

ECONOMY AND ENVIRONMENT COMMITTEE



Cambridgeshire
County Council

Date: Tuesday, 24 May 2016

Democratic and Members' Services

Quentin Baker

LGSS Director: Law, Procurement and Governance

10:00hr

Shire Hall

Castle Hill

Cambridge

CB3 0AP

Kreis Viersen Room

Shire Hall, Castle Hill, Cambridge, CB3 0AP

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

1. Chairman and Vice Chairman

The Council has appointed Councillor Ian Bates as the Chairman and Councillor Ed Cearns as the Vice Chairman for the Municipal Year 2016-17.

2. Apologies and Declarations of Interest

Guidance for Councillors on declaring interests is available at
<http://tinyurl.com/ccc-dec-of-interests>

3. Minutes of the Economy and Environment Committee 19th April 2016 **5 - 24**

4. Petitions

KEY DECISIONS

| | | |
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| 5 | Integrated Transport Block (ITB) Proposals | 25 - 42 |
| 6. | Concessionary Fares on Community Transport Services | 43 - 58 |
| 7. | Energy Investment Strategy Priorities | 59 - 64 |

DECISIONS

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| 8. | Collective Switching - Saving Money on Energy Bills | 65 - 70 |
| 9. | Economy, Transport and Environment Risk Register Update | 71 - 82 |
| 10. | Proposed 2016-17 Targets for Economy and Environment Key Performance Indicators | 83 - 94 |
| 11. | Finance and Performance Report March 2016 | 95 - 128 |
| 12. | Appointments to Internal Advisory Groups and Panels and Partnership Liaison and Advisory Groups | |
| | This report will follow. | |
| 13. | Economy and Environment Committee Training Plan | 129 - 140 |
| 14. | Economy and Environment Committee Agenda Plan | 141 - 148 |
| 15. | Date of next Meeting | |
| | 10 a.m. Thursday 9th June - Note the day for this meeting | |

The Economy and Environment Committee comprises the following members:

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

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

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

Clerk Name: Rob Sanderson

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

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

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Tuesday 19th April 2016

Time: 10.00 a.m. to 11.25 p.m.

Present: Councillors: I Bates, E Cearns, J Clark, L Harford, R Henson, N Kavanagh, A Lay, M McGuire, J Schumann, J Scutt (substitute for Councillor Walsh), M Shuter and J Williams.

Apologies: Councillor A Walsh.

203. MINUTES AND ACTION LOG

The minutes of the meeting held on 8th March were agreed as a correct record.

In discussion on the action log, the following updates were orally provided:

- a) Minute 140 – Northstowe Phase 2 – Section 106 Heads of Terms – 4 X4 Group – **As** a further update the Vice-Chairman highlighted that the 4x4 Group had not re-convened to discuss Affordable / Starter Homes due to the uncertainty around the proposals for Starter Homes currently being consulted on as part of the Housing and Planning Bill.
- b) Minute 176 - Cambridge Quality Bus Partnership (QBP) – An oral update indicated that a meeting had taken place with bus operators the previous day **where they had confirmed** that they would only agree to sign a one year extension in respect of the QBP to be further reviewed after six months, in order to assess the progress being made by the City Deal to tackle congestion
- c) In respect of the previous query raised by Councillor Williams regarding the City Deal Board being a signatory, it was reported that the bus operators had indicated that they were keen to have greater engagement with elected Members and dialogue with the City Deal Board, which was now taking place.
- d) Land Acquisition and Licence Agreements to allow construction to commence to Yaxley to Farcet Cycle Path – Further e-mail updates detailing the reminder letters from the Council's legal team sent to the land owners' solicitors had been provided to the local Norman Cross members since the last Committee meeting, including the latest placed in the two Member's pigeon holes earlier that morning. The expectation was that the issues could be resolved by the end of May. In response, Councillor McGuire drew attention to one of the e-mails making reference to the need to write a report on a Compulsory Purchase Order if progress was not forthcoming. He reminded officers that the Committee had previously authorised a CPO request if agreement could not be reached with the landowners involved. In response it was confirmed that the lead officer in Strategy and Estates had been made aware of the previous approval. Councillor McGuire suggested the need for fortnightly updates to the local members. This

was supported by the other local member, Councillor Henson, who additionally made the point that the e-mails did not make reference to the construction of a footpath. He had serious concerns regarding whether it would ever be built, as he understood another part of the land had been sold off, making it even more difficult for the project to be achieved. He highlighted that he believed the early construction of a footpath was more important than a cycleway in order to avoid an accident involving pedestrians walking next to the road, as currently there was only a grass verge. He highlighted that he was always being asked what progress was being made at the local parish council meetings and wanted to be able to report back a positive outcome as soon as possible.

It was resolved:

a) that Cllrs Henson and McGuire and the Chairman (Cllr Bates) and Vice-Chairman (Cllr Cearns) should receive fortnightly updates on progress.

Action: Ian Wilson Strategy and Estates

b) to note the other actions progress / completion as set out in the Minutes Action Log report.

204. PETITIONS

There were no petitions to be considered.

205. A605 KINGS DYKE LEVEL CROSSING CLOSURE – SELECTION OF PREFERRED OPTION AND PROCUREMENT

At this Committee's meeting on 3rd February 2015, having considered the response to a public consultation and an Options Assessment Report (OAR), a preferred option was selected to progress the submission for planning approval. The Committee also approving a procurement strategy using Early Contractor Involvement (ECI) in a two stage Design and Construct Contract and the negotiation of land and rights acquisition required for the delivery of the scheme, including the preparation of Compulsory Purchase and Side Road Orders.

The Committee noted that the planning application was submitted in December 2015 and was unanimously approved by the County Council's Planning Committee on the 10th March 2016.

The current report highlighted that when this Committee approved the procurement strategy in 2015, contractual options had been limited, and that a full European tendering process would be necessary. However since then, the County Council had been leading on the procurement of the Eastern Highways Framework (EHF2), a contract shared by 11 local authorities. This contract had the ability to deliver schemes costing up to £20 million, which placed the King's Dyke improvement within its scope and was therefore recommended as the preferred strategy. The details of the two stage contract process were set out in the report.

It was highlighted that the expectation was that the scheme would be delivered as a single package, but that there was no guarantee that the contractor would move directly

from detailed design to construction. This would be conditional on satisfactory performance and agreement of a construction target cost, based on the detailed design. Should the construction target cost be significantly higher than currently estimated, this would be reported to the Committee for further consideration. Scheme funding was currently included in the Business Plan with the report providing details of the estimated cost of the scheme which included Optimism Bias at the highest level. It was reported that it was possible that the estimated cost would come down as greater certainty over construction details emerged during the detailed design process. Currently £11.5 million was to be secured from external sources, with the County Council contribution being a maximum of £2m to meet the figure included in the Business Plan. However, if no additional funding sources were found and significant risks materialised leading to an increase in the cost, further borrowing might be necessary which would require General Purposes Committee approval.

It was currently anticipated that the Design and Construction would take approximately 16 to 18 months, and that the earliest completion date would be late 2017 or early 2018 assuming land that was required for the Scheme could be acquired with no requirement for a Public Inquiry. Whilst every reasonable effort would be made to acquire the necessary land and rights by negotiation, a Compulsory Purchase Order and a Side Roads Order had previously been agreed to ensure the necessary land and powers were available to deliver the scheme.

It was further noted that the construction programme would depend on the method chosen by the contractor and the requirement to secure possessions from Network Rail to work over and close to the railway. As an update it was reported that the possessions were being provisionally booked, although these would need to be confirmed by the contractor with respect to his programme. Additionally, it was highlighted that as currently Network Rail had only offered a £275k contribution on the basis that it was not in their current work programme, officers were seeking to negotiate an increase to this sum.

Comments / queries from Members of the Committee included:

- asking whether Network Rail (NR) were likely to object to any design / construction methods which could add further delay. In response it was indicated that NR were positive in respect of the scheme's proposals. The design placed as much work as possible outside of the area that would impact on rail operation and that construction methods and control could be agreed with NR. It was reported that currently this crossing closure did not maximise rail operational cost savings as the crossing was linked to an adjacent level crossing on a minor road that would still remain open and manned for the foreseeable future. Further to this reply, another Member suggested that NR would in fact be massively advantaged by the fact that they would be able to run more trains on the line and that this should be highlighted in further negotiations with them regarding both the increase in their contribution, and also to raise it up their priority works list.
- One Member was concerned at the open ended nature of the tender without knowing what was to be undertaken and when.
- One Member asked whether NR charged for line closures. In response it was

indicated that yes that would be the case and that this could cost hundreds of thousands of pounds for a weekend closure due to compensation needed for the Train Operating Companies. Any opportunity to construct the bridge at a time when the line was due to be closed for other works would be sought.

- There was a request to be provided with the list of names of the six tenderers outside of the meeting. **Action: Brian Stinton**
- One Member queried whether the construction of the bridge could be compromised should there be a later decision by NR to widen the line. In respect of this query it was stated that currently widening of the railway line had not been raised by Network Rail in discussions on the proposals, and that they remained fully supportive of the Scheme. It was highlighted that there were a lot of other structures along the line that would also need to be widened, not just the proposed crossing, and therefore the cost involved was unlikely to make it viable in the foreseeable future.
- In response to a question from one Member regarding who would pick up the cost of design should the scheme not go forward to the second stage, it was confirmed that this would be a cost to the County Council.
- On a concern regarding the risks on such a complex project and the request for an assurance that sufficient officer resources would be allocated, it was reported that another project manager was being recruited and that the Service Consultant would have responsibility for managing the contract and ensuring the appropriate level of resources was allocated.

Councillor Clark who was the Committee's appointment on the Kings Dyke Project Board was able to re-assure Members on a number of the points which had previously been raised and answered at Board meetings, including that the contractors had the necessary skills, some of them having worked with Network Rail on similar projects and also confirming that the price of the project did not always necessarily increase. He also highlighted that both local Members and residents were fully in favour of the scheme, as currently it was common to have to wait 20 minutes at the crossing and when there was flooding, this could increase to an hour.

During the discussion Councillor Clark declared a personal interest as two of his sons were currently employed by Kier Infrastructure and Overseas Ltd one of the suppliers appointed to the Eastern Highways Framework.

The Committee's attention was drawn to the comments provided in advance from local Councillors Butcher and Councillor Boden stating that "...we are happy with the report and recommendations". In addition Councillor Butcher also added that "Whittlesey has been waiting over 40 years for this bridge to be built! Please move it on as fast as possible".

It was resolved to:

- a) Note the Planning Committee approval and current position in relation to the

King's Dyke level crossing bypass and bridge;

- b) Approve the use of the competitive process within the Eastern Highways Framework Contract (EHF2) for the detailed design and construction, as detailed in Section 2 of the report,
- c) Note that approval to award the Design and Construct works package would be sought at a future meeting of the Economy and Environment Committee, and
- d) Note that once the detailed costs became clear, the proposed funding arrangements would be brought to Economy and Environment Committee and, [should additional funding be required, to the General Purposes Committee for approval before contractual arrangements were finalised.](#)

206. RIGHTS OF WAY IMPROVEMENT PLAN UPDATE

The Committee received a report outlining the updated 'Rights of Way Improvement Plan (ROWIP) Update' as required by statute and which had been amended following comments received as a result of a stakeholder consultation exercise carried out between August and October 2015.

The main focus of the ROWIP was to manage and improve the local public rights of way network. It was explained that the updated ROWIP (appended as Appendix 2 of the report) forms part of the third iteration of the Local Transport Plan, known as LTP3, but would not amend the policy basis of the existing ROWIP or LTP3. Its purpose was to demonstrate how the Council's policies and plan for rights of way would contribute towards the Council's vision and outcomes.

The report highlighted that the Council no longer had the resources to deliver all the measures that officers would have liked over the lifetime of the Plan, but the aim was to be innovative in preparing bids for funding streams that became available.

Committee Members comments / questions included:

- Congratulating the officers on an excellent document.
- Seeking clarification of the resources available to the Team. In response it was indicated that the Definitive Map Team comprised four officers whose work covered the maintenance of the legal record. The Rights of Way Maintenance function being provided by two Rights of Way officers, a District Highway Manager and some Local Highways officers.
- In response to a question on whether the Greater Cambridgeshire Local Nature Partnership Board 'Natural Cambridgeshire' had been included in the consultation, it was confirmed that the contact officer had been included, but that no response had been received.

- One Member indicated that he would have liked to have seen partnerships with parish councils in terms of them being able to repair footpaths while another questioned whether the maximum opportunity was being made of joined up working opportunities with public health and adults services. In response one Member highlighted that on page 11 of the document specific reference was made to such issues in the second paragraph under the heading 'What can the ROWIP aspire to achieve in the future?' reading *"there will an increased focus on encouraging healthy lifestyles by working closely with the newly established Cambridgeshire Health and Wellbeing Board. Increased working in partnership with statutory and voluntary agencies such as the Local Access Forum and town and parish councils will be key to delivering improvements to countryside access"*.
- In answer to a question on funding sources it was confirmed that there was money allocated to rights of way improvement under highways funding in the 'Local Transport Plan'. The lead officer also explained that the Definitive Map Team worked with 'Highways England' and 'Network Rail' on major infrastructure projects so that where possible improvements to the public rights of way network were secured as part of those schemes. Work was also undertaken with monies from the Transport Innovation Fund (TIF).
- There was a request that in future it would be useful to have the changes to the Plan shown with track changes. The lead officer indicated that he would undertake to provide this to Members following the meeting. **Action Laurence Smith (LS)**
- One Member made reference to the Section titled '3. ROWIP Summary of Progress' and particularly the section on page 31 of the document under 4.2 Local facilities and events reading *"Patch meetings are held regularly across the County with Parish Council representatives to discuss the rights of way issues"* indicating that she was not aware of such events. As an initial response it was explained that the 'Patch' meetings took place once a year in the Autumn in Highways depots and included invites to Parish Councils, Town and District Councils and County Councillors. In the past they had received good patronage. Further to this explanation the Member requested that further details of these meetings, including what publicity was undertaken to advertise them, should be made available to Committee members outside of the meeting **Action. LS**
- One Member questioned what action was being undertaken to circulate the Plan to ensure a joined up approach to action delivering the strategic outcomes. Further to this, it was suggested that the final document should, in addition to any current circulation undertaken, also be sent to planning authorities and local landowners. **Action. LS**

It was resolved unanimously to:

approve the update to the Rights of Way Improvement Plan.

207. ADULTS LEARNING AND SKILLS REVIEW REPORT

The Vice Chairman took over Charing the meeting as the Chairman had been called out to receive a petition.

Further to the request made at the Committee meeting on 14th July 2015 the Committee received a report on the review of Adults and Learning Skills service. Included as appendix 1 to the report was the Adult Learning and Skills Review which summarised the achievement of the Service in the Academic Year 2014-2015 based on the evaluation on both quantitative and qualitative data gathered on the student engagement and achievement, and on learner, partner and stakeholder feedback.

It was explained that apart from the Fenland Grant (less than 0.5% of the income) the work of the Service was entirely grant funded, representing an income of around £3 million to the County Council. The service also used resources received from partners and the fees taken by the subcontractors to be able to offer more learning.

The report demonstrated:

- That the work of the service continued to meet the Ofsted standards for a good quality provision.
- Across all provision areas learners made it clear that their learning needs were thoroughly met with 86% of learners reporting this through course evaluation, and that they are suitably equipped for the next stage in their education or employment.
- Overall levels of attendance, retention and achievement had improved on previous years with success rates across the delivery areas increasing.
- Tutors were providing good to outstanding levels of support to learners.
- Leadership and management of the Service continued to be highly effective, even with substantial changes to the structure.

In terms of the learner profile data for the 12 most deprived wards, attendance had increased from 746 at August 2015 to 1157 at February 2016. An oral update at the meeting indicated that the figure had now increased to 1387 which showed that progress was continuing to be made.

Councillor Schumann who had been involved in the Member Working Group set up by the Committee indicated that he had worked closely with the Strategic Finance Manager and fully endorsed the Review's contents. He highlighted the "fantastic figures on percentage rate increases" in areas of deprivation and the work being carried out to help address it.

Questions / issues raised by Members included:

- In respect of the 'Community Learning' category, a Member asked whether there was any evidence that the increase in the number of community colleges

and academies had resulted in a decline in access to provision for adult learners. In reply it was explained that at the current time every community college who had previously contracted services to the community had renewed their offer, as they recognised the benefit they provided in targeting those in the most need.

- One Member welcomed the increased success rate for Fenland learners which he linked to the resistance from the Committee to reducing funding for the Fenland Learning Centre and indicated that any future attempt to reduce this funding would be resisted.
- One Member asked what provision was made for people with learning disabilities being given longer to undertake exams. In reply it was indicated that this resource was available and most examination boards did allow additional time and resources for people with learning disabilities. The Member made the further point that extra time did not help with dyslexia, as what they required was a reader.
- The Vice Chairman, making reference to the breakdown of learners across Fenland on page 8 of the report asked whether follow up was undertaken to see whether the figures shown, changed. In response it was explained that those going on to further learning were recorded and exit interviews were carried out by the Careers Service with encouragement given to feedback details of any increases in salary directly linked to additional skills gained.

In further discussion it was agreed that it would be useful for those Members interested to visit one of the learning centres as further Member engagement would be welcomed. The Vice Chairman suggested that a future Spokes meeting could be held at one of the centres in Fenland, followed by a visit to the surrounding area to help increase Member's local knowledge. **Action Bob Menzies / Emma Middleton**

It was resolved unanimously:

to note and endorse the report.

208. FINANCE AND PERFORMANCE REPORT – FEBRUARY 2016

This report provided the Committee with an opportunity to comment on the projected financial and performance outturn position as at the end of February 2016.

The key issues highlighted were:

- at the end of February, Economy Transport and Environment (ETE) as a whole was forecasting a year-end underspend on revenue of £1.477m.
- At the end of February, ETE was forecasting an underspend on Capital of £36.6m with two changes highlighted since the last Committee in relation to Connecting Cambridgeshire and the Guided Busway for the reasons set out in paragraph 2.4 of the report.

