | 1. Minutes – 27/11/18 | M Rowe | | | |
| | 2. Resources and Performance Report (October) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report - October 2017 | R Barnes | 2018/016 | | |
| | 4. Amendments to Business Plan Tables (if required) | C Malyon | Not applicable | | |
| | 5. Draft Revenue and Capital Business Planning Proposals for 2019-20 to 2023-2024 (whole Council) | C Malyon | Not applicable | | |
| 08/01/19 | 1. Minutes – 18/12/18 | M Rowe | | | |
| | 2. Resources and Performance Report (November) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report - November 2017 | R Barnes | 2019/001 | | |
| | 4. Local Government Finance Settlement | C Malyon | Not applicable | | |
| | 5. Overview of Business Planning Proposals | C Malyon | Not applicable | | |
| 22/01/19 | 1. Minutes – 08/01/19 | M Rowe | | | |
| | 2. Capital Receipts Strategy | C Malyon | Not applicable | | |
| | 3. Treasury Management Strategy | C Malyon | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|---|--|---------------------|----------------------------------|-----------------------------------|-----------------------------|
| | 4. Business Plan* | C Malyon | Not applicable | | |
| | 5. Consultation Report | S Grace | Not applicable | | |
| <i>[26/02/19] Provisional Meeting</i> | | | | | |
| 26/03/19 | 1. Minutes – 22/01/19 | M Rowe | | | |
| | 2. Resources and Performance Report (January) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report (January) | R Barnes | 2019/002 | | |
| | 4. Treasury Management Report – Quarter 3 | M Finnegan | Not applicable | | |
| <i>[30/04/19] Provisional Meeting</i> | | | | | |
| 28/05/19 | 1. Minutes – 26/03/19 | M Rowe | | | |
| | 2. Resources and Performance Report (March) – Corporate and Customer Services and LGSS Managed | T Kelly | Not applicable | | |
| | 3. Integrated Resources and Performance Report (March) | R Barnes | 2019/003 | | |
| | 4. Treasury Management Report – Quarter 4 and Outturn Report* | M Finnegan | Not applicable | | |

| GENERAL PURPOSES COMMITTEE TRAINING PLAN | | | The Training Plan below includes topic areas for GPC approval. Following sign-off by GPC the details for training and development sessions will be worked up. | | | | | | | |
|---|-----------------------|---|---|--------------------|---------------------------|--------------------|----------------|---|---------------------|--|
| Ref | Subject | Desired Learning Outcome/Success Measures | Priority | Date | Responsibility | Nature of training | Attendance by: | Cllrs Attending | Percentage of total | |
| 1. | Emergency planning | The Council's roles and responsibilities, how do we respond in an emergency | | 25th July 2017 | Stuart Thomas / Sue Grace | | GPC | Bailey Bates Bywater Count Criswell Dupre Hickford Hudson Jenkins Nethsingha Schumann Shuter | 80% | |
| 2. | Business Intelligence | Data / system integration Date sharing with other authorities. The importance of good governance and information management. <i>(pre reading material required)</i> | | 28th November 2017 | Tom Barden/ Sue Grace | | GPC | Bailey Bywater Criswell Dupre Hickford Hudson Jenkins Kavanagh McGuire Nethsingha Shuter Wotherspoon | 80% | |

CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO OUTSIDE BODIES: GENERAL PURPOSES COMMITTEE

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------------|-------------------|------------------------------|--|
| <p>Cambridge Airport Consultative Committee</p> <p>The purpose of the Consultative Committee is to provide an effective forum for discussion about all matters concerning the operation and development of Cambridge Airport.</p> | 3 | 1 | Councillor J Whitehead (Lab) | Terry Holloway, Group Support Executive 01223 373227 TH@Marcamb.co.uk |
| <p>Cambridge City Council, South Cambridgeshire and Huntingdonshire District Councils Shared Services Board</p> | | | Councillor S Criswell (Con) | |
| <p>Cambridge Sports Hall Trust Management Committee</p> <p>A management committee administering the running of the Kelsey Kerridge Sports Hall in Cambridge.</p> | 6 | 1 | Councillor N Kavanagh (Lab) | Peter Jakes Accountant/Company Secretary Kelsey Kerridge Sports Centre Queen Anne Terrace Cambridge CB1 1NA Tel: (01223) 462226 Fax: (01223) 363889 peterjakes@btconnect.com |
| <p>Cambridgeshire Federation of Young Farmers' Clubs</p> <p>To provide training and social facilities for young members of the community.</p> | 6 | 1 | Councillor M Smith (Con) | Kim Bullen County Organiser 01480 830907 cambsyoungfarmers@btconnect.com |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|--|--|
| <p>Cambridgeshire Police and Crime Panel</p> <p>The role of the panel is to scrutinise the Police and Crime Commissioner.</p> | 7 approx. | 3 | <p>1. Cllr D Connor (Con) 2. Cllr K Cuffley (Con) 3. Cllr M Shellens (LD)</p> <p>Subs: 1. Cllr M Howell (Con) 2. Cllr L Nethsingha (LD)</p> <p><i>Proportionality advised by Peterborough City Council</i></p> | <p>Jane Webb Senior Democratic Services Officer Legal and Governance Democratic Services Team Chief Executive's Department Peterborough City Council Town Hall Bridge Street PETERBOROUGH PE1 1HQ</p> <p>01733 452281 07983 322628</p> <p>jane.webb@peterborough.gov.uk</p> |
| <p>Cam Sight</p> <p>Cam Sight is a charity working with blind and partially sighted people within Cambridgeshire.</p> | 4 | 1 | Cllr C Boden (Con) | To be confirmed |
| <p>Conservators of the River Cam</p> <p>The Conservators are the statutory navigation authority for Cambridge between the Mill Pond in Silver Street to Bottisham Lock with lesser responsibilities up-stream to Byron's Pool.</p> | 4 | 1 | <p>Councillor A Bradnam (LD)</p> <p>[Sub – Councillor T Wotherspoon (Con)]</p> | <p>River Manager Conservators of the River Cam Clayhithe Office, Waterbeach Cambridge, CB25 9JB</p> <p>01223 863785 0770 6262 457</p> <p>river.manager@camconservators.org.uk</p> |
| <p>Duxford Neighbours Forum</p> <p>Liaison meeting with the Director of the Museum.</p> | 2 | 1 | Councillor P Topping (Con) | <p>Lyn Dobson Business Planning and Finance Manager</p> <p>01223 835000</p> <p>Ldobson@iwm.org.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|--|---|
| <p>East Anglia Reserve Forces & Cadets Association</p> <p>To raise, recruit and administer the Territorial Army Volunteer Reserve and Cadet Forces.</p> | 2 | 1 | Councillor M McGuire (Con) | <p>Mr T. G. Louth Executive Officer Springfield Tyrells 250 Springfield Road CHELMSFORD CM2 6BU</p> <p>01245 244800 (switchboard)</p> <p>ea-offman@rfea.mod.uk</p> |
| <p>East of England Local Government Association Children's Services and Education Portfolio-Holder Network</p> <p>The network brings together the lead members for children's service and education from the 11 strategic authorities in the East of England. It aims to:</p> <ul style="list-style-type: none"> • give councils in the East of England a collective voice in response to consultations and lobbying activity • provide a forum for discussion on matters of common concern and share best practice • provide the means by which the East of England contributes to the work of the national LGA and makes best use of its members' outside appointments. | 4 | 2 | <p>1.Councillor S Bywater (Con) 2.Councillor S Hoy (Con)</p> | <p>Cinar Altun</p> <p>01284 758321</p> <p>Cinar.altun@eelga.gov.uk</p> |
| <p>East of England Local Government Association Resource Portfolio Holders Board</p> <p>Non-executive networking group of Resources Portfolio Holders.</p> | 4 | 1 | Councillor R Hickford (Con) | <p>Cinar Altun</p> <p>01284 758321</p> <p>Cinar.altun@eelga.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|---|---|
| <p>ESPO Management Committee</p> <p>Purchasing and contracting service for 10 member Authorities.</p> | 4 | 2 | <p>1.Councillor I Bates (Con) 2. Councillor M Howell (Con)</p> <p>Substitute. Councillor R Hickford (Con)</p> | <p>Sara Brennan Leicestershire County Council County Hall Glenfield Leicester LE3 8RA</p> <p>0116 305 7453</p> <p>sara.brennan@leics.gov.uk</p> |
| <p>ESPO Finance and Audit Sub Committee</p> | 2 | 1 | <p>Councillor M Howell (Con)</p> | <p>Sara Brennan Leicestershire County Council County Hall Glenfield Leicester LE3 8RA</p> <p>0116 305 7453</p> <p>sara.brennan@leics.gov.uk</p> |
| <p>ESPO Shareholder representative</p> <p>Representing Cambridgeshire's interests with respect to ESPO Trading Limited</p> | - | - | <p>Councillor M Howell (Con) Substitute. Councillor I Bates (Con)</p> | <p>Sara Brennan Leicestershire County Council County Hall Glenfield Leicester LE3 8RA</p> <p>0116 305 7453</p> <p>sara.brennan@leics.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|-----------------------------|---|
| <p>Greater Cambridge Partnership Housing Development Agency</p> <p>The Housing Development Agency (HDA) was established in 2015 as part of the response to the Greater Cambridge City Deal need to deliver housing growth, and in particular affordable homes, although its remit is not restricted to the City Deal area. The HDA was set up with funding from Cambridge City Council, South Cambs District Council and the County Council, and is currently a joint working arrangement comprising staffing from the existing Housing teams of the City and South Cambs councils, with the intention of becoming a separate legal entity in due course.</p> | tba | 1 | Councillor N Kavanagh (Lab) | <p>Alan Carter alan.carter@cambridge.gov.uk 01223 457948.</p> |
| <p>Huntingdon Freeman's Trust</p> <p>A charity assisting individuals and organisations falling within the Huntingdon Town Council area only.</p> <p>[Term of Office is for four years from 20 May]</p> | 11 | 1 | Councillor M Shellens (LD) | <p>Ruth Black Clerk to the Charity 01480 414909 clerk@huntingdonfreemen.org.uk</p> |
| <p>Isle of Ely Society for the Blind</p> <p>Provides advice and support to people with low vision and their families. Undertakes lunch clubs, outings and bowling events.</p> | 4 | 1 | Councillor C Boden (Con) | <p>Janet Fisher 01354 656726 ioesb@live.co.uk</p> |
| <p>London Stansted Corridor Consortium Board</p> <p>A group of authorities and organisations in a corridor from London to Cambridge and Peterborough who are lobbying for improved infrastructure and connectivity.</p> | 4 | 1 | Councillor I Bates (Con) | <p>J McGill Director, London Stansted Cambridge Consortium 6th Floor, River Park House 225 High Road London N22 8HQ 020 84895282 John.McGill@haringey.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|---------------------------------|---|---|
| <p>Manea Educational Foundation</p> <p>Established to provide grants and financial assistance for people up to the age of 25 years living within the Parish of Manea.</p> | 2 | 1 | Councillor D Connor (Con) | <p>Ro King Treasurer/Secretary Nking38167@aol.com</p> |
| <p>The March Educational Foundation</p> <p>Provides assistance with the education of people under the age of 25 who are resident in March.</p> | 3 – 4 | 1 For a period of five years | Former Councillor J Clark (Con) | <p>Reg Gill Clerk to the Trustees 8 Orchard Close MARCH PE15 9DF 01354 660421 reggill2004@yahoo.co.uk</p> |
| <p>Needham's Foundation, Ely</p> <p>Needham's Foundation is a Charitable Trust, the purpose of which is to provide financial assistance for the provision of items, services and facilities for the community or voluntary aided schools in the area of Ely and to promote the education of persons under the age of 25 who are in need of financial assistance and who are resident in the area of Ely and/or are attending or have at any time attended a community or voluntary aided school in Ely.</p> | 2 | 2 | <p>1. Councillor A Bailey (Con) 2. Councillor L Every (Con)</p> | <p>Mrs Tracey Coulson Correspondent to the Foundation 1 The Warren Witchford ELY CB6 2HN 01353 669244</p> |
| <p>Ouse Washes Strategic Group</p> <p>To develop a shared appreciation of the value and the strategic challenges and opportunities of this area, within the current policy and legislative framework. Understand how future change (environmental, social, economic, policy, legislation) could impact the long term sustainability and viability of this area. Develop a shared vision for the next 5 to 10 years and, considering the future, for the next 10 to 50 years, for this area.</p> | | | Councillor I Bates (Con) Substitute. TBC | <p>Julie Foley Area Manager Cambridgeshire and Bedfordshire The Environment Agency Tel: 020 30251869 Julie.Foley@environment-agency.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|----------------------------|---|
| <p>Shepreth School Trust</p> <p>Provides financial assistance towards educational projects within the village community, both to individuals and organisations.</p> | 4 | 1 | Councillor P Topping (Con) | <p>Mrs Caroline Pepper Manor Farm Frog End Shepreth ROYSTON SG8 6RE</p> <p>01763 263321</p> <p>cpepper@totalise.co.uk</p> |
| <p>Soham & District Sports Association Management Committee</p> <p>Charity providing sport for the local community.</p> | 4 | 1 | Councillor P Raynes (Con) | <p>Mrs Sharon Hickmott Manager Ross Peers Sports Centre College Close Soham ELY CB7 5HP</p> <p>01353 722662</p> <p>sdsa@rosspeers-sportscentre.co.uk</p> |
| <p>Soham Moor Old Grammar School Fund</p> <p>Charity promoting the education of young people attending Soham Village College who are in need of financial assistance or to providing facilities to the Village College not normally provided by the education authority. Biggest item of expenditure tends to be to fund purchase of books by university students.</p> | 2 | 1 | Councillor P Raynes (Con) | <p>Jennifer Millard Clerk to the Fund</p> <p>01353 654919</p> <p>jennifer.millard@cheffins.co.uk</p> |
| <p>St Neots Museum Management Committee</p> <p>Provides advice and management support to St Neots Museum for the benefit of the local community.</p> <p>The museum curator is Liz Davies.</p> | 2 | 1 | Councillor D Wells (Con) | <p>Geoff Watts Chairman</p> <p>01480 214163</p> <p>curators@stneotsmuseum.org.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|------------------------------|--|
| <p>The Thomas Squire Charity</p> <p>The charity's policy is to give grants to students entering further education for up to four years and one off grants for tools and other equipment to those starting apprenticeships or work training on the job. The area it covers is the ancient parishes of Elm, Emneth and Friday Bridge with Coldham. The charity only gives grants up to the age of twenty five.</p> | 1 | 1 | Councillor S Hoy (Con) | <p>Mrs Susan Lambert The Firs Basin Road Outwell WISBECH PE14 8TQ</p> <p>01945 773779</p> <p>Slambert58@sky.com</p> |
| <p>Trigg's Charity (Melbourn)</p> <p>Trigg's Charity provides financial assistance to local schools / persons for their educational benefit.</p> | 2 | 1 | Councillor S van de Ven (LD) | <p>Gillian Morland Secretary and Treasurer for Trigg Trust 1 Mortlock Close Melbourn ROYSTON SG8 6DA</p> <p>01763 260616</p> <p>Gillian.morland@virgin.net</p> |
| <p>Warboys Board School Trust Fund</p> <p>To make grants to the village school, youth groups and individuals for educational purposes. Applicants should reside within the parish boundary of the village of Warboys,</p> | 3 | 1 | Councillor T Rogers (Con) | <p>Linda Sawyer Clerk to the Trustees</p> <p>01487 822357</p> <p>Linda.sawyer48@btinternet.com</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|----------------------------|--|
| <p>Wisbech Community Development Trust</p> <p>A charity organisation, set up in November 2001, to manage the Oasis Community Centre. The new Centre was built in March 2005 and is available to the whole community.</p> <p>The Trust is made up of 13 Trustees, 9 of these are local residents and 4 are representatives from strategic organisations, one from Fenland District Council (FDC), NHS, College of West Anglia (CWA) as well as one from Cambridgeshire County Council. The Trustees employ staff to do the day-to-day running of the Centre and oversee that this happens to the benefit of the community.</p> | tbc | 1 | Councillor S Tierney (Con) | <p>Chris Stevens Oasis Centre & Trust Manager Wisbech Community Development Trust Oasis Community Centre St. Michael's Avenue WISBECH PE13 3NR</p> <p>01945 461526</p> <p>contact@theoasiscentre.co.uk</p> |
| <p>WREN [Waste Recycling Environmental]</p> <p>WREN is a not-for-profit business that helps benefit the lives of people who live close to landfill sites by awarding grants for community biodiversity and heritage projects.</p> | 3 | 1 | Councillor D Giles (Ind) | <p>Peter Cox Managing Director</p> <p>01953 717165</p> <p>wren@wren.org.uk</p> |

APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS

Key to approval of appointment:

| | |
|--|--|
| General Purposes Committee | |
| Adults Committee | |
| Children and Young People Committee | |
| Commercial and Investment Committee | |
| Communities and Partnership | |
| Economy and Environment Committee | |
| Health Committee | |
| Highways and Community Infrastructure Committee | |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|---------------------------|-----------------------|--|--|
| <p>Accelerating the Achievement of Vulnerable Groups Steering Group</p> <p>The Group steers the development and implementation of the Accelerating Achievement Action Plan, which aims to rapidly improve the educational achievement of vulnerable groups.</p> | 6 | 2 | Councillor A Costello (Con) Councillor L Joseph (Con) | Jonathan Lewis Service Director Education 01223 507165 Jonathan.Lewis@cambridgeshire.gov.uk |
| <p>Adult Accommodation Member Reference Group</p> <p>The purpose of this Group is to provide challenge and steer for the Care Homes Implementation Project, as well as being a conduit for feedback to the appropriate Committees and to highlight the work taking place.</p> | | 1 | Councillor T Rogers (Con) | Shauna Torrance Head of Commissioning for Adult Social Care 01223 714697 shauna.torrance@cambridgeshire.gov.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|---|---|
| <p>Cambridgeshire Culture Steering Group</p> <p>The role of the group is to give direction to the implementation of Cambridgeshire Culture, agree the use of the Cambridgeshire Culture Fund, ensure the maintenance and development of the County Art Collection and oversee the loan scheme to school and the work of the three Cambridgeshire Culture Area Groups.</p> | 3 | 3 | <p>Councillor S Bywater (Con) Councillor N Kavanagh (Lab) Councillor L Joseph (Con)</p> | <p>Jonathan Lewis Service Director Education</p> <p>01223 507165</p> <p>Jonathan.Lewis@cambridgeshire.gov.uk</p> |
| <p>Cambridgeshire Music Members' Reference Group.</p> | | 6 | <p>Councillor S Bywater (Con) Councillor D Jenkins (LD) Councillor L Every (Con) Councillor P Raynes (Con) Councillor J Schumann (Con) Councillor J Whitehead (Lab)</p> | <p>Matthew Gunn</p> <p>(01480) 373870</p> <p>Matthew.Gunn@cambridgeshire.gov.uk</p> |
| <p>Cambridgeshire Schools Forum</p> <p>The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area</p> | 6 | 3 | <p>Councillor S Bywater (Con) Councillor P Downes (LD) Councillor J Whitehead (Lab)</p> | <p>Richenda Greenhill Democratic Services Officer</p> <p>01223 699171</p> <p>Richenda.greenhill@cambridgeshire.gov.uk</p> |
| <p>Cambridgeshire Waste PFI Member Steering Group</p> <p>A Steering Group to consider reports from officers on the negotiation of disputed matters and future savings of the Waste PFI contract</p> | 12 | 3 | <p>Councillor S Count (Con) Councillor R Hickford (Con) Councillor M Shuter (Con)</p> | <p>Daniel Sage Strategic Project Manager (Waste)</p> <p>07587 585457</p> <p>daniel.sage@cambridgeshire.gov.uk</p> |
| <p>Cycling Safety Working Group</p> <p>An ad-hoc working group to review and suggest improvements to cycling safety within the County. The Group consists of four Members and representatives from Road Safety, Transport Strategy, Road Engineering and Public Health.</p> | As required | 5 | <p>Councillor S Criswell (Con) Councillor N Kavanagh (Lab) Councillor J Schumann (Con) Councillor A Taylor (LD) Councillor S van de Ven (LD)</p> | <p>road.safety@cambridgeshire.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|----------------------------------|----------------|---|---|
| <p>Diversity Group</p> <p><i>Exists to act as the co-ordinating body to further the Council's role as a community leader, helping build a stronger, healthier, more inclusive society, which values diversity and recognises the contribution that those from different groups and backgrounds can make by championing and supporting the delivery of the Council's Single Equality Strategy and underpinning action plan across all parts of the organisation.</i></p> | Quarterly | 4 | <p>Vacancy (LD) Councillor S Hoy (Con) Councillor J Scutt (L) Vacancy (Ind)</p> | |
| <p>Educational Achievement Board</p> | | 5 | <p>Councillor S Bywater (Con) Councillor P Downes (Lib Dem) Councillor S Hoy (Con) Councillor S Taylor (Ind) Councillor J Whitehead (L)</p> | <p>Jonathan Lewis Service Director Education 01223 507165 Jonathan.Lewis@cambridgeshire.gov.uk</p> |
| <p>Fostering Panel</p> <p>Recommends approval and review of foster carers and long term / permanent matches between specific children, looked after children and foster carers.</p> | 2 all-day panel meetings a month | 2 | <p>Councillor S King* (Con) Councillor P Topping* (Con)</p> <p>(*Subject to completing the Panel's own application process)</p> | <p>Fiona Van Den Hout Fiona.VanDenHout@cambridgeshire.gov.uk 01223 518739</p> |
| <p>Innovate and Cultivate Fund Bid Assessment Panel</p> <p>To consider bids to the Innovate and Cultivate Fund which will result in the commissioning of services being delivered by others to communities in Cambridgeshire.</p> | | 5 | <p>Councillor S Criswell (Con) Councillor K Cuffley (Con) Councillor L Every (Con) Councillor L Dupre (Lib Dem) Councillor E Meschini (Lab)</p> <p>Substitutes: Councillor I Manning (Lib Dem)</p> | <p>Elaine Matthews Elaine.Matthews@cambridgeshire.gov.uk 01223 706385</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|---------------------|--|---|
| Libraries Steering Group | | 5 | Councillor Raynes Councillor Criswell Councillor Joseph Councillor A Taylor Councillor J Scutt | Christine May, Interim Service Director (Infrastructure Management) |
| Highways and Improvement Panels Established to consider and make recommendations to the Highways and Community Infrastructure Committee on the allocation of funds for locally led minor highway improvements. | | | See listings below – Previous appointments listed | Andy Preston Highways Projects & Road Safety Manager andrew.preston@cambridgeshire.gov.uk |
| East Cambridgeshire LHI Panel | 1 | 6 (subs allowed) | Councillor D Ambrose Smith (Con) Councillor A Bailey (Con) Councillor L Dupre (LD) Councillor B Hunt (Con) Councillor P Raynes (Con) Councillor J Schumann (Con) | |
| Fenland Rural LHI Panel | 1 | 6 (subs allowed) | Councillor D Connor (Con) Councillor S Count (Con) Councillor J Gowing (Con) Councillor S Hoy (Con) Councillor S King (Con) Councillor S Tierney (Con) | |
| Huntingdonshire LHI Panel | 1 | 7 (subs allowed) | Councillor S Bywater (Con) Councillor S Criswell (Con) Councillor P Downes (LD) Councillor I Gardener (Con) Councillor M McGuire (Con) Councillor T Sanderson (Ind) Councillor G Wilson (LD) | |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|---------------------|---|---|
| South Cambridgeshire LHI Panel | 1 | 6 (subs allowed) | Councillor H Batchelor (LD) Councillor R Hickford (Con) Councillor D Jenkins (LD) Councillor S Kindersley (LD) Councillor M Smith (Con) Councillor T Wotherspoon (Con) | |
| Member Development Panel Oversees training and development for Members. | As required | 6 | Councillor I Bates (Con) Councillor S Criswell (Con) Councillor D Giles (Ind) Councillor L Nethsingha (LD) Councillor M Smith (Con) Councillor J Whitehead (Lab) | Michelle Rowe Democratic Services Manager 01223 699180 michelle.rowe@cambridgeshire.gov.uk |
| New Street Ragged School Trust Management of the Cambridge Learning Bus, which provided enhanced curriculum support to Cambridge City nursery and primary schools. It travels to the schools where the Learning Bus teacher and teaching assistant deliver workshops. | 2 | 2 | Councillor L Nethsingha (LD) Councillor J Whitehead (Lab) | Jonathan Lewis Service Director Education 01223 507165 Jonathan.Lewis@cambridgeshire.gov.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|---|---|
| <p>Outcome Focused Reviews <i>These reviews are an opportunity for the Council to have a deep look at what it does, why it does it, and how it does it.</i></p> <ol style="list-style-type: none"> 1. <i>Adult Early Help</i> 2. <i>Cambridgeshire Catering and Cleaning Service (CCS)</i> 3. <i>Cambridgeshire Music</i> 4. <i>Contact Centre</i> 5. <i>County Farms</i> 6. <i>Education ICT</i> 7. <i>The Learning directorate</i> 8. <i>Outdoor Education</i> 9. <i>Professional Centre Services (PCS)</i> 10. <i>Property Services</i> 11. <i>School Admissions and Education Transport</i> 12. <i>Total Transport</i> | | | <ol style="list-style-type: none"> 1. <i>Councillor A Bailey (Con)</i> 2. <i>Councillor T Wotherspoon (Con)</i> 3. <i>Councillor P Hudson (Con)</i> 4. <i>Councillor S Criswell (Con)</i> 5. <i>Councillor R Hickford (Con)</i> 6. <i>Councillor J Gowing (Con)</i> 7. <i>Councillor S Hoy (Con)</i> 8. <i>Councillor S Bywater (Con)</i> 9. <i>Councillor A Hay (Con)</i> 10. <i>Councillor J Schumann (Con)</i> 11. <i>Councillor L Every (Con)</i> 12. <i>Councillor I Bates (Con)</i> | <p>Owen Garling Transformation Manager</p> <p>01223 699235 07963 775645</p> <p>owen.garling@cambridgeshire.gov.uk</p> |
| <p>Standing Advisory Council for Religious Education (SACRE)</p> <p>To advise on matters relating to collective worship in community schools and on religious education.</p> | 3 | 3 | <p>Councillor S Hoy (Con) Councillor C Richards (Lab) Vacancy</p> | <p>Amanda Fitton Business Support Assistant Cambridgeshire County Council Stanton House Stanton Way Huntingdon PE29 6XL</p> <p>Amanda.Fitton@cambridgeshire.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|---|---|
| <p>Strategic Collaboration Board [Previously Highway Transformation Board]</p> <p>The Strategic Collaboration Board has overall responsibility for the success of the highway service (excluding street lighting). The Board provides strategic direction and decision making, developing the service vision, values and principles through a collaboration charter. Leading by example, the Board will maintain a long-term focus (3-5 year plan), developing and agreeing a suite of strategic performance indicators aligned to strategic outcomes. Monitoring delivery of a transformational route map.</p> | 4 | 2 | <p>Member representatives:</p> <ol style="list-style-type: none"> 1. Chair of H&CI 2. Chair of E&E <p>(Subs will be the vice-chairs of both committees)</p> | <p>Contacts: Richard Lumley Emma Murden</p> |
| <p>Virtual School Management Board</p> <p>The Virtual School Management Board will act as “governing body” to the Head of Virtual School, which will allow the Member representative to link directly to the Corporate Parenting Partnership Board.</p> | | 1 | Councillor A Costello (Con) | <p>Jonathan Lewis Service Director Education</p> <p>01223 507165</p> <p>Jonathan.Lewis@cambridgeshire.gov.uk</p> <p>Edwina Erskine Business Support Officer – Administration Services Team Cambridgeshire’s Virtual School for Looked After Children (ESLAC Team)</p> <p>01223 699883</p> <p>edwina.erskine@cambridgeshire.gov.uk</p> |

CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO PARTNERSHIP LIAISON AND ADVISORY GROUPS

Key to approval of appointment:

| | |
|---|--|
| General Purposes Committee | |
| Adults Committee | |
| Children and Young People Committee | |
| Commercial and Investment Committee | |
| Communities and Partnership Committee | |
| Economy and Environment Committee | |
| Health Committee | |
| Highways and Community Infrastructure Committee | |
| Committee Approval Not Required | |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------------|-------------------|------------------------|---|
| <p>A47 Alliance Steering Group</p> <p>To act as a special interest group to support the strategic case for improvements on the A47 corridor between the port at Great Yarmouth and the A1. The A47 Alliance shall support the transport authorities along the route, the New Anglia Local Enterprise Partnership (LEP) and the Greater Cambridge Greater Peterborough LEP.</p> | 2 | 1 | Councillor Bates (Con) | Democratic Services Norfolk County Council 0344 800 8020 information@norfolk.gov.uk Nigel Allsopp Highways England |
| <p>A47 Corridor Feasibility Study: Stakeholder Reference Group Meeting</p> <p>The role of the Group is to ensure that stakeholders' views are captured and considered during the Department for Transport's study process, particularly at key points in its work and during the development of the study's key outputs.</p> | TBC | | Councillor Bates (Con) | Nigel.Allsopp@highwaysengland.co.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|---------------------------|----------------|--|--|
| <p>A428/A421 Alliance</p> <p>To act as a lobby group of key partners from County and District Councils as well as MPs and Local Enterprise Partnerships along the length of the corridor.</p> <ul style="list-style-type: none"> To build a compelling case for improvements to the route to support economic growth, locally and nationally To work with Highways England to develop a comprehensive improvement package and associated investment plan | 2 or as business dictates | 3 | <p>Councillor I Bates (Con) Councillor D Wells (Con) Councillor J Wisson (Con)</p> <p>Subs: Councillor D Giles (Ind.) Councillor S Taylor (Ind.)</p> | <p>Nikki Holland Office Manager Jonathan Djanogly MP</p> <p>01480 437840</p> <p>Hollandn@parliament.uk</p> |
| <p>Anglian (Central) Regional Flood and Coastal Committee</p> <p>The Regional Flood and Coastal Committee is a body through which the Environment Agency carries out its work on flood risk management and is responsible for:</p> <ul style="list-style-type: none"> maintaining or improving any watercourses which are designated as main rivers; maintaining or improving any tidal defences; installing and operating flood warning systems; controlling actions by riparian owners and occupiers which might interfere with the free flow of watercourses; supervising Internal Drainage Boards. | 2 | 2 | <p>Councillor M Smith (Con) Councillor T Wotherspoon (Con)</p> | <p>Stephanie North Regional Flood and Coastal Committee Secretariat –Anglian Central</p> <p>AnglianRFCCs@environment-agency.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|--|--|
| <p>Anglian (Northern) Regional Flood and Coastal Committee</p> <p>See above description. Cambridgeshire shares a seat on this Committee with Peterborough City Council and Rutland County Council. Cambridgeshire County Council currently attends these meetings as an observer only – as stated it's a shared seat and voting rights for the year 1 April 2017 – 31 March 2018 are held by the Peterborough City Council Member. The RFCC however encourages all members (whether they are able to vote or not) to attend all Committee meetings.</p> | 4 – 5 | 1 | Councillor D Connor (Con) | <p>Abigail.Jackson Regional Flood and Coastal Committee Secretariat – Anglian Northern</p> <p>020302 55877 07789 271322</p> <p>abigail.jackson@environment-agency.gov.uk</p> |
| <p>Barrington Cement Works and Quarry Liaison Group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | 2-3 | 2 | Councillor S Kindersley (LD) Councillor P Topping (Con) | <p>Ian Southcott UK Community Affairs Manager Cemex</p> <p>01788 517323</p> <p>ian.southcott@cemex.com</p> |
| <p>Barrington Light Railway Sub group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | As required | 2 | Councillor S Kindersley (LD) Councillor P Topping (Con) | <p>Ian Southcott UK Community Affairs Manager Cemex</p> <p>01788 517323</p> <p>ian.southcott@cemex.com</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------------|------------------------------|--|
| <p>Cambridge BID Board</p> <p>A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre</p> | 6 | 1 | Councillor M Shuter (Con) | <p>Emma Thornton Head of Tourism and City Centre Management Cambridge City Council</p> <p>01223 457446</p> <p>Emma.Thornton@cambridge.gov.uk</p> |
| <p>Cambridge Council for Voluntary Service</p> <p>Cambridge CVS is an independent registered charity, set up by local organisations as an infrastructure and network organisation to help and support community and voluntary groups in Cambridge City and South Cambridgeshire.</p> | 4 | 1 Observer Status | Councillor L Nethsingha (LD) | <p>Mark Freeman Chief Executive</p> <p>01223 464696</p> <p>enquiries@cambridgecvs.org.uk</p> |
| <p>Cambridge & District Citizens Advice Bureau Management Committee</p> <p>To provide free, independent, confidential and impartial advice to the public. Its aims are to provide the advice people need for the problems they face and improve the policies and practices that affect people's lives.</p> | 4 – 6 | 1 | Councillor L Jones (L) | <p>Rachel Talbot Chief Executive</p> <p>01223 222660</p> <p>rachelT@cambridgecab.org.uk</p> |
| <p>Cambridge University Hospitals NHS Foundation Trust Council of Governors</p> <p>The Board of Governors represents patients, public and staff. The majority of the Governors are elected by the membership. Governors provide a direct link to the local community and represent the interests of members and the wider public in the stewardship and development of the Trust.</p> | 4 | 1 | Councillor M Howell (Con) | <p>Martin Whelan Assistant Trust Secretary</p> <p>01223 348567</p> <p>martin.whelan@addenbrookes.nhs.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|--|--|
| <p>Cambridgeshire and Peterborough Association of Local Councils (CAPALC) District Committees:</p> <ul style="list-style-type: none"> • East Cambridgeshire • Fenland • Huntingdonshire • South Cambridgeshire <p>The District Associations have a direct feed into the strategic direction and governance of CAPALC as each of the District Association chairmen have a seat on the CAPALC Board.</p> | 4 | 1 to each | Councillor L Every (Con) Councillor J Gowing (Con) Councillor A Costello (Con) Councillor K Cuffley (Con) | Ian Dewar (County Executive Officer) 01480 375629 ceo@capalc.org.uk |
| <p>Cambridgeshire and Peterborough Road Safety Partnership Strategic Management Board</p> <p>The Partnership (CPRSP) is a public sector initiative formed in April 2007 to provide a single point of contact for the provision of road safety work and information.</p> | 4 | 1 | Councillor M Shuter (Con) | Matt Staton Road Safety Education Team Leader 01223 699652 matt.staton@cambridgeshire.gov.uk |
| <p>Cambridgeshire Consultative Group for the Fletton Brickworks Industry (Whittlesey)</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | 2 | 1 | Councillor D Connor (Con) | Diane Munday Secretary, Forterra 01733 359148 Diane.munday@forterra.co.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|--|--|
| <p>Cambridgeshire Flood Risk Management Partnership</p> <p>The partnership is required by legislation - namely the Flood and Water Management Act 2010.</p> | 4 | 1 | Councillor T Wotherspoon (Con) | <p>Sass Pledger – Head of Growth & Economy</p> <p>01223 728353</p> <p>Sass.pledger@cambridgeshire.gov.uk</p> |
| <p>Cambridgeshire Horizons Board</p> <p>Cambridgeshire Horizons still exists as a Limited company to oversee three “live” Rolling Fund investments, two loans and one equity investment, with an initial total value of £20.5m, to support a number of growth projects and developments around Cambridgeshire.</p> | 1 | 1 | Councillor I Bates (Con) | <p>Graham Hughes Executive Director Economy, Transport and Environment</p> <p>01223 715660</p> <p>graham.hughes@cambridgeshire.gov.uk</p> |
| <p>Cambridgeshire Music Hub</p> <p>A partnership of school music providers, led by the County Council, to deliver the government’s National Plan for School Music.</p> | 3 | 2 | Councillor L Every (Con) Councillor S Taylor (Ind.) Substitute | <p>Jonathan Lewis Service Director Education</p> <p>01223 507165</p> <p>Jonathan.Lewis@cambridgeshire.gov.uk</p> <p>Matthew Gunn Head of Cambridgeshire Music</p> <p>01480 373500/373830</p> <p>Matthew.Gunn@cambridgeshire.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|--|--|
| <p>Cambridgeshire and Peterborough NHS Foundation Trust</p> <p>Provides mental health and specialist learning disability services across Cambridgeshire and Peterborough. Also provides some specialist services on a regional and national basis. Partners are Cambridgeshire County Council, Peterborough City Council, NHS Cambridgeshire and NHS Peterborough.</p> | 4 | 1 | Councillor G Wilson (LD) | <p>Louisa Bullivant Corporate Governance Manager</p> <p>01223 219477 Ext 19477</p> <p>louisa.bullivant@cpft.nhs.uk</p> |
| <p>Cambridgeshire & Peterborough NHS Foundation Trust (CPFT) Liaison Group,</p> <p>The purpose is to determine any organisational issues, consultations, strategy or policy developments that are relevant for the Health Committee to consider under its scrutiny function. It also provides the organisation with forward notice of areas that Health Committee members may want further information on or areas that may become part of a formal scrutiny.</p> | 4 | 3 | <p>Councillor L Harford (Con) Councillor L Joseph (Con) Councillor S van de Ven (LD)</p> | <p>Kate Parker Head of Public Health Business Programmes</p> <p>01480 379561</p> <p>Kate.Parker@cambridgeshire.gov.uk</p> |
| <p>Cambridgeshire School Improvement Board</p> <p>To improve educational outcomes in all schools by ensuring that all part of the school improvement system work together.</p> | 6 | 2 | <p>Councillor S Bywater (Con) Councillor C Richards (L)</p> | <p>Jonathan Lewis Service Director Education</p> <p>01223 507165</p> <p>Jonathan.Lewis@cambridgeshire.gov.uk</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|--|---|
| <p>Cambridge University Hospital NHS Foundation Trust (Addenbrooke's Hospital) Liaison Group</p> <p>The purpose is to determine any organisational issues, consultations, strategy or policy developments that are relevant for the Health Committee to consider under its scrutiny function. It also provides the organisation with forward notice of areas that Health Committee members may want further information on or areas that may become part of a formal scrutiny.</p> | 4 | 3 | Councillor L Harford (C) Councillor L Jones (L) Councillor S van de Ven (LD) | Kate Parker Head of Public Health Business Programmes 01480 379561 Kate.Parker@cambridgeshire.gov.uk |
| <p>Carers Partnership Board</p> <p>The role of the Board is to develop, co-ordinate and monitor services and support delivered to carers across Cambridgeshire.</p> | 6 | 1 | Councillor Kevin Cuffley (Con) | Carol Williams Strategic Development Manager Adults and Safeguarding 01223 706130 Partnership.Boards@cambridgeshire.gov.uk |
| <p>Centre 33</p> <p>Centre 33 is a longstanding charity supporting young people in Cambridgeshire up to the age of 25 through a range of free and confidential services.</p> | 4 | 1 | Councillor E Meschini (Lab) | Melanie Monaghan Chief Executive 01223 314763 help@centre33.org.uk |
| <p>Chesterton Station Interchange (Cambridge North)</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | As required | 1 | Councillor I Manning (LD) | Adrian Shepherd Project Manager 01223 728110 Adrian.J.Shepherd@cambridgeshire.gov.uk |

