

GENERAL PURPOSES COMMITTEE



Date: Tuesday, 24 November 2015

Democratic and Members' Services

Quentin Baker

LGSS Director: Law, Property and Governance

10:00hr

Shire Hall
Castle Hill
Cambridge
CB3 0AP

**Kreis Viersen Room
Shire Hall
Cambridge
CB3 0AP**

AGENDA

Open to Public and Press

- 1 Apologies and Declarations of Interest**
Guidance for Councillors on declaring interests is available at <http://tinyurl.com/ccc-dec-of-interests>
- 2 Minutes - 20th October 2015 and Action Log** **5 - 20**
- 3 Petitions**

KEY DECISIONS

- 4 March - Maple Grove Community Group - Lease Disposal** **21 - 26**
- 5 Soham Solar Park** **27 - 32**

OTHER DECISIONS

6	Service Committee Review of Draft Revenue Business Planning Proposals for 2016/17 to 2020/21	33 - 52
7	Treasury Management Quarter Two Report	53 - 70
8	Integrated Resources and Performance Report for the Period Ending 30th September 2015	71 - 112
9	Finance and Performance Report - September 2015	113 - 118
10	Charging Arrangements for Disabled Blue Badges	119 - 128
11	General Purposes Committee Agenda Plan, Training Plan and Appointments to Outside Bodies, Partnership Liaison and Advisory Groups, and Internal Advisory Groups and Panels	129 - 140
12	Exclusion of Press and Public	

That the press and public be excluded from the meeting during the consideration of the following report on the grounds that it is likely to involve the disclosure of exempt information under paragraphs 3 & 5 of Schedule 12A of the Local Government Act 1972 as it refers to information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

13 Waste Private Finance Initiative Contract

The General Purposes Committee comprises the following members:

Councillor Steve Count (Chairman) Councillor Mac McGuire (Vice-Chairman) Councillor Anna Bailey Councillor Ian Bates Councillor David Brown Councillor Paul Bullen Councillor Edward Cearnis Councillor Steve Criswell Councillor Roger Hickford Councillor John Hipkin Councillor David Jenkins Councillor Lucy Nethsingha Councillor Tony Orgee Councillor

Peter Reeve Councillor Michael Tew Councillor Ashley Walsh and Councillor Joan Whitehead

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

Clerk Name: Michelle Rowe

Clerk Telephone: 01223 699180

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

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Public speaking on the agenda items above is encouraged. Speakers must register their intention to speak by contacting the Democratic Services Officer no later than 12.00 noon three working days before the meeting. Full details of arrangements for public speaking are set out in Part 4, Part 4.4 of the Council's Constitution <http://tinyurl.com/cambs-constitution>.

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GENERAL PURPOSES COMMITTEE: MINUTES

Date: Tuesday, 20th October 2015

Time: 10.00a.m. – 12.50p.m.

Present: Councillors Bailey, Bates, D Brown, Count (Chairman), Criswell, Divine (substituting for Councillor Bullen), Hickford, Hipkin, Jenkins, Kavanagh (substituting for Councillor Whitehead), Leeke (substituting for Councillor Cearn), McGuire (Vice-Chairman), Reeve, Tew, Walsh and Williams (substituting for Councillor Nethsingha)

Apologies: Councillors Bullen, Cearn, Nethsingha, Orgee and Whitehead

156. DECLARATIONS OF INTEREST

There were no declarations of interest.

157. MINUTES –15TH SEPTEMBER 2015 AND ACTION LOG

The minutes of the meeting held on 15th September 2015 were agreed as a correct record and signed by the Chairman. The Action Log and following updates were noted:

- Item 144: the detailed proposals to be presented to the Committee regarding the associated costs of implementing the new Operating Model for Business Planning would be subject to evaluation by the Council's new Chief Executive. It was noted that there could therefore be changes before the report was presented to Committee in November.
- Item 146: the Service Director, Strategy and Development had reported that the Yaxley to Farcet cycleway had not been delayed by resources being redeployed to City Deal schemes. The scheme had been delayed by land issues. There had been no delays to schemes outside of the Greater Cambridge Area as a result of resources being deployed to City Deal schemes. City Deal schemes had been resourced by filling vacancies that would otherwise not have been filled and retaining staff who were on temporary contracts. There had been some reprogramming of Section 106 and grant funded cycling schemes in and around Cambridge in order to rapidly mobilise on City Deal cycling projects, and to ensure a co-ordinated implementation programme.
- Item 146: the Service Director, Strategy and Development had asked for a note to be prepared on CB1 and Section 106 by the team who had renegotiated.
- Item 154: a separate column had now been included in the 'Income and Expenditure – Overall Position' tables detailing the original budget position.

158. PETITIONS

No petitions were received.

159. BUSINESS PLANNING – DRAFT STRATEGIC FRAMEWORK

The Committee received a report setting out the draft Strategic Framework as part of this year's Business Planning process. Attention was drawn to the background to the development of the Framework, which was set against a deeply challenging outlook for Cambridgeshire and its communities. The model had been developed with Members and officers and in consultation with the Council's partners. The draft Strategic Framework was intended to articulate the key principles that would guide the decisions and changes the Council would make over the next five years, and described what this was likely to mean to communities. The Committee was advised of five Council wide themes that were critical for the Council to deliver in order to achieve the outcomes which had been identified. It was noted that Service Committees would be asked to use this draft Framework to assist them in their consideration of Business Plan proposals over the next few months. The Committee would then receive a more detailed document in the New Year prior to consideration by full Council.

In welcoming the document and thanking officers, Members made the following comments:

- the need to reconsider the wording on page 8 of the draft Framework, which set out that the Council would work with and invest in communities. There was a need to clarify what the word invest meant in this context as it was not yet clear how this work would be resourced. There was also need to identify how each Service would respond in terms of resource. The Director: Customer Service and Transformation reported that this information would be brought forward in a future iteration.
- highlighted the use of the word "customers" on pages 3 and 7 of the draft Framework. One Member queried whether the Council's residents would see themselves as customers and suggested substituting the word with resident. Other Members highlighted the fact that there were different types of interactions with residents, which included those partaking of the Council's services and business. The Director agreed to follow up whether the use of the term in the context was appropriate.
- the need to identify an action in relation to "working with partners" on page 6 of the draft Framework. One Member queried who the Council's partners were. He was concerned that there was an expectation that Parish Councils would pick up the slack but these authorities had their own budget cycles. The Chief Executive proposed that the Framework should explain the intention to work with partners and how they could contribute rather than a long list. The Director reported that information had been sent out to Town and Parish Councils as part of the consultation process around the budget. It was proposed to provide them with further information, week beginning 26 October 2015, which would include a list of items they might like to get involved in.
- expressed concern that it was too late for Town and Parish Councils to take on new responsibilities as they were currently in the process of setting their precepts. The Chairman reported that the Council had informed Town and Parish Councils that detailed plans would not be available until next year. However, the Council had drawn their attention to the fact it was changing the way it worked and in a generic

e-mail had asked them to consider what resources they could offer. It was acknowledged that individual Town and Parish Councils would have different solutions. The Director drew attention to the Community Resilience Strategy which set out the expectation requirement of communities.

- expressed concern that many Parish Councils had no understanding of the pressures facing the County Council. The Chairman explained that the Community Resilience Strategy would alert Town and Parish Councils and would provide County Councillors with information to take to meetings with these organisations. He was of the opinion that there had been a change over the last 12 to 18 months following meetings with the Cambridgeshire and Peterborough Association of Local Councils and the national association.
- the need to identify a dedicated resource if Councillors were going to champion community-based provision as detailed on page 8 of the draft Framework. The Director drew attention to the Councillors as Connectors Scheme. It was noted that the Community Engagement Team was exploring the resources needed to support Councillors. The Chairman reminded the Committee of the need to consider the different ability and appetite of Councillors. He had asked officers to investigate the option of a supervised potential fund for individual Councillors which they could use if they could demonstrate they could deliver a better service.
- the need to avoid being too prescriptive with partners. It was important that the Council worked with and facilitated partnership rather than invested resources. One Member highlighted the need to identify where partners were and if they were doing the same type of work.
- the need to get the balance right between aspiration and reality. It was suggested that "...the choices we are making" should be pursuing rather than making on page 3 of the draft Framework, and that the challenges should be bolder and fuller. It was important that the document was honest and transparent in order to avoid it being patronising. The Council needed to take into confidence its residents and electors so that they were fully aware of what it was facing.
- the need to consider an alternate approach for Districts which did not have Town and Parish Councils.
- the need to make reference to deprivation on page 6 of the draft Framework. It was important to identify what would be different in relation to this issue by 2020. The Chairman reported that the issue of deprivation and the level of support to communities should be reflected in the redesigning of services. He drew attention to the outcomes on page 12 of the draft Framework and the need to take positive action to close the gap in terms of health as well as the economy, which would impact on Town and Parish Councils and the NHS.
- the need to bear in mind that the approaches and ways of working in the draft Framework were not a solution to the huge financial challenges facing the Council. The adoption of the Framework would inescapably lead to the development of proposals which might have a negative impact across Cambridgeshire's communities.

- queried whether the Council had “a strong political mandate to deliver this vision” as set out on page 2 of the draft Framework. One Member reported that he, unlike some Councillors, was accepting reality rather than providing a strong political mandate. The Chairman reported that the political mandate was for transformation and investing in communities.

It was resolved unanimously to:

Approve the Draft Strategic Framework as the basis for Service Committees consideration of Business Plan proposals in the period November 2015 – January 2016.

160. ELY HUB AND CAMBRIDGESHIRE ARCHIVES

The Committee considered a report seeking the approval to a reduction in scope of, and a small increase in the budget for, the Ely Hub project. The Chief Finance Officer drew attention to the background to this scheme detailed in the Highways and Community Infrastructure Committee (H&CIC) report. It was noted that the H&CIC had unanimously agreed to Option A in the report, reiterating the original purpose and focus of the project, which was to address the very longstanding accommodation needs of Cambridgeshire Archives. The Chairman clarified the role of the General Purposes Committee, which was to approve the finance only. However, it was noted that the Committee could discuss how the process had been handled by H&CIC.

During discussion, members made the following comments:

- highlighted confusion around the General Purposes Committee (GPC) and H&CIC reports. The GPC report stated that there was sufficient capacity for at least 20 years whilst the H&CIC report stated that there was a risk that the archive service could soon outgrow the space. The GPC report also stated that the Cambridgeshire Collection would not be accommodated at Ely whilst the H&CIC report included a proposal to bring it to Ely. The Executive Director: Economy, Transport and Environment apologised for the lack of clarity. He confirmed that following further work, it had been established that Option A would provide at least 20 years of storage capacity. The Chairman of H&CIC commented that H&CIC had been provided with this information before taking the final decision. In relation to the Cambridgeshire Collection, it was noted that certain records would be accommodated at Ely but the Cambridge records would remain in Cambridge.
- requested clarity regarding the £183k saving for the Registration Service in Section 4.26 of the H&CIC report. It was not clear what staff savings would be made if the Registration Service was not integrated. The Executive Director acknowledged that Option A provided less potential for staff savings. As part of the Business Planning process, officers were looking at opportunities for additional savings such as reviewing opening hours and bringing archives staff together. It was expected that savings of approximately £170k per annum would be achieved over two years.
- highlighted the fact that staff working at Noble House would not be accommodated within Option A. One Member commented that she had put forward a proposal to house the Children and Young People team based at Noble House at Centre E

Youth Hub, which would have removed the cost of Noble House. Unfortunately, it was now too late as all the office space at Centre E had been let. The Chairman asked officers to explain how this issue would now be dealt with as the Council could not afford to renew the lease on Noble House. **Action Required.**

- acknowledged that there had been problems with the way the process had been carried out which had highlighted the tension between the Library Service and the Service responsible for buildings. The Chief Finance Officer reported that there was now a Property Asset Board which would help prevent this from happening again.
- highlighted the danger of cost increases resulting from areas where further investigation was required as detailed on page 60 of the Feasibility Report. Attention was drawn in particular to the assessment of the load bearing capacity of the ground floor slab. Members were informed that the building was a former warehouse and the ground floor slab had been overdesigned and was more than adequate for the Archives Service.
- queried reference to point 11 on page 74 of the Feasibility Report relating to new external lighting columns. It was noted that a full design team had looked at the lighting columns and identified that they were reusable.
- queried the loss of capacity if a mezzanine floor was not provided. It was noted that there would be a 25% loss of capacity. Members were informed that H&CIC had been informed of the lifespan of the building rather than the loss of capacity. The Chairman was concerned that this information had not been included in the original report. He queried the make up of the final figure of £4.2m. It was noted that the figure primarily included design and construction but it did contain risk elements, which could result in a reduction in the final figure if reduced.
- queried the cost of the consultancy fees of £123k and the fact that one sentence on page 74 in point 11 appeared incomplete. The Chief Finance Officer reported that the Feasibility Report had cost £6k and was a high level superficial survey. The original more detailed ARCUS report had focused on land acquisition with a small contingency and had given a project cost of £2.5m. Since that point in time a detailed costing had taken place. The figure of £6.9m encompassed all issues not adequately identified in the original report.
- queried a number of points in the original H&CIC report. These included the value and probability of the need for a partial mezzanine floor for the archives, and which option a full mezzanine floor was comparable with. One Member queried the amount and probability of additional income generated by the Registration Service. He also suggested that could release savings in 4.13 meant would, that a net present value should have been calculated as set out in 4.19., that officers should look at value first in 4.21 and then financing, that the uncertainties in 4.24 should be addressed, and that the graph in 4.23 was not useful. Finally he had queried how the figures in Appendix 2 related to the figures in the report.
- suggested that the documents in the appendices were historical and were there to provide background information rather than the focus of debate. One Member hoped that officers would in future provide analysis of why the other options had been discounted rather than attach old reports. He reminded the Committee that

H&CIC had debated this issue in detail and had agreed unanimously to progress the archives only option. The Chairman commented that it would have been helpful to have attached the minutes of the H&CIC meeting.

- queried whether the Council needed to physically store every piece of information currently stored. It was suggested that H&CIC might wish to review the policy.
Action required.

It was resolved to agree to:

- a) the scope of the project to be restricted to resolving the longstanding accommodation requirements of Cambridgeshire Archives and county registration records;
- b) the capital budget for the scheme to be increased to £4.2M; and
- c) the project to be progressed through planning and acquisition to completion.

161. BUILDING COMMUNITY RESILIENCE

The Committee was asked to review the proposed strategy to build resilient communities, which had been developed with the help of Members, officers and external experts. Members were reminded that the strategy was an important part of the new Operating Model and proposed a fundamental shift in the way that service provision and local communities interacted. It included six areas of activity representing a specific part of the work to be taken forward. Attention was drawn to the financial benefits and business planning, which focused on costs avoided, helping to guide where savings could be made in front line services, and mitigating the impact of cuts which would have to be made to front line services. Officers would be working with the Council's partners to share this agenda, and meetings had already taken place with the voluntary sector and the Constabulary.

In welcoming the document and thanking officers, Members made the following comments:

- acknowledged that the strategy was not the answer to all the Council's problems but it did reflect the changing world and provided Councillors with a document to share with partners.
- requested that thanks be put on record to Councillor Criswell, the Council's Localism Champion, for the work he had carried out in this area.
- the need for caution in relation to the section on Council Members on page 11 of the strategy. One Member queried whether all members of Council were conscious of the commitment they would have to make. He also highlighted the burden on other Councils particularly in relation to core planning policies. Another Member suggested that Group Leaders should encourage their members to get involved in the "Councillors as Community Connectors" group.
- queried where the Council was going to find all the volunteers needed particularly given the difficulty of finding Governors and Parish Councillors. It was suggested

that there was not vast armies of people to take on these tasks. One Member proposed that the Council should stand up to the Government instead. The Chairman informed the Committee that he had lobbied the Government. However, it was important not to harangue the Government on every policy but instead to highlight the fact Cambridgeshire was different. The Service Director – Enhanced and Preventative Services acknowledged the challenge of delivering the strategy and the need to engage the public where there was an appetite. Another Member drew attention to a case study on page 14 of the strategy showing how someone's life could be changed by just doing things in a different way. It was noted that Adults Committee was currently conducting a desk top exercise to see whether 30 people supported in Little Downham at a cost £300k could have their needs met differently saving a possible 20%. There was a need to capture all ongoing work in case studies to promote a cultural change. One Member expressed disappointment that a negative attitude to volunteers was demoralising for those who volunteered, and another Member pointed out that the Council did not have a choice.

- highlighted the need for a shift in attitudes to a direction of self help. The Chief Finance Officer reported that Hertfordshire Councillors had been at the forefront of this work with volunteers with budgets for their own local projects. He suggested that local communities should decide what footpaths should be renewed for example. This would then involve local Councillors working with an assigned budget for the good of the community. One Member highlighted the impact of £150k given to St Augustine's Church in Cambridge by the City Council, which had transformed the church into a community centre during the week run by volunteers who were providing a better service than the statutory authority.
- welcomed the case studies but queried again where the capacity would come from. The role of churches for example was limited. One Member drew attention to the fact that on page 19 of the strategy savings were predicated on this approach. The Service Director reported that the services the Council contracted with supported the strategy and there were levers using existing resources. With reference to the issue of capacity, the Chairman reported that Addenbrooke's had a large number of volunteers. There was also a pool of active retired people who wished to volunteer.

It was resolved to formally agree the Community Resilience Strategy as attached to the report.

162. INTEGRATED RESOURCES AND PERFORMANCE REPORT FOR THE PERIOD ENDING 31ST AUGUST 2015

The Committee received a report detailing the financial and performance information to assess progress in delivering the Council's Business Plan. It was noted that the overall revenue budget position had improved since the last meeting following the activity undertaken by chairs of policy and service committees. It was now showing a forecast year end underspend of £43k. The Chief Finance Officer reported that he was confident the Council could deliver a balanced budget at year end particularly as the September figures were showing an underspend. He thanked Members for their commitment. However, he did draw attention to the pressure of the continued growth in the Looked After Children population. Attention was drawn to the Capital Programme which was showing a forecast year end underspend of £36.9m. He reminded Members

that £1m borrowing resulted in an additional savings requirement of £80k. He highlighted the need to re-profile the Capital Programme to make it more robust. Finally he drew attention to key performance indicators where four indicators were currently red.

During discussion, Members made the following comments:

- queried how the figures in table 4.2 reflecting In-house fostering, Kinship etc. had been calculated. The Chief Finance Officer reported that the first set of figures above the first “Total” did reflect the external provision unit cost times average cost to achieve the package total. The figures below the line included added fixed costs and officers were currently working to disaggregate these. In response to a query, the 55 weeks for foster carers reflected how they were remunerated.
- queried how it was proposed to fund the overspend of £270k from “Passenger transport other” as it was not possible to stop this provision. One Member expressed concern that this overspend primarily derived from Park and Ride, predominantly a Cambridge City function, could be funded by cutting other budgets which affected other areas of the county. The Chief Finance Officer agreed to investigate. **Action Required.** However, he reminded Members that it was the responsibility of H&CIC to deliver a balanced budget.
- queried the impact of a lack of available assessors in relation to the Mental Capacity Act/Deprivation of Liberty Safeguards. The Chief Finance Officer agreed to investigate. **Action Required.**
- expressed concern that performance of the indicator relating to “The proportion pupils attending Cambridgeshire Secondary schools judged good or outstanding by Ofsted” was significantly poorer than Primary schools where the Local Authority had some responsibility. The Chairman reported that the Chairwoman of Children and Young People Committee had spoken to the Commissioner who had confirmed that the Authority had no powers in relation to Secondary Schools. He reported that he had written to the Chairwoman and the Executive Director to see whether he could get involved and what options were now available.
- requested a breakdown on the Ofsted key performance indicator figures for Secondary and Primary schools on a District basis. **Action Required.**
- requested further information on delayed transfers which were the Council’s responsibility. The Chief Finance Officer reported that there were only two at Addenbrooke’s which was a quite an achievement.
- queried why Nursing in table 4.3 appeared to cost less than Residential. The Chief Finance Officer agreed to investigate. **Action Required.**

In conclusion, the Chairman thanked all the Committee Chairs for helping to address the budget overspend. However, there was still a £1.8m overspend in Children, Families and Adults which was less than 1% of its budget and a £128k overspend in LGSS Managed which was 1.2% of its budget.

It was resolved to:

Analyse resources and performance information and note the remedial action currently being taken and consider if any further remedial action was required.

163. DRAFT 2016-17 CAPITAL PROGRAMME AND CAPITAL PRIORITISATION

The Committee received a report detailing an overview of the full draft Business Plan Capital Programme and results from the capital prioritisation process. It was noted that once the prioritisation of schemes had been reviewed across the whole programme by GPC, firm spending plans would be considered by Service Committees in November. The Chief Finance Officer reported that he had drafted an amendment for the Committee to exclude Invest to Save Schemes from the prioritisation process. The Chairman explained that he had raised this issue to ensure that the Committee did not dismiss schemes which would save the Council money. The Chairman proposed, with the unanimous agreement of the Committee, to add an additional recommendation d) to exclude invest to save schemes from the corporate prioritisation process and that these be subject to individual business cases that would be considered by the Committee.

It was resolved to:

- a) Note the overview and context provided for the 2016-17 Capital Programme;
- b) Note and comment on the results of the capital prioritisation process, taking into consideration the most up to date estimations for financing costs and the overall revenue position;
- c) Comment on the draft proposals for the full 2016-17 Capital Programme and endorse their development; and
- d) Agree to exclude invest to save schemes from the corporate prioritisation process and that these be subject to individual business cases that would be considered by the Committee.

164. FINANCE AND PERFORMANCE REPORT – AUGUST 2015

The Committee was presented with the August 2015 Finance and Performance report for Corporate Services and LGSS Cambridge Office.

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

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

The Committee considered its agenda plan, training plan and appointments to outside bodies, partnership liaison and advisory groups, and internal advisory groups and panels. In relation to its meeting on 24th November 2015, items 6, 8 and 10 had been deleted, and item 9 had been moved to December. The following items had been

added: Maple Grove Community Group; Sawtry Youth Centre; Soham Solar Park; and Minimum Revenue Provision Policy. It was noted that the item on the Exploration of Options in relation to the Supply of Agency Workers had been added to the December meeting. Members asked the Democratic Services Manager to review the wording in relation to "Decisions to be made in private". **Action Required.** They also asked for the Regional Governance training to be extended to all Members.

It was resolved to note the agenda plan including changes announced at the meeting, and the training plan.

Chairman

**GENERAL PURPOSES
COMMITTEE****Minutes-Action Log****Introduction:**

This log captures the actions arising from the General Purposes Committee on 20th October 2015 and updates members on the progress on compliance in delivering the necessary actions.

This is the updated action log as at Friday, 13 November 2015.

Minutes of 20th October 2015

Item No.	Item	Action to be taken by	Action	Comments	Completed
157.	Minutes – 15th September 2015 and Action Log	C Malyon	Detailed proposals to be presented to the Committee regarding the associated costs of implementing the new Operating Model for Business Planning.	To be presented to the Committee in November.	Ongoing
160.	Ely Hub and Cambridgeshire Archives	Cllr Hickford & Spokes/ G Hughes	H&CIC to consider whether it wishes to review the Council's document storage policy.	To be considered by H&CI Spokes in December.	Ongoing

	As above	C Malyon	To identify the plans for relocating staff based at Noble House.	In the light of the Council's decisions in respect of the Ely Archive, and previously Centre E in Ely, the accommodation options for the teams occupying Noble House at lease expiry in 2018 will be reviewed through the Property Assets Board.	Yes
162.	Integrated Resources and Performance Report for the period ending 31st August 2015	C Malyon	How it was proposed to fund the overspend of £270k from "Passenger transport other" as it was not possible to stop this provision.	<p>The underlying overspend has now reduced to £92K.</p> <p>There continues to be an underlying overspend derived from the Park & Ride site income which is less than anticipated. Officers will continue to seek to increase income in this area and also review all budgets to offset this pressure.</p> <p>The underlying ETE overspend has been decreasing month on month and it is expected that this trend will continue as ETE is currently running a higher level of staff vacancies than expected. Some slippage of programmes is also possible. However, should the current underlying overspend of £92k not reduce as year-end approaches, a number of further corrective measures could be taken.</p> <p>The first choice would be to exercise even tighter control over spending that doesn't affect front line services such as training, travel and subsistence. If that is not sufficient, the area most likely to be used would be underspends on Community Transport in previous years to balance the</p>	Yes

				<p>budget. This funding that wasn't spent last year and was declared as Operational Savings has been allocated for Community Transport but currently has no specific use and would most likely be used in future years to protect current spend on Community Transport for longer as base budgets are cut.</p> <p>The assumption that these measures will work has been built into the above figures bringing the budget to break-even by year-end. The forecast outturn position will be monitored closely to ensure ETE balances its budget at year-end.</p>	
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	As above	C Malyon	The impact of a lack of available assessors in relation to the Mental Capacity Act/Deprivation of Liberty Safeguards.	This is a national problem with all 152 local authorities having to deal with the same issues. In Cambridgeshire, we have been able to assess 32% of the referrals received between April 2014 to July 2015, leaving over 800 referrals outstanding and this is in keeping with national trend. To deal with the process of assessment, we have to use independent assessors at a cost of between £500-£700 per assessment plus approved doctors. Currently the CCG are making a contribution but there is no guarantee this will continue. In addition the Supreme Court has extended DOLS legislation to cover additional living arrangements such as supported and sheltered accommodation, which will increase the number of assessments that would be needed. Currently all such cases can only be authorised by the Court of Protection. Where cases are awaiting assessment, there is a possibility that the local authority could be charged with unlawful deprivation of liberty as they have not been authorised by us under Schedule A1 of the MCA.	Yes
	As above	K Grimwade	Requested a breakdown on the Ofsted key performance indicator figures for Secondary and Primary schools on a District basis.	Circulated via e-mail on 10 November 2015.	Yes

	As above	C Malyon	Why Nursing in table 4.3 appears to cost less than Residential.	<p>Residential care will usually be cheaper than nursing care when CCC purchases large volumes of standard care in these categories and the Older People's Service figures do show that nursing is more expensive in this area. However, in the Physical Disability and Adult Mental Health figures nursing is cheaper than residential because:</p> <ul style="list-style-type: none"> a) There are a much smaller number of residential and nursing placements in these services, so outliers can more easily distort the averages. b) The cost of nursing is suppressed because there is some direct funding of nursing placements by the CCG (i.e. the Council is only funding part of the cost), in Older People's services, this is done at whole-service level. c) The residential average is higher because of the number of specialist residential placements (i.e. they are not standard residential in the high volume mode of OP services, but a more specialist type of provision aimed at younger adults), AMH has a number of residential placements costing more than £2k per week for instance, and 43% of the PD residential placements cost more than £1k per week. 	Yes
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165.	General Purposes Committee Agenda Plan, Training Plan and Appointments to Outside Bodies, Partnership Liaison and Advisory Groups, and Internal Advisory Groups and Panels	M Rowe	Review the wording in relation to "Decisions to be made in private"	Amended	Yes
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Item No.	Item	Action to be taken by	Action	Comments	Completed
	Carry over from meeting of 28 July 2015	C Malyon	Delegate responsibility to the S151 Officer in consultation with the Chairman and Vice Chairman for GPC to develop and finalise an Accountable Body Agreement between Greater Cambridge Greater Peterborough Local Enterprise Partnership and Cambridgeshire County Council.	Final draft of the Accountable Body Agreement is still awaiting sign-off by the LEP's legal team. <i>(no change from last time)</i>	

MARCH – MAPLE GROVE COMMUNITY GROUP – LEASE DISPOSAL

To: General Purposes Committee

Meeting Date: 24th November 2015

From: Director of Finance

Electoral division(s): March North

Forward Plan ref: 2015/054 **Key decision:** Yes

Purpose: To approve the disposal of a leasehold asset exceeding the Director of Finance's delegated limits.