In relation to the twelve Economy and Environment Committee performance indicators set for 2015-16, one was currently showing as red and eleven green. The indicator currently red was the 'the number of local bus passenger journeys originating in the authority area'. The current forecast for year-end, was that none of the indicators would be red, six would be amber and six green.

Members raised issues including:

- Congratulating the improvement on the ETE operational indicator on the percentage of complaints responded to within 10 days, which had an actual figure of 99% against a target of 90%.
- Asking what capacity would be available to meet the increased passenger demand for the Guided Busway expected as a result of carrying out Phase 1 of the Northstowe development with the Member highlighting that current passenger numbers were already at the level which had been expected when Phase 1 was to have been completed and houses occupied. He also queried whether a larger Section 106 contribution could be requested from the developer towards any additional costs to the operation of the Guided Busway. In reply it was indicated that no further contribution could be requested for the early stages of the development as a result of the success of the Guided Busway and that any increase in demand would be responded to by the bus companies on a commercial viability basis. If shown to be viable the bus companies would provide additional buses without any contribution from the County Council.
- In respect of money not spent on cycle schemes referred to on page 16 of the Officer report e.g. Cromwell Community College to the Elms, Chatteris, there was a request from the Council Cycling Champion to use any underspends to finance a required cycle-path running along Sir Harry Smith Community College in Whittlesey.

It was unanimously resolved:

To note the report.

209. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

The Committee was asked to note the Committee's Training Plan and consider whether invites to listed sessions should be extended to other Committee Members. The main issues highlighted were to confirm the training session on 'Transport Strategies and Funding' was due to take place that afternoon and that the 26th May had now been identified as the date for the Adults Learning and Skills session.

It was resolved unanimously to:

- a) note the upcoming training session dates as listed in appendix one of the report.
- b) Note the request to consider if invitations to any of the listed sessions should be extended to Members of other committees.

- c) Note the list of potential training sessions for 2016/17 would be brought to the Next Economy and Environment Committee.
- d) To note the need to sign an attendance sheet when attending training sessions, so that Members' attendance is accurately recorded.

210. ECONOMY AND ENVIRONMENT COMMITTEE SERVICE COMMITTEE AGENDA PLAN

It was resolved unanimously to note the following changes made to the Forward Plan since publication:

Rescheduling the Ely Southern Bypass - Award of Contract for Design & Construction Report from 24th May to the 14th July meeting.

211. DATE OF NEXT MEETING 10 A.M. TUESDAY 24th MAY 2016

Chairman
24TH May 2016



**ECONOMY AND
ENVIRONMENT
COMMITTEE**

Minutes - Action Log

This is the updated action log as at 12th May 2016 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

MINUTES OF 15TH JULY 2015 COMMITTEE

| Minute No. | Report Title | Action to be taken by | Action | Comments | Status |
|------------|---|--------------------------|--|---|---------------------------|
| 140. | NORTHSTOWE PHASE 2 – SECTION 106 HEADS OF TERMS resolution b) Delegation on making any minor changes | Juliet Richardson | A delegation was agreed giving the Executive Director of Economy, Transport and the Environment in consultation with Chairman and Vice Chairman of the Committee the authority to make changes to the Section 106 agreements prior to signing. | The Section 106 Heads of terms were agreed on 29 th July 2015 by the Northstowe Joint Development Control Committee, the body with the authority to make the final decision. An update in April indicated that The S106 was still being drafted with the lawyers, and while no signatures had yet been achieved progress was being made. . | ACTION ONGOING |

MINUTES OF THE 3RD DECEMBER 2015 COMMITTEE

| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
|------------|--|-----------------------|---|---|------------------------|
| 176. | CAMBRIDGE QUALITY BUS PARTNERSHIP RENEWAL | Bob Menzies | <p>a) Problems were highlighted regarding the audio announcement system on some buses with incorrect information being given on the stop had been reached. The Head of Major Infrastructure Delivery undertook to investigate</p> <p>b) The Head of Major Infrastructure Delivery to confirm date the above revised agreement had been signed and to report any feedback from the bus operators.</p> <p>c) At the March Committee meeting one Member queried whether, as the City Deal Board would be making decisions on measures to reduce congestion and pollution, it should also be a signatory to any new agreement. Officers agreed to look into this further and report back.</p> | <p>a) At the March meeting it was indicated that In terms of the audio announcement there were continuing problems with the current system and as a result, there was a project to change the on board computers to fall in line with new technology to remove the radio network, which will encompass the audio as well. 10 vehicles have already been converted and the others are being programmed over the next few weeks. When installed, the units will then be the subject of further testing.</p> <p>b) An oral update at the April Committee meeting indicated that the bus operators had only agreed to a one year agreement to be reviewed in six months to look at the progress being made by the City Deal Board to tackle congestion.</p> <p>c) An oral update at the April Committee meeting indicated that while it was not a function that the Council had delegated to the City Deal Board, in practice both the County Council and City Council were signatories. The Bus operators had indicated that they were keen to have greater engagement with members and this dialogue would need to involve the City Deal Board and this was already taking place.</p> | ACTIONS ONGOING |

MINUTES OF THE 19TH JANUARY 2016 COMMITTEE

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

| | | | replacement that could be provided to individuals / parish councils, including what species of trees could be planted in their place, (to ensure no damage to highways / footways) and asked the Executive Director to refer the issues raised to Highway and Community Infrastructure Committee for further consideration as the appropriate Committee. | some initial consultation with the intention that it will go a forthcoming Highways and Community Infrastructure Spokes meeting for comments / views. | |
|------------|--|-----------------------|--|--|-----------------------|
| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
| 189. | FINANCE AND PERFORMANCE REPORT – NOVEMBER 2015 | | | | |
| | a) land acquisition and licence agreements to allow construction to commence on Yaxley to Farcet cycleway / walkway. | Bob Menzies | <p>January Committee</p> <p>There was a query asking whether, as land had just been sold in the area, this would require the Council to go through the Compulsory Purchase Order (CPO) process again. It was agreed an update on the current position would be sought from Legal and a written response provided outside of the meeting to the Norman Cross local Councillors (Councillors McGuire and Henson).</p> | At the March Committee meeting it was indicated that the legal issues around the land purchase remained outstanding, despite reminders sent to the land owner's solicitors. At the Committee meeting both local Norman Cross Members expressed their frustrations at the continued delay, with one highlighting the current risks for people walking along the path being seriously injured or worse from passing vehicles. Officers were requested to make the Members' concerns at the unacceptable delay known to the solicitors involved, with the aim of progressing the necessary land purchase as a matter of priority. An update position was provided to Councillors McGuire and Councillor | ACTION ONGOING |

| | | | | | |
|--|--|--|--|--|--|
| | | Ian Wilson Strategy and Estates | <p>April Committee</p> <p>At the April Committee meeting as there was still considerable dissatisfaction with the progress being made it was agreed that Cllrs Henson and McGuire and the Chairman (Cllr Bates) and Vice-Chairman (Cllr Cearns) should receive fortnightly updates on progress.</p> | <p>Henson in a letter dated 7th April.</p> <p>An update e-mail was sent on 7th May providing details of the follow up action which had been taken with two of the landowners' solicitors, while highlighting that at that date due to holiday leave, only limited progress had been possible.</p> <p style="text-align: center;">:</p> | |
|--|--|--|--|--|--|

MINUTES OF THE 8TH MARCH 2016 COMMITTEE

| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
|------------|--|-----------------------|--|---|-------------------------|
| 198. | REVIEW OF ECONOMY AND ENVIRONMENT PERFORMANCE INDICATORS FOR 2016/17 FINANCE AND PERFORMANCE REPORT | Graham Amis | One Member queried the staff sickness figure for ETE shown on page 5 of the report reading "4.63 days per full time equivalent employee" Officers agreed to provide more information in future regarding how the average figure had been arrived at. | <p>The lead officer has indicated that future Finance and Performance reports will include a breakdown of short and long-term sickness each month when reporting the new set of indicators for 2016/17.</p> <p>This is referenced in the Performance Indicators report on the current agenda.</p> | ACTION COMPLETED |

| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
|------------|--|-----------------------|---|--|-----------------------|
| 199. | FINANCE AND PERFORMANCE REPORT – JANUARY 2016 | Chris Malyon | In discussion on the issue of Capital programme slippage it was suggested that if slippage did result in financial implications, it would be helpful to have them highlighted. Officers recognised the need to improve spend profile forecasts and as a result, a team led by Chris Malyon were looking at ways to improve them going forward. The point of keeping Members informed, where slippage would have a financial impact, would be taken on board as part of future update reports. | The issues raised were being considered as part of the work being undertaken by the Capital Programme Board. | ACTION ONGOING |

MINUTES OF THE 19TH APRIL 2016 COMMITTEE

| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
|------------|---|-------------------------------------|---|--|-----------------------|
| 207. | ADULTS LEARNING AND SKILLS REVIEW REPORT | Bob Menzies / Emma Middleton | In discussion it was agreed that it would be useful for those Members interested to visit one of the learning centres as further Member engagement would be welcomed (Lynsi Hayward-Smith to be contacted). The Vice Chairman suggested that a future Spokes meeting could be held at one of the centres in Fenland, | Catherine Walker and Lynsi Hayward-Smith from ETE are currently investigating the possibility of the September spokes meeting being held at one of the learning centres. | ACTION ONGOING |

| | | | | | |
|-------------------|---|------------------------------|---|--|-------------------------|
| | | | followed by a visit to the surrounding area to help increase Member's local knowledge. Action Bob Menzies / Emma Middleton | | |
| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
| 205. | A605 KINGS DYKE LEVEL CROSSING CLOSURE – SELECTION OF PREFERRED OPTION AND PROCUREMENT | Brian Stinton | In receiving the report to agree the use of the competitive process within the Eastern Highways Framework Contract (EHF2) for the detailed design and construction there was a request to be provided with the list of names of the six tenderers outside of the meeting. | An email was sent to the Committee later the same day confirming that the list of the six contractors in Lot 2 (works between £1m and £20m) are: <ul style="list-style-type: none"> • Carillion PLC – Carillion Construction Services, • Eurovia Infrastructure Ltd, • Interserve Construction Ltd, • Jackson Civil Engineering Group Ltd, • Kier Infrastructure and Overseas Ltd • Morgan Sindall | ACTION COMPLETED |
| 206. | RIGHTS OF WAY IMPROVEMENT PLAN UPDATE | Laurence Smith | a) There was a request that in future it would be useful to have the changes to the Plan shown with track changes. The lead officer indicated that he would undertake to provide this to Members following the meeting. | An email was sent on 21 st April from Democratic Services on behalf of the lead officer: <p>a) providing a version of the document with track changes in response to this request with the changes shown reflecting the result of feedback received to the consultation review undertaken in August 2015.</p> | ACTION COMPLETED |

| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
|------------|--------------|-----------------------|--|---|--------|
| | | | b) One Member for further details of the Highways depot Patch meetings to be provided to the Committee outside of the meeting. | <p>b), the same email explaining that the 'patch meetings' are Highways Depot Open Days are held at the five County Council Highways Depots, where County Councillors, District Councillors, Parish Clerks and Parish PROW representatives are invited to attend and meet several teams related to highways (including roads and public rights of way maintenance and Definitive Map staff) and where they can discuss any related issues they wish to raise.</p> <p>A further e-mail from Democratic Services dated 28th April indicated that the dates had been set as follows:</p> <p>Whittlesford – Monday 27th June City – Monday 4th July March – Monday 11th July Witchford – Wednesday 13th July Huntingdon – Monday 18th July</p> <p>The expectation was that the same format will be used as last year regarding timings with there being three, two hour sessions that Members could attend either from 2-4pm, or 4-6pm or 6-8pm. Jane Cantwell will be co-ordinating the events and will sending invites be to all parish and town councils including their nominated rights of way representatives, district councils and county councillors.</p> | |

| Minute No. | Report Title | Action to be taken by | Action | Comments | STATUS |
|------------|--------------|-----------------------|---|---|--------|
| | | | c) it was suggested that the final document should, in addition to any current circulation undertaken, also be sent to planning authorities and local landowners. | In the same e-mail the lead officer Laurence Smith confirmed that officers were preparing a press release regarding the updated document. In addition, emails with links to the updated plan will be sent to all Members, Local Planning Authorities and to the NFU and CLA for dissemination to local landowners. Reference will also be made to the updated plan at the County Council's annual CLA/NFU liaison meeting which is taking place next week | |

INTEGRATED TRANSPORT BLOCK PROPOSALS

To: Economy and Environment Committee

Meeting Date: 24 May 2016

From: Executive Director – Economy, Transport and Environment

Electoral division(s): All

Forward Plan ref: 2016/013 **Key decision:** Yes

Purpose: To consider the prioritisation of proposals for Integrated Transport Block (ITB) expenditure for 2016/17;

To seek Members' comments and support for the proposed projects to receive ITB funding for 2016/17;

Recommendation: It is recommended that the Committee:

a) support the allocation to the ITB budget elements

b) support the proposed projects in Appendix 1 for allocation of ITB funding in 2016/17, and for proposed inclusion in the Transport Delivery Plan

| <i>Officer contact:</i> | |
|--------------------------------|--|
| Name: | Jeremy Smith |
| Post: | Head of Transport and Infrastructure Policy and Funding |
| Email: | Jeremy.Smith@cambridgeshire.gov.uk |
| Tel: | 01223 715483 |

1. BACKGROUND

- 1.1 In recent years, Government grant funding for Integrated Transport Block (ITB) has been reduced. The reduced ITB allocation of £3.19M per annum has been incorporated in the ETE Capital Programme since 2015/16.
- 1.2 As a result of the reduced funding, the approach for prioritisation of ITB funding was revised and subsequently approved by the Economy and Environment (E&E) Committee in April 2015. Budget headings in the Capital Report were rationalised into a new category 'Cambridgeshire Sustainable Transport Improvements'. Following comments from Members and officers, it is proposed that this new category is to be incorporated into the 'Delivering Transport Strategy Aims' category.
- 1.3 The approach to the assessment and prioritisation of transport proposals is similar to that for major scheme prioritisation, based on Early Assessment and Sifting Tool (EAST) criteria of: Strategic case, Deliverability, Economic Case, Financial and Commercial case.
- 1.4 As the ITB budget area is cross cutting, the views of both Economy & Environment Committee and Highways & Community Infrastructure Committee are sought on the allocation of the budget.

2. ITB ALLOCATION PROPOSALS 2016/17

- 2.1 Proposed allocations of the £3.19M ITB funding are outlined in Table 1.

| Budget Category | Allocation 2015/16 (£000s) | Proposed allocation 2016/17 (£'000s) | Description |
|---|----------------------------|--------------------------------------|---|
| Air Quality Monitoring | 23 | 23 | Funding towards supporting air quality monitoring work in relation to the road network with local authority partners across the County. |
| Major Scheme Development | 400 | 200 | Resources to support the development and delivery of major schemes. Reduced from £400k in 2015/16, as most scheme specific development work can be funded from individual City Deal & Growth Deal project budgets. |
| Local Highway Improvements | 482 | 682 | Provision of the Local Highway Improvement (LHI) Initiative across the County £601k (increased from £401k in 2014/15). Provision of accessibility works such as disabled parking bays & provision of improvements to the Public Rights of Way network (£81k). |
| Strategy Development and Integrated Transport Schemes | 345 | 345 | Resources to support Transport Infrastructure strategy and related work across the County, including Long term Strategies & District & Market Town Transport Strategies as well as funding towards scheme development work. |

| Budget Category | Allocation 2015/16 (£000s) | Proposed allocation 2016/17 (£'000s) | Description |
|---|-----------------------------------|---|---|
| Road safety schemes | 594 | 594 | Investment in road safety engineering work at locations where there is strong evidence of a significantly high risk of injury crashes. |
| Delivering Transport Strategy Aims | 868 | 1,346 | Supporting the delivery of proposals included in Countywide and area transport strategies to improve accessibility, mitigate the impacts of growth, and support sustainable transport improvements. Proposed projects are listed in Appendix 1. |
| Cambridgeshire Sustainable Transport Improvements | 478 | - | Included in Delivering Transport Strategy Aims above |
| Total | 3,190 | 3,190 | |

- 2.2 Table 1 proposes reducing the allocation for Major Scheme Development by £200k as most scheme specific development work can be funded from individual City Deal & Growth Deal project budgets. The Member led review of the Local Highways Improvements (LHI) indicated a strong desire to allocate a greater budget to this from the ITB funding. The LHI Initiative attracts local contributions from communities. It is proposed to increase the allocation for the Local Highway Improvements (LHI) Initiative by £200k. Members' views are therefore sought on the allocation between these categories.
- 2.3 The Delivering Transport Strategy Aims category includes what was termed 'Cambridgeshire Sustainable Transport Improvements' in the 2015/16 ITB funding allocation. An assessment of the Market Town Transport Strategies, (MTTS) current commitments and proposals as well as alternative funding sources was undertaken to assess eligible projects for funding. Schemes were assessed on meeting strategy aims and on deliverability & affordability.
- 2.4 Four committed schemes have experienced delay or cost increases, due to issues revealed during detailed design, and thus require funding in 2016/17 to complete the work. These are indicated as 'current commitments' in the proposed list of projects in Appendix 1. Total ITB 2016/17 funding proposed for these schemes is £595k, which complements £1,683k already committed. The Long List of MTTS schemes assessed are shown in Appendix 2 with scoring and comments.
- 2.5 In view of the small annual budgets and cost of schemes, a rolling 3-year funding period is recommended to ensure that some larger schemes which potentially score better on benefits are not ruled out from the outset due to limited funding availability. Proposed future years funding are indicated where appropriate.
- 2.6 Transport schemes are largely derived from local transport plans and strategies, and from development proposals. Currently all these schemes are being collated into a comprehensive list to be known as the Cambridgeshire Transport Investment Plan that will be used both to secure and allocate funding. Schemes that fit with transport policies and strategies, aim at tackling

transport issues to support Local Plan growth, or target local mitigation of planned developments could be proposed for inclusion in the Transport Investment Plan list for consideration of ITB or other funding.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

The proposed schemes for the Delivering Transport Strategy Aims category are aligned to this corporate priority. Managing congestion through the modal shift to sustainable transport modes and through infrastructure investment will enable growth and support the local economy.

