



**Date: Thursday, 01 September 2016**

**Democratic and Members' Services**

Quentin Baker

LGSS Director: Law and Governance

**10:00hr**

Shire Hall

Castle Hill

Cambridge

CB3 0AP

**Room 128**

**Shire Hall, Castle Hill, Cambridge, CB3 0AP**

## **AGENDA**

**Open to Public and Press**

### **CONSTITUTIONAL MATTERS**

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

*Guidance on declaring interests is available at  
<http://tinyurl.com/cccd-dec-of-interests>*

- 2. Minutes July 2016** **3 - 32**

- 3. Petitions**

### **DECISIONS**

- 4. Service Committee Review of the Draft 2017-18 Capital Programme** **33 - 52**

- 5. Finance and Performance Report - July 2016** **53 - 80**

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|-----------|--------------------------------------------------------|-----------------|
| <b>6.</b> | <b>Economy and Environment Committee Training Plan</b> | <b>81 - 90</b>  |
| <b>7.</b> | <b>Appointments to Local Access Forum</b>              | <b>91 - 94</b>  |
| <b>8.</b> | <b>Economy &amp; Environment Agenda Plan</b>           | <b>95 - 100</b> |
| <b>9.</b> | <b>Date of Next Meeting</b>                            |                 |
|           | 10 a.m. Thursday 13th October 2016                     |                 |

The Economy and Environment Committee comprises the following members:

Councillor Ian Bates (Chairman) Councillor Edward Cearn (Vice-Chairman)

Councillor John Clark Councillor Lynda Harford Councillor Roger Henson Councillor David Jenkins Councillor Noel Kavanagh Councillor Alan Lay Councillor Mike Mason Councillor Mac McGuire Councillor Joshua Schumann Councillor Mathew Shuter and Councillor John Williams

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

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**ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES**

**Date:** Thursday 14<sup>th</sup> July 2016

**Time:** 10.00 a.m. to 12 noon

**Present:** Councillors: I Bates (Chairman), E Cearns (Vice-Chairman and Chairman from Minute 293) , J Clark, B Chapman (substitute for Councillor Mason) L Harford, D Harty (substitute for Councillor Shuter), R Henson, D Jenkins, N Kavanagh, A Lay, M McGuire, J Schumann and J Williams

**Apologies:** Councillors M Mason and M Shuter.

**233. DECLARATIONS OF INTEREST**

Although the bidding contractors were not named in the report as a precaution Councillor Clark declared a potential personal interest in item 5 titled 'Ely Southern Bypass – award of Contract for Design and Construction' as his sons worked for Kier Construction.

**234. MINUTES**

The minutes of the meeting held on 9<sup>th</sup> June were agreed as a correct record. The action log which had not been finalised for inclusion would be circulated outside of the meeting.

**235. PETITIONS**

There were no petitions to be considered.

**236. REFIT FRAMEWORK PROCUREMENT UPDATE, ENERGY PERFORMANCE CONTRACTING**

This report highlighted changes to the Energy Performance Contracting arrangements under the REFIT 2 Framework due to expire on 18th November 2016. It was explained that after this date the Council would be unable to develop new projects with the service provider and enter into new agreements for energy performance contracting projects. It was clarified that new projects would need to be developed under a new procurement arrangement through the new REFIT3 Framework and the report therefore sought the Committee's approval to procure a Service provider from the new Framework.

It was highlighted that the current procurement of Bouygues Energies and Services Limited (BE&S Ltd) under the REFIT 2 Framework had worked extremely well with the benefits as detailed in the report with 24 contracts worth £5.2 million for work in schools and public buildings having been signed, as well as a contract for the 12 Megawatt solar park at just under £10 million with the procurement also facilitating collaborative working with local district councils. It was orally reported that another £5.5m of projects

was likely to be facilitated via the current procurement by the November expiration deadline for REFIT 2.

As Cambridgeshire had more than 240 schools and a 100 of its own public buildings and other assets, it was essential that the procurement changes did not prevent new projects progressing and that any new procurement process was able to develop the Authority's energy ambitions to bring forward larger projects, as well as continue the successful schools programme. Appendix A of the report proposed a process to determine how to progress projects. Advice on how to extend existing procurement arrangements to manage the change from the REFIT 2 Framework to the REFIT 3 Framework as interim arrangements was set out in the detail of the report.

Committee Members comments / questions included:

- Whether secondary academies could make changes to the contract or withdraw from it. In reply it was indicated that secondary academies were subject to a management service contract which agreed the performance expected from the energy measures based on Bouygues designs and performance guarantees, including the reduction in carbon. This service was paid on a monthly basis and contracts signed up to a period of 15 years.
- With reference to paragraph 4.1 - resource implications - and the text reading: *"However there is still a cost to using the REFIT 3 Framework. A levy is charged per contract to contribute towards the framework set up costs and its support services to ensure that clients get the best value from the framework contracts agreements and the service providers"* there was a request for details of the costs, as no figure had been provided. In response it was indicated that the GLA REFIT Framework charged up to 2% for using its framework if a project went to contract unless a support arrangement with Local Partnerships was agreed where levy costs could be negotiated dependent on the support provided. For the REFIT 2 Framework, Council officers negotiated a flat fee per project which was a cheaper, better deal than the 2% levy. Another Member later on in the debate asked if the above were the only costs? As a response it was clarified that Local Partnerships provided consultancy support for the design of the procurement specification for the mini-competition and advice on how to get the most from the REFIT 2 Framework, for a fee of £40,000. The full procurement cost being recovered over time through the school energy performance contracting service.
- Another Member indicated it would have helped with making a final decision if Members could have seen the full options available for procurement and also an analysis of the differences between REFIT 2 and 3 and whether the REFIT 3 framework covered the potential variety of projects. It was agreed that these questions and more detail on the previous query would be dealt with better through a detailed noted being circulated by the officers outside of the meeting. **Action: Sheryl French**
- There was a request for an update on the Council position on wind-turbines and whether circumstances had changed to allow the Council to move on from its original Policy of not siting any on Council owned land. In response the Chairman indicated that this would be better dealt with by a paper coming forward to spokes.

As an update, the officer indicated that Strategic Management Team (SMT) in June had identified the need for a Corporate Energy Strategy to be developed which would look at all opportunities / options for energy generation.

- The Vice Chairman queried the timescale of this wider piece of work (Corporate Energy Strategy) and highlighted that with no future European Funding as a result of Brexit, it should be supported by the Committee, who should also see an early report back. In response it was indicated that timescales had not yet been agreed but any Strategy would require a further 4-6 months to develop. Sheryl French indicated she would be meeting with the Executive Director, Graham Hughes the next day to discuss timescales which would be reported back to spokes.
- Another Member queried whether with the time-lag involved in producing an Energy Strategy and being asked to agree to run a competition under REFIT 3 now, the Council was potentially committing to a worse deal and asked how easy it would be to withdraw from REFIT 3. In response it was explained that when procuring a supplier as a partner, this did not automatically assign all projects to be assessed and delivered by the service provider, as this was undertaken on a project by project basis and was only progressed if the business case, when reviewed, was acceptable. Only then was a project contracted with the service provider. The intention was that the Corporate Energy Strategy work would inform the procurement for a new REFIT 3 service provider.

It was resolved unanimously to:

- a) Manage the expiration of the REFIT 2 Framework and to seek approval to procure a Service Provider from the new REFIT 3 Framework.
- b) Run a mini competition under the REFIT 3 Framework to appoint a Service Provider to facilitate the design and delivery of new projects post-November 2016 to grow the Authority's energy ambitions.

## **237. ELY SOUTHERN BYPASS - AWARD OF CONTRACT FOR DESIGN AND CONSTRUCTION**

This report provided details of the outcome of the procurement process for the Design and Construction contract for the Ely Southern Bypass, seeking the Committee's approval to award the contract to the preferred bidder which had been subject to the Department of Transport (DfT) releasing the £16million Growth Deal Funding.

The procurement of the Design and Construct contract was conducted as an European Union (EU) tender process with a Restricted Tender two-stage process. When the initial £16m Growth Deal Funding allocation was approved, the mechanism for the release of funding had been uncertain but was subsequently clarified as requiring a full Major Schemes Business Case (MSBC) with details provided in Section 3 of the report. An oral update indicated that having assessed the MSBC and Ministerial approval had been received to release the money. The first stage of the procurement process was publication of a contract notice in the Official Journal of the European Union (OJEU) on 23<sup>rd</sup> January 2016 and the issue of Pre-qualification Questionnaires (PQQ). The PQQ invited interested providers to submit an expression of interest which was evaluated for

financial and safety suitability, along with capacity and relevant experience, particularly with respect to some of the likely risks involved in delivering the Ely bypass such as; liaison with Network Rail, constructing rail and river crossings, resolving poor ground conditions, communications and local community impact and benefits. The PQQ received an excellent response with 11 contractors expressing interest in the Design and Construction contract for the by-pass.

All 11 PQQ submissions were evaluated and the 6 highest scoring contractors were invited to tender. The Invitation to Tender (ITT) was issued on 13<sup>th</sup> April. The 8 week tender period closed on 8<sup>th</sup> June. All 6 contractors submitted a tender. The tender required a quality submission to demonstrate how the contractors proposed to build a high quality product to meet the requirements of the County Council, along with separate target costs for the design and construction. The tenders were submitted on the LGSS e-tendering system and the cost and quality submissions were evaluated by independent teams. The scores for each component were then combined to give an overall score. The overall score was calculated on a ratio 60% quality to 40% price.

The result of the evaluation for the six bidders was set out in Table 1 of the report. Details of the bidders' tendered prices were provided in a Confidential Appendix only provided to Committee members. The table showed that Bidder 1 has provided the most economically advantageous tender with the preferred bidder's target cost for the design and construction being within the budget available for the scheme and was therefore the bidder recommended for approval. The contract process had been divided into two parts, the first phase covering design development and consents process, with construction as a second phase. The presumption was that the scheme would be delivered as a single package, but there was no guarantee that the contractor would move directly from detailed design to construction as this was conditional on satisfactory development of the design and agreement of a construction target price.

As it was possible that the post-design construction Target Price would vary from the current construction Target Price submitted as part of the tender as a result of development of the engineering detail and the clarification of construction methods, and given the aspiration to deliver the scheme as quickly as possible, it was proposed that the agreement of the construction Target Price and commencement of construction was delegated to the Executive Director - Economy Transport and Environment, in consultation with the Chairman and Vice Chairman of the Economy and Environment committee unless the post-design Target Price was significantly higher than the tendered construction price in which case, the decision to trigger construction would be referred back to this Committee for its final decision.

Following the award of the contract the initial design period is expected to be 4 months with the subsequent construction estimated at between a further 12 and 18 months. The contractors have submitted an outline programme as part of their tender package, which is in line with these estimates.

Councillor Rouse was invited to speak as the local Member for Ely North and East Division and spoke in support of the scheme, welcoming the huge benefits the scheme would bring and urging the Committee to approve it and for the construction to commence as soon as possible, bearing in mind the amount of housing growth in and around Ely. He also highlighted that there would now also be a need to improve the

section of the A10 between Cambridge Road roundabout and the Witchford Road roundabout. Other members later in the discussion supported that officers needed to take this observation on board.

Comments / issues from Members raised included:

- One Member in fully supporting the scheme highlighted the current issues with hauliers' heavy goods vehicles using villages to avoid the congestion on the main road, as well as the impact of agricultural machinery having to access the A10 / Fenland and the subsequent delays that occurred, which had a knock on effect on the local economy.
- The bypass would be a huge milestone for the strategic agenda, especially as Network Rail were proposing to increase the amount of freight traffic along the Ely to Kings Cross line and therefore required the construction to be undertaken as soon as possible to help alleviate the amount of traffic having to use the level crossing on the A142.
- There was a request for clarification on the substantially different quotes on the design fee element. In response it was suggested that contractors had apportioned the Stage 1 and Stage 2 costs to reflect the level of work to be undertaken in each particular stage.
- There was a query regarding the reasons for using the 60:40 ratio. In response it was explained that this was an industry standard rather than the County Council standard, and had been a consideration of officers and the Project Board.
- The Council Cycling Champion raised the issue of whether there were plans for cycling schemes to be included with the project. In response it was indicated that East Cambridgeshire District Council would be bringing forward a number of local schemes under the Ely Station Gateway project which were designed to improve cycling / pedestrian facilities and would include a brand new access to the station. The Member was advised to seek further information from Mike Davies outside of the meeting. It was also noted that improvements to facilities at the existing railway underpass were required as a planning condition and these would be agreed during the construction of the bypass but could only be implemented after the new route was opened to traffic.
- There was a request to provide further detail of the differences between Bids 1 and 2 outside of the meeting. **Action: Brian Stinton**
- A query was raised on the question of the liaison responsibilities regarding Network Rail closures to allow certain construction works. In reply it was indicated that the ultimate responsibility for possession of the rail would be with the contractor, but that costs would be met by the County Council.
- One Member while highlighting that while not everyone had supported the proposed option solution in the original consultation, he welcomed the quality weighting, as looking at a scheme just from the cost point of view was sometimes detrimental to the quality of the final scheme.