Recommendation: General Purposes Committee is recommended to:

- Authorise the County Council to enter into a surrender and renewal of a lease of land and buildings to the Maple Grove Community Group at less than best consideration, on terms to be agreed by the Head of Strategic Assets, in consultation with the Chairman of the General Purposes Committee.

Officer contact:	
Name:	Roger Moore
Post:	Head of Strategic Assets
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1. PURPOSE

- 1.1 To obtain General Purposes Committee (“GPC”) authority for the Council entering into a long leasehold disposal at less than best consideration to enable the Council to address the shortage in 2, 3 and 4 year old places in the Maple Grove area of March via the proposed expansion of Maple Grove Community Group (“MGCG”) premises.

2. BACKGROUND

- 2.1 Cambridgeshire County Council has a statutory responsibility in respect of early years and childcare to secure sufficient, accessible, flexible and affordable childcare to enable parents to work or to undertake education or training which could lead to employment. The duty is to provide free early years education provision for all 3 and 4 year olds and those 2 year olds who meet nationally set eligibility criteria, for 15 hours a week, 38 weeks a year.
- 2.2 March is a growing town with further new housing planned. It is forecast that the pre-school population will continue to increase.
- 2.3 MGCG, located on Westwood Primary School (former Maple Grove Infant site), currently provide 72 places for funded 2, 3 and 4 year olds and out of school care for up to 11 year olds. It is a high performing and popular setting and is adjacent to Westwood Primary, which is itself expanding to 4 forms of entry (FE) to meet the local demand for places.
- 2.4 Children, Families and Adult Services considered various means of providing the additional early years spaces required. The preferred option is to extend the current premises of MGCG by two pre-school rooms with associated facilities, including the replacement of an elderly portacabin with potentially serious condition issues. It will enable MGCC to provide an additional 24 sessional places for local funded 2, 3 and 4 year olds from September 2016.
- 2.5 The cost of the extension to the Council is £878k and MGCG is contributing £55k to the project. This was approved in the 2014/15 Capital Programme.

3. MAIN ISSUES

- 3.1 CCC’s Constitution provides that the authority for all property transactions rests with the GPC, but there is an agreed delegation to the Director of Finance to exercise that authority for leases at less than best consideration at a rent of less the £20k p.a. and less than 7 years term.
- 3.2 Under the lease dated 1st May 2001, MGCG leases an area of land on Westwood Primary School, on which the MGCG funded and constructed buildings, in return for a 60 year term at a peppercorn rent for which MGCG paid a premium of £16,800.00. The remaining term of the lease is 46 years. MGCG has total financial and management responsibility for the repair, maintenance and insurance of its buildings. The lease is protected under Part II of the Landlord and Tenant Act 1954 which means that MGCG has the right of renewal at the end of the term for another 15 years and CCC has only limited grounds on which it can oppose the renewal. MGCG is obliged to surrender their lease if the demise ceases to be used for its permitted use which is stipulated as for the provision of a community preschool and

associated uses, including community facilities with CCC's consent, and may not be used for commercial or profit making purposes

- 3.3 The proposed extension to the building will increase the MGCG's demise, and CCC will be required to grant a new lease. As MGCG currently has a protected lease, MGCG's agreement to these redevelopment proposals and any subsequent new lease terms is required. It is highly unlikely that the MGCG will want to relinquish any of the benefits of the existing lease.
- 3.4 It is proposed that CCC funds and builds the extension to the preschool on current CCC school land, accepts surrender of the existing lease, and then leases the whole of the preschool premises (the old and new elements of the building) and dedicated external play area on a full repairing and insuring basis for the remaining residual term of 46 years at a peppercorn rent. MGCG will have financial responsibility for the repair, maintenance and insurance of the building throughout the term of the lease. The permitted use of the demise will be consistent with the previous lease.
- 3.5 As such, the length of the proposed lease exceeds the terms of the delegation to officers and GPC's authority to proceed is required

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

Expanding the early years' provision at Maple Grove Community Group will create additional job opportunities, give parents the ability to go back to work or provide an opportunity for personal development through the free child care provided. The local economy benefits from a working community and a broad workforce.

4.2 Helping people live healthy and independent lives

Early education and childcare supports children in their learning to be healthy and independent. The additional accommodation will mean more young children have this benefit.

4.3 Supporting and protecting vulnerable people

Early identification of vulnerable children in childcare settings helps with earlier intervention and support that improve outcomes for the child and family.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

Investment of £878k has been approved in the Capital Programme.

5.2 Statutory, Risk and Legal Implications

Local authorities have a statutory duty to secure sufficient childcare places including free early education for all three and four year olds and the most vulnerable two year olds. Without their additional accommodation, and with the condition/planning issues around the existing portacabin, there is a risk

that MGCG will be unable to meet the increasing local demand for early years and childcare places.

Under s.123 of the Local Government Act 1972, the Council shall not, except with the consent of the Secretary of State, dispose of land for a consideration less than the best that can reasonably be obtained, other than for the grant of a short tenancy not exceeding seven years in length.

Circular 06/03: Local Government Act 1972 general disposal consent (England) 2003 gives a general consent to authorities for the disposal of land for less than the best consideration that can reasonably be obtained in the following specified circumstances:-

- a) the local authority considers that the purpose for which the land is to be disposed is likely to contribute to the achievement of any one or more of the following objects in respect of the whole or any part of its area, or of all or any persons resident or present in its area;
 - i) the promotion or improvement of economic well-being;
 - ii) the promotion or improvement of social well-being;
 - iii) the promotion or improvement of environmental well-being; and
- b) the difference between the unrestricted value (i.e. the best price reasonably obtainable for the property on terms that are intended to maximise the consideration) of the land to be disposed of and the consideration for the disposal does not exceed £2,000,000 (two million pounds).

Cambridgeshire County Council's Constitution now provides that the authority for all property transactions rests with the General Purposes Committee, but there is an agreed delegation to the Director of Finance to exercise that authority for transactions where the capital value is less than £500,000, or the revenue value is less than £150,000

Disposals at less than best consideration have not generally been delegated to officers, but the current agreed delegation is in place:-

- Authorisation of disposals of property assets by occupational agreements of less than 7 years to community-based users on School and other County Council sites at less than best consideration shall be delegated to the Director of Finance, where the annual market rental value of the site is less than £20,000.

5.3 Equality and Diversity Implications

Take up of free early education for 2, 3 & 4 year olds supports school readiness on entry to statutory education (Reception) and contributes to improved outcomes for children. Free early education for two year olds is targeted at families on low incomes, Looked After Children and Forces children. MGCG are a successful and well-respected provider and the additional/replacement accommodation will enable them to support more 2, 3 and 4 year olds as they move into mainstream education, giving them the best possible start.

5.4 Engagement and Consultation Implications

Detailed engagement and consultation with the local community and local interest groups has been undertaken as part of the planning application for development of the site.

5.5 Localism and Local Member Involvement

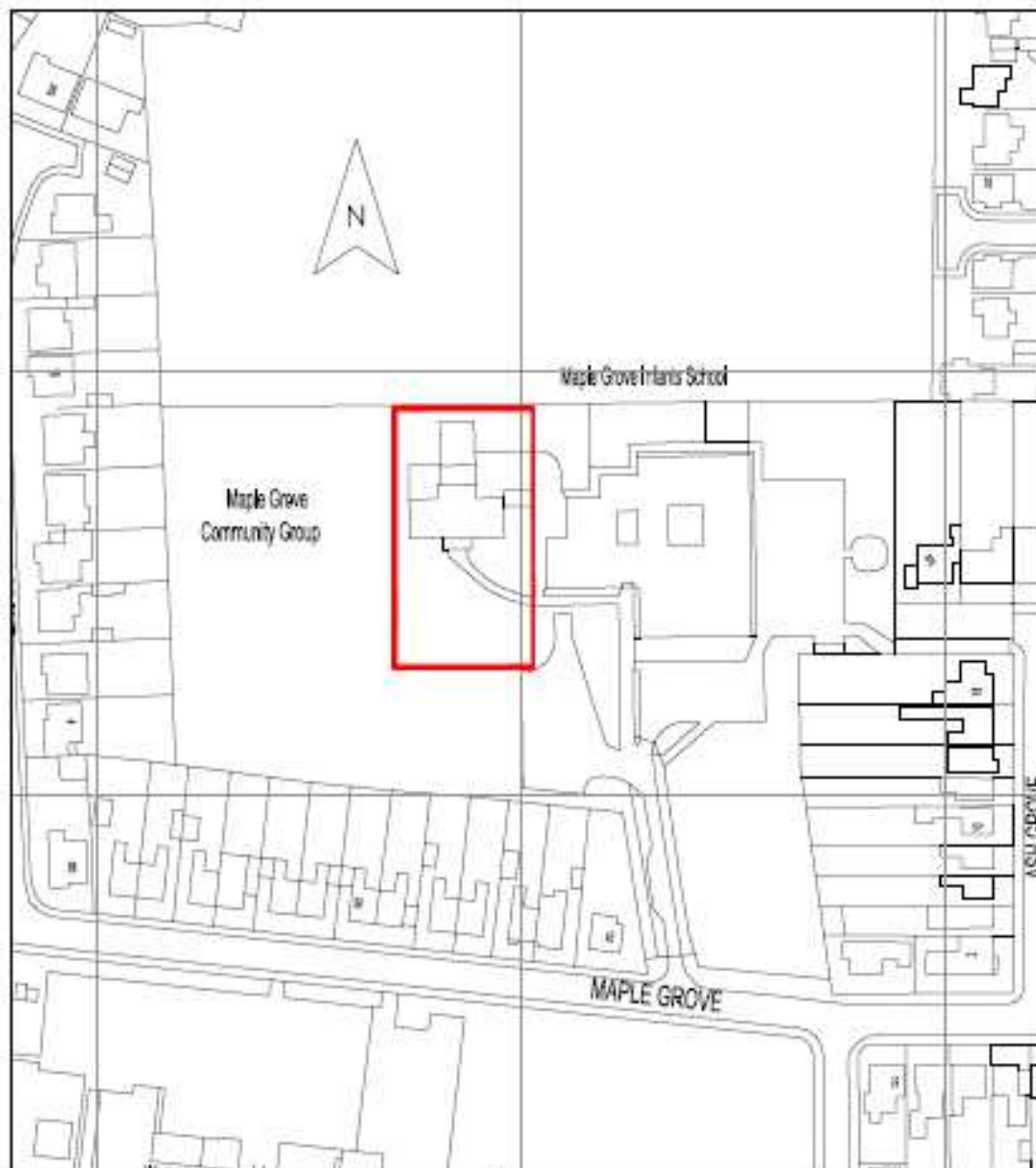
The local County Council Member for March is aware of the proposals for redevelopment of the site, and will be kept informed of progress.

The local community including District and Town Council Members are aware of the proposals and will be consulted in detail as part of the planning process.

5.6 Public Health Implications

Early education and childcare provides a good start in the early years and will support future health and wellbeing.

Source Documents	Location
Lease dated 1st May 2001 between Cambridgeshire County Council and Maple Grove Community Group	Strategic Assets (contact sara.anderson@cambridgeshire.gov.uk)
Plans; Milestone Reports and Meeting Minutes	SharePoint (contact sara.anderson@cambridgeshire.gov.uk)



Cambridgeshire
County Council



LGSS Strategic Assets

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Title: Maple Grove Preschool
Lease Demise

Scale: 1:1250 at A4

Date: 25th AUG 2015

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SOHAM SOLAR PARK

To: General Purposes Committee

Meeting Date: 24th November 2015

From: Chief Finance Officer

Electoral division(s): Soham and Fordham Villages

Forward Plan ref: 2015/044 Key decision: Yes

Purpose: To consider a proposal to build a 60 acre solar farm on the County Council's Rural Estate at Triangle Farm, Soham.

Recommendation: The Committee authorises the development of the Solar Farm project and the specific commitments set out within this report and delegates any amendments to the non-financial elements to the Chief Finance Officer in consultation with the Chairman of General Purposes Committee.

<i>Officer contacts:</i>	
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1. BACKGROUND

- 1.1 Although General Purposes Committee (GPC) has already given authority for this project to proceed in line with the County Council's governance requirements, central Government's governance requires its own precise wording for the Council's project to be part of that authority, and as a result this further decision is sought from GPC.
- 1.2 On 26th February 2015 the Department of Energy & Climate Change (DECC) announced that the County Council's Soham solar farm was successful in a competitive auction which has led to contracts being offered to a total of 27 renewable electricity projects, including 5 solar projects, across the UK. The contract, known as Contracts for Difference (CFD), is the Government's new approach to support large scale renewable energy and the auction was the first of its kind. The Contracts for Difference are managed by the Low Carbon Contract Company (LCCC) on behalf of DECC.
- 1.3 The GPC of 19th May authorised "the development of an Investment Grade Proposal for the solar farm and delegate the final decision to enter into a contract for the construction of a Solar Farm at Triangle Farm, Soham subject to the project meeting the minimum financial returns set out in this report to the Chief Finance Officer in consultation with the Chairman of General Purposes Committee." The Investment Grade Proposal (IGP) met the Council's minimum financial returns, and the construction contract was signed on 18th August 2015.
- 1.4 The CFD sets out Milestone Deadline Dates to ensure that the contract is proceeding as LCCC requires; as part of CFD the "Milestone Requirement Notice" must be agreed with LCCC by 25th February 2016. This deadline is to ensure that the project meets the necessary standards and confirms the Council's commitment to the project.
- 1.5 It has become clear in discussions with LCCC, after delegated authority was granted by GPC, that they require very specific wording to agree that the scheme meets with their requirements under the CFD and that the delegated authority already provided is not sufficient for LCCC's purposes.

2. MAIN ISSUES

- 2.1 To meet LCCC's specific requirements under CFD the Council must formally commit to:
 - (i) "undertake the Project, as defined within the CFD agreement;
 - (ii) approve the total financial commitments required to commission the Project (the "**Total Project Spend**");
 - (iii) approve a timetable for undertaking the Project which demonstrates that the Facility can reasonably be expected to be commissioned no later than the Longstop Date; and
 - (iv) approve the plan for obtaining the Necessary Consents"

The Longstop date is 30th September 2017.

- 2.2 The project has been approved by GPC, as the IGP met the Council's financial returns. LCCC has stated that the approval must be for a project, rather than a proposed scheme, which is what was deemed as approved by

LCCC.

2.3 The total project cost is estimated at £10,000,000. This includes for both the agreed construction costs set out in the IGP and the Council's pre-construction costs that have already been approved.

2.4 The current project timeline is:

- (i) Finalise site design. **Complete by end November 2015**
- (ii) Assess whether an amendment to the planning consent is necessary once the site design has been completed and take forward with East Cambridgeshire District Council if this is the case. **Commence immediately site design is completed, with estimated completion by end January 2016.**
- (iii) Provide information to meet conditions set out within the planning permission dated 8th October 2015. **Complete by end December 2015.**

Planning Condition	To be completed by:
Site Design and Soft Landscaping	External Consultant
Environmental Management Plan	External Consultant
Construction Management Plan	External Consultant
Highways Improvements	CCC Highways team

- (iv) Complete Milestone Deadline Date requirements of LCCC by **end of December 2015.**
- (v) Project construction **May to September 2016.**
- (vi) UKPN to connect site and power generation commences **September 2016.**

2.5 The planning permission dated 8th October 2014 is the only consent required.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

The investment returns will help support services for the benefit of all.

3.2 Helping people live healthy and independent lives

The project will provide clean renewable energy for up to 3,000 homes, thereby reducing the Council's and Cambridgeshire's carbon footprint.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The Project will cost £10,000,000.

4.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

4.3 Equality and Diversity Implications

There are no significant implications within this category.

4.4 Engagement and Consultation Implications

Public consultation was carried out as part of the planning application process.

4.5 Localism and Local Member Involvement

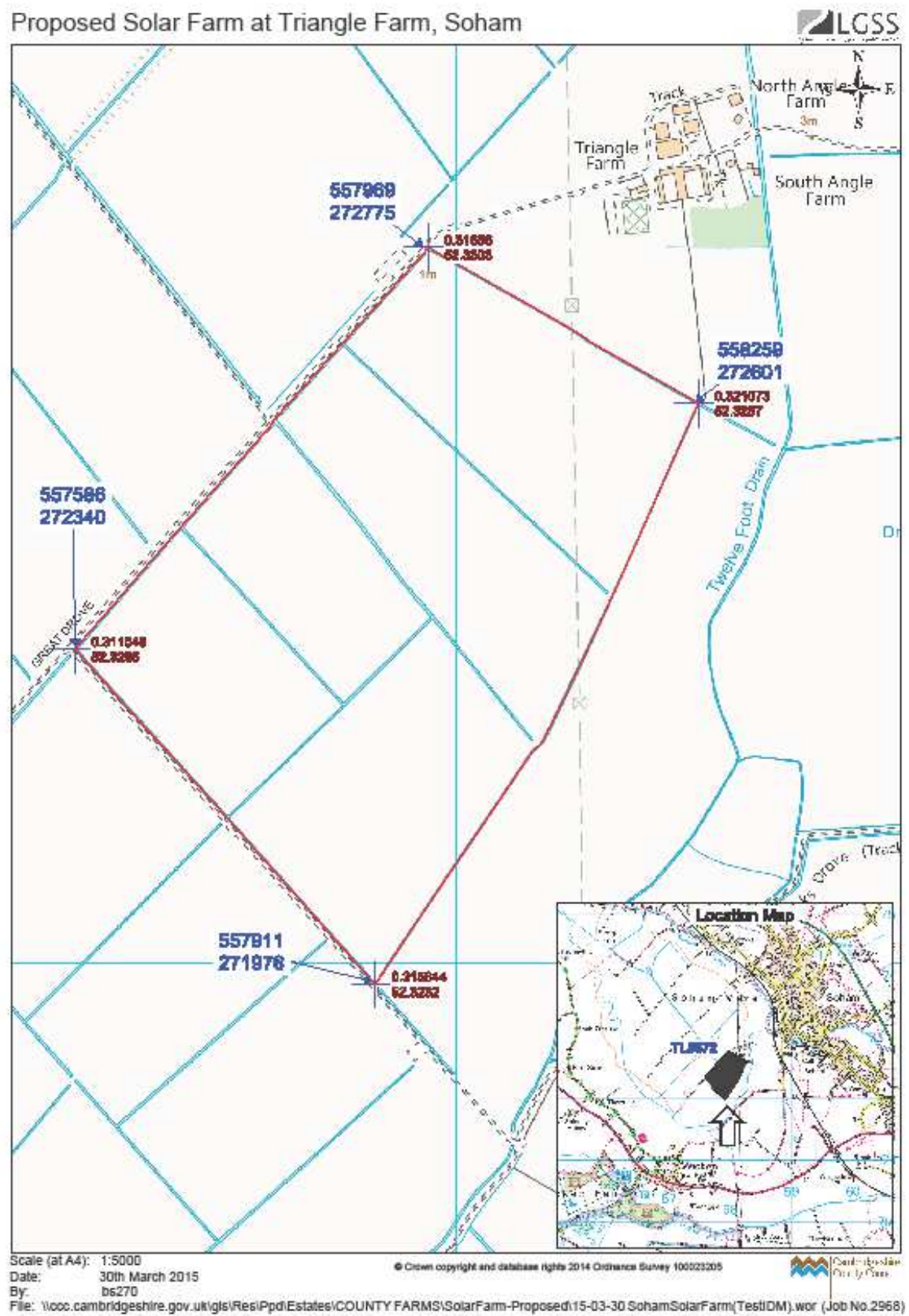
Local Members have been kept informed as the project has progressed.

4.6 Public Health Implications

There are no significant implications within this category.

Source Documents	Location
Planning Decision Notice dated 8th October 2014	1 st Floor Octagon Shire Hall Oct1104 Castle Hill Cambridge CB3 0AP
General Purposes Committee Minutes – 19th May 2015	http://www2.cambridgeshire.gov.uk/Committees/Minutes/Committees/Meeting.aspx?meetingID=839

Appendix A: Location Plan and Site Map



SERVICE COMMITTEE REVIEW OF DRAFT REVENUE BUSINESS PLANNING PROPOSALS FOR 2016/17 TO 2020/21

To: **General Purposes Committee**

Meeting Date: **24 November 2015**

From: **Sue Grace, Director Customer Service and Transformation
Chris Malyon, Chief Finance Officer**

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 Revenue Proposals for Corporate and LGSS Managed Services that are within the remit of the General Purposes Committee.**

Recommendation: **The General Purposes Committee is recommended to:**

- a) note the overview and context provided for the 2016/17 to 2020/21 Business Plan revenue proposals for the Service;**
- b) comment on the draft revenue savings proposals that are within the remit of the General Purposes Committee for 2016/17 to 2020/21, and endorse them to the General Purposes Committee as part of the consideration for the Council's overall Business Plan;**
- c) approve the funding of the current transformation resource in Corporate Services for 2016/17 through the use of the Corporate Services operational reserves of £673k (based on October 2015 outturn position); and**
- d) note the insufficient resource to support the on-going delivery of the Council's transformation programme, and support the bid that has been made to the Operating Model Implementation Reserve to cover the shortfall in 2016-17, and note the work required to identify support for transformation for 2017-18.**

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1. OVERVIEW

- 1.1 The Council's Business Plan sets out how we will spend our money to achieve our vision and priorities for Cambridgeshire. Like all Councils across the country, we are facing a major challenge. Our funding is reducing at a time when our costs continue to rise significantly due to inflationary and demographic pressures. This means that despite the way in which we have been able to stimulate local economic growth, and the improving national economy, the financial forecast for the Council continues to present huge challenges.
- 1.2 The Council has now experienced a number of years of seeking to protect frontline services in response to reducing Government funding. Looking back, we have saved £73m in the last two years and are on course to save a further £30m this year (2015/16). As a result, we have had to make tough decisions over service levels during this time. Over the coming five years those decisions become even more challenging. The choices are stark and unpalatable but very difficult decisions will need to be made as the Council has a statutory responsibility to set a balanced budget each year, as well as a duty to provide the best possible services for Cambridgeshire's communities. It is the Chief Finance Officer's statutory role to provide a statement on the robustness of the budget proposals when they are considered by Council in February.
- 1.3 This year the Council has adopted an outcome-led approach to Business Planning. This is defined and described through the draft Strategic Framework that was approved by the General Purposes Committee on 20 October this year (<http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=12221>).
- 1.4 The Strategic Framework sets out the outcomes that the Council will work towards achieving, and the ways of working the Council will adopt, in the face of prolonged and painful budget pressures. It is not a solution to austerity in itself, but instead it is the approach the Council has taken to best tackle the huge challenges it faces.
- 1.5 Within this new framework, the Council continues to undertake financial planning of its revenue budget over a five year timescale which creates links with its longer term financial modelling and planning for growth. This paper presents an overview of the proposals being put forward as part of the Council's draft revenue budget.
- 1.6 Funding projections have been updated based on the latest available information to provide a current picture of the total resource available to the Council. At this stage in the year, however, projections remain fluid and will be reviewed as more accurate data becomes available.
- 1.7 The Council issues cash limits for the period covered by the Business Plan (rolling five years) in order to provide clear guidance on the level of resources that services are likely to have available to deliver services over that period. To maintain stability for services and committees as they build their budgets we will endeavor to minimise variation in cash limits during the remainder of the process unless there is a material change in the budget gap.

- 1.8 The Committee is asked to endorse these initial proposals for consideration as part of the Council's development of the Business Plan for the next five years. Draft proposals across all Committees will continue to be developed over the next few months to ensure a robust plan and to allow as much mitigation as possible against the impact of these savings. Therefore these proposals may change as they are developed or alternatives found.

2. BUILDING THE REVENUE BUDGET

- 2.1 Changes to the previous year's budget are put forward as individual proposals for consideration by committees, General Purposes Committee and ultimately Full Council. Proposals are classified according to their type, as outlined in **Appendix A**, accounting for the forecasts of inflation, demography, and service pressures, such as new legislative requirements that have resource implications, as well as savings.
- 2.2 The process of building the budget begins by identifying the cost of providing a similar level of service to the previous year. The previous year's budget is adjusted for the Council's best forecasts of the cost of inflation and the cost of changes in the number and level of need of service users (demography). Proposed investments are then added and the total expenditure level is compared to the available funding. Where funding is insufficient to cover expenditure, the difference is apportioned across services as a savings requirement in order to balance the budget. Should services have pressures, these are expected to be managed within that service, if necessary being met through the achievement of additional savings or income.
- 2.3 The budget proposals being put forward include revised forecasts of the expected cost of inflation following a detailed review of inflation across all services at an individual budget line level. Inflation indices have been updated using the latest available forecasts and applied to the appropriate budget lines. Inflation can be broadly split into pay, which accounts for inflationary costs applied to employee salary budgets, and non-pay, which covers a range of budgets, such as energy, waste, etc. as well as a standard level of inflation based on government Consumer Price Index (CPI) forecasts. Key inflation indices applied to budgets are outlined in the following table:

Inflation Range	2016-17	2017-18	2018-19	2019-20	2020-21
Standard non-pay inflation	1.2%	1.7%	1.8%	1.9%	2.0%
Other non-pay inflation (average of multiple rates)	3.4%	1.9%	2.3%	2.4%	2.4%
Pay (admin band)	2.0%	2.0%	2.0%	2.0%	2.0%
Pay (management band)	2.0%	2.0%	2.0%	2.0%	2.0%
Employer pension contribution (average of admin and management band)	5.5%	-0.5%	3.5%	2.9%	2.8%

2.4 Forecast inflation, based on the above indices, is as follows:

Service Block	2016-17	2017-18	2018-19	2019-20	2020-21
Children, Families and Adults	4,741	4,843	5,444	5,655	6,045
Economy, Transport and Environment (ETE)	769	816	953	927	927
ETE (Waste Private Finance Initiative)	803	778	831	846	872
Public Health	272	372	405	416	430
Corporate and Managed Services	374	286	342	353	358
Total	7,261	7,264	8,207	8,411	8,841

- 2.5 A review of demographic pressures facing the Council has been undertaken by the Research Group in conjunction with services and Finance. The term demography is used to describe all anticipated demand changes arising from increased numbers (e.g. as a result of an ageing population, or due to increased road kilometres) and increased complexity (e.g. more intensive packages of care as clients age). The demographic pressures calculated by the Research Group are:

Service Block	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
Children, Families and Adults	9,404	9,798	9,913	10,301	10,438
Economy, Transport and Environment (ETE)	266	466	474	486	544
Public Health	159	325	289	291	263
Corporate and Managed Services	24	23	24	25	25
Total	9,853	10,612	10,700	11,103	11,270

- 2.6 The Council is facing some cost pressures that cannot be absorbed within the base funding of services. These were reported to General Purposes Committee (GPC) in September who agreed that services should meet the cost of their own pressures. Some of the pressures relate to costs that are associated with the introduction of new legislation and others as a direct result of contractual commitments. These costs are included within the revenue tables considered by service committees alongside other savings proposals and priorities:

Service Block / Description	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
CFA: Unaccompanied Asylum Seeking Children	125	-	-	-	-
CFA: Fair Cost of Care & Placement Costs	-	-	-	1,500	2,500
CFA: Home to School Transport (mainstream)	980	-	-	-	-
CFA: Home to School Transport (LAC & Special)	1,200	-	-	-	-
CFA: Learning Disability Partnership	1,892	-	-	-	-
CFA: Single-tier State Pension	1,409	-	-	-	-
CFA: Adoption	570	-	-	-	-
ETE: Single-tier State Pension	331	-	-	-	-

ETE: Annual subscription to the LEP	50	-	-	-	-
CS: Single-tier State Pension	63	-	-	-	-
CS: Insurance Fund	278	-	-	-	-
CS: Children's Centre Business Rates	145	-	-	-	-
CS: Renewable Energy – Soham	-	183	4	5	4
LGSS: Single-tier State Pension	210	-	-	-	-
PH: Single-tier State Pension	34	-	-	-	-
Total	7,287	183	4	1,505	2,504

- 2.7 The Council recognises that effective transformation often requires up-front investment and has considered both existing and new investment proposals that we fund through additional savings during the development of this Business Plan. The table below outlines investments by service. Note that negative figures indicate the removal of an investment from a previous year.