3.2 Helping people live healthy and independent lives

The proposed schemes delivering Transport Strategy Aims should help improve accessibility and as such help people live healthy and independent lives by improving cycling and pedestrian facilities and sustainable transport information.

3.3 Supporting and protecting vulnerable people

Allocation to the Road Safety category supports and protects vulnerable people, in particular children, and at locations of high risk of injury crashes. The proposed schemes delivering Transport Strategy Aims should help improve accessibility and as such help people live healthy and independent lives by improving cycling and pedestrian facilities and sustainable transport information.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The report above sets out details of significant implications in paragraphs 1.1, 2.1, 2.2 and 3.1.

4.2 Statutory, Risk and Legal Implications

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

- Once allocated to budget categories and projects, ITB funding needs to be spent within the funding year. Any delay in approved project delivery will risk underspend. This risk is managed through the ETE Capital Programme monitoring process.
- Including approved schemes in the TDP will enable better monitoring through the ETE Capital Programme monitoring process.

4.3 Equality and Diversity Implications

There are no significant implications within this category. However, proposed projects aiming to improve sustainable transport should help improve accessibility especially for those without access to a car, and facilitate more people engaging in more active and healthy forms of travel.

4.4 Engagement and Consultation Implications

There are no significant implications within this category. Individual schemes with funding from the ITB will follow community engagement and consultation process for scheme delivery as appropriate.

4.5 Localism and Local Member Involvement

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

- Local Highway Improvement Initiative could empower communities to influence scheme delivery in their local area. Local Members are involved in the approval of the individual schemes.
- All schemes assessed and recommended for Delivering Transport Strategy Aims are from transport strategies such as Market Town Transport Strategy, which had significant local Member involvement

4.6 Public Health Implications

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

- Strategy development will give due regard to the Cambridgeshire Health and Wellbeing Strategy and the Cambridgeshire Joint Strategic Needs Assessment (JSNA).
- Proposed new or improved cycling and walking infrastructure will encourage more active travel leading to higher level of physical activity.

| Source Documents | Location |
|-------------------------|--|
| 2016/17 Business Plan | http://www.cambridgeshire.gov.uk/download/downloads/id/4404/section_3b_-_ete_finance_tablespdf.pdf Table 4 |
| Transport Delivery Plan | http://www.cambridgeshire.gov.uk/info/20006/travel_roads_and_parking/66/transport_plans_and_policies/4 |

Appendix 1 Proposed projects for 2016/17 Delivering Transport Strategy Aims funding

| Location | Scheme | Cost | ITB funding 2016/17 | ITB funding 2017/18 & 2018/19 | Justification for recommended funding |
|----------|---|------------|---------------------|-------------------------------|---|
| March | Norwood Road cycle improvement to route along Norwood Road corridor | £346,000 | £240,000 | - | Current commitment This is a committed scheme. Due to delay, funding is required for 2016/17 to complete the scheme. There is also £10k S106 funding. |
| St Ives | Cycle Routes in St Ives including Route 12 St Ives to Bluntisham | £1,707,000 | £270,000 | - | Current commitment To complete a missing link along Route 12. Total cost is for all three Routes 6, 11 and 12. £640k S106 is allocated to this package of cycle routes. Routes 6 & 11 have been completed in 1015/16. |
| Ramsey | Cycle Route 1 Hollow Lane to High Street footway, cycleway | £200,000 | £60,000 | - | Current commitment This is a committed scheme for delivery in 2014/15. Due to land owner issues, scheme delivery has been delayed and will complete in 2016/17. |
| March | Wimblington Road lighting improvement | £25,000 | £25,000 | - | Current commitment Street lighting enhancement to the cycle route completed in 2014/15 which is currently unlit. This proposed improvement will enhance the facility and highlight the new 30mph speed limit to motorists, thus will benefit route users and residents. |
| Wisbech | Meadowgate Lane footway link to the school | £50,000 | £50,000 | - | Construction of a footpath to Meadowgate School to enable children to walk safely to school. Currently there is no safe pedestrian access to the school. Investment in this scheme will bring savings on the Council's provision of Special Education Transport. Thus this scheme represents good value for money and return on investment. |

| Location | Scheme | Cost | ITB funding 2016/17 | ITB funding 2017/18 & 2018/19 | Justification for recommended funding |
|------------|--|-----------------|---------------------|-------------------------------|---|
| Ely | Cycle parking and minor cycling improvements in Ely, identified by local communities and stakeholder | £25,000 | £25,000 | - | This project offers targeted minor improvements identified by local communities and stakeholders. Improvements can include junction remodelling, priority crossing and improvements to increase permeability. |
| March | Cycle route to/from north of Estover Road development | To be confirmed | £20,000 | To be confirmed | This scheme scored well on meeting strategy aims and deliverability. Design work is proposed for 2016/17. Delivery is proposed for 2017/18. Delivery cost is to be confirmed. |
| Whittlesey | Bus stops provision and/or improvements | £40,000 | £20,000 | £20,000 | Delivery over two years. Therefore proposed £20k in 16/17 and a further £20k in 2017/18. Precise locations will be confirmed through working with bus operators. |
| Ely | Cycle route – High Barns estate/Lynn Road crossing | £130,000 | £85,000 | £45,000 | Scored well on meeting strategy aims. This proposal is based on upgrading the existing pedestrian refuge near Audrey Street to controlled crossing. |
| Ely | Cycle route between Ely and Stunney | To be confirmed | £12,000 | To be confirmed | This scheme is linked to the Ely Bypass scheme, and is in the Draft Transport Strategy for East Cambridgeshire. Investigation work is proposed for 2016/17, design 2017/18 and delivery 2018/19 in line with the Ely Bypass delivery programme. |
| Whittlesey | Provision of cycle parking and parent waiting facilities, signage, railings at New Road Primary School | £10,000 | £10,000 | - | Low cost improvement and highly deliverable, offering good value for money. |

| Location | Scheme | Cost | ITB funding 2016/17 | ITB funding 2017/18 & 2018/19 | Justification for recommended funding |
|------------|--|------------|---------------------|-------------------------------|--|
| March | Cycle route from Southwest March to town centre | £250,000 | £75,000 | £175,000 | This is a package of schemes which offers sustainable access to the town centre. Scored well on meeting strategy aims and affordability. Delivery is proposed over two years - £75k in 16/17 and a further £175k in 17/18. |
| Wisbech | Bus stops provision and/or improvements | £20,000 | £20,000 | - | Precise locations will be confirmed through working with bus operators. |
| Ely | Cycle route St John's Road - Tower Road area | £50,000 | £50,000 | - | Though there is narrow width at some locations, proposal to upgrade the existing path is feasible. |
| St Ives | Cycle Route 3 Houghton Road and St Audreys Lane. East-West route across town along A1123 | £462,000 * | £12,000 | £450,000 * | Scored well on meeting strategy aims and feasibility. Proposed investigation and design work in 2016/17 with scheme delivery in 2017/18 and 2018/19. * Detailed cost to be confirmed. |
| Huntingdon | A1123 Houghton – Wyton cycle route missing link | £210,000 | £10,000 | £200,000 | Delivery of this scheme will complete a substantial missing link. Further investigation is still required. Proposal is for £10k in 2016/17 for feasibility and design, with an estimate of £200k for delivery in 2017/18. |
| St Ives | St Ives to Holywell and Needingworth Cycle Route 10 signing improvements and minor adjustments | £20,000 | £20,000 | - | Scored well on meeting strategy aims, deliverability and affordability. Proposed scheme will help to improve current pinch point. |
| Ely | Cycle Route High Barns – New Barns | £100,000 | £100,000 | - | The scheme scored well on meeting strategy aims. Deliverability is average. Issues such as narrow carriageway and footpath width will be addressed. |

| Location | Scheme | Cost | ITB funding 2016/17 | ITB funding 2017/18 & 2018/19 | Justification for recommended funding |
|-------------------|---|-----------------|---------------------|-------------------------------|---|
| Ramsey | Investigate Great Whyte HGV speed issue and potential mitigation | To be confirmed | £12,000 | To be confirmed | This is a low cost proposal to carry out surveys to investigate the scale of the issue and to design mitigation measures. |
| St Neots | Public Footpath 32 between Monarch Road and Queens Garden | £50,000 | Nil | - | Scored well on meeting strategy aims, affordability and value for money. This scheme will complete a missing link. S106 funding is available and no funding from ITB is required. |
| Huntingdon | Crossing of Stukeley Road to improve access to Stukeley Meadows Industrial Estate | £100,000 | £100,000 | - | Affordable and feasible. Cost estimate is based on puffin/toucan crossing. Precise provision will be considered with existing crossing facilities. |
| Cambridge/S Cambs | Barton Road cycle route improvement | £200,000 | £100,000 | £100,000 | This is one of the radial cycle routes into Cambridge. The proposal is to improve an existing route. Delivery is proposed over two years - £100k in 16/17 and a further £100k in 17/18. |
| County-wide | Walking, cycling, accessibility improvements on/off highway | £25,000 | £25,000 | £25,000 pa | Precise schemes are to be identified. £25,000 is proposed to deliver minor walking and cycling improvements that would add value to approved schemes that support walking and cycling, This fund also contributes towards option investigation to develop MTTs walking and cycling schemes. |
| County-wide | Small scale bus stop facility improvements | £15,000 | £5,000 | £5,000 pa | This proposed use of funding for low cost improvements offers good value for money. Improvements include moving bus stop flags, timetable provision etc. Proposal is £5k per annum for rolling 3 years |
| TOTAL | | | £1,346,000 | | |

APPENDIX 2

Long-list of schemes assessed for Integrated Transport Block allocation for Delivering Strategy Aims 2016-17

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------|--|----------|---------------------|----------------------|-------------|--|
| Ely | Cycle parking provision and other cycle infrastructure | £25k | 10 | 13 | 23 | Recommended for 2016/17 Exact locations to be determined, e.g. bike racks in central Ely High Street / Market Street. |
| March | Cycling - To/from north of Estover Road development | £20k | 12 | 11 | 23 | Recommended for 2016/17 Scored on feasibility. Outline design can be done in house with detailed design sub-contracted. Delivery of scheme to be further assessed. |
| Whittlesey | Investigate bus stop provision and/or improvements in locations highlighted through public consultation. Additional schemes may also come forward, including at Eastrea Road at east end of Whittlesey | £40k | 11 | 12 | 23 | Recommended for 2016/17 Exact locations to be determined but unlikely to cause issue |
| Ely | Cycle route High Barns estate/Lynn Road crossing | £130,000 | 10 | 12 | 22 | Recommended for 2016/17 Assessment based on upgrade existing pedestrian refuge near Audrey Street to controlled crossing. Cost estimate based on signalised crossing. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------|--|-------|---------------------|----------------------|-------------|--|
| Ely | Investigate cycle route between Ely and Stuntney | ~£10k | 10 | 12 | 22 | Recommended for 2016/17 This proposed scheme is linked to Ely Southern Bypass. Investigation will involve minimal cost for surveys. |
| Whittlesey | Provision of cycle parking and parent waiting facilities, signage and railings at New Road Primary School | £10k | 11 | 11 | 22 | Recommended for 2016/17 Low cost improvement for sustainable transport represents good value for money. |
| March | Cycling - Southwest March to town centre | £250k | 12 | 9 | 21 | Recommended for 2016/17 Various elements included, average score shown. |
| Wisbech | Improve bus stops across Wisbech: Suitable covered waiting facilities, Lighting for bus stops, providing up- to-date travel information, Analyse base with regard to improving bus facilities for services around Guyhirn, Real Time Passenger | tbc | 11 | 8 | 19 | Recommended for 2016/17 for highway elements. Cost estimate £20k. Exact locations to be determined but unlikely to cause issue. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------------------------|--|----------------------|---------------------|----------------------|-------------|--|
| | Information (RTPI) provision at bus stops | | | | | |
| Ely | Cycle route St John's Road – Tower Road area | £50k | 10 | 8 | 18 | Recommended for 2016/17 Proposal is based on upgrading existing path. Feasible but possible issues with narrow width in several locations and may affect PROW and playing field. |
| St Ives | Cycling Route 3 – Houghton Road and Saint Audreys Lane. This route links the east of town with the west side, along the A1123, incorporating links to the St Ivo School and the Recreation Centre. | ~£450k | 5 | 12 | 17 | Recommended for 2016/17 and 2017/18 Feasible, wide verges suitable for provision. Needingworth Road to St Audrey Close section completed in 2010. Require investigation and outline design |
| Wisbech | Footpath and cycleway along the line of March-Wisbech rail line | tbc | 11 | 4 | 15 | Not deliverable in the short term – link to Wisbech Access Strategy and the re-opening of March-Wisbech Rail Line |
| Huntingdon and Godmanchester | Provision of a new segregated cycle lane to accompany the A1123 between Old Houghton Road and Wyton. Link Thicket Path to Hartford. Investigate feasibility for enhanced facilities to make Hartford | £350k to be reviewed | 3 | 12 | 15 | Missing link recommended for 2016/17 Route 4 Hartford to Town Centre section is partially complete, with a missing link between American Land and Old Houghton Road. High feasibility score is based on an off-carriageway facility. Complement the link from American Lane to town centre, which was well received |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------------------------|---|-------|---------------------|----------------------|-------------|--|
| | Road a safer environment for cyclists. | | | | | and is well used. |
| St Ives | Cycling Route 10 – St. Ives to Holywell and Needingworth. Signing improvements between St. Ives, Holywell and Needingworth | £20k | 3 | 12 | 15 | Recommended for 2016/17 Scoring based on signing and potential minor adjustments to crossings at roundabouts. |
| Ely | Cycle route High Barns – New Barns | £100k | 10 | 4 | 14 | Recommended for 2016/17 Deliverability score is average but scores high on Strategic Case. Potential issues include high levels on-street parking, narrow carriageway and footpath width with no additional available land for dual use path. |
| Huntingdon and Godmanchester | Review of existing street lights to asses potential for additional street lights on well used routes which could benefit from improved lighting; this would be done with a view to enhancing personal safety and security for pedestrians. Selection of routes to be informed by results of an Local Sustainable Transport Fund (LSTF) pedestrian audit commissioned by CCC, and consultation with local parish councils. | £5k | 3 | 11 | 14 | Cycle/pedestrian audit is required in the first instance. Feasibility score and cost are based on audit only. Can be funded from general scheme development. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------------------------|--|-------|---------------------------|-------------------------|-------------|---|
| Ramsey | Speed measurement work to define the problem of perceived high HCV speeds on the Great Whyte and potential mitigation measures if the problem is proven. | tbc | 3 | 11 | 14 | Investigation work recommended for 2016/17 Low cost investigation and outline design can be carried out in house or externally. Scored on investigation/design only e.g. surveys. |
| Godmanchester | Traffic calming measures for Post Street and Causeway. Along with surfacing and lighting improvements to National Cycle Network Route (NCN) 51 and Cambridge Rd. | £135k | 3 | 10 | 13 | Though the scheme is feasible, it does not offer high value for money due to low popularity caused by amount of traffic using the route. |
| St Neots | Public footpath 32 between Monarch Road and Queens Gardens | £50k | 2 | 11 | 13 | Recommended for delivery but not ITB funding, S106 available. Completing the missing link of approximately 185m would require £50k and thus offers good value for money. Requires 5 lighting columns to be moved. Land is not an issue. |
| Huntingdon and Godmanchester | Crossing of Stukeley Road to improve access to Stukeley Meadows Industrial Estate | £100k | 3 | 9 | 12 | Recommended for 2016/17 Precise location is to be confirmed with regards to the existing crossing at Lidl. Cost estimate is based on puffin/toucan facility. |
| Huntingdon and Godmanchester | Continuing cycling facilities for Ambury Road between Ambury Hill and Avenue Road | £75k | 3 | 9 | 12 | Feasible with potentially sufficient space for improvement. Busway route. Improves an existing link, rather than creates new route. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|-----------|---|-------|---------------------|----------------------|-------------|---|
| Ramsey | On-road signed cycle route through the Maltings to the High Street, potentially linking in with the RAF Upwood development | £395k | 3 | 8 | 11 | MTTS Route 2 Sections on private & Hunts District Council / Ramsey Town Council (HDC/RTC) land. Affects PRowS, but links existing facilities. Minimal risk to on-highway sections. Crosses a park, so may result in objections. |
| St Neots | Route 3 - St Neots Road - Alterations to existing traffic calming to encourage use by cycles from the roundabout to Ford Close, providing a link between route 2 and the existing off road route further along St Neots road. | tbc | | 11 | 11 | MTTS Route 3 - Fairly heavily trafficked bottleneck between existing cycle routes - some pinchpoints. Could link to off road facility as well as on road section further west. To be considered for S106 MTTS funding, |
| Ramsey | Off road cycle route from the north of the town to the Great Fen project, utilising the existing rail way track bed | >£875 | 3 | 6 | 9 | Low value for money; scheme cost for MTTS Route 5 3.5km from Gt Whyte to Ramsey Heights alone is likely to be at least £875k plus land acquisition. Requires planning, but creates a new Non Motorised User link where there's no off road cycleway provision at present. |
| Chatteris | Cycle link providing access to the industrial area north of the ring road and out towards Doddington, including a safe crossing over the A142 onto Dock Rd | £1m | 10 | -2 | 8 | There is a potential development with S106 funding to consider pedestrian crossing improvements over the A142. Some non highway land is needed. Also need to upgrade existing bridleway. For continuity, the footpath on Prospect Way/Short Nightlayers Drove should also be completed. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|-----------|---|----------------|---------------------|----------------------|-------------|--|
| Ramsey | On-road signed path from the Maltings to the Tesco development site and linking in with the path to the Great Fen | £345k | 3 | 5 | 8 | MTTS Route 3 Significant constraints due to road width & parked vehicles - objections likely. Alternative routes available in places, potentially lower uptake. The lower cost signing-alone option can be considered. |
| Chatteris | Continuous footpath on Prospect Way | £500k | 9 | -2 | 7 | The low Feasibility score is due to difficult issues such as limited highway width. The cost estimate needs to be reviewed. |
| Ramsey | On road signed cycle route from the Northern Gateway site through the residential area to Abbey School | To be reviewed | 3 | | 3 | Bridge is in place and the route between Tesco & Stocking Fen Road is complete, Minor improvements/ signing is feasible. |

ANotes

The list is in the order of Total Score i.e. Strategy Aims score plus Feasibility/Deliverability score.