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|---|--------------------|----------------|--|---|
| <p>Clay Farm Centre Advisory Group</p> <p>The Advisory Group will support and make recommendations to the Centre Manager and /or Partnership review meetings.</p> | 4 | 1 | Vacancy | <p>Sally Roden, Neighbourhood Community Development Manager, Cambridge City Council</p> <p>Sally.rodan@cambridge.gov.uk 01223 457861 mobile 07920210957</p> |
| <p>Clinical Commissioning Group and Cambridgeshire Healthwatch Liaison Group</p> <p>The purpose is to determine any organisational issues, consultations, strategy or policy developments that are relevant for the Health Committee to consider under its scrutiny function. It also provides the organisation with forward notice of areas that Health Committee members may want further information on or areas that may become part of a formal scrutiny.</p> | 4 | 3 | <p>Councillor D Connor (C) Councillor L Harford (C) Councillor S van de Ven (LD)</p> | <p>Kate Parker Head of Public Health Business Programmes</p> <p>01480 379561</p> <p>Kate.Parker@cambridgeshire.gov.uk</p> |
| <p>College of West Anglia Governing Body</p> <p>One up to sixteen members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions under article 3 of the Articles of Government.</p> | 5 | 1 | <p>Councillor Lucy Nethsingha (LD) [4 year appointment]</p> | <p>Rochelle Woodcock Clerk to the Corporation College of West Anglia</p> <p>01553 815288. Ext 2288 Rochelle.Woodcock@cwa.ac.uk</p> |
| <p>County Advisory Group on Archives and Local Studies</p> <p>The County Archives and Local Studies Advisory Group exists to provide a forum for those who share an interest in the preservation and use of the documentary heritage of Cambridgeshire (including the historic county of Huntingdonshire).</p> | 2 | 4 | <p>Councillor T Sanderson (Ind) Councillor J Scutt (L) Councillor A Taylor (LD) Councillor P Topping (Con)</p> <p>Councillor N Harrison (LD) (<u>substitute</u>)</p> | <p>Alan Akeroyd Archives & Local Studies Manager</p> <p>01223 699489 alan.akeroyd@cambridgeshire.gov.uk</p> |

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|--|--------------------|----------------|---|---|
| <p>Community Safety Partnerships</p> <p>Statutory Crime and Disorder Reduction Partnerships (CDRPs, also known as Community Safety Partnerships) were set up in each district council area of Cambridgeshire in 1998. The partnerships are responsible for carrying out a three yearly audit to review the levels and patterns of crime, disorder and misuse of drugs, to analyse and consult on the results, and subsequently develop a three-year strategy for tackling crime and disorder and combating the misuse of drugs.</p> <ul style="list-style-type: none"> • Cambridge City • East Cambridgeshire • Fenland • Huntingdonshire • South Cambridgeshire (Crime Reduction Partnership) | 3-4 | 1 on each | <p>Councillor E Meschini (Lab) Councillor L Every (Con) Councillor J French (Con) Councillor A Costello (Con) Councillor L Joseph (Con)</p> | <p>Sarah Ferguson Service Director</p> <p>01223 729099</p> <p>Sarah.Ferguson@cambridgeshire.gov.uk</p> <p>Nicky Phillipson Head of Strategic Partnerships and Commissioning Cambridgeshire Office for the Police & Crime Commissioner</p> <p>0300 333 3456</p> <p>nicky.phillipson@cambs.pnn.police.uk</p> |
| <p>Eastern Agri-Tech Programme Delivery Board</p> <p>Oversees the spending of the grant funding to develop the agritech industry in the corridor from Cambridge to Norwich</p> | 12 | 1 | <p>Councillor M Shuter (Con)</p> <p>Substitute – Councillor P Raynes (Con)</p> | <p>Martin Lutman Agri-Tech Programme Manager Greater Cambridge/Greater Peterborough Enterprise Partnership (LEP)</p> <p>01480 277180 07715 408281</p> <p>martin.lutman@gcgp.co.uk</p> |