It was resolved unanimously to:

- a) Note the procurement process.
- b) Note that the tendered price from the preferred bidder falls within the budget allocated in the County Council's Business Plan, and within the range in the business case submitted to the Department for Transport (DfT) in support of the £16 million Growth Deal Funding.
- c) Approve the award of the Design and Construction contract to the preferred bidder as detailed in Section 2.4 of the report.
- d) Delegate the decision to commence the second stage of the contract (construction) to the Executive Director of Economy and Environment in consultation with the Chairman and Vice Chairman of the Economy and Environment Committee as detailed in Section 2.6. of the Officers' report.

## **238. TRANSPORT INVESTMENT PLAN APPROACH TO FUNDING FOR TRANSPORT INFRASTRUCTURE**

Changes to the Community Infrastructure Levy (CIL) regulations introduced restrictions from April 2015 on the pooling of Section S106 (S106) contributions requiring that no more than five obligations could be used for any given project. Consequently, there was a requirement for a tool to enable the effective monitoring of pooled S106 contributions. This report explained details of the new Transport Investment Plan (TIP) and how it would help the Council record and manage the delivery of transport infrastructure for growth, whilst also enabling a method to manage the pooling of Section 106 (S106) contributions and other funding sources.

It was explained that the TIP for Cambridgeshire forms part of the Cambridgeshire Infrastructure Plan and is an up to date list that sets out the transport infrastructure and initiatives required to support the growth of Cambridgeshire. The TIP will be used:

- to monitor how many S106 obligations have been secured towards the delivery of each specific project, to ensure the maximum permitted five agreements is not breached;
- to identify and prioritise projects to be added to the Transport Delivery Plan (TDP)
- to identify funding gaps and inform future funding bids as opportunities.

The TIP was complete in terms of current schemes, with work underway to complete the financial and S106 pooling information for all schemes. It was anticipated that this would be complete by August 2016 and it was planned to bring the list of schemes in the TIP to this Committee later in the year in November for Member Approval.

Comments / questions included:

- One Member queried whether Neighbourhood Plans should be at the top of the flow



- diagram shown under paragraph 2.6 illustrating how the proposed TIP related to other policy documents, programmes, information sources and scheme identification processes. It was explained that the flow chart boxes highlighted where resources came from and being at the top of the diagram were not being given more prominence.
- Councillor Henson expressed the view that parish councils would not be happy if Section 106 monies were spent elsewhere from where houses were being built. The Chairman indicated he would be happy to arrange a meeting between the Member, himself and officers to clarify further the Section 106 process if this would be helpful.
- A member queried whether there was an intention to undertake a similar exercise for schools. In response it was suggested that this information was already set out in the Budget Book and the person to contact further was Keith Grimwade the Director of Learning.
- The Vice-Chairman made the point about the restrictions on the ability to spend CIL monies was having a detrimental effect on arts spend which it had been proved that every £1 spent on culture and arts resulted in £10 being received back from leverage. He suggested that Spokes should have a watching brief which was also endorsed by the Chairman when summing up stating that they should be given updates on what projects were
- One Member suggested that the information in the TIP should be more widely distributed, including providing the details to all members. In response it was highlighted that Appendix 1 showed the contents of the Plan that would made available to the public on the County Council website including project details and the position on funding. Contractual negotiation details would however have to be kept confidential.
- The Council Cycling Champion in noting that the TIP included investment for cycleways, made the point that while it was excellent that new cycleways were being built, asked what steps were being taken to maintain the existing cycleways in a good state of repair as he received many complaints regarding their condition. Bob Menzies in response indicated that the responsibility for maintenance was an issue for the Highways and Community Infrastructure Committee who were responsible for the Transport Delivery Plan. Councillor McGuire who was the Chairman of the said committee was sympathetic to the concerns raised, but highlighted that the Committee had to make difficult decisions on priorities in the current economic climate and could make no promises going forward.

It was resolved:

To approve the new format and approach in relation to:

- a) Managing information relating to transport infrastructure investment.
- b) Managing the pooling of Section 106 (S106) contributions and other funding sources.

c) The future Member sign-off process for schemes in the Transport Investment Plan.

## **239. CAMBRIDGESHIRE FLOOD AND WATER SUPPLEMENTARY PLANNING DOCUMENT**

This report presented the detail of the revised Flood and Water Supplementary Planning Document (SPD) following public consultation, with the original report recommendation seeking the Committee's agreement to the adoption of the SPD.

However following discussions with the other Cambridgeshire local planning authorities (LPA) over the timing and process for the adoption of the Supplementary Planning Document, officers were recommending delaying the adoption until each LPA had endorsed the SPD through their respective member processes. As a supplementary tabled document, the Committee was therefore asked to confirm the County Council's endorsement of the SPD as a technical document in advance of similar endorsement from the other LPAs and subsequent formal adoption. As Local Lead Flood Authority and therefore a statutory consultee on flooding matters, it was important for the County Council to lead the process of technical endorsement. It was clarified in reply to a question that it would not be necessary to receive a further report.

Coupled with the enactment of the Flood and Water Management Act 2010 (which made the County Council a Lead Local Flood Authority (LLFA)) and the progressing of comprehensive local plan preparation across the County, the Local Planning Authorities (LPAs), including the County Council, have agreed jointly to the preparation and adoption of a countywide supplementary planning document (SPD) to ensure that Cambridgeshire has a consistent, locally appropriate, approach to flood risk and water management. The Flood and Water SPD has been prepared by Cambridgeshire County Council (as the Lead Local Flood Authority) in partnership with all the County's district authorities, the Environment Agency, Anglian Water, and the Internal Drainage Boards (including the Middle Level Commissioners).

The SPD had been prepared to support the implementation of flooding and water related policies in each local planning authority's Local Plan, including the Cambridgeshire and Peterborough Minerals and Waste Development Plan Core Strategy DPD and the Cambridgeshire and Peterborough Minerals and Waste Development Plan Site Specific Proposals DPD. When adopted, the SPD would be a material consideration when considering planning applications.

The main purposes of the SPD would be:

- To provide guidance to developers on the approach that should be taken to manage flood risk and the water environment as part of new development proposals;
- To provide a step by step guide to address flood risk matters as part of a development proposal, including clear guidance on the use of Sustainable Drainage Systems (SuDS);
- To support existing and emerging flood risk and water management related planning policies contained within the relevant Local Planning Authorities adopted or draft Local Plans; and

- For Cambridgeshire County Council, the SPD will support the relevant policies contained within the 'Cambridgeshire and Peterborough Minerals and Waste Development Plan' Core Strategy (adopted July 2011).

The SPD provides detailed guidance for applicants on developing proposals that:

- Are not at risk of flooding and that do not increase the risk of flooding elsewhere, including providing guidance on the sequential and exception tests, how to produce a site specific Flood Risk Assessment, and measures that can be taken to manage flood risk;
- Include the use of sustainable drainage systems (SuDS) that effectively manage water, are well designed to conserve, accommodate and enhance biodiversity, and provide amenity for local residents; and
- Enhance the quality of the water environment and mitigate the adverse impact of development on the quality of water bodies including rivers, lakes and groundwater.

Appendices to the report included

Appendix 2 – Sustainability, Appraisal and Habitat Screening Report information

Appendix 3 - Equality Impact Assessment information

Appendix 4 - Public Consultation information

After carrying out the public consultation, Cambridgeshire County Council, in conjunction with the Officer Steering Group and other stakeholders considered the representations received on the draft SPD and made appropriate changes with the main amendments in the document reflecting the following:

- A better understanding of the Fen areas and IDBs requirements;
- Managing conflicts between what works in urban and what works in a rural environment ;
- Ensuring the policy document was as user friendly as possible;
- A better quality document in terms of design and clarity of images and graphs.

In discussion some Members sought clarification on who was responsible for surface drains on roads not adopted. In response it was explained that the local planning authorities were required to ensure surface drainage was in place when approving planning applications. As a statutory consultee on new housing, the County Council would object to a development planning application where no surface water drainage measures were shown. Several Members in response suggested that the County Council needed to be more robust in objecting, as it was considered that a County Council objection carried more weight than a local planning committee seeking to overturn a planning objection.

**Action:** Officers were asked to actively ensure that more guidance should be provided to local planning committees on how the new arrangements would work.

It was unanimously resolved:

- a) To confirm the County Council's technical endorsement of the Cambridgeshire

Flood and Water Supplementary Planning Document; and

b) To delegate to the Executive Director (Economy, Transport and Environment) in consultation with the Chairman and Vice Chairman of the Committee the authority to make minor textual and editorial changes to the SPD, in consultation with the Officer Steering Group.

## **240. FINANCE AND PERFORMANCE REPORT – OUTTURN 2015/2016**

This report set out the detail of the ETE Finance and Performance outturn report for 2015/2016 for the whole of the Economy, Transport and Environment (ETE) Service. The cover report set out the main headlines highlighting that the revenue outturn position for ETE as a whole showed a final underspend of £1.336m. Due to a printing error Appendix A had been omitted on the original agenda but had been circulated to Members of the Committee after the original agenda despatch.

In relation to the budgets under the stewardship of the Committee, the under-spend was £738K. The main variances were as follows:-

- Adult Learning & Skills (-£206K) - as some skills schemes were funded by the City Deal.
- Park & Ride (+£67K) – a shortfall in income of £451K was partly offset by increased income of £300K from bus lane enforcement and reduced costs.
- Concessionary Fares (-£334K) - due to the withdrawal of some commercial routes and a decrease in passenger numbers.
- Passenger Transport Other (-£134k) - relates to the Cambridgeshire Future Transport contract renewals during the year achieving higher than anticipated savings.

For capital, the outturn position was slippage of £39.419m. The main variances were as follows, with the detail contained within the Finance & Performance Report:-

- Cycling schemes (-£2.6m)
- Huntingdon Town Centre (-£3.0m)
- Ely Crossing (-£9.4m)
- Guided Busway (-£3.4m)
- King's Dyke (-£4.9m)
- Connecting Cambridgeshire (-£6.2m)

E&E Committee had twelve performance indicators reported to it during 2015-16. Of the twelve, the status at the time of the report (which was showing 2014-15 data being reported for some indicators due to time lags in data collection while some were measures over the 2014/15 academic year) was one showing as red and eleven being green.

The indicator that was currently red was 'the number of local bus passenger journeys originating in the authority area'. The latest forecast was that none of these indicators would be red, six would end up as being amber and six green.

Members raised the following issues:

- regarding the slippage on Connecting Cambridgeshire, one Member expressed his concern on the underspend, as some villages and rural areas in Cambridgeshire still had technical issues with receiving 'Superfast Broadband' and wondered why the money had not been used to rectify them. As a response it was explained that the programme was still rolling out and was targeting such areas. It was highlighted that payment issues represented why there had been an underspend.
- There was a discussion in respect of bus patronage having fallen, even with an increase in patronage of the 'Guided Busway' which had increased by 3%.
- With reference to the appendix and section 4 'Performance Indicators' a question was raised regarding whether the statistic for 'the Percentage of Complaints responded to within 10 days' (101 complaints were received in March with 92% responded to within 10 working days which was above the 90% target) represented just an acknowledgment or a full response? The Officer responsible for performance indicators believed that this represented a full response, but would double check and respond in writing outside of the meeting. **Action: Graham Amis.**
- A question was raised on whether there was any policy to prevent the same person making numerous minor 'Freedom of Information' (FOI) requests. In response it was explained that every FOI request was treated as a separate request. If the same person had already raised the same issue previously, they would be referred back to the previous answer. If they still persisted making the same enquiry then the Chief Executive and the Director of Customer Services and Transformation had the power to recognise them as a persistent complainer and write to them restricting their access.