Schemes in the 2015/16 Long List requiring further investigations have been reassessed and included in this Table.

CONCESSIONARY FARES ON COMMUNITY TRANSPORT SERVICES

To: Economy and Environment Committee

Meeting Date: 24 May 2016

From: Executive Director, Economy, Transport and Environment

Electoral division(s): All

Forward Plan ref: 2016/010 **Key decision:** Yes

Purpose: To report on a consultation on proposals contained in the 2016/17 Business Plan decision to remove the discretionary elements of the County Council's concessionary fare scheme

Recommendation: Committee is asked to:

- a) Note the results of a recent consultation on the Business Plan decision to remove the discretionary 50% concession on community transport Dial-a-Ride services;
- b) Recommend the use of reserves to defer the removal of the discretionary concessions until the financial year 2017/18 to allow more time to work with Community Transport operators on the implications of the proposals and potential alternative means of funding and providing community transport services.

| <i>Officer contact:</i> | |
|--------------------------------|--|
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| Post: | Interim Head of Passenger Transport Services |
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1. BACKGROUND

- 1.1 The English National Concessionary Travel Scheme (ENCTS) enables cardholders to travel free on all qualifying local bus services after 09:30 until 23:00 Monday to Friday, and at all times at weekends and on Bank Holidays.
- 1.2 The associated legislation enables authorities to provide additional local concessions, but there is no duty to do so. In Cambridgeshire, additional concessions are provided that enable cardholders to travel for 50% of the fare on Dial-a-Ride services in the county, and for blind and partially sighted cardholders to travel free before 09:30, in addition to the national scheme requirements. Currently, in the cases of Fenland and Huntingdonshire districts, a further 50% concession is added, meaning that in Cambridge City, East Cambridgeshire and South Cambridgeshire, passengers currently pay 50% of the community transport fare and in Fenland and Huntingdonshire they pay nothing.
- 1.3 Prior to Full Council making the decision to include the removal of discretionary concessions in the 2016/17 Business Plan, a consultation was undertaken with users and a Community Impact Assessment was undertaken. Unfortunately, there were concerns about the methodology applied, so following the decision by Members to withdraw the above concessions at Full Council, with a budget reduction of £125k, a further consultation was carried out to assess the impact of this decision.
- 1.4 The proposal in itself would not require the removal of community transport services. Instead, it would mean that passengers would need to pay up to the full fare for those services rather than the reduced fare with the concession applied. Clearly if as a result of that, less passengers travelled and thus revenue to the community transport providers was reduced, there may then be a need for them to review service levels.

2. MAIN ISSUES

- 2.1 A consultation was carried out by sending letters and forms to all members of Cambridge Dial-a-Ride (CAMDAR), Ely and Soham Association for Community Transport (ESACT), Fenland Association for Community Transport (FACT), Huntingdonshire Association for Community Transport (HACT) and The Voluntary Network via the Community Transport providers.
- 2.2 A total of 2,600 envelopes were sent out and 1,753 valid responses were received, equating to a 67% response rate. An analysis of the responses is attached as appendix 1.
- 2.3 The key results are that 61% of respondents were either unwilling or very unwilling to pay the additional cost, although this ranged from 15% for members of The Voluntary Network to 77% of FACT members. In terms of respondents who were willing or very willing to pay, the average was 25%, ranging again from 55% for members of The Voluntary Network to 15% of FACT members.
- 2.4 Other findings from the consultation were that the main reason for using the services was for essential shopping (75%); 45% of respondents used the service three or more times per week and 64% felt that the additional charge would have a significant impact on them.

- 2.5 The Business Plan notes an expectation of a £125k budget reduction for the removal of discretionary elements of the concessionary fare scheme. This budget line constitutes £118k for the Dial-a-Ride element and £7k for the use before 09:30 for holders of blind and partially sighted passes.
- 2.6 Although this proposal has been approved by Full Council as part of the Business Plan for 2016/17, the results of the consultation do show that there is considerable concern amongst users, many of whom are vulnerable, live in rural areas and are at risk of social isolation. Some of the results and experience from some parts of the county do, however, also indicate that there may be other ways of providing the essential access that these services currently provide. It is therefore suggested that Members may wish to consider deferring the reduction in this budget until 2017/18 to enable further work to take place with operators to minimise any impact on users of the services. This could include, but not be limited to, expanding the Total Transport pilot if successful, reducing the service level provided but ensuring that a sufficient base level is retained or encouraging the enlargement of community car share schemes. A further approach may be to consider alternative funding sources from an outcome based budget approach.
- 2.7 If the implementation of this Business Plan proposal is deferred the required funding will need to be found from elsewhere within the service. There is an opportunity to use reserves (operational savings) for this (a paper considering proposals for this will be considered later in this agenda). Members should note, however, if this was the case, this use would need to be finally approved by General Purposes Committee.

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

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

- Older and disabled people may not be able to travel to essential services such as shopping and health appointments, thereby reducing independence without access to these services.
- Older and disabled people may become more housebound, leading to social isolation and increased demand on support services.

3.3 Supporting and protecting vulnerable people

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

- Community transport services are generally used by those people who have limited other options for travel and are often used to access essential services. Therefore without some form of available services, such people could be significantly disadvantaged.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The report above sets out details of significant implications in sections 2.5, 2.6 and 2.7.

4.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

4.3 Equality and Diversity Implications

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

- Community transport services are generally used by those people who have limited other options for travel and are often used to access essential services. Therefore without some form of available services, such people could be significantly disadvantaged.

4.4 Engagement and Consultation Implications

The report above sets out details of significant implications in appendix 1.

4.5 Localism and Local Member Involvement

There are no significant implications within this category.

4.6 Public Health Implications

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

- There is a risk of impact on other services and/or external partners, such as Health and Social Care, where there could be a need to travel to residents rather than residents travelling to services, as well as the social care implications of increased isolation.

| Source Documents | Location |
|--|---|
| County Council's Business Plan 2016/17 | http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/90/business_plan_2016_to_2017 |

Appendix One - Summary: Consultation with the Users of Community Transport Dial-a-Ride Services

(The withdrawal of the discretionary concession to bus-pass holders for journeys made using Community Transport Dial-a-Ride)

Background

The County Council Business Plan for 2016/17 included a decision to end the discretionary concession of a 50% reduction in the cost of journeys made on Community Transport Dial-a-Ride schemes by bus-pass holders. This did not necessarily mean that the service will end, but that users would have to pay the 50% cost of the journey that is currently paid for by Cambridgeshire County Council. Users were consultation about this decision.

Methodology

A consultation survey was prepared with a letter informing users of the County Council's position and asking a series of questions to gauge their opinion (see appendix two for the questionnaire). This survey was passed to each of the County's Community Transport Schemes who sent it out to their users together with a business return envelope. Users were given an indication that the changes would probably mean an additional £2 to £4.50 to pay for most journeys. An option to respond on-line was also provided.

Responses were entered into the analysis software as they were received. A total of 2,600 surveys were sent out and 1,753 valid responses were received, equating to a 67% response rate.

Results

Question One: Do you use Community Transport?

| | Count | % |
|--------------|-------------|-----|
| No | 40 | 2% |
| Yes | 1713 | 98% |
| Total | 1753 | |

The vast majority of people who responded to the survey used community transport. Those who didn't appeared to be filling in the form on behalf of a user of the service e.g. a relative.

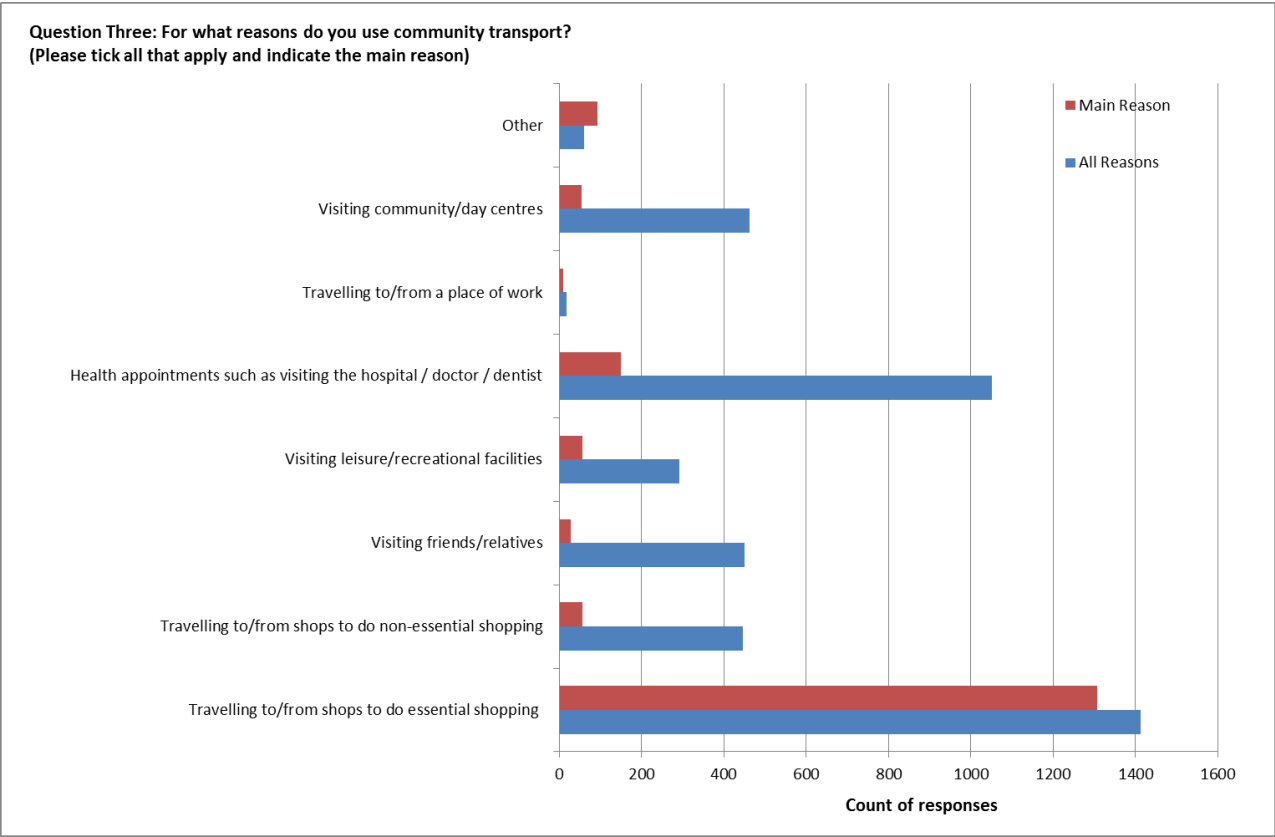
Question Two: If yes, which of the following schemes do you use?

| | Count | % |
|--|-------------|-----|
| Cambridge Dial-a-Ride | 261 | 15% |
| Ely and Soham Association for Community Transport (ESACT) | 127 | 7% |
| Fenland Association for Community Transport (FACT) | 1060 | 60% |
| Huntingdonshire Association for Community Transport (HACT) | 238 | 14% |
| The Voluntary Network | 105 | 6% |
| Total* | 1791 | |

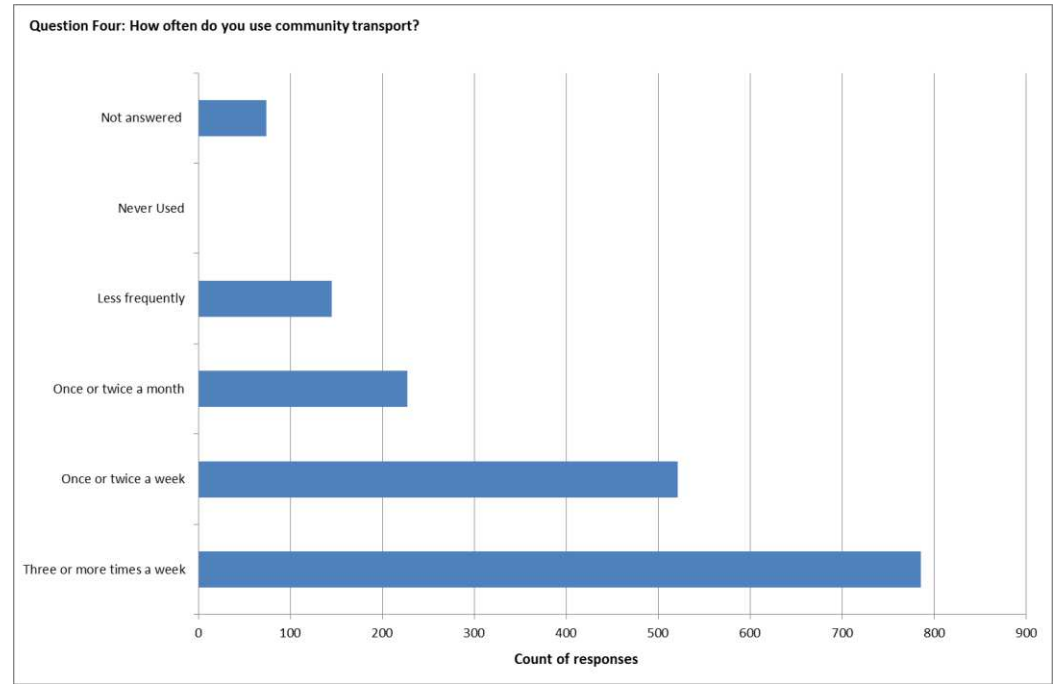
* People were able to indicate if they used more than one scheme.

The survey sample was dominated by users of the Fenland Association for Community Transport (FACT) with over 60% of people using this scheme.

Question Three: For what reasons do you use community transport?



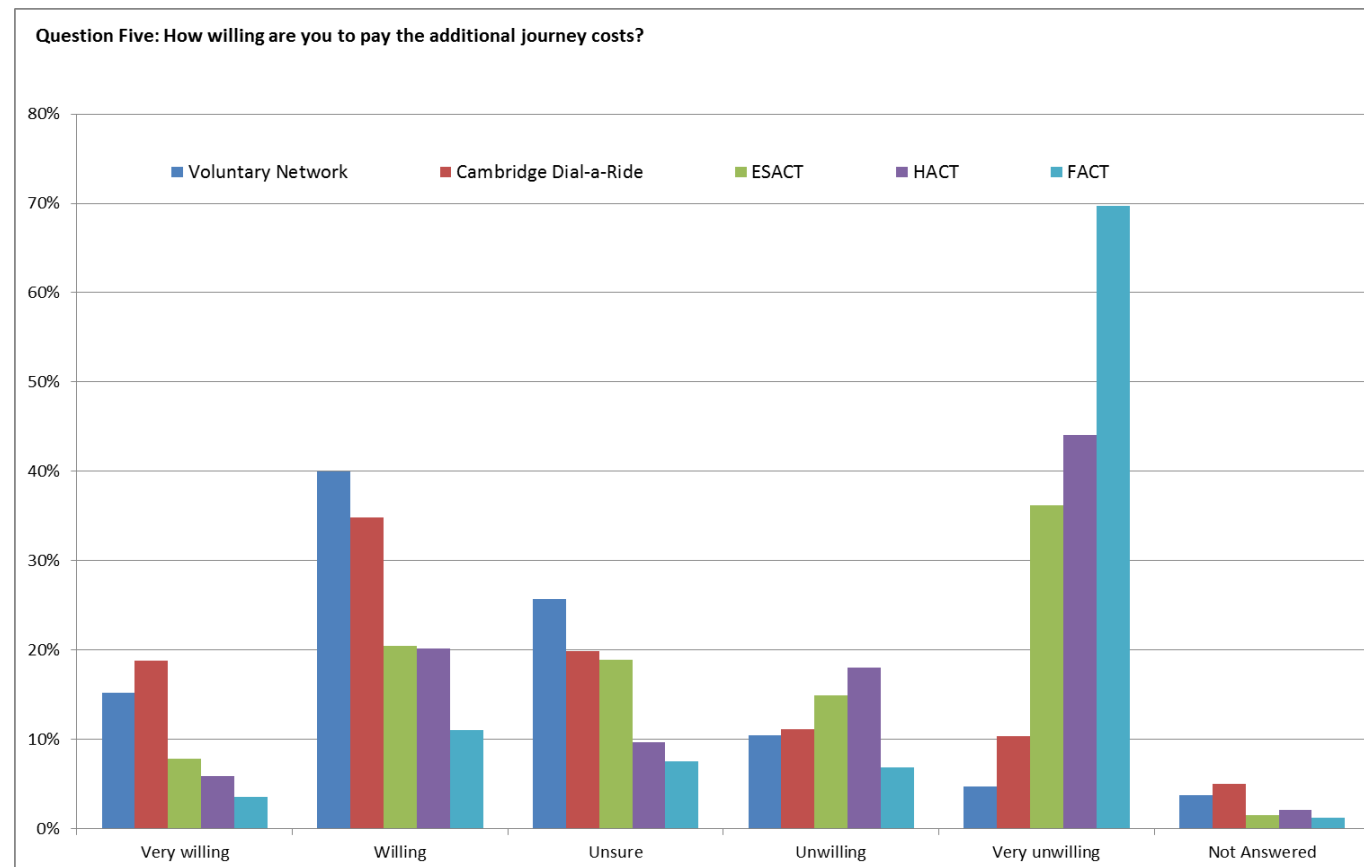
Question Four: How often do you use community transport?