Service Block	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
Children, Families and Adults	1,220	-174	-	-	-
Economy, Transport and Environment	-726	13	-	-	-
Corporate and Managed Services	312	2	132	159	-
Total	806	-159	132	159	0

3. SUMMARY OF THE DRAFT REVENUE BUDGET

- 3.1 In order to balance the budget in light of the cost increases set out in the previous section and reduced Government funding, savings or additional income of £40.7m are required for 2016-17, and a total of £118m across the full five years of the Business Plan. The following table shows the total amount necessary for each of the next five years, split by service block.

Service Block	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
Children, Families and Adults	-30,788	-22,075	-16,499	-13,112	-8,048
Economy, Transport and Environment	-6,593	-3,573	-2,856	-2,041	-982
Public Health	-511	0	-755	-912	-562
Corporate and Managed Services	-1,857	-1,746	-319	-869	-430
LGSS Operational	-971	-571	-803	-708	-351
Total	-40,720	-27,965	-21,232	-17,642	-10,373

- 3.2 In some cases services have planned to increase locally generated income instead of cutting expenditure. For the purpose of balancing the budget these two approaches have the same effect and are treated in the same way.
- 3.3 This report forms part of the process set out in the Medium Term Financial Strategy whereby the Council updates, alters and refines its revenue proposals in line with new savings targets. New proposals are developed by services to meet any additional savings requirement and all existing schemes are reviewed and updated before being presented to service committees for further review during November and December.

- 3.4 Delivering the level of savings required to balance the budget becomes increasingly difficult each year. Work is still underway to explore any alternative savings that could mitigate the impact of our reducing budgets on our front line services, and Business Planning proposals are still being developed to deliver the following:

Service Block	2016-17 £'000	2017-18 £'000	2018-19 £'000	2019-20 £'000	2020-21 £'000
Children, Families and Adults	0	0	0	0	0
Economy, Transport and Environment	-406	-1,064	-2,391	-2,041	-982
Public Health	0	0	-755	-912	-562
Corporate and Managed Services	0	0	-285	-827	0
LGSS Operational	0	0	0	0	0
Total	-406	-1,064	-3,431	-3,780	-1,544

- 3.5 The level of savings required is based on an expected 1.99% increase in Council Tax each year. This assumption was built into the MTFS which was agreed by full council. For each 1% more or less that Council Tax is changed, the level of savings required will change by approximately +/-£2.4m.
- 3.6 There is currently a limit on the increase of Council Tax of 2% and above, above which approval must be sought in a local referendum. It is estimated that the cost of holding such a referendum would be around £100k, rising to as much as £350k should the public reject the proposed tax increase (as new bills would need to be issued). The MTFS assumes that the 2% and above limit on increases will remain in place for all five years.
- 3.7 Following November service committees, GPC will review the overall programme in December, before recommending the programme in January as part of the overarching Business Plan for Full Council to consider in February.

4. OVERVIEW OF CORPORATE & LGSS MANAGED SERVICES DRAFT REVENUE PROGRAMME

Background to Budget Proposals for 2016-17

- 4.1 Over the previous four years of Business Planning, Corporate Services has reduced many of its services down to a bare minimum and in some cases has gone beyond this. The table below summarises these savings and the percentage of that year's Corporate Services budget these savings represent.

Corporate Services	2012-13 £000	2013-14 £000	2014-15 £000	2015-16 £000
Net Revised Opening Budget	6,331	6,454	6,446	5,870
Savings Applied	1,196	625	782	410
Savings as % of Net Revised Opening Budget	19%	10%	12%	7%

- 4.2 These services continue to receive increasing pressure on their capacity, in particular the Contact Centre which is experiencing increased call volume in critical areas, the Digital Strategy Team due to the increasing volume of on-line transactions and the Information Management and Governance team. For example, we are managing a risk around our ability to meet Freedom of

Information and Data Protection Act requests within the statutory timescales due to the volume of work and pressure on current capacity.

- 4.3 By its very nature Corporate Services works across and throughout the Council and now, through the Operating Model, corporate services (e.g. customer contact, digital delivery, data and insight, communication, community engagement) are being looked upon more and more to drive transformation and ultimately enable the achievement of the Council's outcomes and the related savings.
- 4.4 The LGSS Managed Services budget contains many of the fixed costs associated with Cambridgeshire County Council, such as the centrally managed property portfolio, the costs of maintaining IT systems, payment of allowances to members and the external audit fees budget. High levels of savings have been applied to these budgets in recent years, and the table below summarises these savings and the percentage of that year's Managed Services budget these savings represent.

Managed Services	2012-13 £000	2013-14 £000	2014-15 £000	2015-16 £000
Net Revised Opening Budget	6,798	10,003	9,507	9,432
Savings Applied	717	1,813	1,942	472
Savings as % of Net Revised Opening Budget	11%	18%	20%	5%

*The increase in net revised opening budget in 2013-14 reflects the decision to centralise management of the Council's property portfolio.

- 4.5 The majority of non-property budgets have been cut to the minimum sustainable level and although available efficiencies will be continue to be identified there is limited scope for further savings in these areas.

Summary of Proposals: Corporate Services

- 4.6 The 2016-17 savings requirement for Corporate Services through the current cash limit process is £407k.
- 4.7 It is proposed that to make these savings at the same time as maintaining functions that are vital to the running of the organisation, and the provision of services to our communities, we redefined the corporate directorate. This re-definition would see "core" activities within the directorate being funded through the base revenue budget, alongside this we will be seeking GPC approval to retain funding for the transformation function within the directorate through the use of one-off resources – see paragraphs 4.19 – 4.25 below.
- 4.8 In essence, this means that for the base funded "core" services we have sought to deliver the savings target for 2016-17 through efficiencies and increased income / charging. The summary of savings, efficiencies and income generation proposals for Corporate Services is as follows:

Area Affected	Description	£000s
Efficiencies		
Transformation teams	Removing support for these teams from the base revenue budget and supporting them in future through the use of one-off resources	£147
Consultation	Reduction in the cost of corporate consultation through changing our approach – this revised approach has already been adopted to support our consultation through the current budget setting process	£10
Senior Management	Saving achieved through the shared Chief Executive arrangement with Peterborough City Council	£100
Increased Fees & Charges		
Blue Badges	Proposal to increase Blue Badge charges to the maximum level permissible under the legislation	£20
Research	The Research Team already generate 40% of its income towards the cost of the team this requirement is for further income to be generated to support the directorate's overall budget	£35
Savings		
Voluntary Sector Infrastructure Grant	Reduction in the budget for Voluntary Infrastructure Organisations. £20k of this budget has not been drawn down in the current year as it required matched funding which was not forthcoming so this £20k will be taken as a saving along with a further £10k	£30

- 4.9 Discussions are already underway with the Voluntary Sector Infrastructure organisations on how we work with them in a different way going forward to make best use of the County Council's investment in these organisations (they offer support for growing the capacity and capability across the wider voluntary and community sector) and to ensure this investment is used to support the delivery of the Council's Community Resilience Strategy.
- 4.10 The proposed increase in charges for Blue Badges is the subject of a separate paper to GPC and Community Impact Assessment – see agenda item 10.
- 4.11 There are some significant risks associated with these proposals as follows:
- The future funding of transformation, beyond 2016/17, is unknown at a time when the organisation is arguably experiencing its most significant period of transformation to date;
 - The level of change across the organisation may well necessitate increased investment in consultation to ensure our decisions take full account of feedback from the public;
 - The shared Chief Executive is an interim arrangement for one year so this efficiency may not be available beyond 2016/17;
 - The increase in Blue Badge charges is subject to further consideration following consultation with the public;

- The income generation target for the Research Team is reliant on other parties commissioning this team to carry out work on their behalf.
- 4.12 The full set of proposals for Corporate Services for 2016-21 can be found in Appendix A. As this Committee will be familiar with the savings proposals that have been put forward across all the Council's directorates through the November Committee meetings, the five year plan for Corporate services is currently a challenging depiction of services that become financially unviable in the context of the Council's expected pressures and current financial forecasts.

Summary of Proposals: Managed Services

- 4.13 The 2016-17 savings requirement for Managed Services through the current cash limit process is £1.45m.
- 4.14 As identified in paragraph 4.5, above, many of the fixed Managed Services budgets have been cut to minimum sustainable levels. Therefore the focus for delivery of the savings target has been efficiencies and income generation through further rationalisation of the Council's property portfolio, maximising income generation from the Council's assets and savings gained through reviewing how we deliver our IT.
- 4.15 The summary of 2016-17 savings and income generation proposals for Managed Services is as follows:

Area Affected	Description	£000s
Efficiencies		
External Audit Fees	Reduction in external audit costs to reflect reduced fees.	£40
Property Portfolio	Savings to be generated from Energy Efficiency Fund capital investment	£10
Increased Fees & Charges		
County Farms	Increase in County Farms rental income resulting from capital investment	£280
Property Portfolio	Income generation from alternative use of major office building(s) to provide ongoing revenue streams.	£637
Savings		
IT	Removal of revenue budget for refresh of office IT assets (pc's), facilitated by the move towards provision of mobile devices, which are funded from the IT for Smarter Business Working capital scheme.	£362
Making Assets Count	Removal of revenue investment for staffing costs to support the Making Assets Count March Market Town Project capital scheme.	£53
Effective Property Asset Management	Removal of budget available to fund revenue costs associated with the Effective Property Asset Management project.	£68

- 4.16 There are some significant risks associated with delivery of the savings as follows:

- Any delay in the disposal of Castle Court will have an impact on the achievability of the property portfolio income generation proposal;
- Removal of the budget for refresh of office IT assets may impact on the efficiency of Council employees to deliver services.

4.17 The full set of existing and new proposals for Managed Services for 2016-21 can be found in Appendix A.

Overall Position

4.18 With the proposals outlined above and shown in Appendix A, the current position for Corporate and Managed Services is a balanced budget in 2016-17 and 2017-18. Work continues on addressing the budget requirements of future years, and the balance of savings to be identified is shown in the table below:

Service Area	2016-17 £000	2017-18 £000	2018-19 £000	2019-20 £000	2020-21 £000
Corporate Services (under) / over-achievement	0	0	0	-235	-136
Managed Services (under) / over-achievement	0	0	-285	-592	290
Total (under) / over-achievement	0	0	-285	-827	154

4.19 It is recognised that these proposals are draft at this stage, and subject to further development, and that Full Council in February 2016 is the point at which proposals become part of the Council's future Business Plan.

Resourcing Transformation: Corporate Services

4.20 The focus of our transformational activity in Corporate Services is on 'rewiring the Council' to best meet the challenges ahead. Transformation includes activities such as moving things online for customers, staff and partners; reducing our property footprint; and supporting major service redesign in high cost services, for example through our support for the Transforming Lives programme in Adult Services.

4.21 Through the Operating Model work to date it is clear there is significant pressure on the transformational capacity within the Council. If we are to achieve our ambitions, particularly around asset utilisation and income generation and transformation through exploiting Digital First, then our investment in transformation needs to be retained. Perversely, the size of the financial challenge and the growing requirement around the pace of change suggests that further investment in transformation may be required going forward. For instance, there are considerable opportunities to roll out more digital products to improve access and self-service opportunities for customers and partners, to improve our productivity and reduce cost for the Council. The appetite for this has been demonstrated by the enthusiasm of staff and Members who attended our recent digital showcase events.

4.22 Members of this team make a significant contribution to our property rationalisation work, which has delivered Business Planning savings of £1.136m over the last three years, with savings / income generation proposals amounting to £1.737m included in the draft 2016-21 Business Plan.

4.23 Another example of the work of this team is the introduction of the Smarter Mailing System. Since October 2014, 83,352 pages have gone through this system leading to a reduction in courier costs, officer processing time, office

space requirements and the need to have hard copy documents, alongside improvements in the protection of data and customer service through quicker delivery. The estimated annual saving is £249k.

- 4.24 Historically, the transformation team has been funded through a combination of one off resources and base budget. From 2016-17, to enable Corporate Services to deliver its savings target, this team needs to be fully resourced through one-off funding. The cost of the current team is £838k. Work is underway to reconfigure the way this team works to support the enablers in the operating model in line with the new Chief Executive's focus on using a Customer First approach to drive the delivery of the operating model and to develop new models of service delivery that will save cost through transformation of the council thereby reducing the proportion of future service cuts for our customers.
- 4.25 GPC is requested to support the funding of the Council-wide transformation team housed within Corporate Services in 2016-17 through:
- The use of the Corporate Services operational reserves of £673k (based on October 2015 outturn position); and
 - Noting the shortfall this lack of resource represents in 2016-17 (£165k) and 2017-18 (the full £838k) and note the Committee's support of a bid to the Operating Model Implementation Reserve
- 4.26 This will secure the expertise and knowledge of this transformation team for the coming year. Further work is underway to look at how such a resource can be retained beyond 2016-17 to meet the Council's future requirements around transformation.

5. NEXT STEPS

November - February	Ongoing work to develop budget plan and deliver savings proposals.
January	General Purposes Committee review draft Business Plan for 2016-17.
February	Draft Business Plan for 2016-17 discussed by Full Council.
March	Publication of final CCC Business Plan for 2016-17. Ongoing work to deliver savings proposals.

6. ALIGNMENT WITH CORPORATE PRIORITIES

6.1 Developing the local economy for the benefit of all

There are no direct implications for this priority. However, services provided through this directorate play a vital role in supporting the Council to achieve its priorities.

6.2 Helping people live healthy and independent lives

There are no direct implications for this priority. However, services provided through this directorate play a vital role in supporting the Council to achieve its priorities.

6.3 Supporting and protecting vulnerable people

There are no direct implications for this priority. However, services provided through this directorate play a vital role in supporting the Council to achieve its priorities. In particular there is consideration of the impact on vulnerable people of the proposal to increase charges for Blue Badges, and this is considered fully in a separate report.

7. SIGNIFICANT IMPLICATIONS

7.1 Resource Implications

Section 4 of this report outlines and summarises the financial implications of the proposals under corporate and managed services.

7.2 Statutory, Risk and Legal Implications

The proposals contained within this report span services that directly provide statutory functions, as well as services that support the Council as a whole to provide statutory functions. Significant risks are outlined in paragraph 4.11 of this report.

7.3 Equality and Diversity Implications

Community Impact Assessments have been completed for these proposals and are attached as **Appendices B and C** of this report.

7.4 Engagement and Consultation Implications

These proposals have been developed taking into account the responses Cambridgeshire communities gave through the Budget Challenge consultation, which incorporated an online survey as well as face-to-face engagement events across the county. Specific consultation is planned around the proposal to increase charges for Blue Badges.

7.5 Localism and Local Member Involvement

Local Members continue to be critical to the implementation of the Business Plan, and will play a central role in the shaping and delivery of corporate services to support the future organisation.

7.6 Public Health Implications

There are no direct implications for public health. However, services provided through this directorate play a vital role in supporting the Council to achieve its priorities.

Source Documents	Location
2015-16 Business Plan	http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/90/business_plan_2015_to_2016

Directorate / Service Area		Officer undertaking the assessment
Customer Service & Transformation		Name: Sue Grace
Service / Document / Function being assessed		Job Title: Director, Customer Service and Transformation
Business Planning proposals covering the whole of the Customer Service & Transformation Directorate		Contact details: sue.grace@cambridgeshire.gov.uk
Date completed: 13 November 2015		Date approved: TBC
Aims and Objectives of Service / Document / Function		
<p>Customer Service and Transformation delivers direct contact and support to communities, as well as providing support across Cambridgeshire County Council to enable the organisation to achieve its aims. This includes:</p> <ul style="list-style-type: none"> • Customer Services (including contact centre and corporate reception sites) • Emergency planning • Strategic Marketing, Communication and Community Engagement • Business Planning • Research • Strategy and Policy (including devolution) • Information Management • Service Transformation • Digital Strategy and web services • Chief Executive's office • Civic Offices and Duties • Smarter Business Programme – rationalisation and optimisation of assets and flexible working 		

What is changing?

It is proposed that to make the savings required at the same time as maintaining functions that are vital to the running of the organisation, and the provision of services to our communities, we redefine the corporate directorate. This re-definition would see “core” activities within the directorate being funded through the base revenue budget, alongside this we will be seeking GPC approval to retain funding for the transformation function within the directorate through the use of one-off resources

In essence, this means that for the base funded “core” services we have sought to deliver the savings target for 2016-17 through efficiencies and increased income / charging. The summary of savings, efficiencies and income generation proposals for Corporate Services covered within this Community Impact Assessment is as follows:

Area Affected	Description	£000s
Efficiencies		
Transformation teams	Removing support for these teams from the base revenue budget and supporting them in future through the use of one-off resources	£147
Consultation	Reduction in the cost of corporate consultation through changing our approach – this revised approach has already been adopted to support our consultation through the current budget setting process	£10
Senior Management	Saving achieved through the shared Chief Executive arrangement with Peterborough City Council	£100
Increased Fees & Charges		
Research	The Research Team already generate 40% of its income towards the cost of the team this requirement is for further income to be generated to support the directorate's overall budget	£35

There are two further CIAs to cover the full range of Business Planning proposals for the directorate, these focus specifically on Blue Badges and Voluntary and Community Sector Grants.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

This assessment has been completed based upon consultation and engagement with staff across the corporate directorate, and with colleagues across the rest of the Council to understand the implications for the Council services supported by the corporate directorate.

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		X	
Disability		X	
Gender reassignment		X	
Marriage and civil partnership		X	
Pregnancy and maternity		X	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		X	
Sex		X	
Sexual orientation		X	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		X	
Deprivation		X	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
Negative Impact
Neutral Impact
<p>Because the majority of corporate services play an indirect, but nevertheless important, role in the delivery of services it assessed that these proposals themselves will have a neutral impact on the groups above.</p> <p>However, it should be noted that officers are aware of the impact on continued pressure on corporate services in supporting an organisation to deliver as effectively and efficiently as possible.</p>
Issues or Opportunities that may need to be addressed

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

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Version Control

Version no.	Date	Updates / amendments	Author(s)
0.1	09/11/2015		Dan Thorp

Directorate / Service Area		Officer undertaking the assessment
Customer Service & Transformation		Name: Sue Grace
Service / Document / Function being assessed		Job Title: Director Customer Service and Transformation
Changes to voluntary sector infrastructure contracts		Contact details: sue.grace@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	C/R 6.501	Date completed: 9 / 11 / 2015
Date approved:		
Aims and Objectives of Service / Document / Function		
<p>The aims of the contract are to support the Voluntary and Community Sector (VCS) to be strong and well-managed. This involves funding for VCS “infrastructure” organisations such as; the Councils for Voluntary Services, Volunteer Centres and Cambridgeshire ACRE.</p>		
What is changing?		
<p>The overall fund of £150,000 is proposed to reduce by £30,000. However, £20,000 has gone unclaimed as it required match funding for parish planning (for Cambridgeshire ACRE to support Parish Council's to develop a community-led plan) and this has not been forthcoming both in 2015/16 and in previous years, so the only real-term reduction from 2016/17 is £10,000.</p> <p>Discussions have started with the sector about how these contracts can be aligned with the Council's recently adopted Stronger Together: The Council's Strategy for Building Resilient Communities, and how to work with infrastructure organisations more collaboratively to achieve the best impact for the sector. Discussions are still underway and will develop as part of new 3 year contract to be introduced in Autumn 2016.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
<p>Council officers, the lead member for Localism and partner organisations who have joint Service Level Agreements with us with these organisations. The infrastructure organisations themselves have been involved in discussions with the Director of Customer Service and Transformation to start to shape the future of the infrastructure funding, and how we align this work with current Council priorities as part of the new 3 year contract.</p>		

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			x
Deprivation		x	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
The contract that is being shaped would be clearer, would encourage collaboration between organisations and with the Council and should maximise everyone's input. This should mitigate impact on any of these groups.
Negative Impact
The reduction in parish planning match funding could have had a negative impact on rural areas – but in recent years this has been an undersubscribed match fund.
Neutral Impact
The positive impact of increased collaboration between organisations and with the Council, should maximise everyone's input and ensure a neutral impact on any of these groups.
Issues or Opportunities that may need to be addressed

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

The work of the infrastructure organisations and the wider voluntary and community sector has a positive impact on community cohesion.
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Version Control

Version no.	Date	Updates / amendments	Author(s)
0.1	09/11/2015	First draft	Diane Lane / Dan Thorp

TREASURY MANAGEMENT QUARTER TWO REPORT

To: **General Purposes Committee**

Meeting Date: **24th November 2015**

From: **Chief Finance Officer**

Electoral division(s): **All**

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

Purpose: **To provide the second quarterly update on the Treasury Management Strategy 2015-16, approved by Council in February 2015.**

Recommendation: **The General Purposes Committee is recommended to:**

- a) Note the Treasury Management Quarter Two Report 2015-16;and**
- b) Forward the report to full Council to note.**

<i>Officer contact:</i>	
Name:	Mike Batty
Post:	Group Accountant – Treasury & Investments
Email:	<u>Mike.Batty@cambridgeshire.gov.uk</u>
Tel:	01223 699942

1.0 BACKGROUND

- 1.1 Treasury Management is governed by the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management (the Code). The Code has been developed to meet the needs of Local Authorities and its recommendations provide a basis to form clear treasury management objectives and to structure and maintain sound treasury management policies and practices.
- 1.2 The Code was adopted via the Treasury Management Strategy Statement (TMSS), which was approved by Council in February 2015. It requires the Council to produce an annual treasury report and a half yearly report. Alongside these, General Purposes Committee are also provided with quarterly updates on progress against the Strategy.
- 1.3 This report has been developed in consultation with the Council's external investment manager and treasury adviser, Capita Asset Services (CAS) and provides an update for the second quarter to 30th September 2015.

2. SUMMARY OF KEY HEADLINES

- 2.1 The main highlights for the quarter are:
 - Investment returns received on cash balances compares favourably to the benchmarks. A return of 0.59% was achieved compared to the 3 month London Interbank Bid Rate (LIBID) benchmark of 0.45% (see section 6).
 - An underspend of £1.960m is currently reported for the debt charges budget (see section 8 for further details).

3. THE ECONOMIC ENVIRONMENT

- 3.1 A detailed economic commentary is provided in **Appendix 1**. This information has been provided by Capita Asset Services – Treasury Solutions (CAS Treasury Solutions), the Council's treasury management advisors.
- 3.2 During the quarter ended 30th September 2015, the significant UK headlines of this analysis were:
 - The economic recovery Household spending growth moderated slightly, despite strong consumer confidence;
 - lost some pace;
 - Wage growth picked up further in response to labour market tightening;
 - Consumer Price Inflation (CPI) inflation hovered around 0% and poised to turn negative;
 - The prospect of a 2015 rate hike became extremely unlikely;
 - Public Sector Net Borrowing (PSNB) likely to overshoot The Office for Budget Responsibility (OBR's) annual forecast;
 - The Fed held off from hiking interest rates.

4. SUMMARY PORTFOLIO POSITION

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

	TMSS Forecast February 2015 (as agreed by Council)		Actual as at 31 March 2015		Actual as at 30 September 2015		Revised Forecast to March 2016	
	£m	Rate %	£m	Rate %	£m	Rate %	£m	Rate %
Long term borrowing								
PWLB	384.0		301.6		286.6	4.4	355.5	
Market	79.5		79.5		79.5	3.6	79.5	
Total long term	463.5	4.2	381.1	4.1	366.1	4.1	435.0	4.1
Short term borrowing	-	-	-	-	-	-	-	-
Total borrowing	463.5	4.2	381.1	4.1	366.1	4.1	435.0	4.1
Investments	10.6	0.7	35.6	0.5	74.6	0.6	18.4	0.6
Total Net Debt / Borrowing	452.9	-	345.5	-	291.5	-	416.9	
3rd Party Loans & Share Capital	-	-	-	-	0.4	-	0.4	-

- 4.2 The revised forecast reflects the current prudential borrowing projections in the capital programme, which is likely to fluctuate through the course of the year.
- 4.3 Further analysis of borrowing and investments is covered in the following two sections.

5. Borrowing

- 5.1 The Council can take out loans in order to fund spending for its Capital Programme. The amount of new borrowing required is determined by capital expenditure plans and projections of the Capital Financing Requirement, forecast reserves and current and projected economic conditions.

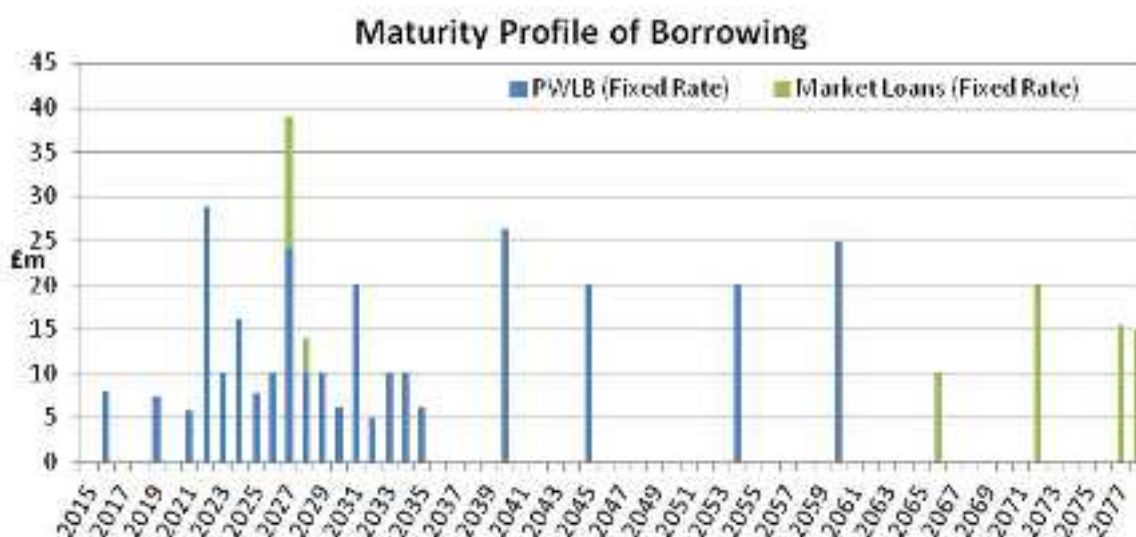
New loans and repayment of loans:

- 5.2 The table below shows the details new loans raised and loans repaid during the period. No loans were raised during quarter.

Lender	Raised / Repaid	Start Date	Maturity Date	£m	Interest Rate %	Duration (yrs)
PWLB	Repaid	31/03/2011	30/09/2015	15	3.34%	4.5

Maturity profile of borrowing:

- 5.3 The following graph shows the maturity profile of the Council's loans. The majority of loans have a fixed interest rate and are long term which limits the Council's exposure to interest rate fluctuations. The weighted average years to maturity of the portfolio is 24.15 years.
- 5.4 The presentation below differs from that in **Appendix 2** paragraph 4, in that Lender Option Borrower Option (LOBO) loans are included at their final maturity rather than their next call date. In the current low interest rate environment the likelihood of the interest rates on these loans being raised and the loans requiring repayment at the break period is extremely low.



- 5.5 A £15m loan matured on the 30th September was not replaced and instead was repaid with surplus cash. Another loan of £8m matures in January 2016.