Having reviewed and commented on the report,

It was unanimously resolved:

To note the report.

## **241. FINANCE AND PERFORMANCE REPORT – MAY 2016**

This report with the detail included in Appendix A, provides the financial position for the whole of the ETE Service up to the end of May 2016.

The headlines set out in the covering report were as follows:

**Revenue:** As it was such an early stage of the financial year there were no significant variances and ETE was showing a £50k underspend forecast variance.

**Reserves Schedule:** Currently the 2015/16 ETE underspend was shown in the reserves analysis (Appendix 5 of the report) pending a decision by General Purposes Committee on how much would be retained by the service (as endorsed by this Committee) and how much will be transferred to General reserves.

Capital: The net reduction in the ETE capital expenditure and funding budgets reflected three adjustments, (1) Slippage from 2015/16 schemes had been carried forward to reflect where expenditure previously planned for 2015/16 would now take place in 2016/17, (2) All 2016/17 budgets had been reviewed and the planned profile of spend updated to reflect the latest information (with some expenditures being moved into future years), and (3) a £10.5m “Capital Programme Variation” adjustment had been made to reflect the underlying nature of slippage where some schemes would inevitably be delayed. The adjustment was made following proposals from a Capital Board which had been set up to aim to bring the likely level of expenditure more in line with the budget (and to help more accurately estimate the required borrowing levels).

E&E Committee will have fourteen performance indicators reported to it in 2016-17. The Committee was asked to note and approve a minor change to the target for the percentage of premises in Cambridgeshire with access to at least superfast broadband should have been stated as 95.2% by the end of June 2017 rather than March 2017 in order to align with contractual targets the target.

Of the fourteen performance indicators, one was currently red and thirteen were green. The indicator that was currently red was:

- Local bus journeys originating in the authority area.

At year-end, the current forecast was that eight performance indicators would be amber and six green.

Issues raised included:

- On performance indicators a Member explained that, in respect of, page 18 showing a fall in the number of local bus passenger journeys originating in the authority area where the text indicated ‘that the main change was figures reported by Whippet’, this had been due to the company counting school contract journeys which should not have been included in passenger journey figures. He also queried why the out-turn figures were not included. It was explained that the 2015-16 outturn figures would be included in the September report.
- Explanation was provided in response to a question that where a contextual target was being shown without figures, this was still reported to Members so that they could see the trend.

Having reviewed and commented on the report,

It was unanimously resolved:

a) To note the report.

b) to approve a minor change to the target for the percentage of premises in Cambridgeshire with access to at least superfast broadband, to state the target as 95.2% by the end of June 2017 rather than March 2017, in order to align with contractual targets.

## **242. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN**

This report presented the Committee with the current version of the Training Plan at the time of publication, showing a record of the training that had already taken place and those currently proposed for 2016/17.

As an update to the published plan included on the agenda, it was orally reported that the E and E Committee Business planning workshop on 27<sup>th</sup> July had been cancelled so the first one would now be the 24<sup>th</sup> August 2016 date as set out in the Plan.

As an information update requested by the Chairman, it was explained that a General Purposes Committee / Strategic Management Team (SMT) workshop had been confirmed for 26<sup>th</sup> July with the expectation of a further workshop being set up in August, the date of which was still to be confirmed.

It was resolved:

To note the upcoming training session dates as listed in Appendix 1 subject to noting that the first business planning workshop originally to be held on 27<sup>th</sup> July had been cancelled.

## **243. ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN**

As an update to the printed agenda plan, the following changes were highlighted:

- Deletion of the report titled 'City Cycle Ambition, Huntingdon Road Phase 2 and A10 Harston - report consultation results and seek approval to construct' from 1<sup>st</sup> September E&E Committee
- The Section 106 Allocations report for September would be the follow up from the report which went to the June Committee meeting, as discussions are continuing with Hunts District Council to agree a revised list of schemes

As there were no reports scheduled for the August Committee, the Committee was invited to cancel the 8<sup>th</sup> August Committee meeting.

Issues raised included:

- The Vice Chairman, making reference to recent incidents on the Guided Busway, suggested that it would be appropriate for Members to receive an update at the next E and E spokes meeting. The proposal was supported.
- With the Chairman now being the Council's appointee to the City Deal Executive Board, one Member suggested that to help keep the Committee updated, there should be a standing, information item on future agendas to orally update the Committee regarding decisions made at the Greater City Deal Executive Board. In discussion this suggestion was not supported by some other members of the Committee. Points raised in the ensuing discussion included;

- that the Chairman could not be expected to elaborate in detail on the complexities of all of the decisions taken,
- the minutes and reports were already available on the public website,
- that providing a discussion item was not appropriate, as it could confuse members of the public of who made decisions on the City Deal, which had already been delegated by the full Council to the City Deal Executive Board. In addition, it could lead to members of the public wrongly lobbying this Committee with petitions for which it has no powers to review City Deal Board decisions.
- With the Chairman absent, it was more appropriate to raise it as an item at the next Spokes meeting, which would be the more appropriate forum for such updates.

In respect of an E and E Committee outside body appointment concerning Anglian Central Region Flood and Coastal Committee, as Councillor Mason, one of the two Committee appointments (the other being the Chairman) was unable to attend due to his recent operation, he had asked Democratic Services if any other member would wish to attend as his substitute. The next meeting was to be held on Thursday 21<sup>st</sup> July which was an all-day meeting at their headquarters in Bedfordshire. As there was no named substitute, sending a substitute for Cllr Mason required the Committee's approval. In discussion no Members felt able to volunteer.

It was resolved:

- a) to note the agenda plan as set out, subject to the changes orally reported.
- b) To ask Spokes at their next meeting to receive an item for discussion regarding the most appropriate way for Committee Members to be informed on the programme and decisions made by the Greater City Deal Executive Board.
- c) That a brief explanatory report be prepared for the next Spokes meeting on the recent busway incidents.
- d) That the Minute Action Log Update which had not been possible to finalise for the current Committee meeting should be circulated in due course following the meeting.
- e) To agree to cancel the reserve August Committee meeting date due to the lack of any business requiring a time critical decision from the Committee.

Chairman  
1<sup>st</sup> September 2016



ECONOMY AND  
ENVIRONMENT  
COMMITTEE

Minutes - Action Log



This is the updated action log as at 22<sup>nd</sup> August 2016 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

MINUTES OF THE 15 <sup>TH</sup> JULY 2015 COMMITTEE					
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
140.	NORTHSTOWE PHASE 2 – SECTION 106 HEADS OF TERMS  resolution b) Delegation on making any minor changes	Juliet Richardson	A delegation was agreed giving the Executive Director of Economy, Transport and the Environment in consultation with Chairman and Vice Chairman of the Committee the authority to make changes to the Section 106 agreements prior to signing.	The Section 106 Heads of terms were agreed on 29 <sup>th</sup> July 2015 by the Northstowe Joint Development Control Committee, the body with the authority to make the final decision.  An update provided on 18 <sup>th</sup> July indicated that the S106 was in its final stages of drafting.	ACTION ONGOING

# MINUTES OF THE 19<sup>TH</sup> JANUARY 2016 COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	status
186.	CHERRY HINTON HIGH STREET – APPROVAL TO CONSTRUCT – POLICY GUIDANCE TREE REPLACEMENT	Richard Lumley	With reference to the City Council urban realm improvements to shop fronts, concern was expressed regarding proposals to plant trees near the highway and asked for details on the relevant Policy governing tree planting on / near highways, as he had concerns regarding potential damage. It was agreed to provide the details outside of the meeting, with the point made that the area shown was on private shop frontage and was therefore not on the public highway.	<p>A full e-mail explanation was sent to Members of the Committee on 25<sup>th</sup> February 2016. This confirmed that the County Council did not have a specific policy on replacement of trees as there has never been a budget. It was explained that The County Council does not manage trees on private property and private roads with the land owner or occupier being responsible. Officers from the County Council deal with:</p> <ul style="list-style-type: none"> <li>• Dead, damaged or diseased trees likely to cause injury or damage;</li> <li>• Trees that impede or obscure safe use of the road;</li> <li>• Trees causing damage or likely to cause damage to property.'</li> </ul>	
			At the March Committee meeting several Members made reference to incidents of trees being cut down in conservation areas where replacements had not been provided and where the parish council had not received prior notice or guidance on	In response to the issues raised at the March Committee, the April Committee meeting was informed that officers in ETE were working to finalise a County Council Policy on the maintenance / replacement of trees. Final approval of the Policy will be included as part of the annual Highways infrastructure Asset Management Plan (HIAMP) review. An update	FURTHER ACTION REQUEST ONGOING

			<p>replacement. Members considered that specific policy guidance was required on tree replacement that could be provided to individuals / parish councils, including what species of trees could be planted in their place, (to ensure no damage to highways / footways) and asked the Executive Director to refer the issues raised to Highway and Community Infrastructure Committee for further consideration as the appropriate Committee.</p>	<p>provided on 14<sup>th</sup> July has reported that the draft Policy document has been the subject of some initial consultation.</p> <p>Officers had consequently met with Councillor Bailey who has particular concerns regarding tree replacement. The intention is that once an agreed position has been reached, it will go a Highways and Community Infrastructure Spokes meeting for comments / views before the Policy was resubmitted to the Highways and Community Infrastructure Committee. Currently due to more urgent work pressures in respect of the procurement of the new Highways Contract it was not possible to provide the spokes date / Committee date when it will be considered.</p>	
Minute No.	Report Title	Action to be taken by	Action	Comments	status
189.	<p>FINANCE AND PERFORMANCE REPORT – NOVEMBER 2015</p> <p>a) land acquisition and licence agreements to allow construction to commence on Yaxley</p>	<p>Bob Menzies / Ian Wilson Strategy and Estates</p>	<p>There was a query asking whether, as land had just been sold in the area, this would require the Council to go through the Compulsory Purchase Order (CPO) process again. It was agreed an update on the current position would be sought from Legal and a written response provided outside of the meeting</p>	<p>At the March Committee meeting it was indicated that the legal issues around the land purchase remained outstanding, despite reminders sent to the land owner's solicitors. At the Committee meeting both local Noman Cross Members expressed their frustrations at the continued delay, with one highlighting the current risks for people walking along the path being seriously injured or worse from passing vehicles. Officers were requested to make the</p>	ACTION ONGOING

	to Farcet cycleway / walkway.		<p>to the Norman Cross local Councillors (Councillors McGuire and Henson).</p> <p>At the April Committee meeting it was agreed that Cllrs Henson and McGuire and the Chairman (Cllr Bates) and Vice-Chairman (Cllr Cearns) should receive fortnightly updates on progress.</p>	<p>Members' concerns at the unacceptable delay known to the solicitors involved, with the aim of progressing the necessary land purchase as a matter of priority. An update position was provided to Councillors McGuire and Councillor Henson in a letter dated 7<sup>th</sup> April.</p> <p>An update e-mail was sent on 7<sup>th</sup> May and further updates provided in June and July providing details of the follow up action which had been taken with two of the landowners' solicitors. A further update was provided on 4<sup>th</sup> August.</p>	
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#### MINUTES OF THE 8<sup>TH</sup> MARCH 2016 COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	status
199.	FINANCE AND PERFORMANCE REPORT – JANUARY 2016 - ISSUES RAISED ON CAPITAL SLIPPAGE	Chris Malyon	In discussion on the issue of Capital programme slippage, it was suggested that if slippage did result in financial implications, it would be helpful to have them highlighted. Officers recognised the need to improve spend profile forecasts and as a result, it was explained at the March meeting that a team led by Chris Malyon the Chief Finance Officer were looking at ways to improve them	<p>The issues raised were considered as part of a review undertaken by the Capital Programme Board. The new approach was highlighted in the Performance and Resources report for May presented to the July Committee meeting which explained that:</p> <p><i>“....All 2016/17 budgets have been reviewed and the planned profile of spend updated to reflect the latest information (with some expenditures being moved into future years), ....and a £10.5m “Capital Programme Variation”</i></p>	ACTION COMPLETED

			going forward. The point of keeping Members informed, where slippage would have a financial impact, would be taken on board as part of future update reports.	<i>adjustment has been made to reflect the underlying nature of slippage where some schemes (but it is not known which schemes) will inevitably be delayed (for example due to issues over land purchase, or archaeological finds, or planning issues). This adjustment is made to bring the likely level of expenditure in line with the budget (and more accurately estimate the required borrowing levels).....”.</i>	
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### MINUTES OF THE 19<sup>TH</sup> APRIL 2016 COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	status
207.	ADULTS LEARNING AND SKILLS REVIEW REPORT	Bob Menzies / Emma Middleton	In discussion it was agreed that it would be useful for those Members interested to visit one of the learning centres as further Member engagement would be welcomed (Lynsi Hayward-Smith to be contacted). The Vice-Chairman suggested that a future Spokes meeting could be held at one of the centres in Fenland, followed by a visit to the surrounding area to help increase Member's local knowledge.	It was previously reported that Catherine Walker and Lynsi Hayward-Smith from ETE were investigating the possibility of the September spokes meeting being held at one of the learning centres. As the March Library only had one meeting room and was booked on all the scheduled spokes dates from September to January, officers are currently looking to re-arrange the Spokes meeting to achieve the request.  This was still being looked at but as the Library was fully booked up, January might now be the target date.	ACTION ONGOING