Over 75% of those responding said that the main reason they used the service was to go shopping;
45% of users said that they used the service three or more times a week

Question Five: How willing are you to pay the additional journey costs?

| How willing are you to pay the additional journey costs? | | | | | | | | | | | | |
|--|-----------------------|-----|-------|-----|------|-----|------|-----|-------------------|-----|-------|-----|
| | | | | | | | | | | | | |
| | Cambridge Dial-a-Ride | | ESACT | | FACT | | HACT | | Voluntary Network | | Total | |
| Very willing | 49 | 19% | 10 | 8% | 38 | 4% | 14 | 6% | 16 | 15% | 127 | 7% |
| Willing | 91 | 35% | 26 | 20% | 117 | 11% | 48 | 20% | 42 | 40% | 324 | 18% |
| Unsure | 52 | 20% | 24 | 19% | 80 | 8% | 23 | 10% | 27 | 26% | 206 | 12% |
| Unwilling | 29 | 11% | 19 | 15% | 73 | 7% | 43 | 18% | 11 | 10% | 175 | 10% |
| Very unwilling | 27 | 10% | 46 | 36% | 739 | 70% | 105 | 44% | 5 | 5% | 922 | 51% |
| - | 13 | 5% | 2 | 2% | 13 | 1% | 5 | 2% | 4 | 4% | 37 | 2% |
| Willing or Very Willing | 140 | 54% | 36 | 28% | 155 | 15% | 62 | 26% | 58 | 55% | 451 | 25% |
| Unsure | 52 | 20% | 24 | 19% | 80 | 8% | 23 | 10% | 27 | 26% | 206 | 12% |
| Unwilling or Very Unwilling | 56 | 21% | 65 | 51% | 812 | 77% | 148 | 62% | 16 | 15% | 1097 | 61% |



61% of respondents were either unwilling or very unwilling to pay the additional cost, although this ranged from 15% for members of The Voluntary Network to 77% of FACT members. In terms of respondents who were willing or very willing to pay, the average was 25%, ranging again from 55% for members of The Voluntary Network to 15% of FACT members.

Question Six: Will the withdrawal of the 'discretionary concession' and the additional cost have a significant impact on you or your family?

| | Voluntary Network | Cambridge Dial-a-Ride | ESACT | HACT | FACT |
|---------------------------|--------------------------|------------------------------|--------------|-------------|-------------|
| Not answered | 7% | 10% | 10% | 3% | 1% |
| Little or no impact | 31% | 24% | 17% | 8% | 5% |
| Yes, some impact | 35% | 41% | 25% | 31% | 13% |
| Yes, a significant impact | 26% | 25% | 48% | 58% | 81% |
| Total | 100% | 100% | 100% | 100% | 100% |

The measure of impact on users of schemes also varied; with 81% the users of FACT saying that the increased cost would have a significant impact on them compared to just over a quarter of users for either the Voluntary Network or Cambridge Dial-a-Ride.

Question Seven: Will the withdrawal of the discretionary concession have a particular impact on you doing any of the following?

| | Essential Shopping | Access to Hospital / Health Services | Access to social / leisure activities |
|-----------------|---------------------------|---|--|
| 1 Low Impact | 166 | 178 | 219 |
| 2 Medium Impact | 230 | 189 | 155 |
| 3 High Impact | 1173 | 1031 | 914 |
| Total | 1569 | 1398 | 1288 |

| | Essential Shopping | Access to Hospital / Health Services | Access to social / leisure activities |
|-----------------|---------------------------|---|--|
| 1 Low Impact | 11% | 13% | 17% |
| 2 Medium Impact | 15% | 14% | 12% |
| 3 High Impact | 75% | 74% | 71% |
| | | | |

Overall the results from the FACT members skew the results above. FACT members were much more likely to say that the changes would have a particular impact on all of the activities. For example 84% said that the changes would have an impact on attending hospital / doctors or dentists compare to 52% of ESACT members and only 28% of voluntary network users.

Question Eight: What alternative means of travel do you also use?

| | Count | % |
|-----------------------|-------|-----|
| Taxis | 373 | 21% |
| Lifts with relatives | 304 | 17% |
| Scheduled bus service | 290 | 17% |
| Community Car Scheme | 204 | 12% |
| Lifts with neighbours | 176 | 10% |
| Own car | 70 | 4% |

By far the most common alternative form of transport used was taxi services with 21% of respondents say they also used these services. The most common 'other' forms of transport mentioned were motorised scooters or schemes linked to specific provision for example a named hospital care scheme. Only about half of the sample indicated that they used an alternative means of transport.

Demographics

Gender

| Gender | |
|--------|------|
| - | 6% |
| Female | 66% |
| Male | 28% |
| Total | 100% |

Age

| Age Range | |
|-----------|-----|
| - | 5% |
| 18 - 44 | 0% |
| 45 – 64 | 4% |
| 65 - 74 | 28% |
| 75 - 84 | 36% |
| 85+ | 26% |

Limiting Illness / Disability that limits mobility

| Yes / No | |
|----------|------|
| - | 5% |
| Yes | 79% |
| No | 16% |
| Total | 100% |

Ethnicity

| Ethnicity | |
|------------------------|-------------|
| - | 5% |
| Asian or Asian British | 1% |
| Black or Black British | 2% |
| Chinese | 0% |
| Mixed ethnicity | 3% |
| Other ethnic group | 0% |
| White | 89% |
| Total | 100% |

Appendix Two - Questionnaire

Consultation with the users of Community Transport Dial-a-Ride

The withdrawal of the discretionary concession to bus-pass holders for journeys made using Community Transport Dial-a-Ride

The County Council needs to save over £4 million from its transport and environment budget next year and a further £9 million up to the year 2021. The Business Plan for 2016/17 includes a decision to end the discretionary concession of a 50% reduction in the cost of journeys made on Community Transport Dial-a-Ride schemes by bus-pass holders.

This does not necessarily mean that the service will end, but that users will have to pay the 50% cost of the journey that is currently paid for by Cambridgeshire County Council.

This will probably mean an additional £2 to £4.50 to pay for most journeys.

It is important to us that we gather your views on these changes. **Please can you help by completing the following questionnaire and returning it to us in the attached envelope.** Please return this to us by **13th April 2016**.

If you'd prefer to fill this in on-line then you can do so by going to:

<http://www.smartsurvey.co.uk/s/communitytransportconsultation/>

Section 1: General Information

Q1. Do you use a community transport scheme?

Please tick ✓ one box only

| | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

Q2 If yes which of the following schemes do you use?

Please tick ✓ all that you use

| | |
|--|--------------------------|
| Cambridge Dial-a-Ride | <input type="checkbox"/> |
| Ely and Soham Association for Community Transport (ESACT) | <input type="checkbox"/> |
| Fenland Association for Community Transport (FACT) | <input type="checkbox"/> |
| Huntingdonshire Association for Community Transport (HACT) | <input type="checkbox"/> |
| The Voluntary Network | <input type="checkbox"/> |

Q3. For what reasons do you use community transport?

Please can you tick ONE MAIN REASON as well as any other reasons you use community transport?

| | Main Reason <u>Please tick one</u> | Other Reasons <u>Please tick all that apply</u> |
|--|---------------------------------------|--|
| Travelling to/from shops to do essential shopping (e.g. food shopping) | <input type="checkbox"/> | <input type="checkbox"/> |
| Travelling to/from shops to do non-essential shopping | <input type="checkbox"/> | <input type="checkbox"/> |
| Visiting friends/relatives | <input type="checkbox"/> | <input type="checkbox"/> |
| Visiting leisure/recreational facilities | <input type="checkbox"/> | <input type="checkbox"/> |
| Health appointments such as visiting the hospital / doctor / dentist | <input type="checkbox"/> | <input type="checkbox"/> |
| Travelling to/from a place of work | <input type="checkbox"/> | <input type="checkbox"/> |
| Visiting community/day centres | <input type="checkbox"/> | <input type="checkbox"/> |
| Other (please state) | <input type="checkbox"/> | <input type="checkbox"/> |

Q4. How often do you use community transport?

Please tick ✓ one box only

| | |
|----------------------------|--------------------------|
| Three or more times a week | <input type="checkbox"/> |
| Once or twice a week | <input type="checkbox"/> |
| Once or twice a month | <input type="checkbox"/> |
| Less frequently | <input type="checkbox"/> |

Section 2: Ending the ‘discretionary concession’

The withdrawal of the ‘discretionary concession’ will mean that where users currently have free journeys they will need to pay 50% of the journey cost and where users already pay 50% they will need to pay the full cost.

This will probably mean an additional £2 to £4.50 to pay for most journeys.

Q5. How willing are you to pay the additional journey costs?

Please tick ✓ one box only

| | | | | |
|--------------|---------|--------|-----------|----------------|
| Very willing | Willing | Unsure | Unwilling | Very unwilling |
|--------------|---------|--------|-----------|----------------|

| | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|

Q6. Will the withdrawal of the 'discretionary concession' and the additional cost have a significant impact on you or your family?

Please tick ✓ one box only

| | | |
|--------------------------|--------------------------|---------------------------|
| Little or no impact | Yes, some impact | Yes, a significant impact |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Q7. Will the withdrawal of the discretionary concession have a particular impact on you doing any of the following?

Please indicate the level of impact for each statement

| | 1 Little Impact | 2 Some Impact | 3 Significant Impact |
|---|--------------------------|--------------------------|--------------------------|
| Ability to do essential shopping | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Access to hospital / doctors / dentists | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Access to leisure / social facilities | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Q8. What alternative means of travel do you also use?

Please tick ✓ all that apply.

| | | | |
|------------------------------|--------------------------|-------------------------------|--------------------------|
| Driving in your own car | <input type="checkbox"/> | Getting lifts with neighbours | <input type="checkbox"/> |
| Getting lifts with relatives | <input type="checkbox"/> | Taxis | <input type="checkbox"/> |
| Scheduled bus services | <input type="checkbox"/> | Community car scheme | <input type="checkbox"/> |
| Other (Please state) | <input type="checkbox"/> | | |

Section 3: About Yourself

This information will remain confidential and will only be used to analyse this survey

Q9. Are you male or female?

Please tick ✓ one box only

| | | | |
|------|--------------------------|--------|--------------------------|
| Male | <input type="checkbox"/> | Female | <input type="checkbox"/> |
|------|--------------------------|--------|--------------------------|

Q10. Age Range Please tick ✓ one box only

| | |
|---------|--------------------------|
| 18 - 44 | <input type="checkbox"/> |
| 45 – 64 | <input type="checkbox"/> |
| 65 - 74 | <input type="checkbox"/> |
| 75 - 84 | <input type="checkbox"/> |
| 85+ | <input type="checkbox"/> |

Q11. Which Cambridgeshire District do you live in? Please tick ✓ one box only

| | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Cambridge City | East Cambridgeshire | Huntingdonshire | Fenland | South Cambridgeshire |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Q12. Please could you provide your postcode?

(this will remain confidential and will only be used to analyse this survey)

| |
|--|
| |
|--|

Q13. Do you or anyone in your household drive or own a car?

Please tick ✓ one box only

| | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

Q14. Do you have any long-standing illness, disability or infirmity that limits your mobility?

Please tick ✓ one box only

| | | | |
|-----|--------------------------|----|--------------------------|
| Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
|-----|--------------------------|----|--------------------------|

Q15.

| | | | |
|---|--------------------------|------------------------|--------------------------|
| To which of these ethnic groups do you consider you belong? Please tick ✓ one box only | | | |
| White | <input type="checkbox"/> | Black or Black British | <input type="checkbox"/> |
| Mixed ethnicity | <input type="checkbox"/> | Asian or Asian British | <input type="checkbox"/> |
| Chinese | <input type="checkbox"/> | Other ethnic group | <input type="checkbox"/> |

THANK YOU FOR TAKING PART IN THIS SURVEY PLEASE CAN YOU RETURN IT TO THE COUNTY COUNCIL IN THE PRE-PAID ENVELOPE ATTACHED BY THE 13TH APRIL 2016

Information which you have provided the Council will be stored securely. It will be used for the purposes stated when the information was collected. Feedback on the results of this consultation will be provided via each community transport scheme.

Queries can be sent to ENCTS@cambridgeshire.gov.uk or to the Public Transport Business Manager, Box SH1013, Shire Hall, Cambridge, CB3 0AP

ENERGY INVESTMENT STRATEGY – PRIORITIES

To: Economy and Environment Committee

Meeting Date: 24th May 2016

From: Executive Director – Economy, Transport and Environment

Electoral division(s): ALL

Forward Plan ref: 2016/025 **Key decision:** Yes

Purpose: To identify priorities for an Energy Investment Strategy 2016-2020 in light of the changing Government policy environment.

Recommendation: Members are asked to agree the following priorities for the Energy Investment Strategy 2016-2020

a) Maximize investment into schools and Cambridgeshire County Council (CCC) buildings using energy performance contracting to save energy and costs.

b) Engage with The Department for Energy and Climate Change (DECC) 'Local Energy England' programme and other funders to promote and participate in funding opportunities to support local authorities and communities deliver more local energy generation.

c) Bring forward large scale energy projects on transport assets, the farm estate and housing development land, with a view to developing business cases, applying for 'Contracts For Difference' funding or other grants and making projects investment ready in anticipation of rising electricity prices.

d) Bring to Committee, options on the regulatory requirements under which the Authority could act as a generator and supplier of energy and assess the mechanisms for buying and selling energy locally to consumers.

e) The principle that development budgets are set for each of the large energy projects as they come forward and repaid from revenues when a project is successfully delivered.

| <i>Officer contact:</i> | |
|--------------------------------|-------------------------------------|
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| Email: | Sheryl.french@cambridgeshire.gov.uk |
| Tel: | 01223 728552 |

1. BACKGROUND

- 1.1 Economy and Environment Committee agreed in March 2015 to use some of the profits from the Mobilising Local Energy Investment (MLEI) Project, to fund the development of further energy projects, the purposes being to save energy, generate financial returns and retain capacity to grow the scale and ambition of energy work, including:
- i. Scoping further large scale solar and waste to energy projects for the Authority
 - ii. Progressing opportunities for European Regional Development Fund (ERDF) revenue and low cost capital to match CCC investment
 - iii. Assessing with local stakeholders the value of a Cambridgeshire Energy Services Company for the public sector
 - iv. Attracting Allowable Solutions investment from housing developers into low carbon energy projects across Cambridgeshire (on the then assumption that the Zero Carbon Homes Policy would be brought forward in 2016)
 - v. Scoping potential for power purchase agreements for local energy generation with local businesses and consumers
- 1.2 General Purposes Committee on 9th September 2014 agreed the investment principles for energy projects and a delegated decision making process. The investment principles were reviewed on 19th May 2015 and agreed, including an increase to the investment allocation from £5 million to £10 million for schools, CCC buildings and other CCC sites.
- 1.3 Appendix A identifies Cambridgeshire County Council's energy investments alongside potential asset areas, which, if developed can grow the scale and ambition of the Authority's energy agenda and revenue generating potential. However, some assets will require some policy and technical development work in advance of bringing forward projects.

2. MAIN ISSUES

- 2.1 **Contributing to Cambridgeshire's wider energy security and transition to a low carbon economy.** The Government's recent decisions (concerning Feed In Tariffs, introduction of the climate change levy charges on renewable energy production and cutting of the Zero Carbon Homes Policy), have left energy projects difficult to finance. Future large scale investment required for a low carbon future is further constrained locally by grid capacity and capability constraints and inability to store surplus renewable energy.
- 2.2 However, a return to viability can be anticipated. The UK's Climate Change Act 2008 commits Government to five year carbon reduction budgets and recent global climate change talks in Paris in 2015 builds on this shift from oil and coal to electricity from other sources, with expected electricity price rises. For example, the Government is committing to close coal power fire stations and upgrade nuclear to produce the UK's electricity baseload requirements. To achieve this it must guarantee for Hinckley C a wholesale price of £93 per MWh from mid 2020's. This is a substantial increase over the current whole sale electricity price of £44 MWh (DECC 2015 forecast) and this additional cost will be picked up through consumers' bills.

2.3 Improving the Authority's and schools resilience to energy price increases. Across CCC buildings and schools there is scope to further reduce energy usage and generate savings. To date, investments totalling £5.1m have been made and there is scope for a further £5m of investment using the energy performance contracting business model on current forecasts. This investment is: reducing energy consumption; upgrading school boilers and generating renewable energy from solar photovoltaic (PV) and biomass boilers for on-site consumption. At current prices - but not necessarily medium term prices - the payback period on new investments may need to be extended for some projects from the current maximum of 15 years to 20 years where new boilers are included on smaller school projects.

2.4 Delivering financial and policy benefits to the authority.

The 12MW Soham Solar Park when operational will provide a 7% return to the authority before funding costs. It is financed via Government's Contract for Difference (CFD). Other similar schemes prepared to access CFD finance are uncertain of success but such schemes may become profitable in the near future due to rising electricity prices, falling PV scheme costs, evolution of storage technologies and selling electricity to consumers via a licensed operator. Storage and licensing together may enable the Authority to sell electricity directly to local users at retail prices. Given the grid capacity constraints, it will be prudent during the current investment hiatus to identify and develop future large scale renewable opportunities to apply for CFD and be 'investment ready' for anticipated price and market changes. These are actions that would fit with the Government's desire to increase energy supply competition and for communities to benefit directly from decentralised energy projects but would need the Authority to agree a 'development budget' for energy projects which is repaid through revenue returns when projects become operational.

3. PRIORITIES FOR ENERGY INVESTMENT STRATEGY 2016-2020

3.1 *Schools and CCC buildings:* To date £5.1million of investment has been committed and there is scope for a further £5 million. The priority is to maximize investment into energy performance contracting with a view to save more energy and costs for the overall public purse.

3.2 *Identifying new opportunities for increasing energy and cost savings:* Given the radical changes to the investment environment, the current priorities are to:

(a) Engage with The Department for Energy and Climate Change (DECC) 'Local Energy England' programme and other funders to promote and participate in funding opportunities to support local authorities and communities to deliver more local energy generation.

(b) Identify and bring forward further large scale energy projects that can be developed on transport assets (including park and ride sites), housing sites, the farm estate or other land assets with a view to developing business cases, applying for CFD or grants and/or making projects investment ready in anticipation of rising electricity prices.

(c) Review the regulatory requirements under which the Authority could act as a generator and supplier of energy and assess the mechanisms for buying

and selling energy locally. This will include the options of setting up Cambridgeshire County Council energy and generation companies, power purchase agreements or white label arrangements using an existing energy company e.g. Nottingham's Robin Hood Energy Company. This review will bring forward options for the Authority to consider.