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|---|--------------------|----------------|--|--|
| East-West Rail Consortium Central Section Member Steering Group | To be agreed | 1 | Councillor I Bates (Con) Substitutes: Vacancy Councillor T Wotherspoon (Con) | Bob Menzies Service Director for Strategy and Development 01223 715664 Bob.Menzies@cambridgeshire.gov.uk |
| Ely Southern Bypass Project Board To oversee the continued development and delivery of the scheme and provide a forum for key issues to be considered. The Board comprises stakeholders, local County and District Members and officers | 4 | 2 | Councillor A Bailey (Con) Councillor L Every (Con) | Brian Stinton Team Leader Highway Projects 01223 728330 Brian.stinton@cambridgeshire.gov.uk |
| England's Economic Heartland Strategic Alliance – Strategic Transport Forum | TBC | 2 | Councillor I Bates (Con) Councillor S Count (Con) Substitute: Councillor L Joseph (Con) | Graham Hughes Executive Director – Economy, Transport and Environment 01223 715660 graham.hughes@cambridgeshire.gov.uk |
| Enterprise Zone Steering Group Established to review progress in the delivery of the Enterprise Zone at Alconbury with the developers, both urban and civic. | 6 | 1 | Councillor I Bates (Con) Substitute Councillor R Fuller (Con) | Graham Hughes Executive Director – Economy, Transport and Environment 01223 715660 graham.hughes@cambridgeshire.gov.uk |

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|--|---|--------------------------|--|--|
| <p>European Metal Recycling (EMR) Liaison Group (Snailwell)</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | <p>As and when required. No more than twice a year. See note.</p> | <p>2</p> | <p>Councillor S Tierney (Con)</p> <p>No second appointment.</p> | <p>Peter Vasey Operations Manager EMR Newmarket 111 Fordham Road Snailwell NEWMARKET CB8 7ND</p> <p>01638 720377</p> <p>Peter.Vasey@emrgroup.com</p> |
| <p>F40 Group</p> <p>F40 (http://www.f40.org.uk/) represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.</p> | <p>TBC</p> | <p>1 +substitute</p> | <p>Councillor P Downes (LD)</p> <p>Substitute Councillor S Hoy (Con)</p> | <p>To be confirmed</p> |
| <p>Fenland Association for Community Transport (FACT) Board</p> <p>The purpose of the Board of FACT is (a) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer FACT (and HACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding</p> | <p>4</p> | <p>1</p> | <p>Councillor M McGuire (Con)</p> | <p>Jo Philpott Fenland Association for Community Transport Ltd</p> <p>01354 661234</p> <p>www.fact-cambs.co.uk</p> |
| <p>Fenland Strategic Partnership</p> <p><i>The Fenland Strategic Partnership aims to make a difference by working better together across different sectors. The partnership has consulted extensively with the local community to identify the most important issues specific to Fenland.</i></p> | <p>2</p> | <p>1</p> | <p>Councillor S Count (Con)</p> | <p>Fenland District Council Fenland Hall County Road MARCH</p> |

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|---|--------------------|----------------------|---|--|
| <p>Great Fen Steering Committee</p> <p>Steering Group to oversee and guide the development of the Great Fen Project.</p> | 6 approx | 1 Observer status | Councillor A Costello (Con) | Kate Carver Great Fen Project Manager 01954 713513 Kate.Carver@wildlifebcn.org |
| <p>Greater Cambridgeshire Greater Peterborough Local Enterprise Partnership Management Board</p> <p>The LEP Board comprises 14 leaders of industry, education and the public sector. With a business Chair, six further business representatives from a range of locations and backgrounds, five local authority representatives, one education representative and one voluntary sector/ social enterprise representative.</p> | 9 approx | 1 | Councillor S Count (Con) <i>This single appointment is through competitive voting open to the leaders of the 13 councils involved. It is therefore <u>not</u> in Cambridgeshire County Council's gift to appoint a representative.</i> | Greater Cambridge Greater Peterborough Enterprise Partnership, The Incubator, Alconbury Weald Enterprise Campus, Alconbury Airfield, Huntingdon, Cambridgeshire, PE28 4WX |
| <p>Growth Delivery Joint East Cambridgeshire District Council/Cambridgeshire County Council Member Liaison Group</p> <p>Members & officers from both authorities advising on growth and infrastructure issues for East Cambridgeshire including Section 106 & Community Infrastructure Levy funding.</p> | 4 but see note. | 3 | Councillor A Bailey (Con) Councillor I Bates (Con) Councillor L Every (Con) Substitute Councillor P Raynes (Con) | Juliet Richardson Head of Growth and Economy 01223 699868 juliet.richardson@cambridgeshire.gov.uk Note. This group is not currently meeting, but meetings may be resumed when the North Ely Development commences. |
| <p>Hinchingbrooke Country Park Joint Group</p> <p>To monitor the operation of Hinchingbrooke Country Park.</p> | 2 | 1 | Councillor A Costello (Con) | Melanie Sage Huntingdonshire District Council melanie.sage@huntingdonshire.gov.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|-----------------------------|---|
| <p>Huntingdonshire Area Partnership</p> <p>Meetings are chaired by Daniel Beckett, (daniel.beckett@godmanchesterbaptist.org) also attends them.</p> <p>Cambridgeshire County Council's Children and Young People's Area Partnerships' Manager is Gill Hanby (gill.hanby@cambridgeshire.gov.uk).</p> | 3-4 | 1 | Councillor A Costello (Con) | <p>Dawn Shepherd Business Support Officer St Ives Locality/Hunts SEND SS/ PA for Sarah Tabbitt Unit 7 The Meadow, Meadow Lane St Ives PE27 4LG dawn.shepherd@cambridgeshire.gov.uk 01480 699173</p> |
| <p>Huntingdon Association for Community Transport (HACT) Board</p> <p>The purpose of the Board of HACT is to (a) monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer HACT (and FACT, its parallel service in Fenland) towards meeting future need, including new initiatives, projects, potential sources of funding.</p> | 4 | 1 | Councillor M McGuire (Con) | <p>Jo Philpott Fenland Association for Community Transport Ltd</p> <p>Tel: 01354 661234</p> <p>www.hact-cambs.co.uk</p> |
| <p>Huntingdon BID Board</p> <p>BID is the town management vehicle for Huntingdon. It is an arrangement where businesses in a defined area agree improvements they want to make, over and above what the public agencies have to do. The fund is ring fenced and used solely to deliver the agreed set of projects and activities voted on by the businesses within the BID area.</p> | 10 | 1 | Councillor D Giles (Ind) | <p>Sue Wing BID Huntingdon Manager</p> <p>01480 450250</p> <p>sue@bidhuntingdon.co.uk or info@bidhuntingdon.co.uk</p> <p>http://www.huntingdonfirst.co.uk/bid-huntingdon/</p> |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|---|---|
| <p>Hunts Forum of Voluntary Organisations</p> <p>Hunts Forum of Voluntary Organisations is an umbrella body for voluntary and community groups in Huntingdonshire. It is an independent, non-profit making group formed from a coalition of local voluntary organizations and run by an elected committee of voluntary sector representatives. It supports voluntary and community organisations with information, advice and training.</p> | 4 | 2 | Councillor S Criswell (Con) Councillor A Costello (Con) | Julie Farrow Hunts Forum of Voluntary Organisations 01480 420601 julie@huntsforum.org.uk |
| <p>Huntingdonshire Growth & infrastructure Group</p> <p>Member/ officer & key infrastructure partners group (3 from CCC and 3 HDC) advising on infrastructure and growth issues for Huntingdonshire including Community Infrastructure Levy & Section 106 funding. The Group will also discuss the Huntingdonshire District Council Local Plan.</p> | 4 | 3 | Councillor I Bates (Con) Chair E&E Committee Councillor R Fuller (Con) Councillor K Reynolds (Con) | Clara Kerr Planning Services Manager Huntingdonshire District Council clara.kerr@huntingdonshire.gov.uk |
| <p>Huntingdonshire Health & Wellbeing Group</p> | 4 | 1 | Councillor J Wisson (Con) | Huntingdonshire District Council |
| <p>Joint Consultative Committee (Teachers)</p> <p>The Joint Committee provides an opportunity for trade unions to discuss matters of mutual interest in relation to educational policy for Cambridgeshire with elected members.</p> | 2 | 6 | <i>(appointments postponed pending proposals on future arrangements)</i> | Richenda Greenhill Democratic Services Officer 01223 699171 richenda.greenhill@cambridgeshire.gov.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|---|--------------------|----------------|--|---|
| <p>Joint East Cambridgeshire District Council and Cambridgeshire County Council Member and Officer Steering Group for Planning and Transport</p> <p>The purpose of the Group is to discuss the development of the Transport Strategy for East Cambridgeshire and the Community Infrastructure Levy. The Group may in the future be needed to discuss the District Council's emerging Local Plan.</p> | 4 | 3 | Councillor D Ambrose Smith (Con) Councillor I Bates (Con) Councillor J Schumann (Con) | Jack Eagle Lead Transport and Infrastructure Officer 01223 703209 Jack.Eagle@cambridgeshire.gov.uk |
| <p>Joint Strategic Transport and Spatial Planning Group</p> <p>Provides co-ordination of spatial planning and integrated transport strategy for Cambridge City and South Cambridgeshire and an oversight of Growth Strategy.</p> | 4 | 3 | Councillor L Harford (Con) Two place to be confirmed. <i>[no appointments made by Committee this year as has not met for several years.]</i> | Democratic Services Cambridge City Council PO Box 700 CAMBRIDGE CB1 0JH 01223 457169 Democratic.Services@cambridge.gov.uk |
| <p>King's Dyke Project Board</p> <p>To oversee the continued development and delivery of the Scheme and provide a forum for key issues to be considered. The Board comprises stakeholders, local County and District Members.</p> | 4 | 1 | Councillor D Connor (Con) | Brian Stinton Team Leader Highway Projects 01223 728330 Brian.stinton@cambridgeshire.gov.uk |