### Minutes of the 24<sup>th</sup> May 2016 Committee

Minute No.	Report Title	Action to be taken by	Action	Comments	status
217.	CONCESSIONARY FARES ON COMMUNITY TRANSPORT SCHEMES	Paul Nelson	1. From a funding point of view a suggestion was made regarding approaching shops / businesses to advertise their logos on buses / other transport vehicles. This was seen as a very positive suggestion that would be investigated further.	1. Officers have approached a number of local businesses but have so far not been successful in attracting sponsorship but will continue to seek opportunities.	ACTION ONGOING
		Paul Nelson / Mike Soper	2. The Chairman asked that the appendix be given a wider circulation to Members of the Council. Action: PN / MS.	2. An e-mail was sent to all Members of the Council on 1 <sup>st</sup> August 2016 attaching the results from the Consultation with the users of Community Transport that went to the Economy & Environment Committee in May (see link).  <a href="https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/35/Committee/5/SelectedTab/Documents/Default.aspx">https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/35/Committee/5/SelectedTab/Documents/Default.aspx</a>	ACTION COMPLETED

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
218.	ENERGY INVESTMENT STRATEGY PRIORITIES	Sheryl French	<p>Members requested that officers undertake further research and that in due course E and E Spokes should receive a discussion paper on the renewable agenda to cover issues such as:</p> <ul style="list-style-type: none"> <li>• Wind technology advances and what other partner authorities views were including details of district councils of their planning policies</li> <li>• Energy produced from waste</li> </ul> <p>A separate one page factual briefing note identifying the possible locations for fracking in Cambridgeshire</p>	<p>A corporate Energy Strategy has been suggested by SMT under which wind turbines and energy from waste will likely to be addressed. A draft is likely for end of September.</p> <p>The issue of fracking, this will be a factual paper that officers have not started yet due to pressures of work but this will be progressed in September.</p>	ACTION ONGOING

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
220.	<p>ECONOMY, TRANSPORT AND ENVIRONMENT RISK REGISTER UPDATE</p> <p>A) CR22 'The Cambridgeshire Future Transport Programme fails to meet its objectives within the available budget'</p>	Bob Menzies / Graham Amis	The Risk Register entry going forward would need to be amended to reflect that the 'Total Transport' project had now taken over. This was agreed.	Action undertaken	ACTION COMPLETED
	B) CR9 'Failure to secure funding on infrastructure' on key control 3 reading 'Section 106 Deferrals Policy in place'	Bob Menzies	Councillor Harford requested more detail to be sent to her outside of the meeting regarding the Section 106 Deferrals Policy.	A response was sent on 25 <sup>th</sup> May which explained that in essence during the economic slowdown officers put in place the deferrals policy to ensure flexibility where developers who were being hit by the slowdown were able to defer their 106 contributions so that the S106 agreed pre-crash did not become a block to development.	ACTION COMPLETED



Minute No.	Report Title	Action to be taken by	Action	Comments	Status
221.	PROPOSED 2016/17 TARGETS FOR ECONOMY AND ENVIRONMENT KEY PERFORMANCE INDICATORS	Graham Amis	<p>Councillor Jenkins highlighted that none of the targets measured the strength of the Cambridgeshire economy, suggesting these could include the number of empty shops in towns and the amount of rent arrears. Others made reference to the footfall in shopping centres and the number of table and chairs licences issued. In response it was explained that the performance indicators had already been agreed for 2016-17 with the current follow up report presented to agree the targets. It was explained that the statistics he was seeking would be more appropriately provided by the district councils.</p> <p>It was agreed that the Performance and Information Manager would be asked to investigate post meeting the measures used by Cambridgeshire district councils to track their local economy and</p>		

			to provide the Member with a written response.	E-mail with links sent to Councillor Jenkins on 14 <sup>th</sup> June.	ACTION COMPLETED
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
222.	FINANCE AND PERFORMANCE REPORT – MARCH 2016 Request for an addition to the schemes to be funded within the remit of the Committee	Sarah Heywood	Councillor Jenkins asked how the three new schemes within the remit of this Committee proposed for funding, had been arrived at. In reply it was explained that each Directorate Management Team had prepared a list which had then been presented to their Spokes for initial comments / views. At suggested that Surface Water Management Programme should be added as a further new proposal. In response, the Chairman indicated that this would need further discussion between the Member and officers outside of the meeting to look at the detail, including costings.	A response was sent on 6th July to the member explaining that officers have reviewed the funding already identified for the Kings Hedges and Arbury Wards Surface Water Management Plans and, given that the progression of the project required gaining landowner and utilities agreement, it was explained that it may take some time to develop. As a result officers were looking for flexibility over which project the money was spent on across the whole County Council area to ensure best value and maintain the delivery of flood risk benefits. No additional funding was required in the current financial year due to the workload already linked to statutory duties, and the uncertainties round how specific plans could progress.	ACTION COMPLETED

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
223.	APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS AND PARTNERSHIPS AND LIAISON AND ADVISORY GROUPS	Bob Menzies	In discussion there was some concern that while appointments were made to the listed outside organisations, there was currently no apparent feedback mechanism to inform other Members of the activities being undertaken by the organisations. In reply the Service Director for Strategy and Development indicated that due to the number of organisations involved, he did not have the officer resources to prepare feedback reports to Members. As an alternative he suggested that as the agendas, reports and minutes of the organisations would be available electronically, <b>he would ask Business Support officers to look to updating the document by adding web links to help interested Members access them directly. Action: BM / EM</b>	An e-mail was sent to Members from Democratic Services on the 15 <sup>th</sup> June with the updated document which included the requested links to the agendas and Minutes of the outside organisation.	ACTION COMPLETED

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
224.	ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN  A) Adult Learning and Skills scheduled for 26 <sup>th</sup> May	Bob Menzies / Emma Middleton/ Lynsi Hayward-Smith	Various Members indicated that the forthcoming training session on Adult Learning and Skills scheduled for 26 <sup>th</sup> May hosted by Lynsi Hayward-Smith was proving to be a difficult day for some Members who had other clashes. The suggestion was the date should be cancelled and re-arranged to a later, more suitable date taking account of Committee Members' diary commitments.	This session was re-arranged to take place on Tuesday 26 <sup>th</sup> July 2016.	ACTION COMPLETED
	B) Neighbourhood Planning and Infrastructure Bill	Bob Menzies / Rob Sanderson / Dawn Cave	There was a suggestion that Members required a briefing on the new Neighbourhood Planning and Infrastructure Bill announced in the Queen's Speech on 18 <sup>th</sup> May and the potential impact this could have on the work of the Council and its district partner, as well as a progress update on the Total Transport Project". In discussion it was suggested that both these would be more appropriate as topics at future Member seminars.	Due to the number of priority topics taking precedence it had not been possible to arrange a slot on either the early Summer or September member seminar. Officers were now looking to see if it was possible to utilise a slot on either the 7 <sup>th</sup> October or 18 <sup>th</sup> November member seminars.	ACTION ONGOING

<b>MINUTES OF THE 9<sup>th</sup> JUNE 2016 COMMITTEE</b>					
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
231.	ALTERNATIVE FUNDING ARRANGEMENTS FOR CAMBRIDGE PARK AND RIDE SERVICES	Paul Nelson / Graham Hughes	As an additional Resolution it was agreed to ask officers to undertake work on alternative funding arrangements and prepare a comprehensive list on the issues raised in the debate and to circulate the list for initial comments to the Members of the Committee to ensure all options have been identified.	The list was still being finalised at the date of the last information update request.	AC TION ONGOING.
<b>MINUTES OF THE 14<sup>th</sup> JULY 2016 COMMITTEE</b>					
236.	REFIT FRAMEWORK PROCUREMENT UPDATE; ENERGY PERFORMANCE CONTRACTING	Sheryl French	It was agreed that questions raised and requests for more detail including an analysis of the differences between REFIT 2 and 3; information on whether the REFIT 3 framework covered the potential variety of projects would be dealt with through a detailed note being circulated by the officers outside of the meeting.	A detailed e-mail was sent to the Committee on the 19 <sup>th</sup> July and is included as Appendix A to this Action Log.	ACTION COMPLETED

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
237.	ELY SOUTHERN BYPASS – AWARD OF CONTRACT FOR DESIGN AND CONSTRUCTION	Brian Stinton	There was a request to provide further detail of the differences between Bid 1 and Bid 2 outside of the meeting.	As this detail was commercially sensitive, the information will be provided in a confidential e-mail to the Committee.  An e-mail was sent to the Committee on 2 <sup>ND</sup> August confirming the name of the successful bidder.	ACTION ONGOING
239.	CAMBRIDGESHIRE FLOOD AND WATER SUPPLEMENTARY PLANNING DOCUMENT	Colum Fitzsimons / Hillary Ellis	Officers were asked to actively ensure more guidance would be provided to local planning committees on how the new arrangements would work.	An email on what training could be involved was sent to the Committee on 8 <sup>th</sup> August.	ACTION ONGOING
240.	FINANCE AND PERFORMANCE REPORT - OUTTURN 2015-16 - SECTION 4 'PERFORMANCE INDICATORS'	Graham Amis	A question was raised regarding whether the statistic for 'the Percentage of Complaints responded to within 10 days' (101 complaints were received in March with 92% responded to within 10 working days which was above the 90% target) represented just an acknowledgment or a full response? The Officer responsible for performance indicators believed that this represented a full response, but would double check and respond in writing outside of the meeting.	A response e-mail was sent to the Committee later that day (14th July) from Democratic Services confirming that all 'passes' shown in the report are completed and closed cases and is when the final response has gone out to the customer. Where complaints are more complex and officers know they will not be able to respond within 10 working days, the guidance is that a holding response should go out within ten days. In these cases once they are closed and the final response has gone, they would show as a 'fail' if the response took longer than 10 working days.	ACTION COMPLETED

## Procurement of a Service Provider under the GLA' REFIT 3 Framework

Dear ALL,

EE Committee agreed last Thursday the recommendation to procure a service provider for energy performance contracting under the REFIT 3 Framework. Thank you. However, there were some questions raised which required more detailed explanations.

Q1. Why did the report not cover other procurement options, only the REFIT 3 Framework?

Q2. What are the differences between the REFIT 2 and REFIT 3 Framework?

Q3. What are the costs to undertake a procurement under the REFIT 3 Framework and what are the framework charges?

Q4. Does the REFIT 3 Framework cover the variety of projects?