Loan restructuring:

- 5.6 When market conditions are favourable long term loans can be restructured to:
- to generate cash savings
 - to reduce the average interest rate
 - to enhance the balance of the portfolio by amending the maturity profile and/or the level of volatility. (Volatility is determined by the fixed/variable interest rate mix.)

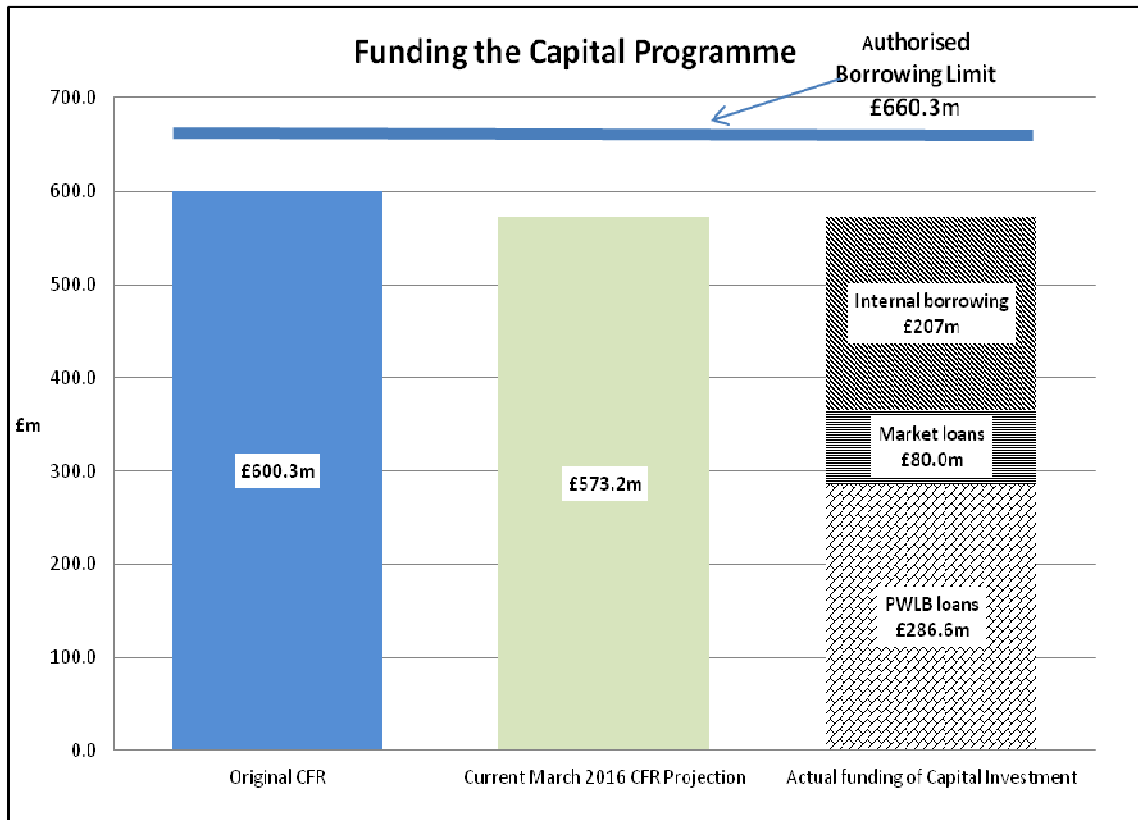
During the quarter there were no opportunities for the Council to restructure its borrowing due to the position of the Council's borrowing portfolio compared to market conditions. Debt rescheduling will be considered subject to conditions being favourable but it is unlikely that opportunities will present themselves during this year. The position will be kept under review, and when opportunities for savings do arise, debt rescheduling will be undertaken to meet business needs.

Funding the Capital Programme:

- 5.7 The Treasury Management Strategy Statement (TMSS) sets out the plan for

treasury management activities over the next year. It identifies where the authority expects to be in terms of borrowing and investment levels. When the 2015-16 TMSS was set, it was anticipated that the Capital Financing Requirement (CFR), the Council's liability for financing the agreed Capital Programme, would be £600.3m. This figure is naturally subject to change as a result of changes to the approved capital programme.

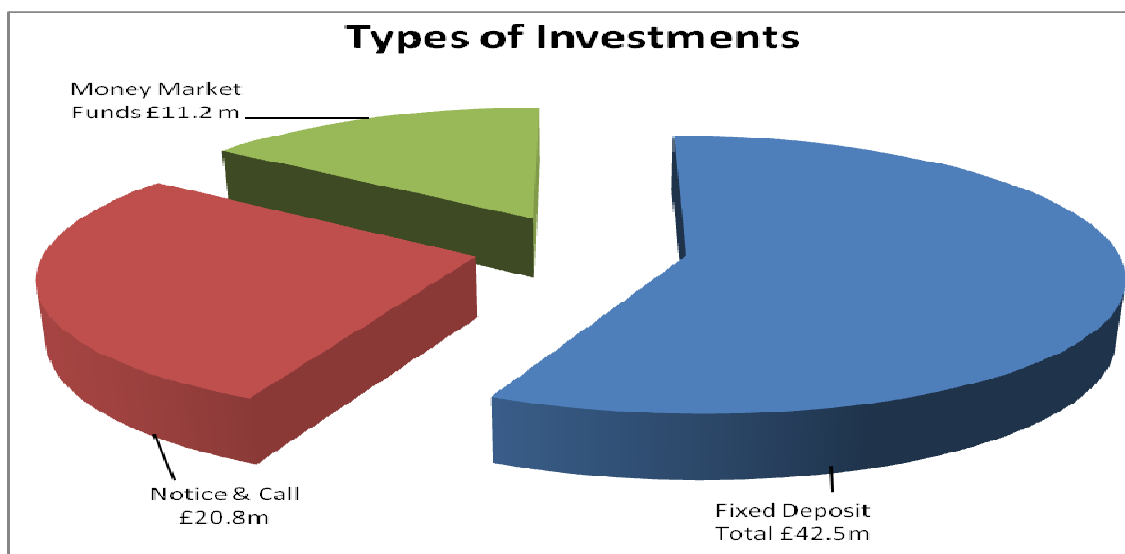
- 5.8 The graph below compares the maximum the Council could borrow in 2015-16 with the forecast CFR at 31st March 2016 and the actual position of how this is being financed at 30th September 2015.



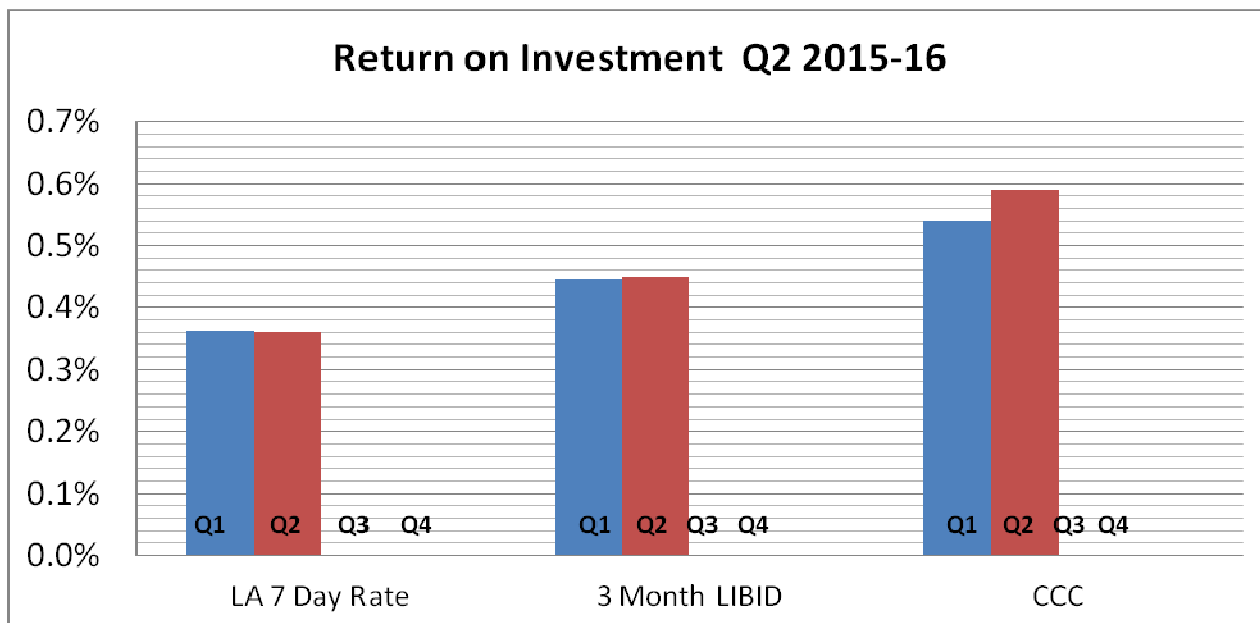
- 5.9 The graph shows the projection for the Capital Financing Requirement (CFR) is significantly below significantly below the statutory Authorised Borrowing Limit set for the Council at the start of the year.
- 5.10 In addition, the graph shows how the Council is currently funding its borrowing requirement. As at 30th September internal borrowing is forecast to be £207.1m at the end of the year. Internal borrowing is the use of the Council's surplus cash to finance the borrowing liability instead of borrowing externally. The strategy of internally borrowing, by careful management of Councils balance sheet, is currently the most appropriate strategy, given the current interest rate environment. This strategy enables savings to be generated and reduces the level of cash invested and credit risk associated with investing. However the projected level of internal borrowing is not sustainable so loans from the PWLB and other sources are currently being considered.

6. INVESTMENTS

- 6.1 Investment activity is carried out within the Council's counterparty policies and criteria, and with a clear strategy of risk management in line with the Council's treasury strategy for 2015-16. This ensures that the principle of considering security, liquidity and yield, in that order (SLY), is consistently applied. The Council will therefore aim to achieve the optimum return on investments commensurate with proper levels of security and liquidity. Any variations to agreed policies and practices are reported to Cabinet and Council.
- 6.2 As described in paragraph 5.10, the strategy currently employed by the Council of internal borrowing also has the affect of limiting the Council's investment exposure to the financial markets, thereby reducing credit risk.
- 6.3 As at 30th September the level of investment totalled £74.6m, excluding 3rd party loans and share capital which are classed as capital expenditure. The level of cash available for investment is as a result of reserves, balances and working capital the Council holds. These funds can be invested in money market deposits, placed in funds or used to reduce external borrowings.
- 6.4 A breakdown of investments by type are shown in the graph below, with detail at **Appendix 3**. The majority of investments are in notice and call accounts and money market funds to meet the liquidity demands for the Council. Investments are made within the boundaries of the Investment Strategy and credit worthiness criteria.



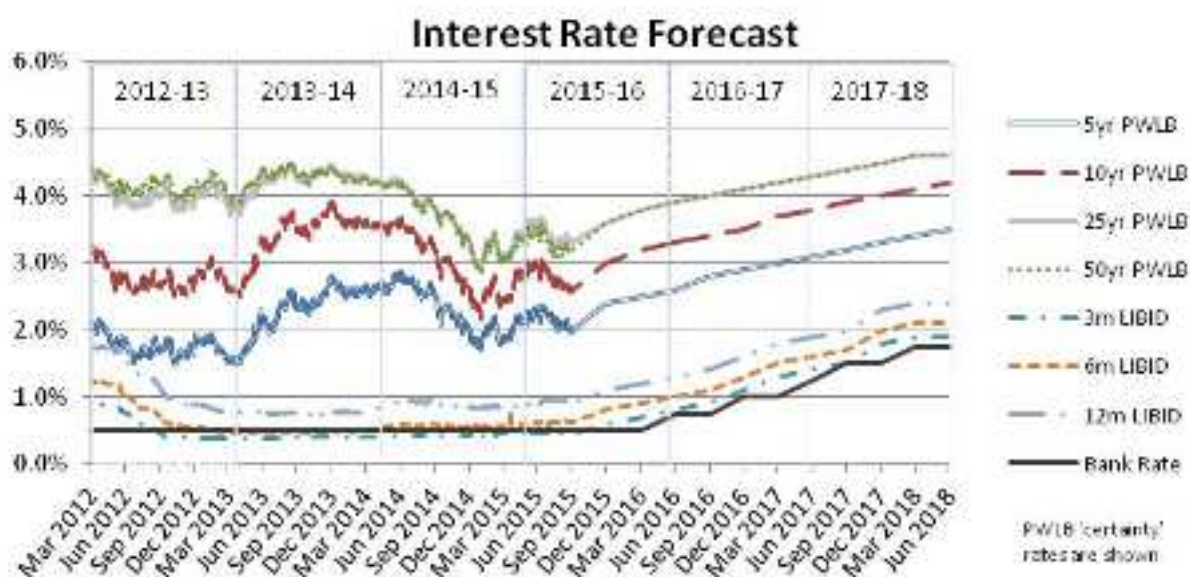
- 6.5 The graph below compares the returns on investments with the relevant benchmarks for each quarter this year.



- 6.6 It can be seen from the graph that investments returned 0.59% during the quarter significantly more than the both the 7 day (0.36%), 3 month London Interbank Bid Rate (LIBID) (0.45%) benchmarks.
- 6.7 Where appropriate, investments can be locked out for periods of up to one year with nationalised banks (UK Government backed) at higher rates of interest. The policy does allow for longer durations should the value make it worthwhile. In a rising interest rate environment it is generally appropriate to keep investments fairly short in duration to take advantage of interest rate rises as soon as they occur. The weighted average time to maturity of investments at 30th September is 44 days.
- 6.8 Leaving market conditions to one side, the Council's return on investment is influenced by a number of factors, the largest contributors being the duration of investments and the credit quality of the institution or instrument. Credit risk is a measure of the likelihood of default and is controlled through the creditworthiness policy approved by Council. The duration of an investment introduces liquidity risk; the risk that funds cannot be accessed when required, and interest rate risk; the risk that arises from fluctuating market interest rates. These factors and associated risks are actively managed by the LGSS Treasury team together with the Council's Treasury Advisors (CAS). Using credit ratings, the investment portfolio's historic risk of default stands at 0.015%. This simply provides a calculation of the possibility of average default against the historical default rates.
- 6.9 The Council is also a member of a benchmarking group run by CAS which shows that, for the value of risk undertaken, the returns generated are in line with the Model Band (the average range of returns across for all CAS's clients).

7. OUTLOOK

- 7.1 The current interest rate forecast is shown in the graph below. The forecast for the first increase in Bank Rate remains in quarter 2 of 2016. However there are risks to this central forecast as the economic recovery in the UK is currently finely balanced.
- 7.2 Recent demands for the safe haven of gilts have depressed gilts yields and PWLB rates recently. Geopolitical events make forecasting PWLB rates highly unpredictable in the shorter term. It is assumed that these fears will subside and that safe haven flows into UK Gilts will unwind and rates will rise back again over the coming quarters.



- 7.3 The overall longer run trend is for gilt yields and PWLB rates to rise, due to the high volume of gilt issuance in the UK, and of bond issuance in other major western countries. Increasing investor confidence in eventual world economic recovery is also likely to compound this effect as recovery will encourage investors to switch from bonds to equities.
- 7.4 From a strategic perspective, the Council is continually reviewing options as to the timing of any potential borrowing and also the alternative approaches around further utilising cash balances and undertaking shorter term borrowing which could potentially generate savings subject to an assessment of the interest rate risks involved. Cash flows in the last couple of years have been sufficiently robust for the Council to use its balance sheet strength and avoid taking on new borrowing, however projections now show that new borrowing will be required this year unless there is substantial slippage in the capital programme.

8. DEBT FINANCING BUDGET

- 8.1 An under spend of £1.960m is forecast for Debt Charges. This is largely as a result of favourable variances for MRP (Minimum Revenue Provision) and Interest Payable. The initial estimate for MRP has been revised down following year end, however there may be some additional small movement once the charge has been

finalised. A favourable variance for Interest payable has been included on the assumption that the Council will experience significant slippage in the capital programme, as it has done in recent years, so that borrowing is deferred until next year. There is also a small positive variance for interest that is recharged internally.

	Budget	Estimated Outturn	Variance
	£m	£m	£m
Interest payable	17.349	16.249	-1.100
Interest receivable	-0.422	-0.498	-0.076
Other	0.527	0.384	-0.143
Technical	-0.085	-0.085	0.000
MRP	18.091	17.450	-0.641
Total	35.460	33.499	-1.960

- 8.2 Although there is link between the capital programme, net borrowing and the revenue budget, the Debt Charges budget is impacted by the timing of long term borrowing decisions. These decisions are made in the context of other factors including, interest rate forecasts, forecast levels of cash reserves and the borrowing requirement for the Council over the life of the Business Plan and beyond.

9. MUNICIPAL BONDS AGENCY

- 9.1 The Agency raised £6m share capital from 56 local authorities (including Cambridgeshire County Council) and the Local Government Association. There will be further opportunities for other local authorities to become shareholders from time to time.
- 9.2 The Agency has been working with a small group of authorities on finalising the loan documentation which includes the complex Framework Agreement. This agreement describes the relationship between the Agency and the local authority borrowers, including the joint and several guarantee, payment timelines and various protections in place to mitigate the risk of default.
- 9.3 The Framework Agreement and Joint and Several Guarantee will need to be taken through the council's own governance and approval processes which is likely to ultimately require approval from full council. In addition the group of local authorities is seeking Counsel opinion (on behalf of all local authorities) on the vires of the guarantee and the approval processes which councils should consider. All relevant documents are expected to be finalised and circulated in the next couple of weeks. Once received, our own approval processes will be considered.
- 9.4 It was originally expected that the first bond issued by the Agency on behalf of local authorities would be completed in the autumn of 2015. Depending on Councils timelines for approval of the documents and borrowing demand the Agency may issue the first bond before the end of 2015 or in early 2016.

10. COMPLIANCE WITH TREASURY LIMITS AND PRUDENTIAL INDICATORS

- 10.1 With effect from 1st April 2004 The Prudential Code became statute as part of the Local Government Act 2003 and was revised in 2011.
- 10.2 The key objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of the Council are affordable, prudent and sustainable. To ensure compliance with this the Council is required to set and monitor a number of Prudential Indicators.
- 10.3 During the financial year to date the Council has operated within the treasury limits and Prudential Indicators set out in the Council's Treasury Management Strategy Statement (TMSS) and in compliance with the Council's Treasury Management Practices. The Prudential and Treasury Indicators are shown in Appendix 2.
- 10.4 The Credit Worthiness Policy within the Annual Investment Strategy sets out the methodology for assessing the credit risk of financial institutions. At the end of September Standard Chartered bank fell outside our investment criteria. Although the bank's credit rating remains strong (Fitch: long term AA+, short term F1+), the upward trend in the price of its Credit Default Swap (CDS) rose to a level that resulted in the bank coming off our lending list. The Council has £20m invested with the bank with the longest maturity out to 21st December 2015. The bank's CDS price will be monitored closely (it has fallen from the highs seen at the beginning of October) and action will be taken to reduce exposure where appropriate without incurring any losses.

11. ALIGNMENT WITH PRIORITIES AND WAYS OF WORKING

11.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

11.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

11.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

12. SIGNIFICANT IMPLICATIONS

12.1 Resource Implications

This report provides information on performance against the Treasury Management Strategy. Section 8 shows the impact of treasury decisions which are driven by capital spend on the Council's revenue budget.

12.2 Statutory, Risk and Legal Implications

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

12.3 Equality and Diversity Implications

There are no significant implications for any of the prompt questions within this prompt category.

12.4 Engagement and Consultation Implications

There are no significant implications for any of the prompt questions within this prompt category.

12.5 Localism and Local Member Involvement

There are no significant implications for any of the prompt questions within this prompt category.

12.6 Public Health Implications

There are no significant implications for any of the prompt questions within this prompt category.

List of Appendices

Appendix 1: Economic Update (provided by Capita Asset Services Treasury Solutions)

Appendix 2: Capital and Treasury Prudential Indicators

Appendix 3: Investment Portfolio

Source Documents	Location
None	Box No: RES1211 Room No:301 Shire Hall Castle Hill Cambridge CB3 0AP

Economic Update (provided by CAS Treasury Solutions)

Quarter ending 30th September 2015

1. Although the economic recovery picked up pace in Q2, with real GDP growth accelerating from 0.4% in Q1 to 0.7%, it looks unlikely to have maintained this strength in Q3. Admittedly, survey indicators paint a somewhat mixed message. On the one hand, the CBI's Composite Growth Indicator points to an even more robust expansion in Q3 than in Q2. However, the survey has consistently overstated the strength of GDP growth over the past few years. By contrast, the more reliable Markit/CIPS composite PMI, points to quarterly GDP growth easing to about 0.5% in Q3.
2. The available official data corroborates the more downbeat picture suggested by the CIPS Surveys. Indeed, industrial production fell by a monthly 0.4% in July, causing the annual growth rate to turn negative for the first time in two years. Construction output fell too on the month, and July's trade in goods and services deficit was as large as the deficit recorded for the second quarter as a whole, suggesting net trade probably won't make another positive contribution to GDP.
3. What's more, the recovery in household spending has lost some momentum, albeit temporarily in our view. Retail sales volumes rose by a meagre 0.2% over July and August combined. In order to match Q2's 0.6% quarterly rise, sales volumes would need to have increased by a hefty 1.2% on the month in September, which seems unlikely. At least spending off the high street looks to have fared comparatively well. Granted, the Bank of England's agents' score of turnover in the consumer services sector flat-lined in August, but it still pointed to a pick-up in the annual growth rate of nominal expenditure on consumer services. Moreover, the CBI's consumer services business volumes balance surged in Q3, and consumer confidence has held steady around its 15-year high.
4. Household spending should continue to be supported over the coming quarters by developments in the labour market. Indeed, after coming off the boil a bit over recent months, the jobs recovery has re-built some steam, with the ILO unemployment rate falling from 5.6% at the end of Q2 to 5.5% in July, not far above pre-crisis levels. The decline in labour market slack has fed through to stronger pay growth, with the headline (three-month average of the annual) growth in regular pay (i.e excluding bonuses) rising to 2.9% in July, its fastest in six years. Admittedly, if the unemployment rate starts to level out soon, then this would suggest that nominal pay growth won't pick up much further. However, *real* earnings growth should continue to be bolstered as inflation remains near zero.
5. CPI inflation fell from +0.1% in July to 0.0% in August, narrowly avoiding deflation. This was despite the dive in the sterling price of Brent crude oil (which plummeted to as low as £27 per barrel) lowering petrol prices at the pumps. Core CPI inflation did not fall as far as expected, in part due to rises in particular components such as furniture. Nonetheless, we expect negative inflation to return again soon. Indeed, British Gas' energy price cut will show up in September's CPI figures for the first time. And we expect earlier falls in oil prices to have started to feed through into the

non-energy components of CPI. What's more, we expect inflation will remain negative for much of the rest of this year, before picking up around the turn of the year as the previous, (sharper), falls in oil prices drop out of the annual comparison.

6. Meanwhile, there have been dovish noises from the Bank of England recently. August's *Inflation Report* saw the Bank nudge down its forecasts for CPI inflation, and not expect the 2% inflation target to be met until mid-2017. And the Committee highlighted the downside risks to global growth given recent developments in China in the minutes of September's MPC meeting. Granted, Ian McCafferty broke ranks in both August's and September's meetings, voting for a 25bp hike in Bank Rate. But the consensus had actually been that more than one member would be voting for a hike by now.
7. Note too that MPC super-dove Andy Haldane brought the idea of a rate cut back on the agenda in a recent speech. Accordingly, a rate hike *this* year now looks completely off the cards. But we still think that the strength of the economic recovery, (notwithstanding global headwinds), will mean that the MPC will vote to raise interest rates around Q2 2016.
8. On fiscal policy, the Chancellor smoothed the planned path of fiscal tightening in the Summer Budget, meaning that a surplus on the overall budget will now be reached in 2019/20 – a year later than he had planned to in the Conservative's election manifesto. But the big picture is that the economy still faces a considerable squeeze over the next five years. That said, August's public finances figures showed that the Chancellor is set to miss the OBR's forecast for borrowing this fiscal year, although borrowing should still come in lower than last year, even if the current trend persists. Another key development has been the election of Jeremy Corbyn as Labour leader. Although the next election is still four and a half years away, "Corbynomics" could still have an impact now, if it raises pressure on Mr Osborne to increase public sector investment, which is only set to flat line as a share of GDP.
9. On the international stage, the US FOMC made the decision to hold off from hiking interest rates in September. The Fed too, appears to have been spooked by developments in China and the market turmoil which it caused. We think that the market has overreacted to developments in China. Although growth has slowed, fears of a "hard landing" are overdone. In addition, the latest activity data from China has been reasonably upbeat and policymakers still have plenty of scope to boost the economy. (*Capita Asset Services note: there is considerable debate as to how reliable Chinese growth statistics currently are as they are stating that growth has been successfully maintained so far this year at around the official target rate for 2015 of 7%. Some individual economic indicators are at odds with this picture and are being quoted by other commentators who are concerned that growth could be much less than that in official statistics; these indicators are also trending downwards.*) What's more, we continue to think that domestic economic developments in the US support the case for a rate hike, and still expect the Fed to raise rates before the end of this year.
10. Meanwhile, Eurozone GDP growth lost some pace in Q2, falling from, (an upwardly-revised), 0.5% q/q in Q1, to 0.4%. This slowdown was driven by domestic demand. Survey evidence suggests that GDP growth maintained its pace in Q3. But the outlook further ahead does not look as bright. The boost from low oil prices should

begin to fade, and we don't think that the euro is set to fall substantially again, meaning that support from the exchange rate will begin to peter out too. Accordingly, we still think that the ECB will have to expand its QE programme, possibly as soon as this year.

11. Finally, UK equity prices have fared better than others in what has been a tumultuous quarter for financial markets. Granted, equity prices still fell around 6% over the quarter. But this compares to a 10% fall for global equities. Meanwhile, sterling has weakened since the height of the market rout in mid-August, with cable (dollar / Sterling), falling by almost 3.5%, and the sterling trade-weighted index declining by a similar amount.

Prudential and Treasury Indicators at 30th September 2015

Monitoring of Prudential and Treasury Indicators: approved by Council in February 2015.

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

The Council has adopted CIPFA's Treasury Management in the Public Services: Code of Practice and Cross Sectoral Guidance Notes. This is a key element of the Treasury Strategy 2015-16 which was approved by Council in February 2015.

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

	Limits	Actual
Fixed rate	150%	112.35%
Variable rate	65%	-12.35%
Total		100%

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

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

Fixed Rate calculation:

$$\frac{(\text{Fixed rate borrowing } £327.6m^* - \text{Fixed rate investments } £m^*)}{\text{Total borrowing } £366.1m - \text{Total investments } £74.5m} = 112.35\%$$

*Defined as greater than 1 year to run

Variable Rate calculation:

$$\frac{(\text{Variable rate borrowing } £38.5m^{**} - \text{Variable rate investments } £74.5m^{**})}{\text{Total borrowing } £366.1m - \text{Total investments } £74.5m} = -12.35\%$$

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

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

	2015-16 Limit £m	Actual £m
Investment longer than 364 days to run	34.0	0.0

Notes: This indicator is calculated by adding together all investments that have greater than 364 days to run to maturity at this point in time.

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

	Upper Limit	Actual
under 12 months	80%	11%
12 months and within 24 months	50%	4%
24 months and within 5 years	50%	3%
5 years and within 10 years	50%	27%
10 years and above	100%	55%

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

Affordability

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

2015-16 Original Estimate %	2015-16 Revised Estimate %	Difference %
10.23	9.40	-0.83

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

2015-16 Original Estimate £	2015-16 Revised Estimate £	Difference £
+13.21	-0.66	-13.87

This indicator has fallen significantly as a result of the underspend currently reported.