| NAME OF BODY | MEETINGS PER ANNUM | REPS APPOINTED | REPRESENTATIVE(S) | CONTACT DETAILS |
|--|--------------------|----------------|---|---|
| <p>Learning Disabilities Partnership Board</p> <p>Members of the Board include people with learning disabilities and people on the autistic spectrum (Speak Out Leaders), carers, representatives from voluntary organisations, service providers and the Learning Disability Partnership (County Council and health services).</p> <p>The role of the Board includes:</p> <ul style="list-style-type: none"> • Providing an opportunity for people to be involved in the decisions made about services that affect them and their carers. • Raising issues/concerns heard by the Speak Out Leaders from people with learning disabilities or on the autistic spectrum across the county. | 4 | 1 | Councillor Adela Costello (Con) | <p>Tracy Gurney Head of Learning Disability</p> <p>01223 714692</p> <p>tracy.gurney@cambridgeshire.gov.uk</p> |
| <p>LGSS Joint Overview and Scrutiny Working Group</p> <p><i>The role of the Joint Working Group (JWG) is to hold the LGSS Joint Committee to account for the discharge of its functions and to investigate issues associated with LGSS and make recommendations that seek to improve the quality of services delivered through LGSS.</i></p> | 3 | 3 | <p>Councillor M Howell (Con) Councillor D Jenkins (LD) Councillor J Whitehead (Lab)</p> | <p>James Edmunds <i>Democratic Services Assistant Manager and Statutory Scrutiny Officer</i> Northamptonshire County Council Room 144 County Hall Northampton NN1 1DN</p> <p>01604 366053</p> <p>jedmunds@northamptonshire.gov.uk</p> |
| <p>Local Access Forum</p> <p>Cambridgeshire County Council has established a Local Access Forum, as required under the Countryside Rights Of Way Act (CROW) 2000. The Forum represents the interests of everyone who lives and works in the countryside and is trying to strike a balance between conserving it, working it and helping people to enjoy it.</p> | 4 | 2 | <p>Councillor S King (Con) Councillor M Smith (Con)</p> | <p>Philip Clark Community Greenspaces Manager</p> <p>01223 715686</p> <p>philip.clark@cambridgeshire.gov.uk</p> |

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|---|--------------------|----------------|---|--|
| <p>Local Safeguarding Children's Board</p> <p>LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.</p> | | 1 | Councillor S Bywater (Con) | <p>Andy Jarvis, LSCB Business Manager</p> <p>01480 373582 07827 084135</p> <p>andy.jarvis@cambridgeshire.gov.uk</p> |
| <p>Making Assets Count Reference Group</p> <p>MAC is governed by a Programme Board, which has representation from all the main partners. A Members Reference Group steers and inputs to the programme, and is made up of Councillors and other key representatives from partner organisations.</p> | Quarterly | 1 | <p>Councillor S Count (C) Councillor M McGuire (C). Substitute.</p> <p><i>(Membership is automatically leader with leader to nominate his or her sub)</i></p> | <p>David Bethell Programme Manager – Making Assets Count (MAC)</p> <p>01223 715687</p> <p>david.bethell@cambridgeshire.gov.uk</p> |
| <p>Mental Health Governance Board</p> <p>Provide the strategic governance overview of the delegated Service as set out in the Section 75 Agreement.</p> | 6 | 1 | Councillor D Wells (C) | <p>Charlotte Wolstenholme Business Support Assistant Older People's Mental Health Team</p> <p>01223 715940</p> <p>charlotte.wolstenholme@cambridgeshire.gov.uk</p> |
| <p>Mobilising Local Energy Investment (MLEI) in Cambridgeshire and Peterborough – Project Advisory Board</p> <p>The Partnership includes Cambridgeshire County Council, Peterborough City Council, Cambridge City Council, South Cambridgeshire District Council, Huntingdonshire District Council and Cambridge University. The project provides capacity in the local authorities involved to pilot public sector projects to deliver energy-generating schemes and retrofit projects.</p> | | 1 | Councillor T Wotherspoon (Con) | <p>Sheryl French Project Director, Energy Investment Unit (EIU), Cambridgeshire County Council</p> <p>01223 728552</p> <p>sheryl.french@cambridgeshire.gov.uk</p> |

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|---|--------------------|----------------|--|--|
| <p>Natural Cambridgeshire</p> <p>Natural Cambridgeshire consists of a broad range of local organisations, businesses and people whose aim is to bring about improvements in their local natural environment.</p> | 4 | 1 | Councillor L Joseph (Con) | <p>Phil Clark Community Green Spaces Manager</p> <p>01223 715686</p> <p>philip.clark@cambridgeshire.gov.uk</p> |
| <p>Needingworth Quarry Liaison Group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | 2 | 4 | <p>Councillor S Criswell (Con) Councillor P Hudson (Con) Councillor K Reynolds (Con) Councillor M Smith (Con)</p> <p>Substitute Councillor T Wotherspoon (Con)</p> | <p>Hilton Law Unit Manager – Cambridgeshire Hanson Aggregates</p> <p>hilton.law@hanson.com</p> <p>Direct dial – 01487 849026 07773 313194</p> |
| <p>North West Anglia NHS Foundation Trust Council of Governors</p> <p>Peterborough & Stamford Hospitals NHS Foundation Trust and Hinchingbrooke Health Care Trust are due to merge. The implementation date for the enlarged organisation is 1 April 2017 and from that date, the Trust have a reformed Council of Governors that reflects the wider catchment of both organisations and which includes representation from Cambridgeshire County Council as a statutory partner required by the Health and Social Care Act 2012 and NHS Act 2006.</p> | | 1 | Councillor J Gowing (Con) | <p>Jane Pigg Company Secretary North West Anglia Foundation Trust</p> <p>01733 677926 (direct dial)</p> <p>jane.pigg@pbh-tr.nhs.uk</p> <p>PA Jackie Bingley 01733 677953 (Weds) 01480 418755 (rest of week)</p> |