- A review of procurement options was undertaken two years ago. This assessed four procurement routes including (i) undertake an OJEU procure and set up own Framework (ii) an existing CCC procurement for the Local Education Partnership which allowed for energy efficiency and renewable energy projects (iii) Peterborough's energy efficiency and generation contract with Honeywell's (single provider) and (iv) the Greater London Authority's REFIT 2 Framework. The assessment covered procurement, access costs, flexibility for projects and contract arrangements. Members agreed the REFIT 2 Framework route for a number of reasons including (i) a mini competition between the twelve framework providers could be run providing some sense of local competition for the work (ii) no upfront access fee to use the framework but a levy per project once the project was established as viable and (iii) the support arrangements on offer to help CCC become intelligent clients whilst understanding the REFIT contracting arrangements and the details within the framework OJEU procurement.
- The REFIT Frameworks provide access to energy service providers for the public sector and reflect current policy and market conditions. Each iteration of the framework seeks to use the lessons learnt by the public sector and bring suggestions to make improvements to process, outcomes and policy delivery. The REFIT 2 Framework was the successor to the first REFIT framework set up by the GLA and REFIT 3 is the successor to REFIT 2. The focus for the REFIT 2 Framework was the opportunity for the public sector to attract finance incentives for renewable energy as part of the business model to allow deeper retrofit on projects and to capture finance benefit locally for the authority or for projects. REFIT 3 is bringing forward a wider set of service providers (16 rather than 12) and an emphasis on delivering heat projects as well as electricity projects. This means service providers with combined heat and power and district heating schemes and experience of larger and more complex energy project have been included. This reflects government policy and the reforms to the electricity market currently underway.



- The GLA REFIT Framework charges up to 2% on materials and labour for using its framework if a project goes into contract. For the RefiT 2 Framework we negotiated a flat fee of £800 per project including third party quality assurance on the technical aspects of the business cases for quality and costs of energy measures benchmarked against similar proposals, ensuring value for money. This service has provided schools with the comfort that a third party of experts along with ourselves are checking the business cases to ensure they stack up and the pricing is within the expected range. In addition we paid for client support to develop the mini- competition specification to procure a service provider. This cost £40,000. However, this included the levy for the first 10 projects with the balance being recovered via projects as a contribution towards the procurement costs over time. Overall, this means we pay a low levy charge per project and we recover the initial procurement cost. Our intention is to negotiate costs for the procurement and levy charges and where we can re-charge any costs that are incurred where possible.
- Procuring a service provider for energy performance contracting under REFIT 3 does not mean that all CCC projects are compelled to use this provider if the business model of energy performance contracting (EnPC) is not the best financial model for that project. CCC is free to use whichever other procurement route it wants to choose. However, you can not ask a REFIt service provider to undertake business development on a project, develop a business case, see if you like the business case, then use a different procurement method. Before project starts asset owners will need to be clear if energy performance contracting is the right business model. For EnPC, performance risk is passed onto the private sector so in many cases it is a good model for all types of projects from waste, solar, community heating to energy efficiency, or more usually projects that combine and do both energy efficiency and generation.

I hope this has provided you with a little more background but I am always happy to provide you with more background and details if you need them.

Sheryl French

**Project Director, Mobilising Local Energy Investment**

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**SERVICE COMMITTEE REVIEW OF THE DRAFT 2017-18 CAPITAL PROGRAMME**

**To:** Economy and Environment Committee

**Meeting Date:** 1 September 2016

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

**Electoral division(s):** All

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

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

**Recommendation:**

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

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

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## **1. CAPITAL STRATEGY**

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

## **2. DEVELOPMENT OF THE 2017-18 CAPITAL PROGRAMME**

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

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

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

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

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

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

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

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

make best use of sites with development potential in a co-ordinated and planned manner to develop them for a range of development options. This will generate capital receipts to support site development and create significant revenue and capital income to support services and communities.

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

### **3. REVENUE IMPLICATIONS**

- 3.1 All capital schemes can have a potential two-fold impact on the revenue position, relating to the cost of borrowing through interest payments and repayment of principal and the ongoing revenue costs or benefits of the scheme. Conversely, not undertaking schemes can also have an impact via needing to provide alternative solutions, such as Home to School Transport (e.g. transporting children to schools with capacity rather than investing in capacity in oversubscribed areas).
- 3.2 The Council is required by the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Prudential Code for Capital Finance in Local Authorities 2011 to ensure that it undertakes borrowing in an affordable and sustainable manner. In order to ensure that it achieves this, GPC recommends an advisory limit on the annual financing costs of borrowing (debt charges) over the life of the Plan. In order to afford a degree of flexibility from year to year, changes to the phasing of the limit is allowed within any three-year block (starting from 2015-16), so long as the aggregate limit remains unchanged.
- 3.3 For the 2017-18 Business Plan, GPC has agreed that this should equate to the level of revenue debt charges as set out in the 2014-15 Business Plan for the next five years (restated to take into account the change to the MRP Policy agreed by GPC in January 2016), and limited to around £35m annually from 2019-20 onwards.

## 4. SUMMARY OF THE DRAFT CAPITAL PROGRAMME

4.1 The revised draft Capital Programme is as follows:

Service Block	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
Children, Families and Adults	75,473	70,103	65,149	66,188	30,308	121,305
Economy, Transport and Environment	63,986	27,243	26,112	20,928	21,660	31,901
Public Health	-	-	-	-	-	-
Assets and Investment Committee	94,564	32,474	-3,340	3,158	5,983	-118,176
Corporate and Managed Services	1,541	4,491	460	460	460	-
LGSS Operational	-	-	-	-	-	-
<b>Total</b>	<b>235,564</b>	<b>134,311</b>	<b>88,381</b>	<b>90,734</b>	<b>58,411</b>	<b>35,030</b>

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

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

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

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

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

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

4.4 The table below categorises the reasons for these changes:

Reasons for change in borrowing	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000	2021-22 £'000	Later Yrs £'000
New	592	3,196	2,275	2,125	2,225	3,125	12,300
Removed/Ended	-9,308	1,044	85	-85	-85	-	-
Minor Changes/Rephasing*	-1,365	-512	2,736	2,143	250	250	604
Increased Cost (includes rephasing)	-3,747	-210	-1,239	16,895	10,344	-6,239	1,314
Reduced Cost (includes rephasing)**	-2,208	90,471	-8,181	-47,267	-15,432	-4,811	-45,981
Change to other funding (includes rephasing)	828	-3,846	3,567	-50	16,063	2,274	1,479
Variation Budget	-	-39,978	-19,673	-8,506	-9,953	-8,122	14,446
<b>Total</b>	<b>-15,208</b>	<b>50,165</b>	<b>-20,430</b>	<b>-34,745</b>	<b>3,412</b>	<b>-13,523</b>	<b>-15,838</b>

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

\*\*This includes rephasing of the Housing schemes

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

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

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

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

4.7 Although the limit hasn't been exceeded, the Business Plan is still under review and as such adjustments to schemes and phasing will continue over

the next two to three months. However, as there is significant headroom available, it is not expected that any further revisions will cause a breach of the advisory limit.

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

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

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

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

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

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

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

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

### 5.5 Changes to Existing Capital Schemes

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

### 5.6 Integrated Transport Schemes

#### 5.6.1 Delivering the Transport Strategy Aims

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

## **5.7 Economy and Environment Committee**

### **5.7.1 Ely Crossing**

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

### **5.7.2 King's Dyke**

Planning permission has been granted and the tender package prepared. Agreeing access to private land for ground investigation surveys has delayed the completion of the works information, but it is anticipated that this will be resolved in September 2016.

### **5.7.3 Investment in Connecting Cambridgeshire**

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

## **5.8 Highways and Community Infrastructure Committee**

### **5.8.1 Highways Maintenance**

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

### **5.8.2 Waste – Household Recycling Centre (HRC) Improvements**

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

### **5.8.3 Development of Archives Centre premises**

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

## **6. ALIGNMENT WITH CORPORATE PRIORITIES**

### **6.1 Developing the local economy for the benefit of all**

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

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

### **6.2 Helping people live healthy and independent lives**

*See wording under 6.1 above.*



### **6.3 Supporting and protecting vulnerable people**

*See wording under 6.1 above.*

## **7. SIGNIFICANT IMPLICATIONS**

### **7.1 Resource Implications**

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

- There may be revenue implications associated with operating new or enhanced capital assets but equally capital schemes can prevent the need for other revenue expenditure.
- The overall scale of the capital programme has been reduced to limit the impact on the Council's revenue budget and this in turn will have beneficial impacts on the services that are provided from that source.

### **7.2 Statutory, Risk and Legal Implications**

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

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

### **7.3 Equality and Diversity Implications**

There are no significant implications within this category.

### **7.4 Engagement and Consultation Implications**

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

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

### **7.5 Localism and Local Member Involvement**

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

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

## 7.6 Public Health Implications

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

- Strategic investment in the schemes outlined has significant potential to improve Public Health outcomes, particularly through investing in schemes that encourage cycling and walking and other healthy activities.

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	Yes Sarah Heywood
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	No Chris Malyon confirmed
<b>Are there any Equality and Diversity implications?</b>	No Chris Malyon confirmed
<b>Have any engagement and communication implications been cleared by Communications?</b>	No Chris Malyon confirmed
<b>Are there any Localism and Local Member involvement issues?</b>	No Chris Malyon confirmed
<b>Have any Public Health implications been cleared by Public Health</b>	No Chris Malyon confirmed

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

## Section 4 - B: Economy, Transport and Environment Services

**Table 4: Capital Programme**

Budget Period: 2017-18 to 2026-27

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

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

## Section 4 - B: Economy, Transport and Environment Services

**Table 4: Capital Programme**

Budget Period: 2017-18 to 2026-27

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

## Section 4 - B: Economy, Transport and Environment Services

**Table 4: Capital Programme**

Budget Period: 2017-18 to 2026-27

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

## Section 4 - B: Economy, Transport and Environment Services

**Table 4: Capital Programme**

Budget Period: 2017-18 to 2026-27

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

## Section 4 - B: Economy, Transport and Environment Services

**Table 4: Capital Programme**

Budget Period: 2017-18 to 2026-27

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

E&E, H&C

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

## Section 4 - B: Economy, Transport and Environment Services

**Table 5: Capital Programme - Funding**

Budget Period: 2017-18 to 2026-27

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

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



## Section 4 - B: Economy, Transport and Environment Services

**Table 5: Capital Programme - Funding**

Budget Period: 2017-18 to 2026-27

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

## Capital Investment Appraisals

### Prioritised List of Schemes

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

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



**FINANCE AND PERFORMANCE REPORT – July 2016**

*To:* **Economy and Environment Committee**

*Meeting Date:* **1<sup>st</sup> September 2016**

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

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

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

*Purpose:* **To present to Economy and Environment Committee the July 2016 Finance and Performance report for Economy, Transport and Environment (ETE).**

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

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

- **review, note and comment upon the report**

<b><i>Officer contact:</i></b>	
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## 1. BACKGROUND

- 1.1 The report attached as **Appendix 1**, provides the financial position for the whole of the ETE Service, and as such, not all of the budgets contained within it are the responsibility of this Committee. To aid Member reading of the report, budget lines that relate to the Economy and Environment (E&E) Committee have been shaded. Members are requested to restrict their questions to the lines for which this Committee is responsible.
- 1.2 The report only contains performance information in relation to indicators that this Committee has responsibility for.

## 2. MAIN ISSUES

- 2.1 The report attached as Appendix 1 is the ETE Finance and Performance report for July 2016.
- 2.2 **Revenue:** At this stage of the financial year there are no significant variances and ETE is showing a £7K adverse forecast variance.
- 2.3 **Reserves Schedule:** Following endorsement from this Committee for the proposed use of ETE Reserves, the July General Purposes Committee approved the retention of £2.452m of reserves for specified schemes in ETE. Of these reserves, £2.015m has been vired into revenue to be spent on the agreed schemes (detailed in 2.4 of the Finance & Performance report). The residual £437K, relating to Community Transport and Cambs Future transport, is remaining in reserves pending a decision on how it should be allocated.
- 2.4 **Capital:** The capital programme is forecast to be on target and £2.8m of the estimated £10.5m Capital Programme Variation has been met. King's Dyke has a forecast variance of -£2.6m. It is anticipated additional slippage will start to appear to contribute further to the Capital Programme Variation in future months.
- 2.5 E&E Committee has fourteen **performance indicators** reported to it in 2016-17. Of these fourteen performance indicators, two are currently red, two are amber, and ten are green. The indicators that are currently red are:
  - Local bus journeys originating in the authority area.
  - The average journey time per mile during the morning peak on the most congested routes
- 2.6 At year-end, the current forecast is that one performance indicator will be red, eight will be amber and five green.