Prudence

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

Original 2015-16 Capital Financing Requirement (CFR) £m	2015-16 CFR (based on latest capital information) £m	Actual Gross Borrowing £m	Difference between actual borrowing and original CFR £m	Difference between actual borrowing and latest CFR £m
600.3	573.2	366.1	234.2	207.1

Capital Expenditure

8. Estimates of capital expenditure

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

External Debt

9. Authorised limit for external debt

2015-16 Authorised Limit £m	Actual Borrowing £m	Headroom £m
660.3	366.1	294.2

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

10. Operational boundary for external debt

2015-16 Operational Boundary £m	Actual Borrowing £m	Headroom £m
630.3	366.1	264.2

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

Appendix 3

Investment Portfolio as at 30th September 2015

Class	Type	Deal Ref	Start / Purchase Date	Maturity Date	Counterparty	Profile	Rate	Principal O/S (£)
Deposit	Fixed	CCC/ST/66	15/04/15	15/10/15	Bank of Scotland plc	Maturity	0.7000%	5,000,000.00
Deposit	Fixed	CCC/ST/70	21/04/15	21/10/15	Standard Chartered Bank	Maturity	0.6900%	10,000,000.00
Deposit	Fixed	CCC/ST/71	21/04/15	21/12/15	Standard Chartered Bank	Maturity	0.7400%	5,000,000.00
Deposit	Fixed	CCC/ST/72	21/04/15	23/11/15	Standard Chartered Bank	Maturity	0.7200%	5,000,000.00
Deposit	Fixed	CCC/ST/77	09/06/15	29/01/16	Royal Bank of Scotland plc	Maturity	0.6700%	5,000,000.00
Deposit	Fixed	CCC/ST/78	09/06/15	09/03/16	Royal Bank of Scotland plc	Maturity	0.7500%	5,000,000.00
Deposit	Fixed	CCC/ST/80	03/07/15	04/01/16	Landesbanken Hessen-Thueringen Girozentrale (Helaba)	Maturity	0.7000%	2,500,000.00
Deposit	Fixed	CCC/ST/83	31/07/15	29/01/16	Landesbanken Hessen-Thueringen Girozentrale (Helaba)	Maturity	0.7500%	5,000,000.00
Fixed Total								42,500,000.00
Deposit	Call	CCC/CE/6	01/12/14		Barclays Bank plc	Maturity	0.5000%	20,817,000.00
Call Total								20,817,000.00
Deposit	Share Capital	CCC/59	25/09/14		Municipal Bonds Agency			400,000.00
Share Capital Total								400,000.00
Deposit	Money Market Fund	CCC/ST/3	31/03/14		SLI Sterling Liquidity/CI 2	Maturity	0.5000%	11,268,000.00
MMF Total								11,268,000.00
Deposit Total								74,985,000.00

**INTEGRATED RESOURCES AND PERFORMANCE REPORT FOR THE PERIOD
ENDING 30TH SEPTEMBER 2015**

To: **General Purposes Committee**

Date: **24th November 2015**

From: **Chief Finance Officer**

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

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

Purpose: **To present financial and performance information to assess progress
in delivering the Council's Business Plan.**

Recommendations: **That General Purposes Committee is recommended to:**

- a) Analyse resources and performance information and note the
remedial action currently being taken and consider if any further
remedial action is required.**

<i>Officer contact:</i>
Name: Chris Malyon
Post: Chief Finance Officer
Email: Chris.Malyon@cambridgeshire.gov.uk
Tel: 01223 699796

1. PURPOSE

- 1.1 To present financial and performance information to assess progress in delivering the Council's Business Plan.

2. OVERVIEW

- 2.1 The following table provides a snapshot of the Authority's forecast performance at year end by value, RAG (Red, Amber, Green) status and direction of travel (DoT).

Area	Measure	Forecast Year End Position (Aug)	Forecast Year End Position (Sep)	Current Status	DoT (up is improving)
Revenue Budget	Variance (£m)	-£0.0m	-£1.0m	Green	↑
Basket Key Performance Indicators	Number at target (%)	53% (9 of 17)	41% (7 of 17) ¹	Amber	↓
Capital Programme	Variance (£m)	-£36.9m	-£39.5m	Amber	↓
Balance Sheet Health	Net borrowing activity (£m)	£419m	£417m	Green	↑

¹The number of performance indicators on target reflects the current position.

- 2.2 The key issues included in the summary analysis are:

- The overall revenue budget position is showing a forecast year end underspend of £1.025m (-0.3%), which is an increase of £982k since last month. The majority of this increase relates to further savings identified within Corporate Services (CS) Financing (£640k) and a reduction in Children, Families and Adults (CFA's) forecast pressure (£418k). See section 3 for details.
- Key Performance Indicators; the corporate performance indicator set has been refreshed for 2015/16. Some of the measures within this new set are still being developed and should be available in the coming months. There are 21 indicators in the Council's new basket, with data currently being available for 17 of these. Of these 17 indicators, 7 are on target. See section 5 for details.
- The Capital Programme is showing a forecast year end underspend of £39.5m (-19.0%), which is an increase of £2.6m since last month. The majority of the increase is due to further slippage within CFA's capital programme. See section 6 for details.

- Balance Sheet Health; The original forecast net borrowing position for 31st March 2016, as set out in the Treasury Management Strategy Statement (TMSS) is £453m. This projection has now fallen to £417m, down by £2m from last month. This is largely as a result of changes in the net expenditure profile of the capital programme and changes in expected cash flows since the Business Plan was produced in February 2015. See section 7 for details.

3. REVENUE BUDGET

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

Key to abbreviations

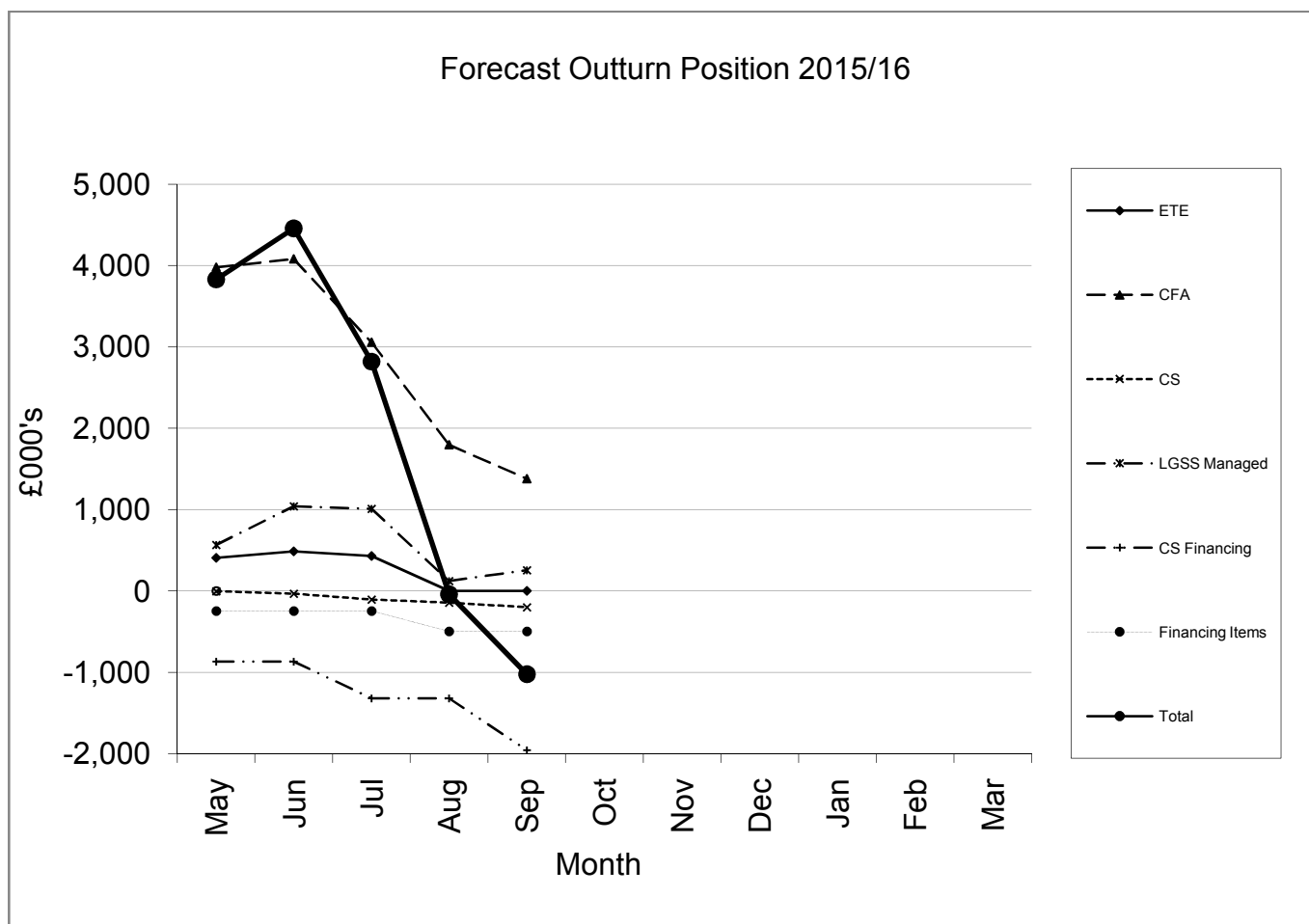
ETE	–Economy, Transport and Environment
CFA	– Children, Families and Adults
CS Financing	– Corporate Services Financing
DoT	– Direction of Travel (up arrow means the position has improved since last month)

Original Budget as per BP ¹ £000	Service	Current Budget for 2015/16 £000	Forecast Variance - Outturn (Aug) £000	Forecast Variance - Outturn (Sep) £000	Forecast Variance - Outturn (Sep) %	Current Status	DoT
63,308	ETE ²	63,079	0	0	0.0%	Green	↔
244,270	CFA	244,539	1,795	1,377	0.6%	Amber	↑
0	Public Health	0	0	0	0.0%	Green	↔
5,672	Corporate Services	6,166	-145	-201	-3.3%	Green	↑
9,145	LGSS Managed	10,471	123	255	2.4%	Amber	↓
35,460	CS Financing	35,460	-1,320	-1,960	-5.5%	Green	↑
357,855	Service Net Spending	359,715	453	-529	-0.1%	Green	↑
2,165	Financing Items	283	-496	-496	-175%	Green	↔
360,020	Net Spending	359,998³	-43	-1,025	-0.3%	Green	↑
	<i>Memorandum Items:</i>						
9,864	LGSS Operational	9,887	0	0	0.0%	Green	↔
369,884	Total Net Spending 2015/16	369,884					

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

² ETE includes Winter Maintenance and the Waste PFI Contract, where specific arrangements for under / overspends exist. Excluding these the underlying forecast outturn position for ETE is a £182k underspend.

³ For budget virements between Services throughout the year, please see [Appendix 1](#).



3.2 Key exceptions this month are identified below.

3.2.1 **Economy, Transport and Environment:** a balanced budget is forecast at year end.

- There are no exceptions to report this month.
- Previously reported exceptions that are still applicable can be found in [appendix 2](#)

3.2.2 **Children, Families and Adults:** £1.377m (0.6%) overspend is forecast at year end.

- **Adult Social Care (ASC) Directorate** – this directorate is reporting a forecast underspend of £1.0m, which is an increase of £777k from last month. The increase is due to:

- | | | |
|--|--------|------|
| • Learning Disability Services – the forecast overspend has reduced by £0.4m this month, largely as a result of improved commitment record accuracy, particularly in relation to block contract arrangements. | +2.135 | (4%) |
|--|--------|------|

At the end of September the ongoing pressure from known commitments reduced from £3.6m to £3.0m. These commitments include full year impact of people requiring new or increased services in 2015/16 and young people who will

turn 18 during this financial year.

Savings planned for the remainder of the year through increased use of assistive technology, reviewing expenditure on leisure activities, shared accommodation services and implementing the transport policy is expected to total £300k. This gives a forecast outturn of £2.7m. Of this, £2.1m relates to the County Council after the pooled budget risk share with the NHS is taken into account.

- **Carers Services** – this is mainly the result of allocations to individual carers being lower than expected. Revised arrangements for carers support were implemented from 1 April, following the Care Act, and it is taking longer than expected for the additional anticipated demand to reach expected levels. -0.380 (-18%)

This area will continue to be monitored closely as the new arrangements embed further.

- **Strategic Management** – the forecast underspend has reduced by £0.5m this month, which is mainly due to the anticipated underspend on Deprivation of Liberty Safeguards now being fully reported against Adults Social Care (ASC) Practice & Safeguarding (see note below), rather than being partially shown against Strategic Management, as it emerged in earlier months. -1.628 (-43%)

As previously reported:

During July, the government announced a 4-year delay in implementing the Care Act funding reforms. This means that the assessment of people funding their own care, who would have begun to accrue spending against the care cap from April, will not now need to begin this financial year, technical preparations for care accounts can take place over a longer timeframe, and provision is no longer needed to meet additional costs next year. The Council had taken a cautious approach to making spending commitments in these areas pending further announcements and will be able to avoid expenditure totalling £1.7m. The assumption has been made that the additional funding already announced by government will continue to be received by the Council this financial year. There has been national recognition that the social care system is under significant strain as part of the announcement and the funding will instead be used to offset significant demand pressures for existing social care services, particularly in the Learning Disability Partnership. However, there is now greater uncertainty about the extent to which this part of the Care Act funding will continue in future years.

This underspend is partially offset by a small pressure on the vacancy savings budget.

- **ASC Practice & Safeguarding** – an underspend of £0.7m is anticipated on the Mental Capacity Act (MCA) / Deprivation of Liberty Safeguarding (DOLS) budget due to shortage of available assessors. There has been a delay in being able to secure appropriate staff to manage the increased demand for processing MCA / DOLS cases, as all local authorities seek to respond to changes in case law and recruit from a limited pool of best interest assessors and other suitable practitioners. -0.675 (-31%)

Previously this underspend was shown under Strategic Management, but is now reported in the Service overseeing this area of work.

As previously reported:

- **Physical Disability Services** – a forecast underspend of £0.5m is being reported, which is an increase of £15k from last month. In the main the underspend is due to contract funding no longer required under the Head of Service budget and expected clawback on direct payments paid to people with a Physical Disability. Service demand across all Disability Services is being managed through short term planning, increasing people's independence and use of community resources. -0.467 (-4%)
- **Older People & Adult Mental Health Directorate** – this directorate is reporting a forecast underspend of £2.5m, which is an increase of £656k from last month. This increase reflects where efficiencies have been achieved on contracts pending future budget reductions, the one-off impact of revised management arrangements (reablement worker salary arrears) or new service provision (prisons social care).
- **Director of Older People & Adult Mental Health Services** – the following underspends were identified and reported at the September General Purposes Committee: -1.360 (-16%)
 - services to respond to new responsibilities for social care needs for prisoners are still being established with the likely underspend this year being £240k;
 - a budget of £330k for delayed transfers of care reimbursement is not required following implementation of the Care Act; and
 - release of an accrual made in the last financial year's accounts for a £300k potential dispute on costs of nursing care. We now believe this will be resolved without making use of this provision.

The forecast underspend has increased further since last month as a result of reductions already realised on housing related support (£300k - a permanent reduction will be made through the Business Planning process), as well as the one off impact of a deferred payment debt nearing collection and fully accounted for (£150k), as well as the net combination of more minor reductions (£40k).

- **Reablement, Occupational Therapy & Assistive Technology** – the forecast underspends are the result of: -0.358 (-4%)
 - capitalisation of Assistive Technology spend, which generates £125k revenue saving;
 - release of a £118k accrual made in last financial year's accounts for potential accommodation and administrative costs. Negotiations have progressed and we now judge that this provision is unlikely to be required;
 - a one-off delay in salary costs of £71k. Some salary costs such as enhancement and extra hours are paid a month in arrears. Payments for these in April were made by the NHS as they related to March 15 and were therefore prior to the Reablement service being transferred to County Council management. Only 11 months of costs will be incurred by the Council this year. As this is a specific variation, it is excluded from vacancy savings calculations; and
 - reduction in the overheads related to Occupational Therapy, as this service moved to a new NHS provider this year (£44k).

As previously reported:

- **Integrated Community Equipment Service** – the forecast underspend has remained the same this month, and largely arises from the intention to charge an additional £400k of equipment spend to the capital budget. Demand for this service is strong, and the revenue forecast is being closely monitored. -0.473 (-59%)
- **Strategy & Commissioning Directorate** – this directorate is reporting a forecast overspend of £2.598m.
- **Strategic Management - Strategy & Commissioning** – within the additional savings identified at the September General Purposes Committee meeting there is an expectation for the following: -0.252 (293%)
 - Reduction of £227k in earmarked Building Schools for the Future reserve to reflects anticipated demand levels; and
 - Saving on Special Educational Needs and Disability (SEND) delivery grant funding of £25k.

- **Looked After Children (LAC) Placements** – there is a £1.5m forecast overspend, which is an increase of £0.4m from last month, resulting from a continued unprecedented growth in the LAC population which has exacerbated the pressure carried forward from 2014/15. Overall LAC numbers at the end of September 2015, including placements with in-house foster carers, residential homes and kinship, are 570, 35 more than 1 April 2015 and 7 more than the end of July 2015. +1.500 (9%)

As previously reported:

- **Home to School Transport - Special** –the forecast overspend remains the same this month, and is due to a residual pressure from 2014/15. +0.625 (9%)
- **LAC Transport** – the forecast overspend remains the same this month, and is a result of an increasing LAC population and a policy to, where possible, keep a young person in the same educational setting when they are taken into care or their care placements moves, provided stability. +0.575 (86%)

- Previously reported exceptions that are still applicable can be found in [appendix 2](#)

3.2.3 **Public Health:**a balanced budget is forecast at year end.

- There are no exceptions to report this month.
- Previously reported exceptions that are still applicable can be found in [appendix 2](#)

3.2.4 **Corporate Services:** £0.201m (-3.3%) underspend is forecast at year end.

- There are no exceptions to report this month.

3.2.5 **LGSS Managed:**£0.255m (2.4%) overspend is forecast at year end.

- There are no exceptions to report this month.
- Previously reported exceptions that are still applicable can be found in [appendix 2](#)

3.2.6 **CS Financing:**£1.960m (-5.5%) underspend is forecast at year end.

- | | £m | % |
|---|--------|-------|
| • Debt Charges – the forecast underspend has increased by £640k this month, as a result of a decision of to defer long term borrowing until later this year and undertake short term borrowing where necessary or appropriate. | -1.960 | (-6%) |

As previously reported:

The Council is continually reviewing options as to the timing of any potential borrowing and also the alternative approaches around further utilising cash balances, where possible, and undertaking shorter term borrowing which could potentially generate savings subject to an assessment of the interest rate risks involved. A favourable variance for interest payable has been included on the assumption that the Council will experience significant slippage in the capital programme, as it has done in past years, so that borrowing is deferred until next year. There is also a small positive variance for interest that is recharged internally.

The capital programme continues to be monitored closely alongside forecasts for cash balances and interest rates and a pragmatic approach to borrowing is adopted.

3.2.7 Financing Items:£0.496m (-175%) underspend is forecast at year end.

- There are no exceptions to report this month.
- Previously reported exceptions that are still applicable can be found in [appendix 2](#)

3.2.8 LGSS Operational:a balanced budget is forecast at year end.

- There are no exceptions to report this month.

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

4. KEY ACTIVITY DATA

4.1 The Actual Weekly Costs for all clients shown in section 4.2 are calculated based on all clients who have received a service, are receiving a service, or we plan will receive a service. Some clients will have ceased receiving a service in previous months, or during this month, or we will have assumed an end date in the future.

4.2 Looked After Children (LAC): September 2015

	BUDGET				ACTUAL (September)				VARIANCE		
Service Type	No of placements Budgeted	Annual Budget	No. of weeks funded	Average weekly cost per head	Snapshot of No. of placements Sep 15	Yearly Average	Projected Spend	Average weekly cost per head	Yearly Average budgeted no. of placements	Net Variance to Budget	Average weekly cost
Residential - disability	2	£381k	52	3,663.30	3	2.52	£241k	2,152.13	0.52	-£140k	-1,511.17
Residential schools	8	£828k	52	1,990.93	11	9.96	£1,024k	1,970.34	1.96	£195k	-20.59
Residential homes	16	£2,342k	52	2,814.92	27	27.38	£3,964k	2,857.51	11.38	£1,622k	42.59
Independent Fostering	261	£9,813k	52	723.03	235	240.94	£9,675k	782.47	-20.06	-£138k	59.44
Supported Accommodation	15	£1,170k	52	1,500.00	27	21.4	£1,184k	1,134.54	6.4	£14k	-365.46
16+	9	£203k	52	433.58	10	10.97	£205k	353.93	1.97	£2k	-79.65
Growth/Replacement	-	£k	-	-	-	-	£310k	-	-	£310k	-
Savings requirement	-	£k	-	-	-	-	-£366k	-	-	-£366k	-
TOTAL	311	£14,737k			313	313.17	£16,237k		2.17	£1,500k	
In-house fostering	140	£3,472k	55	185.55	122	144.02	£3,333k	180.06	4.02	-£139k	-5.50
Kinship	26	£733k	55	185.55	31	23.01	£650k	193.21	-2.99	-£83k	7.66
In-house residential	16	£1,588k	52	1,908.52	10	11.24	£1,588k	3,053.63	-4.76	£k	1,145.11
Concurrent Adoption	3	£50k	52	350.00	9	8.33	£151k	350.00	5.33	£101k	0.00
Growth/Replacement	-	£k	-	-	-	-	£120k	-	-	£120k	-
TOTAL	185	£5,843k			172	186.6	£5,843k		1.6	£0k	
Adoption	289	£2,442k	52	162.50	334	328.44	£2,967k	166.64	39.44	£525k	4.13
TOTAL	289	£2,442k			334	328.44	£2,967k		39.44	£525k	
OVERALL TOTAL	785	£23,022k			819	828.21	£25,047k		43.21	£2,025k	

Note: Adoption includes Special Guardianship and Residency Orders. Any unutilised growth/replacement in-house will be used to support growth externally.

In the following key activity data for Adults and Older People's Services, the information given in each column is as follows:

- Budgeted number of clients: this is the number of full-time equivalent (52 weeks) service users anticipated at budget setting, given budget available.
- Budgeted average unit cost: this is the planned unit cost per service user per week, given the budget available.
- Actual service users and cost: these figures are derived from a snapshot of the commitment record at the end of the month and reflect current numbers of service users and current average cost.

4.3 Adult Social Care (ASC): September 2015

		BUDGET			ACTUAL (September)			VARIANCE
Service Type		Budgeted No. of Clients 2015/16	Budgeted Average Unit Cost (per week)	Annual Budget	Snapshot of No. of Clients at End of Sept 15	Current Average Unit Cost (per week)	Projected Spend	Net Variance to Budget
Physical Disability Services	Residential	40	£969	£2,015k	39	£1,071	£2,133k	£118k
	Nursing	23	£926	£1,107k	26	£833	£1,136k	£29k
	Community	835	£236	£10,788k	747	£274	£10,604k	-£184k
Physical Disability Services Total		898		£13,910k	812		£13,873k	-£37k
Income variance								-£223k
Further savings assumed within forecast								-£140k
Learning Disability Services	Residential	294	£1,253	£19,161k	300	£1,357	£21,220k	£2,059k
	Nursing	17	£1,437	£1,270k	18	£1,434	£1,345k	£75k
	Community	1,272	£543	£35,907k	1,234	£586	£37,681k	£1,774k
Learning Disability Service Total		1,583		£56,338k	1,552		£60,247k	£3,909k
Further savings assumed within forecast								-£300k

The Learning Disability Partnership is in the process of loading care packages for automatic payment and commitment recording through the Council's Adult Finance Module (AFM) system.

Until this has been fully completed, activity analysis is based on more restricted details about package volume (hours/nights) and length, than is available through AFM. In the table above, the assumption has been made that packages that are currently open last 365 days, as a proxy for full year activity, rather than full reflection of closed and part-year packages.

The forecasts presented in this report reflect the impact of savings measures to take effect later in the year. The further savings within forecast lines within these tables reflect the distance from this position based on current activity levels.

4.4 Adult Mental Health: September 2015

		BUDGET			ACTUAL (September)			VARIANCE
Service Type		<i>Budgeted No. of Clients 2015/16</i>	<i>Budgeted Average Unit Cost (per week)</i>	<i>Annual Budget</i>	<i>Snapshot of No. of Clients at End of Sept 15</i>	<i>Current Average Unit Cost (per week)</i>	<i>Projected Spend</i>	<i>Variance</i>
Adult Mental Health	Community based support	67	£76	£265k	97	£99	£565k	£300k
	Home & Community support	196	£87	£886k	187	£79	£767k	-£118k
	Nursing Placement	13	£682	£461k	16	£648	£510k	£49k
	Residential Placement	71	£732	£2,704k	70	£774	£2,596k	-£108k
	Supported Accommodation	137	£81	£579k	142	£86	£615k	£37k
Adult Mental Health Total		484		£4,894k	512		£5,053k	£160k
Further savings assumed within forecast								-£321k

4.5 Older People (OP): September 2015

OP Total		BUDGET			Projected to the end of the year			Variance From Budget
Service Type		<i>Expected No. of clients 2015/16</i>	<i>Budgeted Average Cost (per week)</i>	<i>Gross Annual Budget</i>	<i>Service Users</i>	<i>Current Average Cost (per week)</i>	<i>Gross Projected spend</i>	<i>Gross Projected spend</i>
Residential		531	£458	£12,641k	552	£433	£12,723k	£82k
Residential Dementia		320	£523	£8,707k	330	£501	£8,764k	£57k
Nursing		319	£609	£10,103k	326	£584	£10,053k	-£50k
Respite		289	£497	£861k	326	£501	£930k	£69k
Community based								
~ Direct payments		356	£209	£3,862k	296	£247	£4,025k	£163k
~ Day Care		326	£106	£1,793k	431	£130	£2,136k	£343k
~ Other Care				£5,478k			£6,026k	£548k
~ Homecare arranged		1,807	<i>per hour</i> £16.48	£18,587k	1,841	<i>per hour</i> £15.61	£17,935k	-£652k
Total		3,948		£62,032k	4,102		£62,592k	£560k
Further Savings Assumed Within Forecast								-£560k

4.6 Older People Mental Health (OPMH): September 2015

OP Mental Health	BUDGET			Projected to the end of the year			Variance From Budget
<i>Service Type</i>	<i>Budgeted No. of clients 2014/15</i>	<i>Budgeted Average Cost (per week)</i>	<i>Gross Annual Budget</i>	<i>Service Users</i>	<i>Current Average Cost (per week)</i>	<i>Gross Projected spend</i>	<i>Gross Projected spend</i>
Residential	14	£456	£332k	37	£584	£373k	£41k
Residential Dementia	37	£530	£1,020k	25	£487	£1,147k	£127k
Nursing	36	£627	£1,173k	30	£745	£1,186k	£13k
Nursing Dementia	156	£682	£5,534k	159	£676	£5,594k	£60k
Respite	16	£400	£38k	8	£583	£38k	£0k
Community based:							
~ Direct payments	16	£272	£226k	19	£226	£225k	-£1k
~ Other Care			£53k			£43k	-£10k
		<i>per hour</i>			<i>per hour</i>		
~ Homecare arranged	92	£16.08	£615k	95	£14.75	£583k	-£32k
Total	367		£8,991k	373		£9,189k	£198k
Further Savings Assumed Within Forecast							-£198k

For both Older People's (OP) Services and Older People Mental Health (OPMH):

- Respite, Day Care and Other Care have been added increasing the budget from previous reports.
- Respite care budget based on clients receiving 6 weeks care per year instead of 52.
- Residential, Residential Dementia, Nursing and Nursing Dementia budgets have been increased due to funding for Deferred Property Payments.
- Day Care OP Block places are used by OPMH clients, therefore there is no day care activity in OPMH.