- 3.3 *Project development budgets.* To bring forward a more ambitious energy programme, development budgets are needed to fund feasibility work e.g. ground conditions assessments; grid connection and planning applications. Project development costs are included in the business case and providing most projects are successful, profits from these can pick up the shortfall from projects which haven't progressed to delivery.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

A thriving economy is dependent on affordable and secure energy supplies. Government is encouraging decentralised energy generation and a shift from centralised generation and dependency on coal and oil. There are economic opportunities that come from developing local energy projects including job creation, product innovations and revenue opportunities. If the investments in large schemes on the Authority's land can be developed, these should generate income for the County Council and provide opportunities that benefit our local community.

4.2 Helping people live healthy and independent lives

Fuel poverty is a significant issue, despite recent falls in energy prices. Evidence suggests that cold homes will bring greater health risks impacting negatively on health budgets and services. A Cambridgeshire Energy Company can undertake collective purchasing and selling of energy to help save vulnerable residents money on their energy bills.

4.3 Supporting and protecting vulnerable people

See above for the issue of fuel poverty and the relationship between cold homes, respiratory and cardio-vascular diseases and excess winter deaths. Fuel poverty impacts most on the vulnerable in our society

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

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

- *Development costs.* The Authority will be taking the upfront development risk on larger projects. If a project is successful, development costs are repaid. However, some projects may not get delivered for technical or other reasons despite costs being incurred but the assumption will be that revenue generating schemes will need to cover all development costs.

- *Public Works Loan Board (PWLB) borrowing.* Financing new energy schemes will require the Authority to continue to provide funding, e.g. by borrowing from the Public Works Loan Board. The Authority will continue to carefully manage risks to projects, e.g. where business cases are based on award of grants or anticipated changes in market conditions to make them viable.
- *Property implications.* There are a range of ambitions for the Authority's property and land assets. It is important for close collaboration to ensure projects are not competing or compromised by different agendas.

5.2 Statutory, Risk and Legal Implications

There is a risk that investments make a loss. However, if investment decisions are made on good business cases and a balanced portfolio of projects is developed to spread the risk, this can be managed.

5.3 Equality and Diversity Implications

High energy prices affect the low paid disproportionately and so measures to manage prices and energy availability will be beneficial.

5.4 Engagement and Consultation Implications

When projects are brought forward, there will be engagement with local members and the community as part of the planning approval process.

5.5 Localism and Local Member Involvement

As above.

5.6 Public Health Implications

No implications.

| Source Documents | Location |
|---|---|
| General Purpose Committee, 9 th September 2014, item 5, key decision: A Finance Framework within which Energy Performance Contracting and Renewable Energy Projects for Schools, Cambridgeshire County Council sites and buildings can be delivered. | http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/Meeting.aspx?meetingID=831 |
| General Purposes Committee, 19 th May 2015, item 7: Review of Investment Principles for Energy Projects, Key decision | http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/Agendaltem.aspx?agendaltemID=11507 |

Appendix A: Target areas for energy projects across Cambridgeshire County Council assets

| Appendix A: Target areas for energy projects across Cambridgeshire County Council assets | | | | | | | | | | |
|--|------------------|--------------------|--|-------------------------|----------|------|------|------|------|------|
| Asset Type | Investment Scale | Investment to date | Project Type | Projects underway | Pre-2016 | 2016 | 2017 | 2018 | 2019 | 2020 |
| Schools | | | | | | | | | | |
| 240 schools (existing) | £10million | £5.1million | **EnPC | Yes | | | | | | |
| 10 new schools | £3million | 0 | Power purchase | No | | | | | | |
| CCC Buildings | | | | | | | | | | |
| Offices | | £478,201 | EnPC | Yes | | | | | | |
| Libraries | | incl in above | EnPC | Yes | | | | | | |
| Catering Services | | | EnPC | No | | | | | | |
| Community buildings | | | EnPC | No | | | | | | |
| Children Centres | | | EnPC | No | | | | | | |
| Transport Assets | | | | | | | | | | |
| Park and Ride | Over £10million | | Mini Smart Grids | Viability stage | | | | | | |
| Guided busway | £1million | | Solar PV/wind turbines | No | | | | | | |
| Cycle ways | ? | | Solar paths? | No | | | | | | |
| Highways land/verges | £2million | | Solar | No | | | | | | |
| Farm Estate | | | | | | | | | | |
| Barns + farm buildings | Over £10million | £548,032 | Solar PV | Yes see 1 | | | | | | |
| Land - Further five sites? | £10million | £9.59million | Solar PV/wind | Yes see 2 | | | | | | |
| Other | | | | | | | | | | |
| Housing Company - land development | Over £10million | | Energy Centres | No | | | | | | |
| Millon Road Library | | | Energy Centre and PPA | Planning app April 2016 | | | | | | |
| Barnwell Hub | | | As above | | | | | | | |
| Bunwell homes | | | As above | | | | | | | |
| Cottenham homes | | | As above | | | | | | | |
| Addenbrookes homes | | | | | | | | | | |
| Willingham, Shepreth and Littleton | | | | | | | | | | |
| Soham | | | As above | | | | | | | |
| Waste to Energy - Arney | Over £20million | | Combined Heat and Power and district heating | No | | | | | | |
| Cespa | £66million | £15,716,233 | | | | | | | | |
| 1. LGSS Estates have forty nine PV schemes registered | | | | | | | | | | |
| 2. 12 MW Solar Park completion October 2016 | | | | | | | | | | |
| * Licensing arrangements will need to be in place to buy and sell energy | | | | | | | | | | |
| ** Energy Performance Contracting | | | | | | | | | | |

COLLECTIVE SWITCHING – SAVING MONEY ON ENERGY BILLS

To: **Economy and Environment Committee**

Meeting Date: **24th May 2016**

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

Electoral division(s): **ALL**

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

Purpose: The ICHOOSR contract for running Collective Switching for Cambridgeshire residents, a scheme to help residents save money on energy bills, is up for renewal. This paper outlines an option to extend the contract, by joint agreement.

Recommendation: Members are asked to agree:

- a) The extension of the current arrangement with ICHOOSR for a further one year whilst;
- b) Reviewing other collective switching options for Cambridgeshire residents and businesses to identify schemes which fit strategically with the growing energy ambitions of the Authority.

| <i>Officer contact:</i> | |
|--------------------------------|--|
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| Email: | Sheryl.french@cambridgeshire.gov.uk |
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1. BACKGROUND

- 1.1 The Government wrote to all local authority Chief Executive's in 2013 encouraging the set up of collective switching schemes for residents to help save money on energy bills.
- 1.2 A key aim of the Cambridgeshire Collective Switch was to help alleviate financial pressures on all Cambridgeshire residents, in a time of rising fuel prices and falling wages targeting the most vulnerable residents in Cambridgeshire in fuel poverty and living in social housing.
- 1.3 A company called ICHOOSR (this is not an acronym) was procured during Autumn 2013 to run a registration platform for residents and a reverse auction, where energy companies compete for customers through offering their best tariff rates. Residents are offered the option to sign up for a year on the winning tariff rate but there is no compulsion on residents to switch.
- 1.4 For every resident that switches, a small fee is paid to the Local Authority to cover marketing and other costs of the scheme. The fees agreed in 2013 were £5.50 for single fuel switch and £10 for dual fuel.

2. MAIN ISSUES

- 2.1 Five auctions have been run in Cambridgeshire saving a total of £291,431 for residents (based on the average savings rate). See appendix A for Cambridgeshire's results compared to the national collective switching position.
- 2.2 Registrations on the ICHOOSR switching platform are directly related to the time of year and marketing efforts. The marketing of the switch events is the responsibility of the Local Authority and to date this has been provided by a Business Development Officer in the Policy and Business Development Service in ETE. In principle, this arrangement can continue provided the project support is paid for through the income generated.
- 2.3 The collective switching scheme is supported by the other Cambridgeshire local authorities and they are keen for this to continue. For example, Cambridge City Council and South Cambridgeshire District Council have promoted auctions through residents' magazines and websites, although this is coordinated by the Business Development Officer within Economy Transport and Environment. (ETE)
- 2.4 The total income in 2015/16 for the Collective Switch was £7,151. After marketing expenses this leaves £6,861 in the budget to fund the next marketing and project management costs to run an auction.
- 2.5 There are three options to consider:
 - **Option 1:** Extend the contract with ICHOOSR for one year, running one auction in October each year, using the profits from previous auctions to pay the costs of marketing and project management (staff costs) of the auctions
 - **Option 2:** Stop the contract with ICHOOSR, highlight the ICHOOSR registration link on our website for residents to access but provide no marketing or support to residents.

- **Option 3:** Explore other collective switching schemes such as Robin Hood Energy (set up by Nottingham City Council to tackle increasing fuel poverty) and identify the benefits of their 'switching partner packages'.
- 2.6 The benefits of option 1 are that the income from the auctions can pay for marketing and project management costs. Residents can access the collective switch auction with the support they need, and savings on energy bills can continue to be renewed annually.
- 2.7 The benefit of Option 2 is that residents can still register for auctions run by ICHOOSR and access any deals that come through via the auction process but will not get the support from the Authority to complete forms. The fees of £10 per dual fuel customer will also not be paid to the Authority. This means the current income of £6,861 can be put into the Energy Investment Unit to support ongoing costs but no further income would be generated.
- 2.8 Option 3: There are a number of collective switching schemes that have started since the procurement of ICHOOSR which also provide benefits to households and in particular households on pre-payment meters. Exploring and comparing their benefits would be useful to establish whether better opportunities can be found.
- 3. ALIGNMENT WITH CORPORATE PRIORITIES**
- 3.1 Developing the local economy for the benefit of all**
- Collective Switching saves money for residents on their energy bills, money which can be spent elsewhere.
- 3.2 Helping people live healthy and independent lives**
- Affordable energy helps reduce illnesses caused by cold homes as vulnerable residents can afford their bills.
- 3.3 Supporting and protecting vulnerable people**
- Collective Switching targets metered customers to help them get better energy deals.
- 4. SIGNIFICANT IMPLICATIONS**
- 4.1 Resource Implications**
- There are no significant implications within this category as all costs will be covered whatever option is chosen. Not continuing with collective switching will, however, limit scope for further income generation.
- 4.2 Statutory, Risk and Legal Implications**
- There are no significant implications within this category.

4.3 Equality and Diversity Implications

Collective switching schemes support vulnerable residents and others to save money on energy bills, improving their living and health standards.

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

Collective switching schemes support vulnerable residents and others to save money on energy bills, improving their living and health standards.

| Source Documents | Location |
|------------------|----------|
| NONE | |

Appendix A: Cambridgeshire Switch Results compared to the National results

| Auction | Cambridgeshire | | | National | | |
|--|-----------------------------|-----------------------------|--------------------------------------|-----------------------------|-----------------------------|--------------------------------------|
| | Total number of registrants | Total number of conversions | Average saving per saving registrant | Total number of registrants | Total number of conversions | Average saving per saving registrant |
| 18/02/2014: OVO Energy, Scottish Power, Green Star Energy and British Gas. | 1,006 | 355 (35.3%) | £224 | 36,200 | 8,007 (22.1%) | £199 |
| 10/06/2014: British Gas, E.ON, OVO Energy | 390 | 82 (21.0%) | £191 | 19,240 | 3,966 (21%) | £232 |
| 14/10/2014: E.ON, OVO Energy | 478 | 139 (29%) | £191 | 17,836 | 5,026 (28%) | £221 |
| 03/02/2015: E.ON, Scottish Power | 663 | 162 (24.4%) | £243 | 22,789 | 8,336 (37%) | £236 |
| 13/10/2015 E.ON and OVO Energy (pre-payment) | 1424 | 605 (42%) | £236.00 | 25,702 | 8743 | - |
| TOTAL | 3961 | 1343 | £217 | | | |
| Savings £ | | | <u>£291,431</u> | | | |

**ECONOMY, TRANSPORT AND ENVIRONMENT (ETE) RISK REGISTER UPDATE
MAY 2016**

To: **Economy and Environment Committee**

Date: **24 May 2016**

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

Electoral division(s): **All**

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

Purpose: **To provide the Economy and Environment (E and E) Committee with details of Economy and Environment Committee risks.**

Recommendation: **It is recommended that the Economy and Environment Committee notes the position in respect of the Economy and Environment Risk Register**

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

- 1.1 The ETE Risk Register was last brought to Committee in December 2015. Other risks on the ETE Register are considered by H&CI Committee.
- 1.2 The E&E Risk Register is reviewed on a quarterly basis by the Economy, Transport and Environment (ETE) Strategic Risk Group. The E&E Risk Register is a comprehensive expression of the main risks that fall within the Committee's remit and mitigation is either in place, or in the process of being developed, to ensure that each risk is appropriately managed.
- 1.3 The ETE Strategic Risk Group also submits ETE Risks for inclusion on the Corporate Risk Register. These are included for consideration by Committee.

2.0 E&E REGISTER AND UPDATES

- 2.1 The E&E Risk Register is presented at Appendix 1 and illustrates that there are ten risks. Three of these are included on the Corporate Risk Register, one of which is at Green status, one of which is at Amber status and one is at Red. Of the remaining seven, all are currently at amber level.
- 2.2 No risks have been removed or added from the E&E Risk Register since it was last presented to Committees.
- 2.3 Full information can be seen in the Risk Register, which is at Appendix 1.
- 2.4 Details of all changes and updates made to the Risk Register can be seen in Appendix 2.

3.0 DIRECTORATE RISKS

- 3.1 The table below shows the profile of risks across the Red Amber Green (RAG) range and comparison with the previous profile from the last report to Committee in April 2015.

ANALYSIS OF RESIDUAL RISKS AS AT MAY 2015

| | Green | | Amber | | Red | | Total | |
|-------------------------|----------|----------|----------|----------|----------|----------|----------|----------|
| | Nov 2015 | May 2016 | Nov 2015 | May 2016 | Nov 2015 | May 2016 | Nov 2014 | May 2016 |
| Economy and Environment | 1 | 0 | 6 | 7 | 0 | 0 | 7 | 7 |
| Corporate Risks | 0 | 1 | 2 | 1 | 1 | 1 | 3 | 3 |

- 3.2 Appendix 3 illustrates E&E's residual risk profile in graphic form. Three of the risks (C9, C22 and C26) are also recorded on the Corporate Risk Register.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

The services covered by the Risk Register play a significant role in enabling the Council to achieve this priority. Managing risk is an important part of ensuring that those services are delivered.

4.2 Helping people live healthy and independent lives

The services covered in the Risk Register play a significant role in enabling the Council to achieve this priority. Managing risk is an important part of ensuring that those services are delivered.

4.3 Supporting and protecting vulnerable people

The services covered in the Risk Register play a significant role in enabling the Council to achieve this priority. Managing risk is an important part of ensuring that those services are delivered.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource and Performance Implications

Effective risk management should ensure that the Council is aware of the risks which might prevent it from managing its finances and performance to a high standard. The Council is then able to ensure effective mitigation is in place to manage these risks.

5.2 Statutory, Risk and Legal Implications

The Risk Management process seeks to identify any significant risks which might prevent the Council from achieving its plans as detailed in the Council's Business Plan or from complying with legislative or regulatory requirements. This enables mitigation to be designed to control each risk, either to prevent the risk happening in the first place or if it does to minimise its impact on the Council.

5.3 Equality and Diversity Implications

Not directly applicable

5.4 Engagement and Consultation

The Corporate Risk Register has been subject to review by the Officer Risk Champions Group and Strategic Management Team.