## 3. ALIGNMENT WITH CORPORATE PRIORITIES

### 3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

### 3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

### 3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

## 4. SIGNIFICANT IMPLICATIONS

### 4.1

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

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	Yes Sarah Heywood
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	No Chris Malyon confirmed
<b>Are there any Equality and Diversity implications?</b>	No Chris Malyon confirmed
<b>Have any engagement and communication implications been cleared by Communications?</b>	No Chris Malyon confirmed
<b>Are there any Localism and Local Member involvement issues?</b>	No Chris Malyon confirmed
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Tess Campbell

Source Documents	Location
None	



**Economy, Transport and Environment (ETE) - Finance and Performance Report – July 2016 for Economy and Environment Committee**

**1. SUMMARY**

**1.1 Finance**

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

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

Monthly Indicators	Red	Amber	Green	Total
Current status this month	2	2	10	14
Current status last month	2	1	11	14
Year-end prediction (for 2016/17)	1	8	5	14

**2. INCOME AND EXPENDITURE**

**2.1 Overall Position**

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

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

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

## **2.2 Significant Issues**

There are no new significant issues to report.

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

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

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

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

The following virements were recorded July 2016:-

Allocation of ETE reserves as agreed by GPC July 2016

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

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

### **3. BALANCE SHEET**

#### **3.1 Reserves**

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

#### **3.2 Capital Expenditure and Funding**

##### Expenditure

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

##### **King's Dyke**

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

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

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

##### Funding

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

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

## 4. **PERFORMANCE**

### 4.1 **Introduction**

This report provides performance information for the suite of key Economy & Environment (E&E) indicators for 2016/17. At this stage in the year, we are still reporting pre-2016/17 information for some indicators.

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

### 4.2 **Red Indicators (new information)**

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

#### **a) Economy & Environment**

No new information this month.

#### **b) ETE Operational Indicators**

No new information this month.

### 4.3 **Amber indicators (new information)**

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

#### **a) Economy & Environment**

##### **Adult Learning & Skills**

- The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work – 2015/16 academic year

The provisional number of people completing courses in the most deprived wards during 2015/16 is 1,985. This is just below the aspirational end-of-year target of 2,000, but it is an increase from 750 the previous in year, so significant progress has been made.

A targeted programme has already started, focusing on increasing the participation in these deprived areas.

#### **b) ETE Operational Indicators**

##### **Complaints and representations – response rate**

- Percentage of complaints responded to within 10 days (June 2016)

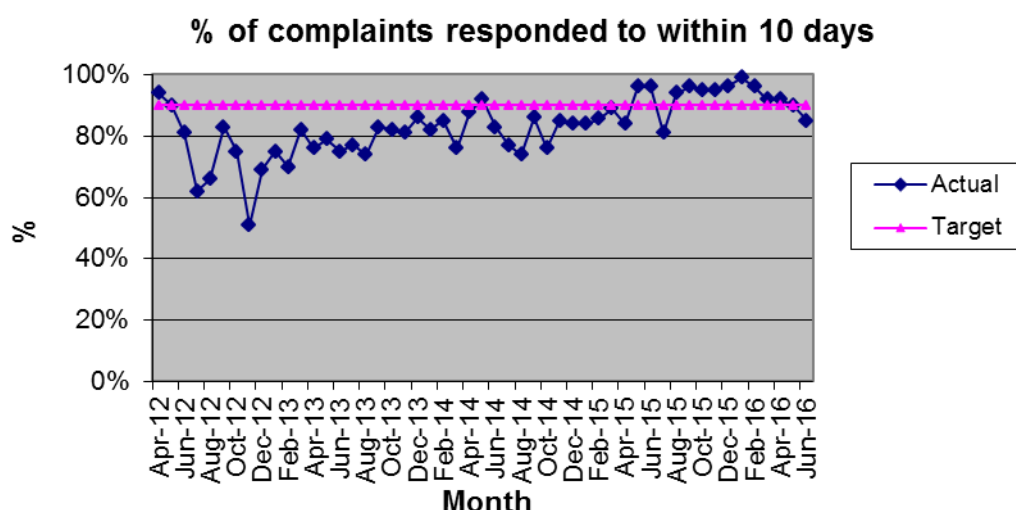
Seventy-four complaints were received in June. Eighty-five percent of these were responded to within 10 working days.

The majority of complaints for Infrastructure Management & Operations were for Local Infrastructure & Street Management (36) and Community & Cultural Services (18). Of the 6 that failed in Community & Cultural Services most only

missed the response standard by one day. New procedures are now in place to ensure deadlines are met and July's figures are already looking better.

Passenger Transport received all 15 complaints for Strategy & Development – these were all responded to within 10 days.

The year-to-date figure is currently 89%.



#### 4.4 Green Indicators (new information)

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

##### a) Economy & Environment

###### Planning applications

- The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant - year-to-date (to July 2016)

Six County Matter planning applications have been received and determined since April.

There were 5 other applications excluded from the County Matter figures. These were applications that required Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). All 5 applications were determined on time.

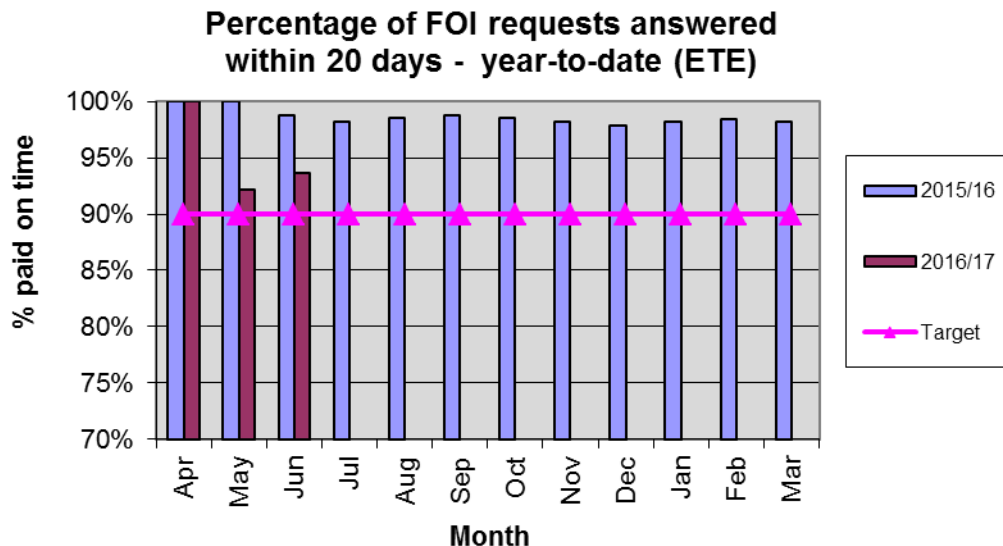
##### b) ETE Operational Indicators

###### Freedom of Information (FOI) requests

- FOI requests - % responded to within 20 days (June 2016)

Twenty-seven Freedom of Information requests were received during June and 26 of these were responded to on-time.

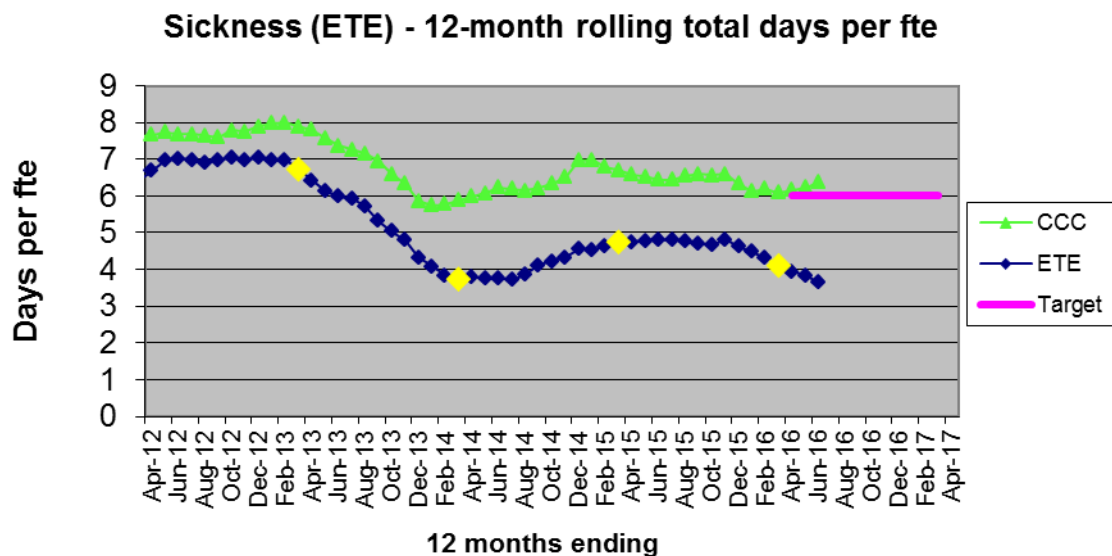
Seventy-eight Freedom of Information requests have been received since April and 94% of these have been responded to on-time.



### Staff sickness

- Economy, Transport & Environment staff sickness per full time equivalent (f.t.e.) - 12-month rolling average (to June 2016)

The 12-month rolling average has fallen to 3.65 days per full time equivalent (f.t.e.) which is below (better than) the 6 day target.



During June the total number of absence days within Economy, Transport & Environment was 80.8 days based on 577 staff (f.t.e) working within the Service. The breakdown of absence shows that 33.9 days were short-term sickness and 46.9 days long-term sickness.

4.5 Contextual indicators (new information)

a) Economy & Environment

Connecting Cambridgeshire

- Percentage of take-up in the intervention area as part of the superfast broadband rollout programme (to June 2016)

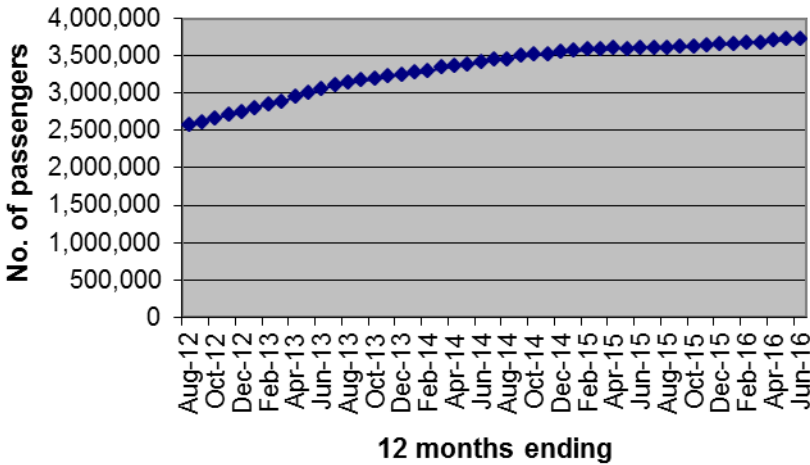
Figures to the end of June show that the average take-up in the intervention area has increased from 33.6% (in March) to 35.6%.

Passenger Transport

- Guided Busway passenger numbers (June 2016)

The Guided Busway carried around 309,000 passengers in June, and there have now been over 16.1 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.7 million.