Across Adults Services there are also budget revisions as a result of the transfer of function for the independent living fund.

We are continuing to develop this data to encompass an increasing proportion of the service's expenditure; this means comparisons are not currently possible with previous months.

Although this activity data shows current expected and actual payments made through direct payments, this in no way precludes increasing numbers of clients from converting arranged provisions into a direct payment.

5. PERFORMANCE TARGETS

Corporate Priority	Indicator	Service	What is good?	Date	Unit	Actual	Target	Status (Green, Amber, or Red)	Direction of Travel (up is good, down is bad)
Developing our economy	Percentage of Cambridgeshire residents aged 16 - 64 in employment	ETE	High	31/03/15	%	80.1	77.5 (2014/15 target)	Green	↑
	Additional jobs created	ETE	High	30/09/14	Number	14,000	3,500 (2015/16 target)	N/A	↑
	'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others	ETE	Low	28/02/15	%	Top 10% = 12% Others = 5.3%	Most deprived ≤12 *	Green	↔
	The proportion of children in year 12 taking up a place in learning	CFA	High	31/08/15	%	91.9	96.0	Amber	↓
	Percentage of 16-19 year olds not in education, employment or training (NEET)	CFA	Low	31/08/15	%	3.6	3.6	Green	↔
	The proportion pupils attending Cambridgeshire Primary schools judged good or outstanding by Ofsted	CFA	High	31/08/15	%	75.2	75	Green	↓
	The proportion pupils attending Cambridgeshire Secondary schools judged good or outstanding by Ofsted	CFA	High	31/08/15	%	44	75	Red	↔
	The proportion pupils attending Cambridgeshire Special schools judged good or outstanding by Ofsted	CFA	High	31/08/15	%	86.6	75	Green	↔
Helping people live independent and healthy lives	Percentage of closed Family Worker cases demonstrating progression	CFA	High	31/08/15	%	73.8	80	Amber	↓

Corporate Priority	Indicator	Service	What is good?	Date	Unit	Actual	Target	Status (Green, Amber, or Red)	Direction of Travel (up is good, down is bad)
	The proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into re-ablement / rehabilitation services	CFA	High	2014/15	%	69.8	TBC – <i>new definition for 15/16</i>	TBC	TBC
	The proportion of Adult Social Care and Older People's Service users requiring no further service at end of re-ablement phase	CFA	High	31/08/15	%	55.8	57	Amber	↑
	Reduced proportion of Delayed Transfers of care from hospital, per 100,000 of population (aged 18+)	CFA	Low	31/07/15	Number	513	406.3 per month (4,874.5 per year)	Red	↓
	Number of ASC attributable bed-day delays per 100,000 population (aged 18+)	CFA	Low	31/07/15	Number	120	94	Red	↓
	Healthy life expectancy at birth (males)	Public Health	High	2011-2013	Years	66.4	TBC (new indicator)	Green (compared with England – local value to be assessed at year end)	↑ (compared with previous year)
	Healthy life expectancy at birth (females)	Public Health	High	2011-2013	Years	65.5	TBC (new indicator)	Amber (compared with England – local value to be assessed at year end)	↓ (compared with previous year)

Corporate Priority	Indicator	Service	What is good?	Date	Unit	Actual	Target	Status (Green, Amber, or Red)	Direction of Travel (up is good, down is bad)
	Gap in life expectancy between the most deprived 20% of Cambridgeshire's population and the least deprived 80% (all persons)	Public Health	Low	2012-2014	Years	2.5	TBC	TBC	TBC
Supporting and protecting vulnerable people	The number of looked after children per 10,000 children	CFA	Low	31/08/15	Rate per 10,000	42.8	32.8 to 38.5	Red	↔
	<i>New indicator in development – strategic indicator for ASC/OP measuring whether fewer people are slipping into crisis</i>	CFA	TBC	TBC	TBC	TBC	TBC	TBC	TBC
	The proportion of support plans created through the common assessment framework (CAF) that were successful	CFA	High	31/08/15	%	79.7	80	Amber	↓
An efficient and effective organisation	The percentage of all transformed transaction types to be completed online	CCC	High	01/07/15 to 30/09/15	%	71.25	75	Amber	↓
	The average number of days lost to sickness per full-time equivalent staff member	CCC	Low	30/09/15	Days (12 month rolling average)	6.64	7.8	Green	↓

* 'Out of work' benefits claimants - narrowing the gap between the most deprived areas (top 10) and others – the target of ≤12% is for the most deprived areas (top 10%). At 6.7 percentage points the gap is the same as last quarter, but is narrower than the baseline (in May 2014) of 7.2 percentage points.

5.2 Key exceptions are identified below.

- **The proportion pupils attending Cambridgeshire Secondary schools judged good or outstanding by Ofsted**

The proportion of pupils attending Cambridgeshire Secondary schools judged good or outstanding by Ofsted has been adversely affected by a number of the county's largest secondary academies slipping from 'good' to 'requires improvement'. Only 15 out of 32 Secondary schools with Inspection results are judged as good or outstanding, covering 14,550 pupils. This is 44% of pupils against the target of 75%.

- **Delayed transfers of Care (DToC): Better Care Fund (BCF) Average number of bed-day delays, per 100,000 of population per month (aged 18+)**

The Cambridgeshire health and social care system is experiencing a monthly average of 2,639 bed-day delays, which is 26% above the current BCF target ceiling of 2,088. In July there were 2,739 bed-day delays, up 139 from the previous month, 651 above the monthly target.

Between August '14 and July '15 there were 35,097 bed day delays across the whole of the Cambridgeshire system - representing a 31% increase against the preceding 12 months. This situation is well documented in the media with several of our local hospital trusts having to close their A & E departments due to insufficient capacity. Many of the patients are elderly who on average have longer lengths of stay in hospital, which in turn impacts on the hospitals ability to ensure sufficient throughput. Daily conference calls are held between CCC and the hospitals to identify patients who can be discharged safely and quickly.

Across this period NHS bed-day delays have increased by 57% from 15,998 (August'13 - July'14) to 25,056 (August'14 - July'15), while bed-day delays attributed to Adult Social Care have decreased from 9,626 (August'13 - July'14) to 8,103 (August'14 - July'15), an improvement of 15%.

The DToC dashboard is populated 6 weeks in arrears when national data is released by NHS England. The DToC performance indicator is based on the year-to-date figures. Weekly data that we receive from Addenbrooke's may show weeks where there were no delays, however, over the course of a month some delays will be recorded. Bed-day delays attributable to adult social care (for patients in Addenbrooke's) are generally caused by a lack of capacity in residential/nursing homes or with domiciliary care agencies. The proportion of delays caused by people awaiting social care assessments is relatively small: 0.1% for Addenbrooke's and 1.4% across all trusts.

- **Delayed transfers of Care: Average number of ASC attributable bed-day delays per 100,000 population per month (aged 18+)**

Between April - July '15 there were 1,701 bed-day delays recorded attributable to Adult Social Care (ASC) in Cambridgeshire. This translates into a rate of 110.3 delays

per 100,000 of 18+ population. For the same period the national rate was 97.2 delays per 100,000.

The numbers have increased due to a number of factors, one of which is the increased number of admissions within the Acute Trusts particularly for the over 85s who tend to require longer more complex care on discharge. In addition, there have been some challenges around the availability of domiciliary care provision particularly in hard to reach areas of the county. In addressing these issues, we are in regular contact with providers and are actively working with them to increase their staffing capacity.

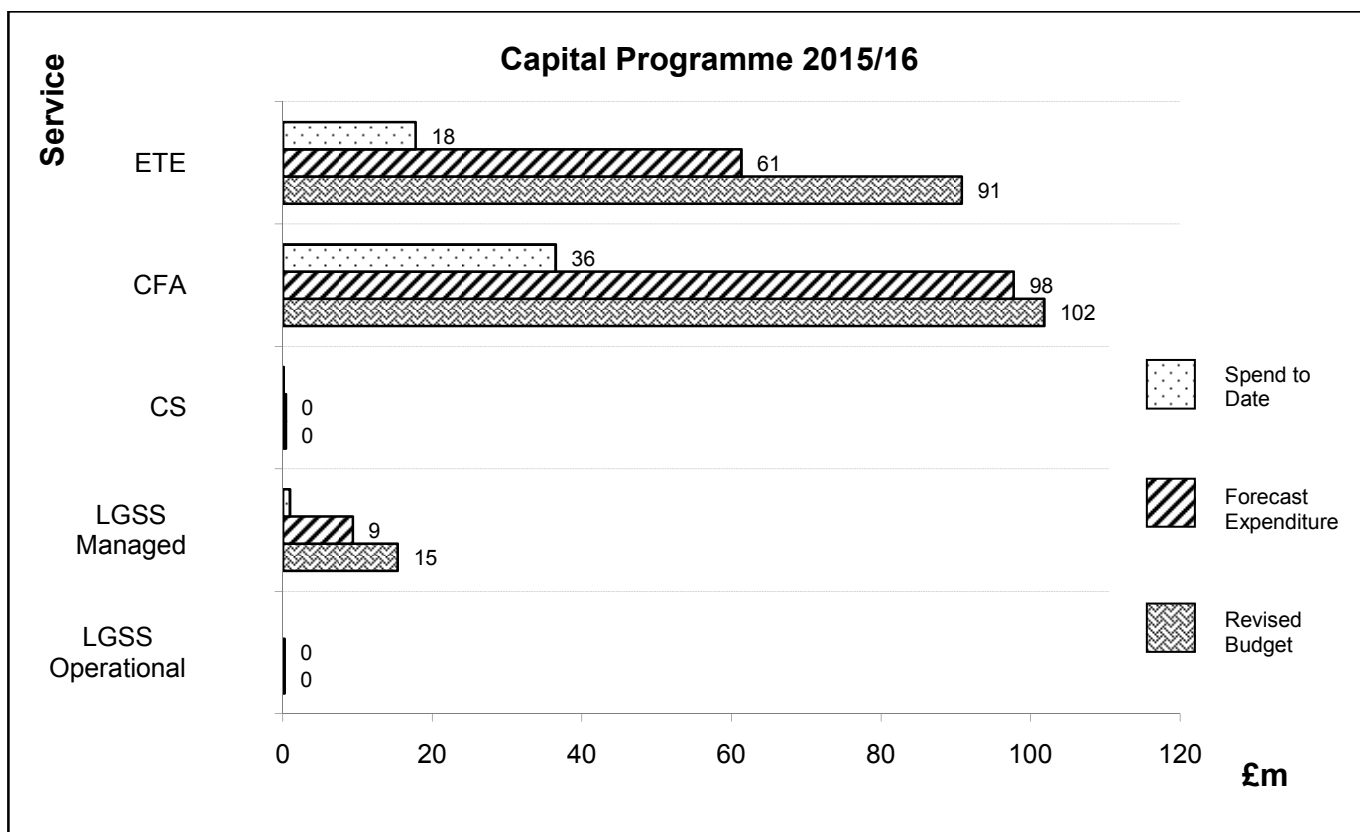
- **Number of Looked After Children (LAC) per 10,000 population under 18**

The number of LAC has remained at 563 during August 15. The current target has been set with an upper limit equating to 500 LAC by April 2016. The newly established Alternative to Care Service alongside robust care planning and delivery of good exit plans from care will be needed to meet this ambitious target by the end of this year. Over the next few months we expect to see an increase in the number of Adoption and Orders and Special Guardianship Orders, leading to an increase in children leaving care. Social Worker capacity is being increased to enable Unaccompanied Asylum Seekers (UASC) age assessments to be completed more quickly so that those who are assessed as being over 18 will be out of care more quickly.

6. CAPITAL PROGRAMME

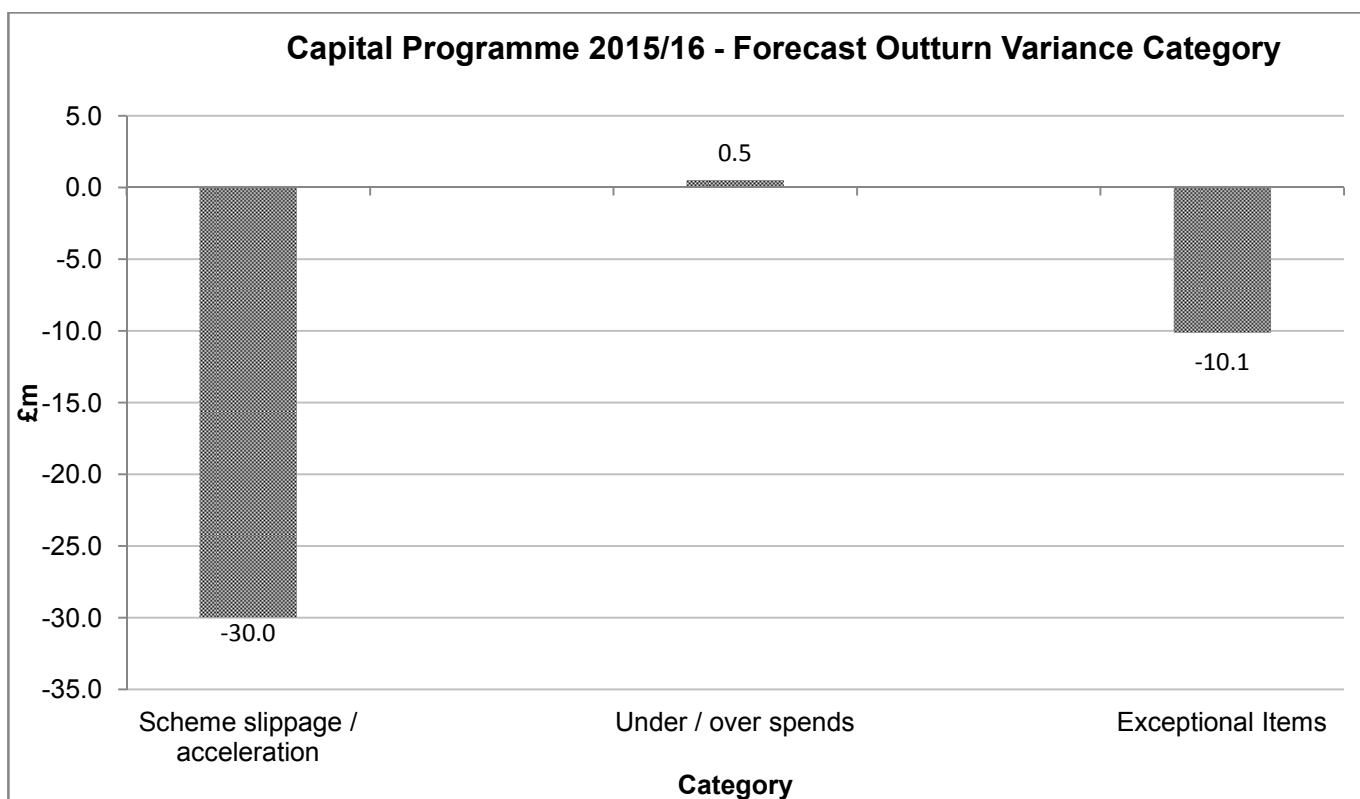
6.1 A summary of capital financial performance by service is shown below:

2015/16						TOTAL SCHEME	
Original 2015/16 Budget as per BP £000	Service	Revised Budget for 2015/16 £000	Forecast Variance - Outturn (Aug) £000	Forecast Variance - Outturn (Sep) £000	Forecast Variance - Outturn (Sep) %	Total Scheme Revised Budget (Sep) £000	Total Scheme Forecast Variance (Sep) £000
102,192	ETE	90,781	-29,549	-29,471	-32.5%	521,253	0
104,854	CFA	101,804	-1,499	-4,073	-4.0%	568,938	-5,207
300	Corporate Services	386	0	0	0.0%	640	0
11,385	LGSS Managed	15,331	-5,869	-5,984	-39.0%	81,452	-6,752
-	LGSS Operational	209	0	0	0.0%	600	0
218,731	Total Spending	208,511	-36,917	-39,528	-19.0%	1,172,883	-11,959



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

The following graph provides an indication of the cause for the 2015/16 capital forecast outturn variance:



Note: The 'Exceptional Items' category could include, for example, post Business Plan (BP) amendments.

6.2 A more detailed analysis of current year key exceptions this month by programme for individual schemes of £0.5m or greater are identified below.

6.2.1 **Economy, Transport and Environment:**£29.5m (-32.5%) underspend is forecast at year end.

	£m	%
<ul style="list-style-type: none"> • Operating the Network – savings and a reduction to the scope, where possible, of schemes within the current Transport Development Plan (TDP) are forecast, in order to offset the increased costs relating to the Brasley Bridge in Grantchester (£437k). 	-0.5	(-3%)
<ul style="list-style-type: none"> • Previously reported exceptions that are still applicable can be found in appendix 3 		

6.2.2 **Children, Families and Adults:**£4.1m (-4.0%) underspend is forecast at year end.

	£m	%
<ul style="list-style-type: none"> • Primary Schools - Demographic Pressures – the forecast underspend has increased by £1.9m this month, as a result of further cost movements (slippage and acceleration) since the Business Plan was approved. 		

Schemes which have been accelerated due to programme schedules being ahead of anticipated plans are:

- Little Paxton (£29k);
- Loves Farm (£75k); and
- Grove Primary (£100k)

Schemes that have encountered slippage in 2015/16 include:

- Fordham (£201k) where original phasing is not being achieved as a result of the decision to undertake a review of possible alternative options to meet in-catchment need; start on site now anticipated March 2016;
- Fulbourn (£118k) due to overall scheme revision which will see phase 2 works identified as a separate scheme in the 2016/17 Business Plan;
- Orchard Park, Cambridge (£365k) due to anticipated timescales not being achieved. It is expected only design costs will be incurred in 2015/16;
- Fourfields, Yaxley (£200k) where slippage from the original programme has occurred and the start on site is now anticipated in February 2016;
- Burwell Primary (£350k) following slight revision to enabling works timetable, which has slipped by one month to February 2016;
- Isle Primary, Ely (£1.0m) due to delays in establishing infrastructure required to further develop the site;
- Westwood Primary expansion (£900k) where the start on site has slipped from September to December 2015 due to planning. The scheme was to proceed under delegated

- power, as an objection was made. The scheme is required to go to the planning Committee in October; and
- Huntingdon Primary School (£50k) due to revised phasing from the contractor as anticipated start on site is late February / early March.

- **Adult Social Care** – the forecast underspend on Strategic Investment (£353k) has arisen as a result of rephasing expenditure that has been reflected in the 2016/17 Business Plan.

The forecast underspend on Enhanced Frontline (£335k) is due to the prioritising of work required to enhance in-house provider services and related delivery of social care, predominantly for clients with needs from learning disabilities, mental health or old age. A further review of investment is required and expenditure has been rephased during the 2016/17 Business Planning process.

-0.7 (-15%)

- Previously reported exceptions that are still applicable can be found in [appendix 3](#)

6.2.3 **Corporate Services:** a balanced budget is forecast at year end.

- There are no exceptions to report this month.

6.2.4 **LGSS Managed:** £5.9m (-39.0%) underspend is forecast at year end.

- There are no exceptions to report this month.
- Previously reported exceptions that are still applicable can be found in [appendix 3](#)

6.2.5 **LGSS Operational:** a balanced budget is forecast at year end.

- There are no exceptions to report this month.

6.3 A more detailed analysis of total scheme key exceptions this month by programme for individual schemes of £0.5m or greater are identified below:

Economy, Transport and Environment (ETE): a total scheme balanced budget is forecast.

- There are no exceptions to report this month.

Children, Families and Adults (CFA): £5.2m (-1%) total scheme underspend is forecast.

- | | £m | % |
|--|------|------|
| <ul style="list-style-type: none"> • Primary Schools - New Communities – Clay Farm, Cambridge scheme has experienced a £0.9m increase due to a slight delay in the start on site of the project (now anticipated in October 2016, not July 2016) and revised costs following more developed plans. | +0.9 | (1%) |

- Previously reported exceptions that are still applicable can be found in [appendix 4](#)

Corporate Services (CS): a total scheme balanced budget is forecast.

- There are no exceptions to report this month.

LGSS Managed: £6.8m (-8.3%) total scheme underspend is forecast.

- There are no exceptions to report this month.
- Previously reported exceptions that are still applicable can be found in [appendix 4](#)

LGSS Operational: a total scheme balanced budget is forecast.

- There are no exceptions to report this month.

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

Funding Source	B'ness Plan Budget £m	Rolled Forward Funding¹ £m	Revised Phasing £m	Additional/Reduction in Funding £m	Revised Budget £m	Outturn Funding £m	Funding Variance £m
Department for Transport (DfT) Grant	38.2	4.3	-17.5	1.5	26.5	25.6	-0.9
Basic Need Grant	4.9	1.5	0.0	0.0	6.4	6.4	0.0
Capital Maintenance Grant	6.3	0.0	0.0	-1.2	5.1	5.1	0.0
Devolved Formula Capital	1.1	1.1	0.0	0.0	2.2	2.2	0.0
Specific Grants	11.5	6.1	0.0	1.8	19.4	12.4	-7.0
Section 106 Contributions & Community Infrastructure Levy (CIL)	35.8	-0.4	-5.8	0.0	29.6	24.9	-4.7
Capital Receipts	4.5	0.0	0.0	0.0	4.5	3.8	-0.7
Other Contributions	29.6	0.7	0.0	-20.7	9.6	4.3	-5.3
Prudential Borrowing	86.8	19.5	-7.1	5.9	105.1	84.3	-20.8
Total	218.7	32.8	-30.4	-12.7	208.5	169.0	-39.5

¹ Reflects the difference between the anticipated 2014/15 year end position, as incorporated within the 2015/16 Business Plan, and the actual 2014/15 year end position.

6.5 Key funding changes this month (of greater than £0.5m) are identified below:

- There are no new exceptions to report this month.

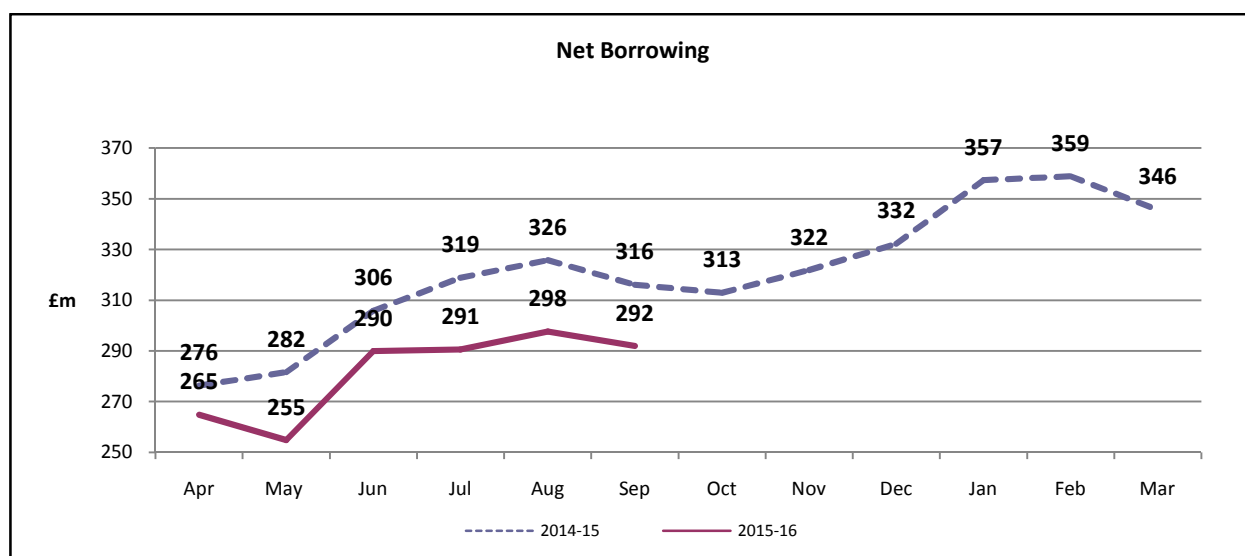
6.6 Previously reported key funding changes that are still applicable can be found in [appendix 5](#).

7. BALANCE SHEET

7.1 A more detailed analysis of balance sheet health issues is included below:

Measure	Year End Target	Actual as at the end of September
Level of debt outstanding (owed to the council) – 4-6 months, £m	£0.4m	£0.6m
Level of debt outstanding (owed to the council) – >6 months, £m	£1.0m	£1.7m
Invoices paid by due date (or sooner)	97.5%	99.8%

7.2 The graph below shows net borrowing (borrowing less investments) on a month by month basis and compares the position with the previous financial year. The levels of investments at the end of September were £74.2m and gross borrowing was £366.1m, giving a net borrowing position of £291.9m.



7.3 The Treasury Management Strategy Statement (TMSS) sets out the plan for treasury management activities over the year. It identifies the expected levels of borrowing and investments based upon the Council's financial position and forecast capital programme. When the 2015/16 TMSS was set in February 2015, it was anticipated that net borrowing would reach £453m at the end of this financial year. This has now fallen to £417m. Net borrowing at the beginning of this year was lower than expected and the position at the 31st March 2015 was £346m.

7.4 From a strategic perspective, the Council is currently reviewing options as to the timing of any potential borrowing and also the alternative approaches around further utilising cash balances and undertaking shorter term borrowing, which could potentially generate savings subject to an assessment of the interest rate risks involved.

7.5 Although there is link between the capital programme, net borrowing and the revenue budget, the Debt Charges budget is impacted by the timing of long term borrowing

decisions. These decisions are made in the context of other factors including, interest rate forecasts, forecast levels of cash reserves and the borrowing requirement for the Council over the life of the Business Plan and beyond.

- 7.6 The Council's cash flow profile varies considerably during the year as payrolls and payment to suppliers are made, and grants and income are received. Cash flow at the beginning of the year is typically stronger than at the end of the year as many grants are received in advance.

- 7.7 Key exceptions are identified below:

Key exceptions	Impacts and actions
Less borrowing activity than planned –original net borrowing forecast was £453m. Actual net borrowing at 30 th September was £292m.	<p>An underspend of £1.960m is forecast for Debt Charges, which is an increase of £640k from last month.</p> <p>The Council is continually reviewing options as to the timing of any potential borrowing and also the alternative approaches around further utilising cash balances, where possible, and undertaking short term borrowing which could potentially generate savings subject to an assessment of the interest rate risks involved. The increase in the forecast underspend this month is as a result of a decision to defer long term borrowing until later this year and undertake short term borrowing where necessary or appropriate.</p> <p>The capital programme continues to be monitored closely alongside forecasts for cash balances and interest rates and pragmatic approach to borrowing is adopted.</p>

- 7.8 A schedule of the Council's reserves and provisions can be found in [appendix 6](#).

8. EXTERNAL AND CONTEXTUAL ISSUES

- 8.1 In his speech to the Conservative Party Conference on 5th October 2015, the Chancellor of the Exchequer, George Osborne, announced plans to reform the Business Rates system, intending that all business rates should be retained locally. The mechanism for this has not been announced, but is likely to involve councils retaining all business rate growth above an established baseline. The split in rates allocation between tiers of local authorities may also be reviewed, and councils will be given authority to adopt a lower rate than that set nationally.

The Chancellor announced that the new scheme would be fiscally neutral, and would be accompanied by additional responsibilities. It is unlikely that any changes could be made until 2018/19 at the earliest. Once further details of the government's plans are announced, we will be able to estimate the likely impact on Cambridgeshire.

9. FURTHER INFORMATION

- 9.1 Members requiring further information on issues raised in this report may wish to access the individual Services' Finance and Performance Reports by following the link below:

http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/147/finance_and_performance_reports

10. ALIGNMENT WITH CORPORATE PRIORITIES

10.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

10.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

10.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

11. SIGNIFICANT IMPLICATIONS

11.1 Resource Implications

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

11.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

11.3 Equality and Diversity Implications

There are no significant implications within this category.