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| <p>North West Anglia NHS Foundation Trust (Hinchingbrooke Hospital) Liaison Group</p> <p>The purpose is to determine any organisational issues, consultations, strategy or policy developments that are relevant for the Health Committee to consider under its scrutiny function. It also provides the organisation with forward notice of areas that Health Committee members may want further information on or areas that may become part of a formal scrutiny.</p> | 4 | 2 | Councillor Connor (Con) Councillor Harford (Con) | <p>Kate Parker Head of Public Health Business Programmes</p> <p>01480 379561</p> <p>Kate.Parker@cambridgeshire.gov.uk</p> |
| <p>Older People's Partnership Board</p> <p>The OPPB brings together Older People, their representatives, the public and third sector, to work together to ensure the highest quality and best value services for older people across Cambridgeshire.</p> | 4 | 1 | Councillor Anna Bailey (Con) | <p>Carol Williams Strategic Development Manager, Adults and Safeguarding</p> <p>01223 706130</p> <p>Partnership.Boards@cambridgeshire.gov.uk</p> |
| <p>Papworth Hospital NHS Foundation Trust Council of Governors</p> <p>NHS Foundation Trusts are not-for-profit, public benefit corporations. They are part of the NHS and provide over half of all NHS hospital and mental health services. The County Council is represented on the Council as a nominated Governor.</p> | 4 | 1 | Councillor S Ellington (SCDC representative on Health Committee) | <p>Mary MacDonald Trust Secretary</p> <p>Mary.macdonald9@nhs.net</p> <p>Liz Bush Office Manager and EA to Chief Executive and Medical Director</p> <p>Direct Line 01480 364585 liz.bush@nhs.net</p> |
| <p>Peterborough and Cambridgeshire Community Covenant (Military) Board</p> <p><i>The Armed Forces Covenant Board aims to improve the outcomes and life choices of military personnel, reservists, their families and veterans living in Cambridgeshire and Peterborough. The Covenant Board also aims to enhance the relationship between civilian and military communities.</i></p> | 4 | 1 | Councillor M McGuire (Con) | <p>Sue Grace <i>Director of Corporate and Customer Service</i></p> <p>01223 715680</p> <p>sue.grace@cambridgeshire.gov.uk</p> |

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|---|--------------------|----------------|--|--|
| <p>Physical Disability and Sensory Impairment Partnership Board</p> <p>Members of the Board include people with lived experience of physical disability and/or sensory impairments, representatives from voluntary organisations and representatives from statutory services such as health and social care. The role of the Board is to enable the voice of those with a physical disability and/or sensory impairments to be heard and to work together to ensure the highest quality and best value services for people locally</p> | 4 | 1 | Councillor Mark Howell (Con) | <p>Carol Williams Strategic Development Manager, Adults and Safeguarding</p> <p>01223 706130</p> <p>Partnership.Boards@cambridgeshire.gov.uk</p> |
| <p>RECAP Board</p> <p>RECAP (Recycling in Cambridgeshire & Peterborough) is a partnership of authorities across Cambridgeshire & Peterborough working together to provide excellent waste and recycling services to meet local needs. The RECAP Board is the Member level group of this partnership.</p> | 4 | 1 | <p>Councillor M Shuter (Con)</p> <p>Councillor W Hunt (Con) – substitute</p> | <p>Neil Slopes</p> <p>neil.slopes@huntingdonshire.gov.uk</p> |
| <p>St Neots Master Plan Steering Group</p> | | 1 | <p>Councillor D Wells (Con)</p> <p>Councillor I Gardiner (Con) – substitute</p> | <p>Dan Thorp</p> <p>dan.thorp@cambridgeshire.peterborough-ca.gov.uk</p> |
| <p>Soham Station Project Board</p> | | | <p>Councillor B Hunt (Con)</p> <p>Councillor P Raynes (Con)</p> <p>Councillor J Schumann (Con)</p> | <p>Adrian Shepherd Project Manager Public Transport Projects</p> <p>01223 728110</p> <p>Adrian.J.Shepherd@cambridgeshire.gov.uk</p> |

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| <p>Total Transport Policy Member Steering Group (Formerly Cambridgeshire Future Transport (CFA))</p> <p>The purpose of the Group is to assist members in gaining a detailed understanding of some of the opportunities and challenges relating to transport, and of the possible consequences of decisions regarding service levels, fares, etc. The Total Transport project represents the next iteration of the CFT work. It is based on the simple idea that, on the ground, it doesn't make sense for different vehicles to collect neighbouring residents who are making similar journeys but for different purposes (healthcare, education, social care, etc). In rural areas in particular, integrating the provision of transport will allow scarce resource to be used more efficiently, so that the impact of reduced budgets can be softened.</p> | 2 | 8 | <p>Councillor A Bailey (Con) Councillor D Giles (Ind.) Councillor B Hunt (Con) Councillor D Jenkins (LD) Councillor L Joseph (Con) Councillor M McGuire (Con) Councillor S van de Ven (LD) Councillor J Whitehead (Lab)</p> <p>Substitute Cllr T Wotherspoon (Con)</p> | <p>Paul Nelson Interim Head of Passenger Transport Services</p> <p>01223 715608</p> <p>paul.nelson@cambridgeshire.gov.uk</p> |
| <p>Transport Strategy for Fenland Member Steering Group</p> <p>The Transport Strategy for Fenland will form part of the suite of district-wide transport strategies which support the Local Transport Plan (LTP) for Cambridgeshire. It will seek to outline a transport vision and emerging transport infrastructure requirements for Fenland. It will develop the high level policies of the LTP and seek to highlight how they can be adapted for Fenland. It will also build on the existing Market Town Transport Strategies, and seek to integrate them into other existing transport plans. The role of the member steering group will be to advise on the strategy's development. This will include, but not be limited to, the strategy's vision, challenges, policies, as well as commenting on any consultation work that is undertaken.</p> | 4 | 2 | <p>Councillor D Connor (Con) Councillor J Gowing (Con)</p> | <p>James Barwise</p> <p>James.Barwise@cambridgeshire.gov.uk</p> |

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| <p>Traffic Penalty Tribunal</p> <p>The Traffic Penalty Tribunal is an independent tribunal whose impartial, independent Adjudicators consider appeals by motorists and vehicle owners whose vehicles have been issued with penalty charges, removed or towed away or immobilised by a Council in England or Wales (excluding London) that enforces parking contraventions under the Traffic Management Act 2004.</p> | As required | 1 + substitute | <p>Councillor M McGuire (Con)</p> <p>Substitute – Councillor A Taylor (LD)</p> | <p>Philip Hammer Parking Operations Manager</p> <p>01223 727903</p> <p>Philip.hammer@cambridgeshire.gov.uk</p> |
| <p>Visit Cambridge and Beyond Destination Management Company (DMO) - Board of Directors</p> <p>This is a new delivery mechanism led by Cambridge City for the future provision of tourism services in Cambridge and the surrounding area.</p> <p>Governance: It is to be governed by a Board of Directors.</p> <p>Representation: The representation includes one councillor appointment to the full board from Cambridge City, South Cambridgeshire District Council (SCDC) and Cambridgeshire County Council.</p> | 12 | 1 | Cllr M Shuter (Con) | <p>Emma Thornton Head of Tourism and City Centre Management The Tourist Information Centre Peas Hill Cambridge CB2 3AD</p> <p>Tel 01223 457464</p> <p>Mobile: 07712788550</p> <p>emma.thornton@cambridge.gov.uk</p> |
| <p>Warboys Landfill Site Liaison Group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | 1-2 | 1 | Councillor T Rogers (Con) | <p>Mark Farren Managing Director, Woodford Waste Management Services Ltd</p> <p>01487 824240</p> <p>Mark.Farren@woodfordrecycling.co.uk</p> |

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| <p>Waterbeach Waste Management Park Liaison Group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | 2-3 | 1 | Councillor A Bradnam (LD) | <p>Tim Marks Planning Manager Amey LG Ltd</p> <p>Direct line: 01223 815463 Mobile: 07917 731076</p> <p>tim.marks@amey.co.uk</p> |
| <p>Whitemoor Distribution Centre, March (Network Rail)</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | As required | 1 | Councillor S Count (Con) | <p>Tony Masciopinto Site Manager Whitemoor Material Handling Depot</p> <p>01733 559729</p> <p>Tony.masciopinto@networkrail.co.uk</p> |
| <p>Wisbech Access Strategy Steering Group</p> <p>Growth Deal Funding of £1 million has been allocated to the Wisbech Access Strategy, with a further £10.5 million conditional upon delivery of an acceptable package of measures. The Steering Group, set up Oct 2016, will make recommendations to the Economy and Environment Committee and to Fenland District Council's Cabinet, who will in turn make recommendations to the LEP (Local Enterprise Partnership) Transport Body or Greater Cambridge Greater Peterborough LEP Board.</p> | 6 | 2 | Councillor S Hoy (Con) Councillor S Tierney (Con) | <p>Jack Eagle Lead Transport & Infrastructure Officer</p> <p>01223 703269 jack.eagle@cambridgeshire.gov.uk</p> |
| <p>Woodhatch Farm Waste Recycling Site Liaison Group (Ellington)</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> | As required | 2 | Councillor P Downes (LD) Councillor I Gardener (Con) | <p>Kelly Howe Planning Assistant Mick George Ltd</p> <p>07824 991151 Kellyh@mickgeorge.co.uk</p> |