Guided Busway passengers: 12-month rolling total



## APPENDIX 1 – Service Level Budgetary Control Report

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



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

## APPENDIX 2 – Commentary on Forecast Outturn Position

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

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

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

### APPENDIX 3 – Grant Income Analysis

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

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

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

#### APPENDIX 4 – Virements and Budget Reconciliation

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

## APPENDIX 5 – Reserve Schedule

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

## APPENDIX 6 – Capital Expenditure and Funding

### Capital Expenditure

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

### Revised Budget

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

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

## 2016/17 Forecast Spend

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

## King's Dyke

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

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

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

## Capital Funding

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



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

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

### a) Economy & Environment

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
Adult Learning & Skills									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work	High	↑	To 31-Jul-2016	1,985	2,200	A	A	<p>The provisional number of people completing courses in the most deprived wards during 2015/16 is 1,985. This is just below the aspirational end-of-year target of 2,000, but it is an increase from 750 the previous in year, so significant progress has been made.</p> <p>A targeted programme has already started, focusing on increasing the participation in these deprived areas.</p>
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The number of people starting as apprentices	High	↑	To 31-Jan-2016 (2015/16 academic year)	2,160	4,574	G	G	<p>Provisional figures for the number of people starting as apprentices up to the end of January 2016 is 2,160, compared with 2,100 for the same period in 2015. This increase means that the County is up 2.3% against a national increase of 1%.</p> <p>The number of 19-24 year olds starting apprenticeships has increased significantly and is 18% up on last year's figure for the same period.</p> <p>There has been a significant move into Engineering and Manufacturing, but there are fewer apprenticeships in Retail.</p>
Connecting Cambridgeshire									
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	% of premises in Cambridgeshire with access to at least superfast broadband	High	N/A	New indicator for 2016/17 To 31-Dec-2015 = 92.6%		95.2% by June 2017	G	A	The 2016/17 target is based on estimated combined commercial and intervention superfast broadband coverage by the end of June 2017.
	% of take-up in the intervention area as part of the superfast broadband rollout programme	High	N/A	New indicator for 2016/17 To 30-Jun-2016 = 35.6%		Contextual		Figures to the end of June show that the average take-up in the intervention area has increased to 35.6% from 33.6% in March.	
Economic Development									
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	% of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average	High	↔	To 31-Dec-2015	80.4%	80.9% to 81.5%	G	A	<p>The latest figures for Cambridgeshire have been published by the Office for National Statistics (ONS).</p> <p>The 12-month rolling average decreased slightly from 80.9% in September to 80.4% in December, which is just above the 2015/16 target of 80.3%. 25% of these jobs are part-time.</p> <p>Net growth is forecast to be down 2% in 2016. There is also some uncertainty around the Referendum which may affect the first quarter's figures. The proposed target is therefore challenging.</p>
	'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others	Low	↑	Nov 2015	Gap of 6.4 percentage points  Most deprived areas (Top 10%) = 11.4% Others = 5%	Gap of <=6.5 percentage points  Most deprived areas (Top 10%) Actual <=11.5%	G	A	<p>The 2016/17 target of &lt;=11.5% is for the most deprived areas (top 10%).</p> <p>Latest figures published by the Department for Work and Pensions show that, in November 2015, 11.4% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits, compared with 5% of those living elsewhere in Cambridgeshire.</p> <p>Comparable figures for November 2014 were 11.9% and 5.2% respectively, so the gap has</p>

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									decreased from 6.7 to 6.4 percentage points.
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Additional jobs created	High	↑	To 30-Sep-2014	+14,000	+3,500	G	A	The latest figures from the Business Register and Employment Survey (BRES) show that 14,000 additional jobs were created between September 2013 and September 2014 compared with an increase of 7,700 for the same period in the previous year.
Passenger Transport									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Guided Busway passengers per month	High	↑	Jun-2016	308,898	Contextual			The Guided Busway carried around 309,000 passengers in June, and there have now been over 16.1 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.7 million.
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Local bus passenger journeys originating in the authority area	High	↓	2015/16	Approx. 18.5 million	19 million	R	R	<p>There were approximately 18.5 million bus passenger journeys originating in Cambridgeshire in 2015/16, representing a decrease of 400,000 compared with 2014/15.</p> <p>The drop in performance is part of a national trend which the Department of Transport (DfT) have reported as a 2.1% decline in England, outside of London, for 2015/16. There is a chance of growth in the future through the City Deal, but equally these could be offset by cuts through budget reduction. These two changes are unlikely to take effect until 2017/18 so it is unlikely that the 2016/17 target of</p>

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									19 million bus passenger journeys will be achieved.
<b>Planning applications</b>									
Monthly	<b>Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents</b>								
	The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant	High	↔	Jul-2016	100%	100%	<b>G</b>	<b>G</b>	<p>Six County Matter planning applications have been received and determined since April.</p> <p>There were 5 other applications excluded from the County Matter figures. These were applications that required Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). All 5 applications were determined on time.</p>
<b>Traffic and Travel</b>									
Yearly	<b>Operating Model Outcomes: People lead a healthy lifestyle and stay healthy for longer &amp; The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents</b>								
	Growth in cycling from a 2004/05 average baseline	High	↑	2015	62.5% increase	70% increase	<b>G</b>	<b>G</b>	<p>There was a 4.7 per cent increase in cycle trips in Cambridgeshire in 2015.</p> <p>Overall growth from the 2004-2005 average baseline is 62.5 percent which is better than the Council's target of 46%.</p>
	% of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others	High	↑	Oct 2014	Fenland = 84.5% Other excluding Cambridge = 89.1%	Fenland = 86.3%	<b>G</b>	<b>A</b>	<p>The Department of Transport has released data for 2014. These figures show that the gap has narrowed from 8.7% to 4.6% and that the percentage of adults who walk or cycle at least once a month in Fenland has increased from 81.1% to 84.5% since 2013.</p> <p>The percentage for the other districts (excluding Cambridge) has dropped slightly from 89.8% to 89.1%.</p>

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									<p>The proposed target is for Fenland to increase to the current 89.8% average for the rest of Cambridgeshire (excluding Cambridge) over 5 years i.e. an underlying increase of 1.7% per year.</p> <p>Recognising that the indicator is measured via a sample survey, with associated random variation from one year to the next, the proposed target for 2015/16 relates to the underlying direction of travel.</p>
Yearly	<b>Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents</b>								
	The average journey time per mile during the morning peak on the most congested routes	Low	↓	Sep 2014 to Aug 2015	4 minutes 52 seconds	4 minutes	R	A	<p>At 4.87 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is worse than the previous year's figure of 4.45 minutes.</p> <p>The target for 2016/17 is to reduce this to 4 minutes per mile.</p>

## b) ETE Operational Indicators

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
ETE Operational Indicators									
Monthly	Operating Model enabler: Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us								
	% of Freedom of Information requests answered within 20 days	High	↑	Jun-2016	96.3%	90%	G	G	Twenty-seven Freedom of Information requests were received during June and 26 of these were responded to on-time.  Seventy-eight Freedom of Information requests have been received since April and 94% of these have been responded to on-time.
	Operating Model enabler: Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us								

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	% of complaints responded to within 10 days	High	↓	Jun-2016	85%	90%	A	A	<p>Seventy-four complaints were received in June. Eighty-five percent of these were responded to within 10 working days.</p> <p>The majority of complaints for Infrastructure Management &amp; Operations were for Local Infrastructure &amp; Street Management (36) and Community &amp; Cultural Services (18). Of the 6 that failed in Community &amp; Cultural Services most only missed the response standard by one day. New procedures are now in place to ensure deadlines are met and July's figures are already looking better.</p> <p>Passenger Transport received all 15 complaints for Strategy &amp; Development – these were all responded to within 10 days.</p> <p>The year-to-date figure is currently 89%.</p>
	Operating Model enabler: Having Councillors and officers who are equipped for the future								
	Staff Sickness - Days per full-time equivalent (f.t.e.) - 12-month rolling total. A breakdown of long-term and short-term sickness will also be provided.	Low	↔	To Jun-2016	3.65 days per f.t.e.	6 days per f.t.e	G	G	<p>The 12-month rolling average has fallen to 3.65 days per full time equivalent (f.t.e.) which is below (better than) the 6 day target.</p> <p>During June the total number of absence days within Economy, Transport &amp; Environment was 80.8 days based on 577 staff (f.t.e) working within the Service. The breakdown of absence shows that 33.9 days were short-term sickness and 46.9 days long-term sickness.</p>



**ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN**

**To:** Economy & Environment Committee

**Meeting Date:** 1<sup>st</sup> September 2016

**From:** Graham Hughes, Executive Director: Economy, Transport and Environment (ETE)

**Electoral division(s):** All

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

**Purpose:** To present to Committee the current version of the Training Plan. This is a record of training that has already taken place and a forward look at training seminars proposed for 2016/17.

**Recommendation:** The Economy and Environment Committee is asked to:

- a) note the upcoming training session dates as listed in Appendix one.**
- b) consider if it would like invitations to any of the listed sessions to be extended to Members of other committees.**
- c) note the need to sign an attendance sheet when attending training sessions, so that Members' attendance is accurately recorded.**
- d) consider any other training sessions which Members would like to be offered.**

<b><i>Officer contact:</i></b>	
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## **1.0 BACKGROUND**

- 1.1 At the meeting of the Council held on 24 March 2015, it was agreed that each committee should consider and approve its own training plan at every meeting. Members of the Constitution and Ethics Committee were concerned about the low take up at some training events and were keen to encourage greater participation and the Council had agreed the Committee's recommendation that Member attendance should be recorded as part of the public record. It was also considered that taking the training plan to the committee meeting would facilitate the organisation of training at a time convenient for the majority of committee members.

## **2.0 Economy and Environment Committee Plan**

- 2.1 Several training seminars have already taken place for Economy and Environment (E&E) Committee Members and where appropriate, invitations have been extended to other relevant Committee Chairs and Vice-Chairs. The sessions have generally been well attended.
- 2.2 In consultation with Members, Economy, Transport and Environment (ETE) officers identified training to be provided in 2016/17. These are recorded on the current training plan in **appendix 1** and are to be approved by the committee.
- 2.3 The Business Planning Workshop scheduled for Wednesday 27<sup>th</sup> July was cancelled. The Business Planning Workshop scheduled for Wednesday 24<sup>th</sup> August is due to go ahead as planned.
- 2.4 Following comments at the November E&E Committee on the attendance record of some of the training sessions, officers will ensure that the trainer at each session has an attendance sheet and they will be asked to remind Members of the need to ensure they sign so that their attendance is recorded. Please note the appendix in this report only records E&E attendance at joint training sessions.

## **3.0 ALIGNMENT WITH CORPORATE PRIORITIES**

### **3.1 Developing the local economy for the benefit of all**

- 3.1.1 Member training is an essential part of ensuring that good and well informed decisions are made and in turn this helps members to achieve the objectives of the Council including those relating to the economy.

### **3.2 Helping people live healthy and independent lives**

- 3.2.1 Member training is an essential part of ensuring that good and well informed decisions are made and in turn this help members to achieve the objectives of the Council including those relating to independence of our communities.

### **3.3 Supporting and protecting vulnerable people**

- 3.3.1 Member training is an essential part of ensuring that good and well informed decisions are made and in turn this help members to achieve the objectives of the Council including those relating to supporting and protecting vulnerable

people.

#### 4. SIGNIFICANT IMPLICATIONS

##### 4.1

Implications	Officer Clearance
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: Sarah Heywood There are no significant implications within this category.
<b>Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?</b>	Yes Name of Legal Officer: Lynne Owen There are no significant implications within this category.
<b>Are there any Equality and Diversity implications?</b>	Yes Name of Officer: Emma Middleton There are no significant implications within this category.
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: Matthew Hall There are no significant implications within this category.
<b>Are there any Localism and Local Member involvement issues?</b>	Yes Name of Officer: Paul Tadd There are no significant implications within this category.
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Name of Officer: Tess Campbell There are no significant implications within this category.

Source Documents	Location
None	



# **ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN**

Published 05.2016  
Updated 20.06.2016

## **Appendix 1**

The Training plan that follows is a record of Economy and Environment Member Training that has previously taken place and a forward look at training that is yet to be scheduled and/or take place.