5.5 Public Health

There are no significant implications in respect of Public Health.

| Source Documents | Location |
|--|--|
| E&E Risk Register Table of updates Residual risk map | <i>ETE Policy and Business Development</i> |

S&D Risks in Corp and E&E Registers

Version Date: May 2016

| Details of Risk | | | | | Inherent Risk | | | | Key Controls/Mitigation | Residual Risk | | | Actions | | | | | Action Owner Acronyms explained | | | | | | | | | | | | | | | | |
|---|--|--|---|--|---------------|--------|---------|------------------|-------------------------|---------------|--------|---|----------------------------------|--|--------------------------------|----------------------|------------------------------------|---------------------------------|--|---|--|---|---|----|--------|---|---|----|---|--|-----------|--|---|--|
| Risk No. | | Risk Description | Trigger | Result | Probability | Impact | * Score | Owner | | Probability | Impact | * Score | Description | Action Owner | Target Date | Revised Target Date | Action Status | | | | | | | | | | | | | | | | | |
| Corporate Risks | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CR 9 | | Failure to secure funding for infrastructure | 1. Insufficient funding is obtained from a variety of sources, including growth funds, section 106 payments, community infrastructure levy and other planning contributions, to deliver required infrastructure . This is exacerbated by the austerity measures and reduced government funding for local authorities. | 1. Key infrastructure, services and developments cannot be delivered, with consequent impacts on transport, economic, environmental, and social outcomes. This could also result in greater borrowing requirement to deliver essential infrastructure and services which is unsustainable. | 5 | 4 | 20 | ED ETE ED CFA | 4 | 4 | 16 | 1. Maximisation of developer contributions through Section 106 negotiations. | HoTIPF HoTIPF HoTIPF | Dec-15 Mar-16 -Apr 2016 | May-16 Sep-16 Jul-16 | G G G G | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 2. Prudential borrowing strategy is in place. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 3. Section 106 deferrals policy is in place. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 4. External funding for infrastructure and services is continually sought. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 5. Maintain dialogue with Huntingdonshire DC and East Cambridgeshire DC where Community Infrastructure Levy is in place to secure CIL monies for County projects. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 6. Strategic development sites dealt with through S106 rather than CIL and S106* | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | *In dealing with sites through S106 alone the County Council has direct involvement in negotiation and securing of developer contributions to mitigate the impact of a specific Development | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 7. County planning obligation strategy being developed for district's and CCC use in identifying community infrastructure needs. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 8. Lobby with LGA over infrastructure deficit | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 9. On-going review, scrutiny and challenge of design and build costs to ensure maximum value for money | | | | | | | | | | | | | | | | | | | | | | |
| 10. Coordination of requirements across Partner organisations to secure more viable shared infrastructure | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. Respond to District Council Local Plans and input to infrastructure policy at all stages of the Local Plan process. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12. Maintain dialogue with Cambridge City Council and South Cambridgeshire District Council to input into Community Infrastructure Levy prior to adoption of the Local Plan. (Adoption of CIL anticipated 2016) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CR 22 | | The Cambridgeshire Future Transport programme fails to meet its objectives within the available budget | 1. Cambridgeshire Future Transport fails to deliver effective, efficient and responsive passenger transport services around Cambridgeshire | 1. The accessibility needs of Cambridgeshire residents are not met, contributing to social exclusion, poor take up of employment and education opportunities, and reduced quality of life. 2. Failure to complete on time may result in business plan savings are not achieved. | 4 | 5 | 20 | DoSD | 1 | 3 | 3 | 1. A Governance group, including member representation from each of the districts, County, NHS, Cambridgeshire ACRE is in place to oversee the programme | HoPT HoPT HoPT HoPT | May-16 May-16 May-16 Mar-17 | Jul-16 Jul-16 Jul-16 | G G G G | HoPT - Head of Passenger Transport | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 2. The Cambridgeshire Future Transport programme board consisting of representatives from ETE, CFA and Comms | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 3. Strategic business case, Risks and Issues Log and programme is in place. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 4. Communications strategy has been developed. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 5. Engagement strategy including stakeholder mapping has been developed. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 6. Bi-weekly project team meetings. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 7. Updates are provided for Members via Key Issues. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | 8. Two year programme in place for review of the commissioning of services. | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | CR 26 | | | | | | | Increasing manifestation of Busway defects | 1. Failures of Busway bearings or movement of foundations continue and increase | 1. Significant and ongoing costs to maintain the Busway or restricted operation of the Busway to the extent that it will no longer be attractive to operators or passengers. | 5 | 5 | 25 | ED ETE | 2 | 5 | 10 | Survey and investigation work. Programme of investigation and surveys agreed with BAM Nuttall to better understand nature, cause and possible solutions to defects are complete. The results are being compiled and our independent experts will be producing a report. Other actions put on hold pending outcomes. | Service Director Strategy and Development, ETE | June 2016 | | G | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | 2. Defects have been notified to Contractor in accordance with Contract . The Contractor has failed to investigate the defects or correct the defects within the defect correction period. A process is established to record defects and pass on to the Contractor. | | | | | |
| 5. Independent Expert advice has been taken confirming that the defects are defects under the Contract and that a programme of preventative remedial action is required and will be cheaper overall and less disruptive in the long run than a reactive response. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. Legal Advice has been taken confirming that the defects are defects under the contract and that the Council has a good case for recovering the cost of correction from the Contractor | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. Retention monies held under the contract have been withheld from the Contractor and used to meet defect correction and investigation costs. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8. Funds have been set aside from the Liquidated Damages withheld from the Contractor during construction, which are available to meet legal costs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. General Purposes Committee have resolved to correct the defects and to commence legal action to recover the costs from the Contractor | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10. Initially defects are being managed on a case by case basis until the contractual issues are resolved, minimising impact on the public. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

E&E

S&D Risks in Corp and E&E Registers

Version Date: May 2016

| Details of Risk | | | | | Inherent Risk | | | | Key Controls/Mitigation | Residual Risk | | | Actions | | | | | Action Owner Acronyms explained |
|---------------------------------|-------------------------|---|---|--|---------------|--------|------------|--|---|---------------|--------|------------|--|--|-----------------------------------|---------------------|---------------|---|
| Risk No. | | Risk Description | Trigger | Result | Probability | Impact | * Score | Owner | | Probability | Impact | * Score | Description | Action Owner | Target Date | Revised Target Date | Action Status | |
| E&E 4 Previously ETERR13 | Economy and Environment | Borrowing requirement for major transport schemes | Development schemes are delayed, meaning that the County Council needs to borrow to fund major Transport Infrastructure schemes that are committed, pending recovery of funds from developers when development commences. | Interest payments on prudential borrowing need to be met through Council budgets, with political/reputational damage to the Council and impacts on the delivery of the wider capital/revenue programme. | 3 | 4 | 12 | Service Director, Strategy and Development | 1. A prudential borrowing strategy is in place to fund infrastructure where appropriate. 2. The scope of major schemes for which there is a funding shortfall can be reduced if necessary. 3. The progress of developments is continuously monitored and the negotiating and borrowing strategies can be adjusted if necessary. 4. The possible implications for the capital/revenue transport programme of interest payments needing to be serviced are being considered. 5. Potential alternative sources of funding are being identified. 6. Effective legal advice is being taken. 7. Housing Growth Fund is being used to ensure the timely delivery of key infrastructure. | 3 | 3 | 9 | 1. Confirm Growth Deal funding, and Network Rail contribution to reduce borrowing for Ely Bypass. Awaiting DfT Sign off. | Director of Strategy and Development | Jul-15 | Jun-16 | G | DEFRA published details of the funding allocation for the Lead Local Flood Authorities. Cambridgeshire will receive £286,000 per annum. This amount is not sufficient to cover the cost of undertaking future work. |
| E&E 5 Previously ETERR17 | Economy and Environment | Failure to deliver to the Cambridgeshire Flood Risk Management Programme including new SUDs surface water management responsibilities | Failure to fulfil statutory duties related to flood risk. | Significant reputational and financial risk. | 4 | 4 | 16 | Service Director, Strategy and Development | 1. The Cambridgeshire Flood Risk Management Partnership has been established to provide a strategic overview to a programme of work that will meet statutory duties. We will work closely with partners to ensure efficient delivery of duties, using public sector co-operation agreements where appropriate. 2. Partnership coordination and management of the Cambridgeshire Flood Risk Management Partnership's programme of work and its projects to meet the duties. 3. Introduce pre application charging for planning and ordinary water course consent. 4. Ensure clear prioritisation for work streams working closely with communities and managing expectations. 5. Seek new funding streams. | 3 | 3 | 9 | 3. Monitor income with the introduction of fees and charges and to review April 2017 | Head of Growth and Economy | Apr-17 | | G | |
| E&E 6 Previously ETERR18 | Economy and Environment | Failure to manage capacity, safety and maintenance issues on the A14 Cambridge-Huntingdon Corridor | Delay in the delivery of the A14 Improvement Scheme. | New communities cannot be delivered in their totality, undermining their sustainability, viability and timely provision of necessary infrastructure. Unsustainable growth proposals may be granted on appeal if infrastructure constraints mean that growth cannot come forward as planned. Additional pressure and maintenance requirements on existing network. Increased road risk to current and expanding road users. | 4 | 4 | 16 | Executive Director, ETE | 1. Working with Department for Transport (DfT) and the Highways England (HE) to develop short and long-term plans for the improvement of the A14. 2. Working with Highways England to take forward the A14 Cambridge to Huntingdon improvement scheme. 3. Working with Highways England to manage the surrounding trunk road network through the development of route-based strategy for trunk roads such as the A428 and the A1. | 2 | 4 | 8 | 3. Review the programming of schemes within the Network Service Plan. 4. Re-assess future maintenance requirements. 6. Work with Highways England on the new A14 scheme, influencing detailed design. | Head of Assets and Commissioning Head of Assets and Commissioning Director of Strategy and Development | Ongoing Ongoing Summer 2017 | | G G G | |
| E&E 8 Previously ETERR24 | Economy and Environment | Deregistration of commercial bus services | Funding is not available to replace commercial services that are deregistered. | Communities are left with no public transport. | 3 | 4 | 12 | Service Director, Strategy and Development | 1. Work with operators to receive information about their plans at an early stage. 2. Negotiate service provision for key journeys/requirements. 3. £1.5m available annually to provide these types of service and if there is a new requirement funding can be diverted away from existing services where the need is assessed as being lower. <u>Close links with the Cambridgeshire Future Transport (CFT) programme. CRR22</u> | 2 | 4 | 8 | 1. Quarterly meeting held with Stagecoach 2. Regular contact with Whippet. | Head of Passenger Transport Head of Passenger Transport | Apr-16 Apr-16 | Jul-16 Jul-16 | G G | |
| E&E 9 Previously ETERR26 | Economy and Environment | Growth and major sites fail to meet local authorities' requirements and policy objectives | 1. Lack of shared vision, deficient planning applications 2. Failure to successfully ensure the delivery of services. 3.Exacerbated by changes in national and local planning policy and relaxation of local authorities development control powers | New communities are delivered to sub standard quality, failing to meet the standards required by local authorities and expected residents. Public service delivery to new communities is hampered. Unsustainable growth proposals maybe granted on appeal if infrastructure constraints mean that growth cannot come forward as planned. Additional pressure and maintenance requirements on the existing road network. Increased road risk to current and expanding road users. | 3 | 4 | 12 | Service Director, Strategy and Development | 1. CCC manage the Quality Panel. 2. Strong partnerships exist with Joint Planning colleagues. 3. The County Council maintains up-to-date demographic forecasts to project service and infrastructure needs. 4. External funding sources, such as the Housing Growth Fund, help to ensure that the infrastructure provision for development sites meets the Local Authorities' requirements. 5. County Council responses to consultations on emerging policy ensure that the policies of partner organisations reflect County requirements. 6. Local Plan seek to secure aspirational affordable housing targets 30-40% across Cambridgeshire and appropriate infrastructure. | 2 | 4 | 8 | 1. Outstanding objection against South Cambs District Council and City Local Plans for lack of provision to secure a suitable site for: • a household recycling centre to serve Cambridge and the South of Cambridge. Local Plans are currently at examination. 3. Shape proposals for Ely North. North : S106 agreement to be signed. | Head of Growth and Economy Head of Growth and Economy | Summer 2015 Dec-16 | 2016 May-16 | A G | One developer has signed a S106. Awaiting signing of a S106 agreement by second developer. |
| E&E 10 Previously ETERR28 | Economy and Environment | Failure to deliver the Greater Cambridge City Deal programme. Future tranches of City Deal funding are not made available | Loss of local and/or national political support for the deal, delays in prioritising and delivering infrastructure investments, or inability to establish an integrated governance framework. | Future tranches of City Deal funding are not made available for investment in infrastructure and the integrated approach to driving economic growth in the city-region breaks up, with substantial negative implications for the promotion of economic growth in Greater Cambridgeshire and for the reputations of the partners and the local area. | 2 | 5 | 10 | Executive Director: Economy, Transport and Environment | 1. A constructive dialogue exists with Cabinet Office contacts. 2. Appropriate project documentation has been prepared and will be kept live. 3. The deal document was signed on behalf of all local partners and Government on 19 June 2014 4. The City Deal Executive Board and Joint Assembly were established in December 2014 and are operating well. 5. The Executive Board agreed a prioritised programme for investment from 2015-20 on 28 January 2015. | 1 | 5 | 5 | 1. Commission of an independent expert panel to undertake the 2019 and 2024 independent economic assessments. 2. Compile a communications strategy across the partnership. | Executive Director ETE City Deal Communications Manager | September 2015 Jun-15 | Jun-16 Dec-16 | G A | |
| E&E 12 | Economy and Environment | Inability to fund Adult Learning services, including employability training. | Reduction in Government funding through the Skills Funding Agency for Adult Learning and Skills. Government to confirm allocation Feb 2016. | Reduction of basic employability training for service users. | 2 | 3 | 6 | Service Director, Strategy and Development | 1. Risk management in place for small to medium reductions, able to take action short term using recovery plan with providers. | 3 | 2 | 6 | 1. Develop Strategy for reduced funding. Awaiting Government to confirm amount of funding for 2016/17 academic year. | Head of Adult Learning and skills | Mar-16 | Jun-16 | G | |

| | | | | | |
|---------------|---|----|----|----|----|
| VERY HIGH (V) | 5 | 10 | 15 | 20 | 25 |
| HIGH (H) | 4 | 8 | 12 | 16 | 20 |
| MEDIUM (M) | 3 | 6 | 9 | 12 | 15 |
| LOW (L) | 2 | 4 | 6 | 8 | 10 |
| NEGLIGIBLE | 1 | 2 | 3 | 4 | 5 |

| Risk No | Risk Description | Details of Changes |
|--------------|--|---|
| CRR9 | Failure to secure funding for infrastructure | <p>Target dates revised for Actions 9, 10 and 15.</p> <p>Probability for Inherent Risk escalated from 4 to 5.</p> <p>Revised wording for Control 7: 'County planning obligation strategy being developed for district's and CCC use in identifying community infrastructure needs'</p> <p>Action 7, 'Investigate the potential use...' removed.</p> <p>Action 1 'Maintain dialogue with Cambridge City Council' moved to Control.</p> <p><i>N.B Most of these changes have arisen as a result of discussions at Corporate Risk Group.</i></p> |
| CRR22 | The Cambridgeshire Future Transport programme fails to meet its objectives within the available budget | <p>Amendment to Control 8.</p> <p>Revised target dates for all actions.</p> |
| CRR26 | Increasing manifestation of busway defects | <p>Controls 1 and 2 added:</p> <p>1. Monitoring and inspection regime in place</p> <p>2. Defects have been notified to Contractor in accordance with Contract . The Contractor has failed to investigate the defects or correct the defects within the defect correction period.</p> <p>A process is established to record defects and pass on to the Contractor</p> <p>Action added: Survey and investigation work. Programme of investigation and surveys agreed with BAM Nuttall to better understand nature, cause and possible solutions to defects. Contracts are let and surveys to take 6 months, commencing August 2015. Other actions put on hold</p> |

| Risk No | Risk Description | Details of Changes |
|---------|--|---|
| | | pending outcomes. |
| E&E 4 | Borrowing requirement for major transport schemes. | Actions amended. |
| E&E 5 | Failure to fulfil statutory duties related to flood risk | Controls reworded (including additional wording for Control 1): 1. The Cambridgeshire Flood Risk Management Partnership has been established to provide a strategic overview to a programme of work that will meet statutory duties. We will work closely with partners to ensure efficient delivery of duties, using public sector co-operation agreements where appropriate. Action Date corrected. |
| E&E 6 | Failure to manage capacity, safety and maintenance issues on the A14 Cambridge – Huntingdon. | Revised target date of Action #5: Work with Highways England on the new A14 scheme. This includes legacy issues, the detrunking element and local contribution. to 'Ongoing' |
| E&E 8 | Deregistration of commercial bus services | Revised target dates of Actions |
| E&E 9 | Growth and major sites fail to meet local authorities requirements and policy objectives. | Revised target dates of Actions. Completed Action removed. 2.Shape proposals for Northstowe phase 2. June 2015. 1.Outstanding objection against South Cambs District Council and City Local Plans for lack of provision to secure a suitable site for: • a household recycling centre to serve Cambridge and the South |


| Risk No | Risk Description | Details of Changes |
|-------------------|---|--|
| | | <p>of Cambridge.</p> <p>3. Local Plans are currently at examination. (Summer 2015 – 2016)</p> <p>Shape proposals for Ely North. North . S106 agreement to be signed (Dec 2015 – Feb 2016)</p> |
| E&E 10 | Insufficient staff resources available to complete both City Deal and County Infrastructure schemes at the same time. | <p>Revised working for Risk Description:</p> <p><i>Failure to deliver the Greater Cambridge City Deal programme. Future tranches of City Deal funding are is not made available</i></p> <p><i>Insufficient staff resources available to complete both City Deal and County Infrastructure schemes at the same time.</i></p> <p>Revised wording for Trigger.</p> <p><i>Loss of local and/or national political support for the deal, delays in prioritising and delivering infrastructure investments, or inability to establish an integrated governance framework.</i></p> <p><i>Unable to recruit to posts, or capacity of consultants and suppliers cannot cater for demand to deliver infrastructure schemes in the county. City Deal and County Infrastructure schemes compete for limited resources.</i></p> <p>Completed Action removed.</p> <p><i>Establish the Skills Service agreed in the Deal.</i></p> |
| E&E 12 | Inability to fund Adult Learning services, including employability training. | <p>Revised residual risk (from 9 to 6)</p> <p>Revised action date.</p> |