11.4 Engagement and Consultation Implications

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

11.5 Localism and Local Member Involvement

There are no significant implications within this category.

11.6 Public Health Implications

There are no significant implications within this category.

Source Documents	Location
ETE Finance & Performance Report (September 15) CFA Finance & Performance Report (September 15) PH Finance & Performance Report (September 15) CS and LGSS Cambridge Office Finance & Performance Report (September 15) Performance Management Report & Corporate Scorecard (September 15) Capital Monitoring Report (September 15) Report on Debt Outstanding (September 15) Payment Performance Report (September 15)	1 st Floor, Octagon, Shire Hall, Cambridge

APPENDIX 1 – transfers between Services throughout the year (only virements of £1k and above (total value) are shown below)									
	CFA	Public Health	ETE	CS Financing	Corporate Services	LGSS Managed	LGSS Operational	Financing Items	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Opening Cash Limits as per Business Plan	244,270	0	63,308	35,460	5,672	9,145	9,864		2,165
Green Spaces budget from CS to ETE			11		-11				
Scrutiny Members Training budget to Members Allowances 15/16						15	-15		
City Deal budget from ETE to LGSS Managed			-717			717			
ETE Operational Savings – LEP subscription			50						-50
Green Spaces staff budget from CS to ETE			43		-43				
Travellers Support budget from CS to ETE			51		-51				
Allocation of Supporting Disadvantaged Children in Early Years Grant and SEND Preparation for Employment Grant to CFA	63								-63
Microsoft Support Extension - Windows 2003						33			-33
Reablement to LGSS Operational	-34						34		
Mobile Phone Centralisation	-286		-55		-3	372	-28		
Reversal of Mobile Phone Centralisation for pooled budgets in 2015/16	17					-17			
CS Operational Savings – various					602				-602
Property budget for 9 Fern Court from CFA to LGSS Mgd.	-7					7			
Allocation of Staying Put Implementation Grant to CFA (Qtr 1)	27								-27
City Deal funding 2015/16						200			-200
Transfer from CFA to Finance for Adults Accountant post	-30						30		
ETE Operational Savings – various			388						-388
Independent Living Fund (ILF) - 1st half year instalment	519								-519
Current budget	244,539	0	63,079	35,460	6,166	10,471	9,856		283
<i>Rounding</i>	-	-	-	-	-	-1	1		-

APPENDIX 2 – previously reported revenue exceptions that are still applicable

Service	Description	Current Forecast Variance - Outturn £m	Current Forecast Variance - Outturn %
ETE	A significant proportion (£260k) of the ETE overspend is derived from the Park & Ride site income being less than anticipated (see note below). Officers will continue to seek to increase income in this area and also review all budgets to offset this pressure. Should the current underlying overspend of £92k not reduce as year end approaches, then underspends on Community Transport in previous years set aside for future years will be reduced by £92k. This assumption has been built into the reported figures bringing the budget to break-even by year end, but tight management of other revenue budgets (staffing in particular) and potential slippage in some expenditure may also occur, meaning that from experience these planned reductions will not be required and the expenditure can be reinstated. The forecast outturn position will be monitored closely so that should this be possible as expected, the reinstatement can occur as early as possible.	-	-
	<p>Park & Ride – a predicted shortfall in income in the region of £560k is expected for parking fees at the Park & Ride sites based on income levels achieved in the first six months of this year.</p> <p>This overspend will be partially covered by increased income from bus lane enforcement, which is expected to be in the region of £300k.</p>	+0.260	(154%)

CFA	<p>Children's Social Care Directorate – this directorate is reporting a forecast overspend of £1.7m, which is an increase of £100k from last month. The overspend is due to:</p> <ul style="list-style-type: none"> - Strategic Management, Children's Social Care Access and Children in Need – a cumulative forecast overspend of £1.2m is being reported. The overspend is due to the continuing need to use agency staff, which is placing pressure on staffing budgets and making the vacancy saving target difficult to deliver. - Head of Social Work – a £525k overspend is forecast due to an increase in the number of adoption / special guardianship orders. The increase in Adoption / Special Guardianship / Child Arrangement orders are, however, a reflection of the good practice in making permanency plans for children outside of the looked after system. <p>The overspend is mostly attributable to demographic pressures. Previously no demography has been allocated to reflect the rise in numbers. This pressure is now being taken forward as part of the 2016/17 Business Planning process.</p>	+1.200	(11%)
	<p>Learning Directorate – this directorate is reporting a forecast overspend of £1.0m, which is mainly due to:</p> <ul style="list-style-type: none"> - Home to School/College Transport - Mainstream – the forecast overspend has increased by £150k from last month, which is due to the movement of the £150k cross CFA transport saving, previously reported within Strategic Management – Learning. The forecast outturn position also takes account of the following, all of which came into effect on 1 September 2015: <ul style="list-style-type: none"> • Changes to the post-16 transport policy including the introduction of a subsidised rate for new students living in low-income households who would previously have been entitled to free transport; • Implementation of a £10 per term increase in the cost of purchasing a spare seat on a contact service and for post-16 students who do not meet low income criteria; and • Award of contracts following re-tendering. <p>In addition, new transport arrangements will need to be put in place during the course of the new academic year as a result of families moving into and within Cambridgeshire in cases where the local schools are full. This is the main reason for the current in-year pressure. Work is being</p>	+1.080	(12%)

	undertaken to ensure more accurate forecasts of growth are incorporated into the demographic increase within the commitment for 2016/17.		
Public Health	Public Health Grant – the consultation for the 2015/16 in year savings closed 28 August 2015. The Department of Health's preferred option is to reduce the allocation to all Local Authorities by a standard flat rate percentage. The effect of this option on Cambridgeshire County Council would be a reduction of £1,613k to be met through reserves and in-year savings. The Health Committee approved the savings programme and the use of up to £650k from the ringfenced public health reserve, to deliver the in-year reduction in Cambridgeshire County Council's public health grant allocation for 2015/16, subject to final confirmation of the level of public health grant reduction by the Department of Health.	-	-
CS	N/A	-	-
LGSS Managed	<p>County Offices – County Offices is forecasting an overspend of £771k, which is an increase of £11k from last month. As previously reported, the 50% rental period under the agreement to lease Castle Court is due to commence on 31st October 2015, subject to planning permission being granted. Should this be forthcoming, additional income of £281k will be generated in 2015/16, and this has now been reflected in the forecast outturn position.</p> <p>The pressure resulting from Children's Centre business rates received to date and an assessment of the potential liability for Children's Centres where bills have not yet been received is forecast to be in the region of £616k. Of this amount, £471k is the estimated liability for prior years billing and £145k relates to the estimated annual cost for 2015/16 onwards. The position will continue to be monitored and forecast outturn updated accordingly when / if further business rates bills are received.</p> <p>Full-year savings have now been realised in respect of the closure of Dryden House (£203k) and the cessation of Castle Court running costs (£347k). The prior-year savings target for a reduction of the property portfolio has therefore been fully achieved and progress is being made towards the new 2015/16 target (£400k), with a balance of £379k to be identified. In addition, there are a number of small budgetary pressures across the portfolio, amounting to £100k. These have been partially offset by a £42k reduction in the anticipated cost of Dryden House dilapidations.</p>	+0.771	(14%)

	<p>IT Managed – to contribute towards recovery of the overall LGSS Managed overspend, the balance on the IT Asset Replacement Fund (£475k) will be written back to revenue. This is facilitated by the move towards provision of mobile devices, which are funded from the IT for Smarter Business Working capital scheme. This is partially offset by £54k net pressures across the centrally held budgets.</p>	-0.421	(-19%)
	<p>Transformation Fund – this covers the costs of Section 188 redundancies. Assuming a straight-line spend profile based on costs to date, an underspend of £225k is being reported.</p>	-0.225	(-23%)
Financing Items	<p>Education Services Grant (ESG) – the ESG is an unringfenced grant, which is allocated to local authorities and academies on a per-pupil basis that takes account of school type (mainstream / high needs) and status (academy / maintained). Funding will therefore reduce for local authorities if a school converts to an academy.</p> <p>Based on the expected number of academy conversions during 2015/16 a figure of £4,735,117 was budgeted for the ESG during the Business Planning (BP) process. Recent conversions and projections for the rest of the year indicate academy conversions at a slower rate than originally expected, resulting in an increased total ESG funding of c.£5,000,000 for 2015/16, an additional amount of c.£265,000.</p> <p>It is proposed that this additional income will be transferred to corporate reserves at year end, subject to General Purposes Committee (GPC) approval. However, an update to the current reported position will be provided if this projection changes.</p>	-0.265	(-6%)

	<p>Deprivation of Liberty Safeguards (DoLS) – on the 27 March 2015, the Minister for Care and Support announced an additional £25m would be made available to local authorities for the Deprivation of Liberty Safeguards (DoLS). This is a un-ringfenced grant that has not been budgeted for, with £247,899 being allocated to Cambridgeshire County Council in 2015/16.</p> <p>The activities that this funding is to be deployed for were funded within CFA's 2015/16 base budget via the Business Planning process - at the time of preparing the Business Plan the Council did not know how much grant would be received in relation to DoLS</p> <p>In July it was recommended that the additional DoLS funding of £247,899 received in 2015/16 is transferred to the General Fund at year end, to replenish the County's resources used in the first instance to fund this activity, which the General Purposes Committee approved on 15 September 2015.</p>	-0.248	(-100%)
LGSS Operational	N/A	-	-

APPENDIX 3 – previously reported capital exceptions that are still applicable

Service	Description	Total Forecast Variance - Outturn £m	Total Forecast Variance - Outturn %
ETE	<p>Connecting Cambridgeshire – this scheme has now been rephased and will continue into 2016/17 and 2017/18. The Council has additional funding and investment from BT for a further rollout phase, to be delivered between January 2016 and late summer 2017, to deliver fibre broadband to more premises across Cambridgeshire and Peterborough.</p> <p>The original project planned to complete by the end of December 2015 is on track and will deliver the planned coverage by the end of December 2015.</p>	-8.2	(-42%)
	<p>Ely Crossing – the scheme is forecast for delivery in Autumn 2017. The procurement process and land acquisition needs are underway. A small delay has been previously reported within the procurement process because of changes within the procurement regulations and limited consultancy support with preparations for detail design and contract build, but the overall targeted date of opening remains the same. A clear procurement timeline is now established for an autumn substantial delivery.</p>	-6.9	(-70%)
	<p>King's Dyke – this scheme has been delayed due to the preparation of the planning application taking longer than expected and, as such, costs will now be incurred in 2016/17.</p>	-4.2	(-84%)
	<p>Cycling Schemes – the total budgeted grant for Cycle City Ambition schemes are shown within the report. Future updates will be provided on a forecast basis as spend in year 1: 2015/16 are for early stage feasibility and options. Major Schemes such as Abbey Chesterton Bridge are profiled for completion in 2018/19 with substantial spend on Trumpington Road, A10 Harston Rd along with Foxton Link and Quay to Lode in 2016/17. The forecast has now been revised to reflect the forecast delivery timescale and to take into account early stages of design, feasibility and consultation in year one of the programme.</p>	-2.9	(-46%)

	Huntingdon - West of Town Centre Link Road – spend is expected to be lower than budgeted this year due to the ongoing outstanding costs of land purchase. Until these land deals are completed it is too early to know if the overall scheme will be underspent.	-2.1	(-63%)
	Delivering the Transport Strategy Aims – S106 developer contributions towards cycling schemes are in the early stages of feasibility and design reducing spend requirements in year 2015/16. Scheme forecasts are indicating completion in 2016/17. Options also exist to merge priorities with City Deal Projects to maximise resources and minimise delays in programme delivery. Land acquisition, feasibility studies are underway for Bar Hill to Longstanton, Yaxley to Farcet and the link to Babraham research campus and will result in scheme delivery moving into 2016/17. Integrated Transport cycling funded schemes including, St Neots route 4 and St Neots route 7 are nearing completion and showing reduced revised estimate.	-1.7	(-36%)
	Archives Centre / Ely Hub – this scheme is to be completed over 2 years with a larger amount of the expenditure now expected to take place next financial year.	-1.2	(-39%)
	Guided Busway – the forecast variance on this scheme relates to retention payments which will not be paid this year.	-0.7	(-20%)
	Wisbech Access Strategy – this scheme is funded by Growth Deal funding over 2 years and expenditure will match this grant funding.	-0.5	(-50%)
	Waste Infrastructure – this is mainly due to an amended approach to the delivery of a replacement householder recycling facility in the Cambridge area. This budget will now be spent over a number of years.	-0.5	(-79%)
CFA	Temporary Accommodation – it had been anticipated at Business Planning that the current stock of mobiles would prove sufficient to meet September 2015 demand. Unfortunately, it has proved necessary to purchase additional mobiles due to rising rolls at primary schools around the county.	+1.0	(200%)
	Condition, Maintenance and Suitability – this is due to Castle and Highfield Special School projects continuing from 2014/15 due to delays on site, together with significantly higher than anticipated tender prices for kitchen ventilation works required to meet health and safety standards.	+0.7	(20%)

	<p>Children Support Services – significant slippage (£2,323k) has occurred on the Trinity School scheme due to delays in finalising the acquisition of the property from Huntingdonshire Regional College. As a result, the start on site date has now slipped to October 2015. Further slippage (£50k) in August due to costs being reduced through value engineering.</p>	-2.4	(-52%)
LGSS Managed	<p>Effective Property Asset Management (EPAM)- East Barnwell Community Hub – Members have undertaken a review of this scheme and have decided that it should not progress in its current form. Work is underway to assess alternative options and a decision is due later in the year regarding how the scheme should progress. As a consequence, an in-year underspend of £1.8m is being reported. A feasibility study has been commissioned to reflect the mixed use scope now required and will be part of a revised scheme cost when costs have been refined.</p>	-1.8	(-95%)
	<p>EPAM - Sawston Community Hub – ongoing discussions with the District Council and Sawston Village College regarding siting of the compound are significantly delaying the start of construction, which is now expected to commence in early 2016.</p>	-1.1	(-89%)
	<p>Optimising IT for Smarter Business Working – expenditure has been rephased to reflect the priorities set by the County Council for the provision of the IT infrastructure and devices to support mobile working, and a revised timescale for implementation.</p>	-0.9	(-39%)
	<p>IT Infrastructure Investment – expenditure has been rephased to better reflect timescales for the delivery of upgrades / refresh of the core IT software and hardware systems that underpin the use of IT across the Council.</p>	-0.7	(-41%)
	<p>EPAM - MAC Market Towns Project – this scheme has been reassessed as part of the 2016/17 Business Planning process, resulting in rephasing of activity from 2015/16 to 2016/17.</p>	-0.6	(-100%)
	<p>EPAM - County Farms Viability – the level of funding required for this scheme has been reassessed for Business Planning and it has been determined that it can be reduced by £0.5m per year to better reflect actual activity with tenant farmers more cautious due to the unsettled global market. This will also result in a total scheme underspend (see appendix 4) and the scheme budget will be adjusted as part of the 2016/17 Business Planning process.</p>	-0.5	(-42%)

APPENDIX 4 – previously reported total scheme capital exceptions that are still applicable

Service	Description	Total Forecast Variance - Outturn £m	Total Forecast Variance - Outturn %
CFA	<p>Primary Schools - Demographic Pressures – the forecast overspend has decreased by £373k this month. The following scheme costs have changed since the Business Plan was approved in response to changes to development timescales and school capacity:</p> <ul style="list-style-type: none"> • Wyton Primary - £8,750k increase. • Wisbech additional places - £4,791k increase. • Little Paxton - £2,600k increase. • Fordham Primary - £2,047k increase. • Huntingdon Primary - £300k increase. • Orchard Park - £200k increase. • Burwell - £14k increase. • Fulbourn - £896k decrease. • Fourfields, Yaxley - £150k decrease. <p>These have been addressed through the 2016/17 Business Planning process.</p>	+17.7	(14%)
	<p>Condition, Maintenance and Suitability – this is due to Castle and Highfield Special School projects continuing from 2014/15 due to delays on site, together with significantly higher than anticipated tender prices for kitchen ventilation works required to meet health and safety standards. This is being addressed as part of the 2016/17 Business Planning process.</p>	+0.7	(1%)
	<p>Secondary Schools - Demographic Pressures – the forecast underspend has remained the same this month and is due to a change in the following scheme costs since the Business Plan was approved:</p> <ul style="list-style-type: none"> • 8-10 Forms of Entry (FE) additional secondary capacity to serve March & Wisbech (-£24.6m) – the reduction in costs is due to a change in scope to provide 4-5 FE (600-750 places) additional capacity; and 	-19.2	(-17%)

	<ul style="list-style-type: none"> • Cambourne Secondary 1 FE Expansion (+£5.4m) – the increase in costs is due to a change in scope to provide 2 FE (300 places) expansion. <p>These have been addressed through the 2016/17 Business Planning process.</p>		
	<p>Secondary Schools - New Communities – the forecast underspend has remained the same this month. There has been a reduction to the Cambridge City Secondary additional capacity scheme due to a change in scope from 4 Forms of Entry (FE) to 3 FE (450 places) additional capacity.</p> <p>This change has been addressed through the 2016/17 Business Planning process.</p>	-5.2	(-5%)
LGSS Managed	<p>Effective Property Asset Management (EPAM) - County Farms Viability – the level of funding required for this scheme has been reassessed for Business Planning and it has been determined that it can be reduced by £0.5m per year to better reflect actual activity with tenant farmers more cautious due to the unsettled global market. This will result in a total scheme underspend of £2.4m and the scheme budget will be adjusted as part of the 2016/17 Business Planning process.</p>	-2.4	(-48%)
	<p>EPAM - Disposal / Relocation of Huntingdon Highways Depot – this scheme is no longer required and so a total scheme underspend is being reported. This has been superseded by a new Joint Highways Depot scheme under Making Assets Count, which is being submitted via the 2016/17 Business Planning process.</p>	-1.6	(-100%)
	<p>EPAM - Fenland – as reported in 2014/15, a reduction in the estimated cost of final retention payments for the Awdry House site has increased the predicted total scheme underspend to £1.1m.</p>	-1.1	(-17%)
	<p>Carbon Reduction – the works planned under the Carbon Reduction scheme were reviewed in 2014/15 and a new schedule was agreed. As reported in 2014/15, the agreed work plan is expected to deliver a total scheme underspend of £0.7m.</p>	-0.7	(-39%)

APPENDIX 5 – previously reported key capital funding changes that are still applicable

Funding	Service	Amount (£m)	Reason for Change
Rolled Forward Funding	All Services	+32.8	This reflects slippage or rephasing of the 2014/15 capital programme – as reported in May 15 (£31.9m) and approved by the General Purposes Committee (GPC) on 28th July 2015, with a further £1.0m reported in July15 and approved by the GPC on 15th September.
Additional / Reduction in Funding (Other Contributions)	ETE	-20.0	Removal of Science Park Station – as reported in May 15 and approved by the GPC on 28th July 2015.
Additional / Reduction in Funding (Specific Grant)	ETE	+1.0	Growth Deal Funding relating to Wisbech Access Strategy – as reported in May 15 and approved by the GPC on 28th July 2015.
Additional / Reduction in Funding (DfT Grant)	ETE	+1.5	Cycling City Ambition grant – as reported in May 15 and approved by the GPC on 28th July 2015.
Revised Phasing (Section 106 & CIL)	ETE	-3.6	Guided Busway – as reported in July 15.
Revised Phasing (Prudential Borrowing)	ETE	+3.6	Guided Busway – as reported in July 15 and approved by the GPC on 15th September 2015.
Revised Phasing (DfT Grant)	ETE	-17.5	City Deal – as reported in July 15 and approved by the GPC on 15th September 2015.
Additional / Reduction in Funding (Capital Maintenance)	CFA	-1.2	Condition, Suitability and Maintenance funding reduction – as reported in May 15.
Additional / Reduction in Funding (Prudential Borrowing)	CFA	+1.2	Prudential Borrowing required to offset the shortfall in funding from the DfE RE: Condition, Suitability and Maintenance (note above) – as in May 15 and approved by the GPC on 28th July 2015.

Revised Phasing (Section 106)	CFA	-5.8	Rephasing (mainly North West Cambridge (NIAB) Primary) – as reported in May 15 and approved by the GPC on 28th July 2015.
Revised Phasing (Prudential Borrowing)	CFA	-7.1	Rephasing (various schemes) – as in May 15 and approved by the GPC on 28th July 2015.
Additional / Reduction in Funding (Prudential Borrowing)	CFA	+3.2	New Schemes (various) – as reported in May 15 and approved by the GPC on 28th July 2015.
Additional / Reduction in Funding (Prudential Borrowing)	CFA	+1.5	Increase in costs (various schemes) – as reported in May 15 and approved by the GPC on 28th July 2015.

APPENDIX 6– Reserves and Provisions

Fund Description	Balance at 31 March 2015	2015-16		Forecast Balance at 31 March 2016	Notes
		Movements in 2015-16	Balance at 30 Sep 15		
	£000s	£000s	£000s	£000s	
<u>General Reserves</u>					
- County Fund Balance	16,001	25	16,026	17,882	
- Services					
1 CFA	0	0	0	-1,377	Includes Service Forecast Outturn (FO) position.
2 PH	952	0	952	0	
3 ETE	3,369	-552	2,817	0	Includes Service FO position.
4 CS	1,020	-603	417	618	Includes Service FO position.
5 LGSS Operational	1,003	0	1,003	300	Includes Service FO position.
Subtotal	22,345	-1,130	21,215	17,423	
<u>Earmarked</u>					
- Specific Reserves					
6 Insurance	2,578	0	2,578	2,578	
Subtotal	2,578	0	2,578	2,578	
<u>Equipment Reserves</u>					
7 CFA	744	159	903	660	
8 ETE	893	0	893	650	
9 CS	50	0	50	50	
10 LGSS Managed	642	0	642	167	
Subtotal	2,329	159	2,488	1,527	
<u>Other Earmarked Funds</u>					
11 CFA	7,533	-530	7,003	2,645	Includes liquidated damages in respect of the Guided Busway.
12 PH	2,081	-61	2,020	1,300	
13 ETE	7,404	-182	7,222	4,251	
14 CS	527	-55	472	368	
15 LGSS Managed	198	0	198	233	
16 LGSS Operational	130	0	130	0	
17 Corporate	63	-63	0	0	
Subtotal	17,936	-891	17,045	8,797	
SUB TOTAL	45,187	-1,862	43,326	30,325	
<u>Capital Reserves</u>					
- Services					
18 CFA	6,272	8,203	14,475	1,778	Section 106 balances.
19 ETE	15,897	31,295	47,192	25,670	
20 LGSS Managed	481	276	757	427	
21 Corporate	33,547	9,979	43,526	22,218	
SUB TOTAL	56,197	49,753	105,950	50,093	
GRAND TOTAL	101,384	47,892	149,276	80,418	

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

Description	Balance at 31 March 2015	2015-16		Forecast Balance at 31 March 2016	Notes
		Movements in 2015-16	Balance at 30Sep 15		
	£000s	£000s	£000s	£000s	
Short Term Provisions					
ETE	669	0	669	0	
CS	1,043	-43	1,000	955	
LGSS Managed	3,316	0	3,316	2,335	
subtotal	5,028	-43	4,985	3,290	
Long Term Provisions					
LGSS Managed	4,718	0	4,718	4,718	
subtotal	4,718	0	4,718	4,718	
GRAND TOTAL	9,746	-43	9,703	8,008	

FINANCE AND PERFORMANCE REPORT – SEPTEMBER 2015

To: **General Purposes Committee**

Meeting Date: **24th November 2015**

From: **Director of Customer Service and Transformation/
Chief Finance Officer**

Electoral division(s): **All**

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

Purpose: **To present to General Purposes Committee (GPC) the
September 2015 Finance and Performance Report for
Corporate Services and LGSS Cambridge Office.**

**The report is presented to provide GPC with an
opportunity to comment on the projected financial and
performance outturn position, as at the end of September
2015.**

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

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

- 1.1 At its meeting in May 2014, Committee was informed that it will receive the Corporate Services and LGSS Cambridge Office Finance and Performance Report at its future meetings, where it will be asked to both comment on the report and potentially approve recommendations, to ensure that the budgets and performance indicators for which the Committee has responsibility, remain on target.

2. MAIN ISSUES

- 2.1 Attached as **Appendix A**, is the September 2015 Finance and Performance report.
- 2.2 At the end of September, Corporate Services (including the LGSS Managed and Financing Costs) was forecasting a year-end underspend on revenue of £1,906k.
- 2.3 The LGSS Operational budget was expected to break-even by year-end. This element of the budget is monitored by the LGSS Joint Committee and is not the responsibility of General Purposes Committee.
- 2.4 There are six significant forecast outturn variances by value (over £100,000) being reported for Corporate Services / LGSS Managed, these are in relation to:
- LGSS Managed is currently predicting a year-end overspend of £255k, which is an increase of £132k from the figure reported last month.
 - Building Maintenance is forecasting an overspend of £121k due to a shortfall in the amount accrued in the 2014-15 accounts compared to invoices paid in respect of these accrued costs. Officers are investigating the reasons for the increase in costs, compared to those estimated.
 - County Farms is forecasting an additional surplus of £140k due to an increase in rent income following completion of 60 rent reviews during 2014/15. Levels of income generation resulting from the ongoing programme of solar PV installations across the estate are being assessed to consider whether any further underspend can be declared.
 - County Offices is forecasting an overspend of £771k, an increase of £11k from the figure reported last month. Under the agreement to lease Castle Court, the 50% rental period was due to commence on 31st October 2015, subject to planning permission being granted. The forecast outturn position reflects expected additional income of £281k.
 - An underspend of £421k is being reported on the IT Managed budgets. To contribute towards recovery of the overall LGSS Managed overspend the balance on the IT Asset replacement fund (£475k) will be written back to revenue. This is facilitated by the move towards provision of mobile devices, which are funded from the IT for Smarter Business Working capital scheme. This is partially offset by £54k net pressures across the centrally held budgets. Full details can be found in CS **Appendix 2**.

- The Transformation Fund covers the costs of Section 188 redundancies. Assuming a straight-line spend profile based on costs to date, an underspend of £225k is now being reported.
 - The Authority-wide miscellaneous budget is forecasting an overspend of £183k due to a forecast deficit in additional employer pension contributions. The position is monitored via the balance sheet each month, but any surplus or deficit at year-end is written back to revenue. The applied percentage for additional pension contributions is an estimate based on budgeted employer contributions and as such there is always likely to be a variance between actual levels of recovery and the lump sum required; there was an over-recovery of £168k in 2014/15. The forecast under-recovery for 2015/16 will be taken into account when the 2016/17 percentage is calculated as part of the Business Plan inflation forecasting process.
- 2.5 The debt charges and interest budget is currently predicting a year-end underspend of £1,960k, an increase of £640k on the figure reported last month. The Council is continually reviewing options as to the timing of any potential borrowing, subject to an assessment of the interest rate risks involved. The increase in underspend this month is as a result of a decision to defer long term borrowing until later this year and undertake short term borrowing where necessary or appropriate.
- 2.6 At the end of September, Corporate and LGSS Managed was forecasting a year-end underspend on capital of £5.9m in 2015-16.
- 2.7 There are seven significant forecast underspends by value being reported for Corporate Services / LGSS Managed, these are in relation to:
- The EPAM – County Farms Viability is forecasting an in-year underspend of £0.5m. The level of funding required for this scheme has been reassessed for Business Planning and it has been determined that it can be reduced by £0.5m per year to better reflect actual activity with tenant farmers more cautious due to the unsettled global market. This will result in a total scheme underspend of £2.4m and the scheme budget will be adjusted as part of the 2016/17 Business Planning process.
 - The EPAM – Sawston Community Hub scheme is forecasting an in-year underspend of £1.1m. Ongoing discussions with the District Council and Sawston Village College regarding siting of the compound are significantly delaying the start of construction, which is now expected to commence in early 2016.
 - Members have undertaken a review of the EPAM – East Barnwell Community Hub scheme and have decided that it should not progress in its current form. Work is underway to assess alternative options and a decision is due later in the year regarding how the scheme should progress. As a consequence, an in-year underspend of £1.8m is being reported. A feasibility study has been commissioned to reflect the mixed use scope now required and will be part of a revised scheme cost when costs have been refined.
 - The EPAM – Disposal / Relocation of Huntingdon Highways Depot scheme is no longer required and so a total scheme underspend of £1.6m is being reported. This has been superseded by a new Joint Highways Depot scheme

under Making Assets Count, which is being submitted via the 2016/17 Business Planning process.