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
1.	ETE Business Planning presentation	Members will be able to further influence and shape the emerging business plan.		19.8.14		Training seminar	Economy & Environment Committee	Not available as not a requirement when undertaken	-
2.	Transport and Health	Members will have a greater appreciation of the interactions between transport and health and the need for transport strategies to take account of the health and wellbeing impacts for residents.		11.12.14		Joint seminar/ training event	Economy & Environment Committee	Not available as not a requirement when undertaken	-
3.	Developer Funding/CIL	Members gain an understanding of the community infrastructure levy		24.2.15		Workshop	Economy & Environment Committee	Not available as not a requirement	-

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
		regime.						when undertaken	
4.	Cambridgeshire Future Transport (CFT)	Councillors will be more familiar with the objectives of the CFT programme and our work with partners from across Cambridgeshire and Peterborough to find solutions to Cambridgeshire's transport and accessibility challenges.		7.4.15		Workshop	Economy & Environment Committee	Not available as not a requirement when undertaken	
5.	Business Planning	Members of the Committee will have the chance to consider emerging thinking; reflect on the direction of travel and offer guidance on where officers should focus on developing proposals over the coming months.		3.9.15	G. Hughes	Training seminar	Economy & Environment Committee	Cllr Ian Bates Cllr Edward Cearns Cllr John Clark Cllr Lynda Harford Cllr Roger Henson Cllr Noel Kavanagh Cllr Mike Mason Cllr Mac McGuire Cllr Mathew Shuter Cllr John Williams Cllr Barbara Ashwood Cllr Ralph Butcher Cllr Steve Criswell	

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
		The intention will be that some of the future business planning meetings after the August session will be undertaken in conjunction with members Highways and Community Infrastructure Committee as the two relevant Committees for the ETE Directorate						Cllr Roger Hickford Cllr Bill Hunt Cllr Peter Reeve Cllr Michael Rouse Cllr Jocelynn Scutt	
6.	Floods and Water	The seminar will bring Members up to date with Cambridgeshire's latest Flood and Water strategies.		17.09.15	Sass Pledger	Training Seminar	E&E Committee Members & Substitutes	Cllr Edward Cearns Cllr Roger Henson Cllr Noel Kavanagh Cllr Mike Mason Cllr Peter Ashcroft	
7.	Business Planning	Follow on from session on 3/09/2015		1.10.15	G. Hughes	Training seminar	Economy & Environment Committee	Cllr Ian Bates Cllr Edward Cearns Cllr John Clark Cllr Noel Kavanagh Cllr Mike Mason Cllr Barbara Ashwood Cllr Ralph Butcher Cllr Steve Criswell Cllr Roger Hickford Cllr Bill Hunt	

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
								Cllr Zoe Moghadas Cllr Peter Reeve Cllr Michael Rouse Cllr Jocelynn Scutt Cllr Amanda Taylor	
8.	Community Impact Assessments (CIAs)	This training will be provided by LGSS Legal. The training will cover what exactly needs to be considered in respect of the Public Sector Equality Duty in decision making and how a CIA can demonstrate that this has been done. This training is being offered to support Members in understanding the wider implications of the organisation's Business Planning proposals.		03.11.15  9am – 9.30am  Room 307, Shire Hall  <b>OR</b>  10.11.15  12pm – 12.30pm  KV Room, Shire Hall	Elaine O'Connor (LGSS Legal)	Training seminar	E&E Committee Members & Substitutes	03.11.2015:  Cllr Paul Bullen  10.11.2015:  Cllr Edward Cearn Cllr Lynda Harford Cllr Roger Henson Cllr Noel Kavanagh Cllr John Williams Cllr Peter Reeve Cllr Jocelynn Scutt Cllr Barry Chapman	
9.	New Communities (Identifying infrastructure)	Members will gain an understanding of: 1) The Council's		20.01.16  2pm –	Anita Howard/ Clare Buckingham/	Training seminar	E&E Committee Members &	Cllr Ian Bates Cllr Edward Cearn Cllr John Clark Cllr Lynda Harford	



Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
	requirements and arrangements for delivery)	<p>approach to identifying and evaluating the need for new infrastructure to ensure that planning obligations meet the statutory Section 106 tests.</p> <p>2) The process for planning and delivering suitably funded infrastructure in a timely and sustainable way to meet the needs of Cambridgeshire's new communities and the county's need for economic prosperity.</p>		<p>3.30pm</p> <p>Room 022ab, Shire Hall</p>	Colum Fitzsimons		Substitutes	<p>Cllr Noel Kavanagh</p> <p>Cllr Joshua Schumann</p> <p>Cllr John Williams</p> <p>Cllr Peter Ashcroft</p>	
10.	Transport Strategies and Funding	The seminar will bring Members up to speed with Cambridgeshire's Transport Strategies		<p>19.04.16</p> <p>2pm – 3.30pm</p>	Jeremy Smith	Training seminar	E&E Committee Members &	<p>Cllr Ian Bates</p> <p>Cllr David Jenkins</p> <p>Cllr Edward Cearn</p> <p>Cllr John Williams</p> <p>Cllr Noel Kavanagh</p>	

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
		and Plans.		Room 022ab, Shire Hall			Substitutes	Cllr Peter Ashcroft	
11.	Adult Learning and Skills	Members will get a general overview of the Adult and Skills Service and what it provides and begin to look at where service provision is required in future.		26.07.16 2.30pm-4pm Room 022ab, Shire Hall	Lynsi Hayward-Smith	Training seminar	E&E Committee Members & Substitutes		
12.	Business Planning Workshop	Members will get an overview of the Business Planning process for 2017/18.		24.08.16 10am-12pm Kreis Viersen Room, Shire Hall		Workshop	E&E Committee Members and Substitutes; H&CI Committee Members and Substitutes		

**APPOINTMENTS TO LOCAL ACCESS FORUM**

*To:* **Economy and Environment Committee**

*Meeting Date:* **1<sup>st</sup> September 2016**

*From:* **Democratic Services Officer**

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

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

*Purpose:* **Due to two vacancies on the Local Access Forum, there is a need for new appointments, as currently there is no member representation at Local Access Forum meetings.**

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

- (i) approve the appointment of Councillor Dent to one of the two vacancies on the Local Access Forum.**
- (ii) to consider if any Members of the Committee would wish to take up the second available place, and if no volunteers are forthcoming, to undertake a further consultation seeking volunteers from other Members of the Council.**

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## **1. BACKGROUND**

- 1.1 The Economy and Environment Committee undertook its annual review of its appointments to Internal Advisory Groups and Panels and to Partnership Liaison and Advisory Groups at its May Committee meeting. Democratic Services have recently been advised that there are now two vacancies on the Local Access Forum (LAF) (previous appointments were Councillors Topping and Councillor Loynes who due to other commitments are now, or have been, unable to attend Forum meetings) and therefore two replacement Members have been requested who will be able to devote time to attend and make a positive contribution to the future work of the Forum.
- 1.2 The Countryside and Rights of Way Act (CROW) 2000 places a duty on Cambridgeshire County Council to establish a Local Access Forum for the purposes of monitoring and advising County Council's on their management of the local rights of way networks. The Forum meets on average four times a year. The regulations require the County Council to have a presence on this Forum. Cambridgeshire members have opted for a membership of 22. This can, and does include 2 County Councillors.
- 1.3 The LAF is a statutory advisory body to the County Council and Natural England on the 'improvement of public access land... for open air recreational purposes'. The County Council is charged with taking the views of the Forum into account when exercising their statutory duties in this area. The Forum is specifically charged with commenting on strategic planning proposals and the County Council's Rights of Way Improvement Plans.

## **2. CURRENT POSITION**

- 2.1 At the suggestion of Economy and Environment Spokes, Democratic Services wrote to all Member of the Council on 12<sup>th</sup> August seeking volunteers. At the time of writing this report (22<sup>nd</sup> August) Councillor Dent is the only Member who has responded, indicating that as local access is a hot topic in the villages within his electoral division, he would wish to be considered to one of the two vacancies. An oral update will be provided at the Committee meeting on whether any other responses have been received. If none are, it is recommended that Councillor Dent is appointed and if no member of the Committee wishes to volunteer for the other vacancy, a further invitation is sent to other Members of the Council. The appointment of at least one Councillor will ensure some degree of representation.

## **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
- Equality and Diversity Implications
- Localism and Local Member Involvement
- Public Health Implications

### **Statutory Risk and Legal Implications and Engagement and Consultation Implications**

- 4.2 The Countryside and Rights of Way Act 2000 regulations require the County Council to have a presence on this Forum. The membership includes 2 County Councillors and it is important for Democratic representation that the two places are filled.
- 4.3 The LAF is a statutory advisory body to the County Council and Natural England on the 'improvement of public access land for open air recreational purposes'. The County Council is required to take the views of the Forum into account when exercising their statutory duties in this area, with the Forum specifically charged with commenting on strategic planning proposals and the County Council's Rights of Way Improvement Plans.

Source Documents	Location
Appointments to Outside Bodies: Economy and Environment Committee Appointments to Internal Advisory Groups and Panels and to Partnership Liaison and Advisory Groups	Room 117, Shire Hall, Cambridge
Countryside and Rights of Way Act (2000)	<a href="http://jncc.defra.gov.uk/page-1378">http://jncc.defra.gov.uk/page-1378</a>



# ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published 1st August 2016  
Revised 22<sup>nd</sup> August 2016

**Agenda Item 8**

## 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.

Additional information about confidential items is given at the foot of this document.

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

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

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
<b>01/09/16</b>	Draft Capital Programme	Sarah Heywood	Non Key decision	2.00p.m. 4 <sup>th</sup> August	17/08/16	22/08/16
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Economy and Environment Committee Training Plan	Emma Middleton	Not applicable			
	Local Access Forum appointments					
	Agenda Plan	Democratic Services	Not applicable			
<b>13/10/16</b>	Cambourne West Planning Application and Draft S106 Heads of Terms	Stuart Clarke	2016/034	2.00 p.m. 30 <sup>th</sup> September 2016	4/10/16	30/09/16

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Spokes meeting date</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Cambridgeshire Transport Investment Plan	Elsa Evans	2016/056			
	Business Planning	Graham Hughes	Not applicable			
	Draft Consultation Report	Sarah Heywood	Not applicable			
	Draft Community Impact Assessments	Sarah Heywood	Not applicable			
	Revenue Business Plan Tables	Sarah Heywood	Not applicable			
	Fees and Charges	Sarah Heywood	Not applicable			
<b>10/11/16</b>	Huntingdon Road Cycleway phase 2- Report consultation results and seek approval to construct	Mike Davies	2016/036	2.30p.m. 27 <sup>th</sup> October 2016	1/11/16	28/10/16
	A10 Harston Walking and Cycling Improvements – Report consultation results and seek approval to construct	Mike Davies	2016/043			
	Queen Edith's Walking and Cycling Improvements – Report consultation results and seek approval to construct	Mike Davies	2016/044			
	Transport Strategy to East Cambridgeshire	Jack Eagle	Key Decision			
	Section 106 Recommended Allocations	Jeremy Smith / Elsa Evans	2016/005			
	Park and Ride Funding	Paul Nelson	2016/039			
	Trumpington Road Cycleway Phase 2 – Report consultation results and seek approval to construct	Mike Davies	Not applicable			
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			



<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Spokes meeting date</b>	<b>Deadline for draft reports</b>	<b>Agenda despatch date</b>
	Bus Service from Newmarket Road to Park & Ride via Addenbrooke's	Paul Nelson	Not applicable			
	Business Planning	Graham Hughes	Not applicable			
	Economy and Environment Committee Training Plan	Emma Middleton	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
<b>01/12/16</b>	Integrated Transport Block Delivering Transport Plan Aims Allocation	Elsa Evans		9.30 a.m. 17th November 2016	22/11/16	18/11/16
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Business Planning	Graham Hughes	Not applicable			
<b>12/01/17</b>	Kings Dyke Update/Appointment of Framework Contractor	Brian Stinton	2017/004		21/12/16	3/1/17
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Economy and Environment Committee Training Plan	Emma Middleton	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
<i>[09/02/17 Provisional Meeting]</i>	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		26/01/17	31/01/17
<b>09/03/17</b>	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		23/02/17	28/02/17
	Economy and Environment Committee Training Plan	Emma Middleton	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	Agenda Plan	Democratic Services	Not applicable			
<i>[06/04/17] Provisional Meeting  This date will be required due to the need to agree the Transport Block report</i>	Allocation of Integrated Transport Block and Residual Capital	Jeremy Smith	Key decision		23/03/17	28/03/17
<b>01/06/17</b>	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		18/05/17	23/05/17
	Economy and Environment Committee Training Plan	Emma Middleton	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
<b>To be programmed</b>						
<b>Reserved for Final Council approval: Local Transport Plan</b>						

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

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

Forward plan reference	Intended date of decision	Matter in respect of which the decision is to be made	Decision maker	List of documents to be submitted to the decision maker	Reason for the meeting to be held in private
.../...	[Insert Committee date here]		[Insert Committee name here]	Report of ... Director	The decision is an exempt item within the meaning of paragraph ... of Schedule 12A of the Local Government Act 1972 as it refers to information ....

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

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

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

For further information, please contact Quentin Baker on 01223 727961 or [Quentin.Baker@cambridgeshire.gov.uk](mailto:Quentin.Baker@cambridgeshire.gov.uk)