- The EPAM – MAC Market Towns Project has been reassessed for Business Planning, resulting in rephasing of activity from 2015/16 to 2016/17, producing an in-year underspend of £0.6m and a reduced total scheme cost (-£0.3m).
- The Optimising IT for Smarter Business Working scheme is forecasting an in-year underspend of £0.9m. Expenditure has been rephased to reflect the priorities set by the County Council for the provision of the IT infrastructure and devices to support mobile working, and a revised timescale for implementation.
- The IT Infrastructure Investment scheme is showing an in-year underspend of £0.7m. Expenditure has been rephased to better reflect timescales for the delivery of upgrades / refresh of the core IT software and hardware systems that underpin the use of IT across the Council.

2.8 Corporate Services / LGSS have eleven performance indicators, all of these are currently at green status.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

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

4.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

4.3 Equality and Diversity Implications

There are no significant implications within this category.

4.4 Engagement and Consultation Implications

There are no significant implications within this category.

4.5 Localism and Local Member Involvement

There are no significant implications within this category.

4.6 Public Health Implications

There are no significant implications within this category.

Source Documents	Location
There are no source documents for this report	Box No: OCT1114 Room No:1st Floor Octagon Shire Hall Castle Hill Cambridge CB3 0AP

CHARGING ARRANGEMENTS FOR DISABLED BLUE BADGES

To: **General Purposes Committee**

Meeting Date: **24th November 2015**

From: **Director of Customer Service and Transformation**

Electoral division(s): **All**

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

Purpose: **To provide the Committee with background information on the Blue Badge scheme, note the proposal to increase charges from April 2016 and carry out consultation around the scheme.**

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

- **Note the information provided on the Council's current subsidy of the Blue Badge scheme;**
- **Note the current Business Planning proposal to increase Blue Badge charges from April 2016 for new and replacement Badges to the maximum permitted under legislation; and**
- **Approve a consultation to further understand the community impact of the proposed increase.**

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1. BACKGROUND

- 1.1 The Blue Badge scheme has been in place since the early 1970's and is based on requirements of the Chronically Sick and Disabled Persons Act, 1970. The scheme provides a range of parking concessions nationally and across Europe for people with severe mobility problems. It is designed to help severely disabled people to travel independently, as either a driver or passenger, by allowing them to park close to their destination. Blue Badges last for 3 years and are valid across the European Union.
- 1.2 Since the inception of the service in Cambridgeshire, the demand for Badges and pressures to extend the eligibility criteria nationally have steadily increased. In total, the County has over 32,000 Badge holders and the service is delivered by Customer Services. On average, 10,500 Badges have been issued annually since 2012, with approximately 250 applications annually to replace lost/stolen and damaged Badges.
- 1.3 In October 2008, the Government published a Blue Badge Reform Strategy to include a number of commitments to ensure that the scheme remains relevant, this was followed by a national consultation by the Department for Transport. As a result a number of changes to the scheme were introduced including a number of fraud prevention initiatives (a new requirement for mobility assessments), an extension to the eligibility criteria for certain groups and the establishment of a national database and Badge production service. Local Authorities were empowered (at their discretion) to increase the charge for a Badge to a maximum of £10 from 1 January 2012.
- 1.4 The new national Badge production process has a standard charge to the local authority of £4.60 per Badge, irrespective of whether it is new or a replacement.
- 1.5 In July 2012, the Council's Cabinet agreed an increase to £9 (from £2) for new Badges and £5 (from £2) for replacements. There is no currently no charge associated with administering an unsuccessful application.
- 1.6 In the financial year 2014-15, the Blue Badge Service cost £312,676 to administer against an income of £96,712 (see **Appendix A** for more details). Resource costs associated with increasing demand and the increasingly rigorous nationally determined application processes continue to significantly outweigh the income received.

2.0 PROPOSAL FOR CHARGING ARRANGEMENTS

- 2.1 Given the background outlined above, the Committee is asked to approve a consultation with communities to understand the impact of the Business Planning proposal to increase charges for Blue Badges to the maximum permitted under the legislation. This would see the charge for new Blue Badges increasing from £9 to £10, and replacement Badges from £5 to £10. This consultation would run from 24 November to 5 January. It will be open to all, but specifically promoted to Blue Badge holders alongside representative organisations of the groups potentially affected.
- 2.2 Following engagement with Group Leaders, officers have produced an initial Community Impact Assessment which is attached as **Appendix B** of this report. The outcomes of the consultation will be used to develop this

Assessment further to inform a decision of the Committee concerning Blue Badge charges at its meeting on 14 January 2016.

- 2.3 The Business Planning proposal is estimated to contribute an average of £17,000 per annum additional income (a figure based on the data from April 2012-2015) thereby reducing the Council's subsidy of the Blue Badge scheme. The scheme would continue to be subsidised by the Council at the cost of around £113,404 per year. This change will contribute towards the £41m of savings the Council must make for 2016/17 as part of our toughest ever budget. Further efficiency and savings proposals for the Customer Services & Transformation directorate are outlined under Item No.6 of the Committee's agenda for this meeting.
- 2.4 This increase in charging for Blue Badges would bring the Council in line with the practice of all neighbouring authorities (with the exception of Peterborough City Council who charge £5 for a replacement badge).
- 2.5 In addition to this, and given the financial pressures facing the Council, officers are also investigating other options for delivery of this service, such as outsourcing. Options for the alternative delivery of this service will be presented to Members as they are understood and appraised.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications against this heading

3.2 Helping people live healthy and independent lives

Blue Badges support the independence of severely disabled people in Cambridgeshire. The Community Impact Assessment as Appendix B of this report examines the potential impact of this proposal, and a specific consultation with Blue Badge holders will be held as set out in paragraph 2.2.

3.3 Supporting and protecting vulnerable people

As set out in 3.2, Blue Badges are a support mechanism for vulnerable people and the potential impact of this proposal has been examined and will be subject to further consultation.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

This proposal represents around £17,000 per year income to the Council, offsetting the ongoing subsidy of the Blue Badge scheme (which would remain at over £113,000 per year).

4.2 Statutory, Risk and Legal Implications

If adopted in the future, the proposed change in charges would bring the Council in line with the maximum charge permitted under legislation.

4.3 Equality and Diversity Implications

The Community Impact Assessment at Appendix B provides detail against these implications, and these implications will be further understood through the consultation proposed.

4.4 Engagement and Consultation Implications

As referenced throughout this report, and specifically in paragraph 2.1, it is proposed that specific consultation is carried to fully understand the potential implications of increases in charges. Alongside this, the potential increases have been communicated by the Council to raise awareness as early as possible.

4.5 Localism and Local Member Involvement

Local Members have been engaged as part of the development of all of the Council's business planning proposals, including this one. Communications on the early budget proposals have also been sent to District, Parish and Town Councils.

4.6 Public Health Implications

Blue Badges aid the access to services and facilities of the severely disabled, and therefore have a positive impact on public health.

Source Documents	Location
Blue Badge Reform Strategy	http://webarchive.nationalarchives.gov.uk/+/http://www.dft.gov.uk/transportforyou/access/bluebadge/reform/reformstrategy/bbreformstrategy.pdf

	Blue Badge Costs Apr 12 to Jul 2015					
			Apr 12 to Mar 13	Apr 13 to Mar 14	Apr 14 to Mar 15	Apr 15 to Jul 15
	Blue Badge Calls Answered		22936	23167	24313	9570
	Ave Call time (Mins / Secs)		05:30	06:05	05:31	07:04
	Number of Blue Badges Issued		10130	11607	10255	3883
	Out of these Number of Replacements for Lost/Stolen (Charged @ £5.00)		304	288	265	47
	Total Call time (hours)		2102:28:00	2348:52:35	2232:04:06	1127:08:00
	Call Time FTE (average from FTE by Service Spreadsheet)		5.03	5.23	5.67	5.92
*	Adding Docs		675:20:00	773:48:00	683:40:00	258:52:00
**	Issuing BB on BBIS		844:10:00	967:15:00	854:35:00	323:35:00
	Total Admin Time in Hours		1519:30:00	1741:03:00	1538:15:00	582:27:00
	Total Admin handling FTE		1.76	2.02	1.78	0.68
	Call & Admin handling cost - (this years figure pro rated for 3 months)		£ 145,632.65	£ 155,431.02	£ 150,667.80	£ 55,145.50
	Blue Badge Assessments (actual costs)		£ 33,675.00	£ 32,100.00	£ 30,900.00	£ 11,275.00
***	Blue Badge Issue Cost (Actual Invoice Value)		£ 40,555.60	£ 54,243.08	£ 47,707.36	£ 18,164.80
	Blue Badge Income Internal CCC)					
	Funding for BB Assessments (this years figure pro rated for 4 months)		£ 66,400.00	£ 66,400.00	£ 66,400.00	£ 22,133.33
	PV from Adults (this years figure pro rated for 4 months)		£ 17,000.00	£ 17,000.00	£ 17,000.00	£ 5,666.67
	Total Cost		£ 303,265.01	£ 325,176.12	£ 312,676.94	£ 112,385.97
	Notes					
*	Adding Docs to System	04:00	Admin time taken to input details of received docs on one serve, scan photo and verify eligibility for Blue Badge			
**	Issuing BB on BBIS	05:00	Admin time taken to input details and issue a blue badge on BBIS			
***	Northgate Charge for Blue Badge	£4.60	Northgate charge per Blue badge issued, invoiced on a monthly basis			
	Blue Badge Income Received (If Charge was £9.00)					
+	Actual Income	£ 66,702.00	£ 99,675.50	£ 96,711.53	£ 34,886.50	
	Total	£ 66,702.00	£ 99,675.50	£ 96,711.53	£ 34,886.50	
	Blue Badge Income Received (If Charge was £10.00)					
	Estimated if charge was £10 per Blue badge	£ 101,300.00	£ 116,070.00	£ 102,550.00	£ 38,830.00	
	Total	£ 101,300.00	£ 116,070.00	£ 102,550.00	£ 38,830.00	
			Average extra income over 3 years is 17K per annum, taking into account the fact that a new application may be paid for within one financial year and received within the next. All new applicants are advised of the process taking 6 weeks from receipt of the correct documentation and payment.			
	Notes					
+	Apr 12 to Mar 13 - Blue badge charge was £2.00 from April 12 to July 2012 and then £9.00 from August 2012 to present day- July 2015					
+	Apr 15 to Jul 15 - Year to date only, estimated full year to March 2016 is £107,394.50					

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Customer Service and Transformation		Name: Joanne Tompkins
Service / Document / Function being assessed		Job Title: Customer Services Manager
The Blue Badge Parking Service		Contact details: 01480 373406
Date completed: 26 th October 2015		Date approved:
Business Plan Proposal Number (if relevant)	C/R 7.160	
Aims and Objectives of Service / Document / Function		

A Blue Badge is a parking permit that allows people who are registered severely sight impaired, or those with severe mobility issues easier access to public facilities by allowing them to park closer to where they need to go and gives access to reduced price car parking in some locations.

In order to qualify for a badge applicants must be permanently and substantially disabled and provide evidence of this. This application process is for both first time applications and customers who have an existing Blue Badge. There is currently a £9 charge when applying for a new Blue Badge and a £5 charge for replacement badges that have been lost, stolen or damaged. Where applications are unsuccessful, the charge is fully refunded. All applicants are required to provide supporting documentation dependent on their qualifying criteria.

The scheme contains a number of application criteria by which the applicant is automatically eligible for a badge and a number of discretionary criteria, which are listed below. A blue badge is usually issued for a period of three years, although some badges are issued for shorter periods in accordance with the duration of a state benefit, such as Disability Living Allowance.

Automatic Criteria:

- In receipt of the Higher Rate Mobility Component of [Disability Living Allowance](#)
- are [severely sight impaired \(registered blind\)](#)
- In receipt of the [War Pensioner's Mobility Supplement](#)
- In receipt of a lump sum benefit from the [Armed Forces and Reserve Forces Compensation Scheme](#) (within tariff levels 1-8). You must also have been certified as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking.
- In receipt of 8 points or more under the 'moving around' descriptor for the mobility component of the [Personal Independence Payment \(PIP\)](#).

Discretionary criteria

- Have a permanent and substantial disability which means you cannot walk or which makes walking very difficult.
- Drive a motor vehicle regularly, have a severe disability in both arms, and are unable to operate all or some types of parking meter (or would find it very difficult to operate them)
- Children under the age of 3 who have specific medical conditions which require them to be accompanied by bulky medical equipment or who need to be kept near a vehicle at all times, so that they can, if necessary, be treated in the vehicle, or quickly driven to a place where they can be treated, such as a hospital

The scheme does not currently cater for temporary disability or conditions, or individuals with mental health difficulties.

What is changing?

The proposal is to increase the charge for a new or renewed Blue Badge from £9 to £10 and for a replacement badge, from £5 to £10. This is in line with the maximum charge permitted as stated within Section 2, paragraph 4 of The Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2011.

This proposal will bring our charges in line with all neighboring authorities with the exception of Peterborough, who continue to charge £5 for a replacement badge.

No changes are being proposed in relation to full refunds where the application has been unsuccessful.

Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

Council officers within the Customer Service and Transformation Directorate.

Service users and specific interest groups will be consulted so that their feedback can inform the updated version of this Impact Assessment.

This Impact Assessment also draws on information from the Department of Transport's national 2010 consultation on the Blue Badge scheme.

What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			X
Disability			X
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	
Deprivation			X

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact

The changes are not expected to have any positive impact on the protected characteristics.

Negative Impact

The increase in charge from £9 to £10 per Blue Badge is expected to have a negative impact on Cambridgeshire residents who are eligible for a blue badge, i.e. people living with a disability who are also living on a low income. 31,992 badges were issued between April 2012 and March 2015, of which 10,664 were issued on average each year.

The increase in cost will be met by individual applicants, some of whom will be on disability benefits and low income. Research (Disability, Long Term Conditions and Poverty, JRF, 2014) shows that *"the headline poverty rate for disabled individuals is 23% - only just higher than the rate of non-disabled individuals of 21%. However, poverty is about whether someone's material resources are sufficient to meet their needs. Disabled people's needs are often greater – some estimates put this at £1500pw. This is due to both 'enhanced costs' (things everyone needs but which are more expensive for disabled people) and 'special costs' (things that only disabled people need)"*. Ultimately the aim of the Blue Badge is to help disabled people with the costs of parking; it enables people to park nearer to facilities and enables them to stay for longer without incurring additional parking charges compared to an able bodied person.

Blue Badge parking offers a range of parking concessions nationally and across Europe. Local concessions vary but in Cambridge the main city Centre car parks offer free parking for the first three hours, compared with a charge of £7.90 per visit for this length of time for a non-Blue Badge holder.

We know from population needs assessment work <http://www.poppi.org.uk/> / <http://www.cambridgeshireinsight.org.uk/primary-prevention-ill-health-older-people2014> that the prevalence of both Ill-Health and Disability increases with age, therefore it is worth noting that this measure will have a disproportionate impact on older people compared to those in younger age groups.

With reference to the individual reasons for application, the breakdown of categories for this time period can be seen below:

- Armed and reserve forces scheme-0.05%
- Child under 3-0.04%
- Disability in both arms-0.04%
- Higher Rate Mobility Component of DLA-26.64%
- Moving around Personal Independence Payment-1.27%
- Severe Sight Impairment (blind)-2.22%
- Walking Disability-69.22%
- War Pensioners Mobility Supplement-0.33%

Taking the 2012-13 data as a sample, we know that 56.5% of applicants were female and 43.5% were male.

We are unable to generate age profiles of applicants/badge holders from the systems that are currently utilised to administer the service. Nor can we identify from the volume of badges issued, what percentage are new applications and which are replacement badges.

In order to better understand the anticipated negative impacts, we will be consulting with existing badge holders and special interest groups in relation to the proposed change to the charges for Blue Badges. The proposal to increase charges for blue badges has also been highlighted as one of the potential budget measures for the council within a press release dated 26/10/2015.

Neutral Impact

There will be a neutral impact on the majority of the protected characteristics, unless any of those individuals are also eligible for a blue badge due to a disability and therefore fall within more than one protected characteristic.

Issues or Opportunities that may need to be addressed

Consultation on this budget proposal will run from 24 November to 5 January. The consultation will be open to all, but specifically promoted to Blue Badge holders alongside representative organisations of the groups potentially affected. The consultation will be primarily online with assisted options made available to customers/ interested parties who are without online access. There will be further press releases to raise awareness amongst the public and internal communications to ensure key staff are made aware of this proposal particularly those working with children, families and adults for whom the Blue Badge scheme may be important.

Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Not applicable

Version Control

Version no.	Date	Updates / amendments	Author(s)
1	03.11.2015		Jo Tompkins

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

To: **General Purposes Committee**

Meeting Date: **24 November 2015**

From: **Democratic Services Manager &
Policy and Projects Manager**

Electoral division(s): **All**

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

Purpose: **The General Purposes Committee is asked to consider its Agenda Plan and Training Plan, and agree appointments to Outside Bodies and Internal Advisory Groups and Panels.**

Recommendation: **The General Purposes Committee is asked to:**

- a) review its Agenda Plan attached at Appendix 1;**
- b) review and agree its Training Plan attached at Appendix 2;**
- c) agree the following appointments:**
 - the appointment of Councillor Mandy Smith to Cambridgeshire County Council's employees disability support group; and**
 - the appointment of substitutes to the Cambridgeshire Police and Crime Panel.**

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1.0 BACKGROUND

Agenda Plan

- 1.1 All Policy and Service Committees review their agenda plans at every meeting.

Training Plan

- 1.2 At the meeting of the Council held on 24 March 2015, it was agreed that each service committee should consider and approve its own training plan at every meeting. Members of the Constitution and Ethics Committee were concerned about the low take up at training events and were keen that Members should be accountable publicly for their attendance. It was also thought that taking the training plan to the committee meeting would facilitate the organisation of training at a time convenient for the majority of committee members.
- 1.3 For the General Purposes Committee the development of a training plan has been considered in light of the strategic functions of the Committee, as well as the service-based functions for Customer Service and Transformation and LGSS Managed.
- 1.4 At its last meeting, the Committee approved its training plan. Since that meeting, Community Impact Assessment Training, which took place before the last meeting, has been added to the plan.

Appointments to Outside Bodies and Internal Advisory Groups and Panels

- 1.5 The Committee reviewed its appointments to outside bodies, internal advisory groups and panels, and partnership liaison and advisory groups at its meeting on 28 July 2015. Since that meeting, the following changes have arisen:

1.6 Appointments to Outside Bodies

Cambridgeshire Police and Crime Panel – the Council has been informed by the Administrator to the Panel that it can appoint substitutes. The Committee is therefore asked to appoint substitutes for the following:

Current Membership

1. Cllr M McGuire (Con)
2. Cllr P Bullen (UKIP)
3. Cllr M Shellens (LD)

1.7 Internal Advisory Groups and Panels

With changes in the Disability Discrimination Act (1995) now the Equality Act 2010, the Cambridgeshire County Council employees disability support group (DIADEM) was extended to include members as they are entitled to 'reasonable adjustments' in the same way as employees. Over the years the Group has had member participation and involvement.

Most of the work of DIADEM is with individuals and with the years of constraints, the group has rarely had need or opportunity to meet. Policy

related group issues are usually dealt with at the Council's Diversity Group meetings.

Simon Willson was the last Chair of DIADEM and it is now proposed that a member should take the Chair. Over the years officers have worked with Councillor Mandy Smith on matters of local physical access and other disability-related issues as Division includes Papworth. Therefore it is proposed that she should be the Councillor representative on DIADEM.

2.0 ALIGNMENT WITH CORPORATE PRIORITIES

2.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

2.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

2.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

3.0 SIGNIFICANT IMPLICATIONS

3.1 Resource Implications

The General Purposes Committee (GPC) training plan will be developed to bring a greater Member understanding of the strategic resource issues facing the Council.

3.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

3.3 Equality and Diversity Implications

The GPC training plan, as drafted for this report, includes equality and diversity specifically as a topic for further Member development.

3.4 Engagement and Consultation Implications

There are no significant implications within this category.

3.5 Localism and Local Member Involvement

There are no significant implications within this category.

3.6 Public Health Implications

There are no significant implications within this category.

Source Documents	Location
Council Agenda and Minutes – 24 March 2015 General Purposes Committee – 28 July 2015	http://www.cambridgeshire.gov.uk/info/20146/council_meetings

GENERAL PURPOSES COMMITTEE AGENDA PLAN

Published on 2nd November 2015
As at 11th November 2015



Cambridgeshire
County Council

Appendix A

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
24/11/15	1. Minutes – 20/10/15	M Rowe	Not applicable	22/10/15	11/11/15	13/11/15
	2. Treasury Management Q2 Report*	M Batty	Not applicable			
	3. Integrated Resources and Performance Report (September)	P Emmett	2015/039			
	4. Resources and Performance Report (September) – Customer Service and Transformation and LGSS Managed	A Parks/ S Heywood/ D Parcell	Not applicable			
	5. Business Planning – Review Revenue and Capital Report	C Malyon	Not applicable			
	6. Blue Badge Charging	Jo Tompkins	Not applicable			
	7. Maple Grove Infants School	R Moore/ S Anderson	2015/054			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	8. Waste Private Finance Initiative Contract+	H Hollebon	Not applicable			
	9. Soham Solar Park	Hugo Mallaby	2015/046			
22/12/15	1. Minutes – 24/11/15	M Rowe	Not applicable	26/11/15	09/12/15	11/12/15
	2. Business Planning – Review covering report and finance tables	C Malyon	Not applicable			
	3. Strategy for Retention and Recruitment of Social Care Staff – Action Plan	C Black/ J Maulder	Not applicable			
	4. Approval for a Joint and Several Guarantee	M Batty	2015/061			
	5. Minimum Revenue Provision Policy*	M Batty	Not applicable			
	6. Exploration of options in relation to supply of agency workers	P White	2015/024			
14/01/16	1. Minutes – 22/12/15	M Rowe	Not applicable	10/12/15	04/01/16	05/01/16
	2. Business Planning – Consider impact of Local Government Finance Settlement	C Malyon	Not applicable			
	3. LGSS: potential option for shared services with Milton Keynes Council*	Peter Borley-Cox	2016/016			
	4. Sawtry Youth Centre	R Moore	Not applicable			
	5. Blue Badge Charging	Jo Tompkins	2016/007			
26/01/16	1. Minutes – 14/01/16	M Rowe	Not applicable	07/01/16	13/01/16	15/01/16
	2. Risk Management Update	Sue Grace	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	3. Integrated Resources and Performance Report (November)	P Emmett	2016/004			
	4. Resources and Performance Report (November) – Customer Service and Transformation and LGSS Managed	I Smith	Not applicable			
	5. Business Planning – Review Full Business Plan*	C Malyon	Not applicable			
<i>[23/02/16] Provisional Meeting</i>				28/01/16	10/02/16	12/02/16
15/03/16	1. Minutes – 26/01/16	M Rowe	Not applicable	25/02/16	02/03/16	04/03/16
	2. Treasury Management Q3 Report	M Batty				
	3. Integrated Resources and Performance Report (January)	P Emmett	2016/002			
	4. Resources and Performance Report (January) – Customer Service and Transformation and LGSS Managed	I Smith	Not applicable			
	5. Final Report from the Member Working Group on Consultation	M Soper	Not applicable			
<i>[26/04/16] Provisional Meeting</i>				17/03/16	13/04/16	15/04/16
31/05/16	1. Minutes – 15/03/16	M Rowe	Not applicable	28/04/16	18/05/16	20/05/16
	2. Treasury Management Outturn Report	M Batty				
	3. Integrated Resources and Performance Report (March)	P Emmett	2016/003			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	4. Resources and Performance Report (March) – Customer Service and Transformation and LGSS Managed	I Smith	Not applicable			
<i>[28/06/16] Provisional Meeting</i>					15/06/16	17/06/16
26/07/16	1. Minutes – 31/05/16	M Rowe	Not applicable		13/07/16	15/07/16
<i>[23/08/16] Provisional Meeting</i>					23/08/16	12/08/16
20/09/16	1. Minutes – 26/07/16	M Rowe	Not applicable		07/09/16	09/09/16
<i>[25/10/16] Provisional Meeting</i>					12/10/16	14/10/16
29/11/16	1. Minutes – 20/09/16	M Rowe	Not applicable		16/11/16	18/11/16
<i>[20/12/16] Provisional Meeting</i>					07/12/16	09/12/16
10/01/17	1. Minutes – 29/11/16	M Rowe	Not applicable		28/12/16	30/12/16
24/01/17	1. Minutes – 10/01/17	M Rowe	Not applicable		11/01/17	13/01/17
<i>[28/02/17] Provisional Meeting</i>					15/02/17	17/02/17
21/03/17	1. Minutes – 24/01/17	M Rowe	Not applicable		08/03/17	10/03/17
<i>[25/04/17] Provisional Meeting</i>					25/04/17	13/04/17

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
06/06/17	1. Minutes – 21/03/17	M Rowe	Not applicable		23/05/17	25/05/17

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
Not applicable	24/11/15	Waste Private Finance Initiative Contract+	General Purposes Committee	Report of Executive Director: Economy, Transport and Environment Services	The decision is an exempt item within the meaning of paragraphs 3 & 5 of Schedule 12A of the Local Government Act 1972 as it refers to information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

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

GENERAL PURPOSES COMMITTEE TRAINING PLAN	The Training Plan below includes topic areas for GPC approval. Following sign-off by GPC the details for training and development sessions will be worked up.	<u>Appendix B</u>
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Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
	Strategic finance and budgeting	Members will gain a more detailed understanding of the strategic financial management of the Council's budget, and the future challenges associated.		TBC	Chris Malyon				
	The Council's asset portfolio and approach to asset management	Background knowledge on the Council's asset portfolio, and understanding of the approaches taken to best utilise this		TBC	Chris Malyon				
	Background to services provided by Customer Service & Transformation	Members will gain an insight into the range of frontline and back-officer services provided across CS&T: <ul style="list-style-type: none"> Communication and Consultation 		<ul style="list-style-type: none"> 24 Nov 	Sue Grace Mike Soper / Mark Miller				
	Understanding Health and Social Care integration	<i>Collaboration with Service Committee development around the Better Care Fund to be explored</i>		TBC	TBC				

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date	Responsibility	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
	Regional governance	Understanding the range of regional governance structures that exist across Cambridgeshire, such as the LEP. Also understanding potential future models of governance for local public services		TBC	TBC				
	Equality and Diversity responsibilities	Understanding the responsibilities the Committee has to comply with equality legislation and to provide services for all Cambridgeshire communities		20 Oct 2015	LGSS Law / CS&T		Cllrs Bailey, Bates, D Brown, Count, Criswell, Hickford, Hipkin, Jenkins, McGuire, Reeve, Tew, Walsh, Divine, Williams		