E&E RESIDUAL RISK MAP - May 2016

Appendix 3

Favourable change 

Green rated 

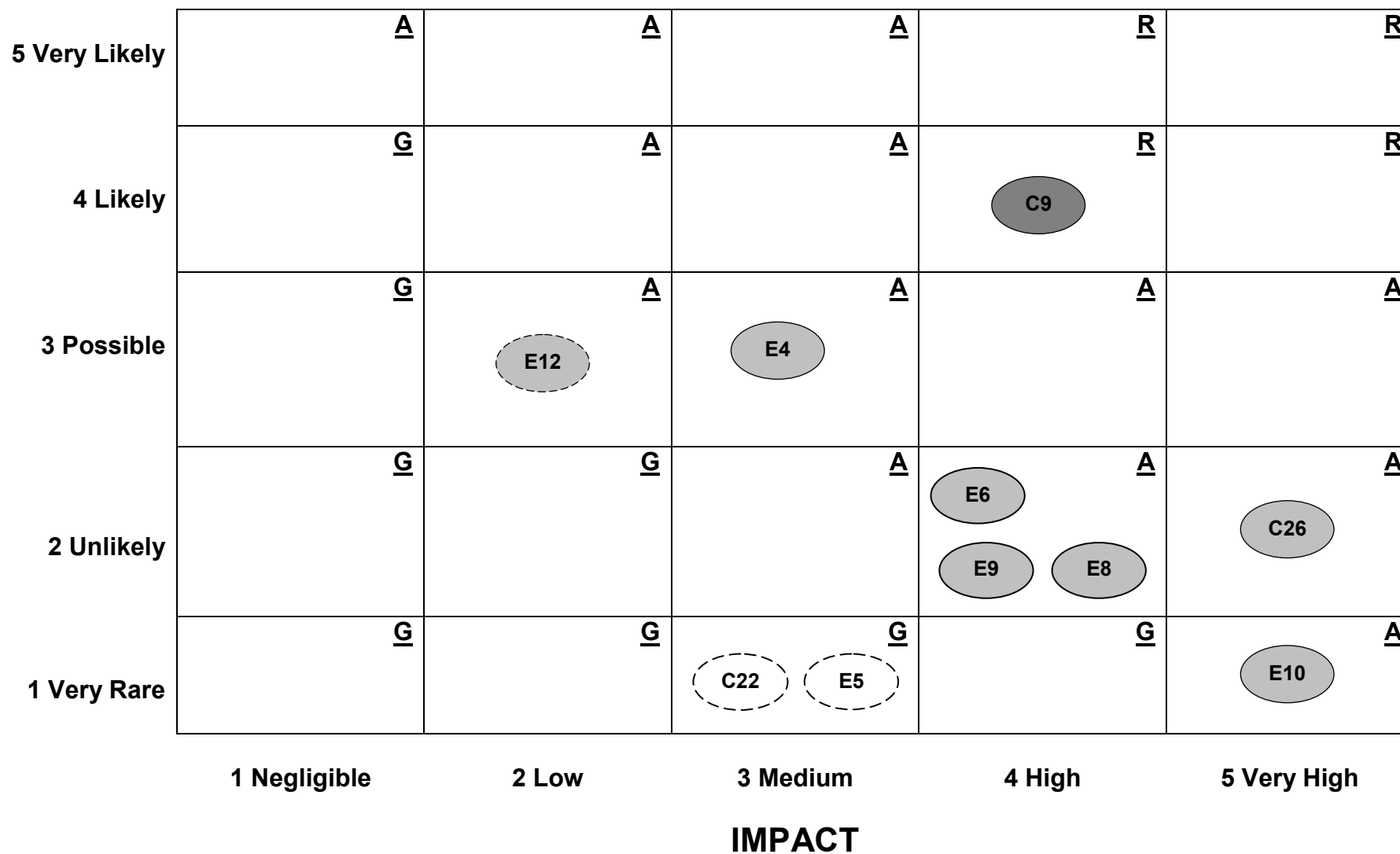
Amber rated 

Red rated 

E = E&E Risk

C = E&E & Corporate Risk Register

PROBABILITY



**PROPOSED 2016/17 TARGETS FOR ECONOMY AND ENVIRONMENT
KEY PERFORMANCE INDICATORS**

To: **Economy and Environment Committee**

Meeting Date: **24th May 2016**

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

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

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

Purpose: **To review 2016/17 targets for Economy and
Environment key performance indicators**

Recommendation: **Committee is asked to comment on and to approve
the proposed 2016/17 targets for Economy and
Environment key performance indicators as set out in
Appendix A**

| |
|---|
| <i>Officer contact:</i> |
| Name: Graham Amis |
| Post: Performance and Information Manager |
| Email: graham.amis@cambridgeshire.gov.uk |
| Tel: 01223 715931 |

1. BACKGROUND

- 1.1 Key performance indicators for the 2016/17 Strategic Framework were approved by Economy and Environment (E & E) Committee on 19th January 2016:
<http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=12652>
- 1.2 Other key E & E performance indicators were approved by E & E Committee on 8th March 2016:
<http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=12948>
- 1.3 Together, these comprise the set of key E & E performance indicators for 2016/17 to be reported to E & E Committee monthly through the Economy, Transport and Environment (ETE) Joint Finance and Performance Report.
- 1.4 Proposed 2016/17 targets for each of the agreed performance indicators have been developed, and it is these targets that members are now being asked to consider.
- 1.5 This review of 2016/17 targets for E & E performance indicators is taking place in parallel with a review of 2016/17 targets for other ETE key performance indicators owned by the Highways & Community Infrastructure Committee.

2. KEY POINTS

- 2.1 A proposed 2016/17 target for each of the agreed indicators is included in Appendix A.
- 2.2 2016/17 targets have been developed to align with County Council objectives and existing longer-term targets. The rationale for each target is also included in Appendix A.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

All of the indicators align with the health of the local economy.

3.2 Helping people live healthy and independent lives

A number of the indicators align with this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

There are no significant implications within this category.

4.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

4.3 Equality and Diversity Implications

Two of the indicators – ‘Out-of-work’ benefits claimants and levels of cycling and walking - are specifically aimed at narrowing the gap between the most deprived areas and others. The adult learners indicator is also targeted at the most deprived wards.

All of the proposed Economy & Environment indicators link to the following Operating Model outcome:

- The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents

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

A number of the indicators align with improving public health, including increasing cycling and walking.

| Source Documents | Location |
|--|---|
| Economy, Transport and Environment Finance and Performance Reports | http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/147/finance_and_performance_reports |
| Business Plan 2015 to 2016 | http://www.cambridgeshire.gov.uk/info/20043/finance_and_budget/90/business_plan_2015_to_2016 |

APPENDIX 2

Long-list of schemes assessed for Integrated Transport Block allocation for Delivering Strategy Aims 2016-17

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------|--|----------|---------------------|----------------------|-------------|--|
| Ely | Cycle parking provision and other cycle infrastructure | £25k | 10 | 13 | 23 | Recommended for 2016/17 Exact locations to be determined, e.g. bike racks in central Ely High Street / Market Street. |
| March | Cycling - To/from north of Estover Road development | £20k | 12 | 11 | 23 | Recommended for 2016/17 Scored on feasibility. Outline design can be done in house with detailed design sub-contracted. Delivery of scheme to be further assessed. |
| Whittlesey | Investigate bus stop provision and/or improvements in locations highlighted through public consultation. Additional schemes may also come forward, including at Eastrea Road at east end of Whittlesey | £40k | 11 | 12 | 23 | Recommended for 2016/17 Exact locations to be determined but unlikely to cause issue |
| Ely | Cycle route High Barns estate/Lynn Road crossing | £130,000 | 10 | 12 | 22 | Recommended for 2016/17 Assessment based on upgrade existing pedestrian refuge near Audrey Street to controlled crossing. Cost estimate based on signalised crossing. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------|---|-------|---------------------|----------------------|-------------|--|
| Ely | Investigate cycle route between Ely and Stuntney | ~£10k | 10 | 12 | 22 | Recommended for 2016/17 This proposed scheme is linked to Ely Southern Bypass. Investigation will involve minimal cost for surveys. |
| Whittlesey | Provision of cycle parking and parent waiting facilities, signage and railings at New Road Primary School | £10k | 11 | 11 | 22 | Recommended for 2016/17 Low cost improvement for sustainable transport represents good value for money. |
| March | Cycling - Southwest March to town centre | £250k | 12 | 9 | 21 | Recommended for 2016/17 Various elements included, average score shown. |
| Wisbech | Improve bus stops across Wisbech: Suitable covered waiting facilities, Lighting for bus stops, providing up-to-date travel information, Analyse base with regard to improving bus facilities for services around Guyhirn, Real Time Passenger | tbc | 11 | 8 | 19 | Recommended for 2016/17 for highway elements. Cost estimate £20k. Exact locations to be determined but unlikely to cause issue. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------------------------|--|----------------------|---------------------|----------------------|-------------|--|
| | Information (RTPI) provision at bus stops | | | | | |
| Ely | Cycle route St John's Road – Tower Road area | £50k | 10 | 8 | 18 | Recommended for 2016/17 Proposal is based on upgrading existing path. Feasible but possible issues with narrow width in several locations and may affect PROW and playing field. |
| St Ives | Cycling Route 3 – Houghton Road and Saint Audreys Lane. This route links the east of town with the west side, along the A1123, incorporating links to the St Ivo School and the Recreation Centre. | ~£450k | 5 | 12 | 17 | Recommended for 2016/17 and 2017/18 Feasible, wide verges suitable for provision. Needingworth Road to St Audrey Close section completed in 2010. Require investigation and outline design |
| Wisbech | Footpath and cycleway along the line of March-Wisbech rail line | tbc | 11 | 4 | 15 | Not deliverable in the short term – link to Wisbech Access Strategy and the re-opening of March-Wisbech Rail Line |
| Huntingdon and Godmanchester | Provision of a new segregated cycle lane to accompany the A1123 between Old Houghton Road and Wyton. Link Thicket Path to Hartford. Investigate feasibility for enhanced facilities to make Hartford | £350k to be reviewed | 3 | 12 | 15 | Missing link recommended for 2016/17 Route 4 Hartford to Town Centre section is partially complete, with a missing link between American Land and Old Houghton Road. High feasibility score is based on an off-carriageway facility. Complement the link from American Lane to town centre, which was well received |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------------------------|---|-------|---------------------|----------------------|-------------|--|
| | Road a safer environment for cyclists. | | | | | and is well used. |
| St Ives | Cycling Route 10 – St. Ives to Holywell and Needingworth. Signing improvements between St. Ives, Holywell and Needingworth | £20k | 3 | 12 | 15 | Recommended for 2016/17 Scoring based on signing and potential minor adjustments to crossings at roundabouts. |
| Ely | Cycle route High Barns – New Barns | £100k | 10 | 4 | 14 | Recommended for 2016/17 Deliverability score is average but scores high on Strategic Case. Potential issues include high levels on-street parking, narrow carriageway and footpath width with no additional available land for dual use path. |
| Huntingdon and Godmanchester | Review of existing street lights to asses potential for additional street lights on well used routes which could benefit from improved lighting; this would be done with a view to enhancing personal safety and security for pedestrians. Selection of routes to be informed by results of an Local Sustainable Transport Fund (LSTF) pedestrian audit commissioned by CCC, and consultation with local parish councils. | £5k | 3 | 11 | 14 | Cycle/pedestrian audit is required in the first instance. Feasibility score and cost are based on audit only. Can be funded from general scheme development. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|------------------------------|--|-------|---------------------|----------------------|-------------|---|
| Ramsey | Speed measurement work to define the problem of perceived high HCV speeds on the Great Whyte and potential mitigation measures if the problem is proven. | tbc | 3 | 11 | 14 | Investigation work recommended for 2016/17 Low cost investigation and outline design can be carried out in house or externally. Scored on investigation/design only e.g. surveys. |
| Godmanchester | Traffic calming measures for Post Street and Causeway. Along with surfacing and lighting improvements to National Cycle Network Route (NCN) 51 and Cambridge Rd. | £135k | 3 | 10 | 13 | Though the scheme is feasible, it does not offer high value for money due to low popularity caused by amount of traffic using the route. |
| St Neots | Public footpath 32 between Monarch Road and Queens Gardens | £50k | 2 | 11 | 13 | Recommended for delivery but not ITB funding, S106 available. Completing the missing link of approximately 185m would require £50k and thus offers good value for money. Requires 5 lighting columns to be moved. Land is not an issue. |
| Huntingdon and Godmanchester | Crossing of Stukeley Road to improve access to Stukeley Meadows Industrial Estate | £100k | 3 | 9 | 12 | Recommended for 2016/17 Precise location is to be confirmed with regards to the existing crossing at Lidl. Cost estimate is based on puffin/toucan facility. |
| Huntingdon and Godmanchester | Continuing cycling facilities for Ambury Road between Ambury Hill and Avenue Road | £75k | 3 | 9 | 12 | Feasible with potentially sufficient space for improvement. Busway route. Improves an existing link, rather than creates new route. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|-----------|---|-------|---------------------|----------------------|-------------|---|
| Ramsey | On-road signed cycle route through the Maltings to the High Street, potentially linking in with the RAF Upwood development | £395k | 3 | 8 | 11 | MTTS Route 2 Sections on private & Hunts District Council / Ramsey Town Council (HDC/RTC) land. Affects PRowS, but links existing facilities. Minimal risk to on-highway sections. Crosses a park, so may result in objections. |
| St Neots | Route 3 - St Neots Road - Alterations to existing traffic calming to encourage use by cycles from the roundabout to Ford Close, providing a link between route 2 and the existing off road route further along St Neots road. | tbc | | 11 | 11 | MTTS Route 3 - Fairly heavily trafficked bottleneck between existing cycle routes - some pinchpoints. Could link to off road facility as well as on road section further west. To be considered for S106 MTTS funding, |
| Ramsey | Off road cycle route from the north of the town to the Great Fen project, utilising the existing rail way track bed | >£875 | 3 | 6 | 9 | Low value for money; scheme cost for MTTS Route 5 3.5km from Gt Whyte to Ramsey Heights alone is likely to be at least £875k plus land acquisition. Requires planning, but creates a new Non Motorised User link where there's no off road cycleway provision at present. |
| Chatteris | Cycle link providing access to the industrial area north of the ring road and out towards Doddington, including a safe crossing over the A142 onto Dock Rd | £1m | 10 | -2 | 8 | There is a potential development with S106 funding to consider pedestrian crossing improvements over the A142. Some non highway land is needed. Also need to upgrade existing bridleway. For continuity, the footpath on Prospect Way/Short Nightlayers Drove should also be completed. |

| | Scheme | Cost | Strategy Aims Score | Deliverability score | Total score | Comments |
|-----------|---|----------------|---------------------|----------------------|-------------|--|
| Ramsey | On-road signed path from the Maltings to the Tesco development site and linking in with the path to the Great Fen | £345k | 3 | 5 | 8 | MTTS Route 3 Significant constraints due to road width & parked vehicles - objections likely. Alternative routes available in places, potentially lower uptake. The lower cost signing-alone option can be considered. |
| Chatteris | Continuous footpath on Prospect Way | £500k | 9 | -2 | 7 | The low Feasibility score is due to difficult issues such as limited highway width. The cost estimate needs to be reviewed. |
| Ramsey | On road signed cycle route from the Northern Gateway site through the residential area to Abbey School | To be reviewed | 3 | | 3 | Bridge is in place and the route between Tesco & Stocking Fen Road is complete, Minor improvements/ signing is feasible. |

ANotes

The list is in the order of Total Score i.e. Strategy Aims score plus Feasibility/Deliverability score.

Schemes in the 2015/16 Long List requiring further investigations have been reassessed and included in this Table.

FINANCE AND PERFORMANCE REPORT – MARCH 2016

To: Economy and Environment Committee

Meeting Date: 24th May 2016

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

Electoral division(s): All

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

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

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

Recommendations: The Committee is asked to:-

- a) review, note and comment upon the report.
- b) endorse the proposed use of service underspends set out in Appendix B and refer them to General Purposes Committee for approval.

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

1. BACKGROUND

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

2. MAIN ISSUES

- 2.1 The report attached as appendix A, is the ETE Finance and Performance report for March 2016.
- 2.2 For revenue, at the end of March, ETE as a whole is forecasting an underspend of £1.380m.
- 2.3 In relation to the budgets under the stewardship of this Committee, an underspend of £653K is forecast for year-end. Since last month, there is a relatively small increased underspend in County Planning, Minerals and Waste, and reduced overspend in Park & Ride.
- 2.4 For capital, at the end of March ETE is forecasting slippage of £38.2m. In relation to the budgets under the stewardship of this Committee, there is one change since last month which is a re-profiling of Connecting Cambridgeshire expenditure of £456K.
- 2.5 E&E Committee have twelve performance indicators reported to it during 2015-16. Of these one is currently red and eleven are green. The indicator that is currently red is:
 - the number of local bus passenger journeys originating in the authority area;
- 2.6 At year-end, the current forecast is that none of these indicators will be red, six will be amber and six green.
- 2.7 The Scheme of Financial Management permits Service Management Teams to propose “carry-forwards” from year-end underspends (operational savings) which can be held in reserve for specific earmarked purposes. These plans need to be endorsed by Service Committees and then forwarded to General Purposes Committee for approval in July. The use of carry-forwards are intended to support tactical investments and service trials (alongside the wider and larger transformation fund). **Appendix B** details the ongoing 15/16 schemes funded from reserves which are multi-year, and identifies the amount of funding now required. It also identifies 7 proposed new schemes. Committee is asked to review and endorse the list and refer to General Purposes Committee for final approval.

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 of the ETE Service / 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 | . |

Appendix A

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

1. SUMMARY

1.1 Finance

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

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

| Monthly Indicators | Red | Amber | Green | Total |
|-----------------------------------|-----|-------|-------|-------|
| Current status this month | 1 | 0 | 11 | 12 |
| Current status last month | 1 | 0 | 11 | 12 |
| Year-end prediction (for 2015/16) | 0 | 6 | 6 | 12 |

Notes

2014/15 data is still being reported for some indicators due to time lags in data collection. There are also some indicators that are still being measured over the 2014/15 academic year.

2. INCOME AND EXPENDITURE

2.1 Overall Position

| Forecast Variance - Outturn (Feb) £000 | Directorate | Current Budget for 2015/16 £000 | Actual Spend end of March £000 | Expected Transactions in the Adjustment Period £000 | Forecast Variance - Outturn (March) £000 | Forecast Variance - Outturn (March) % |
|---|--|------------------------------------|-----------------------------------|--|---|--|
| -12 | Executive Director | 2,197 | 2,728 | -547 | -16 | -1 |
| -985 | Infrastructure Management & Operations | 59,555 | 51,941 | 6,897 | -717 | -1 |
| -480 | Strategy & Development | 14,355 | 13,173 | 535 | -647 | -5 |
| 0 | External Grants | -10,734 | -8,897 | -1,837 | 0 | 0 |
| | | | | | | |
| -1,477 | Total ETE | 65,373 | 58,945 | 5,048 | -1,380 | -2 |

This is an initial report for March as at 31st March and there will be a further final out-turn report after accrued creditors and debtors have been processed and year-end adjustments have taken place.

Previously this financial year, in the “Overall Position” summary, the Winter Maintenance and the Waste PFI forecast variances were shown separately, below

the Total Service Funded Items. This reflected the fact that the Winter Maintenance budget is set every year based on the rolling average of the previous 5 years, and explains how actual spend is likely to significantly vary from budget depending on the weather conditions (creating both overspends and underspends). In a similar way, the waste contract varies from budget. However, going forward, these budgets are now being reported within the respective directorate in the “Overall Position” table, which is consistent with how the information is presented in the detailed main section of the report (Service Level Budgetary Control Report). The methodology for calculating the budget is unchanged.

The service level budgetary control report for March 2016 can be found in [appendix 1](#).

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

2.2 Significant Issues

There are no new significant issues to report this month.

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

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

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

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

The following virements were recorded in March 2016:-

- Use of ETE operational savings to fund costs of the temporary library in Sawston £20k.
- Part reversal for use of ETE operational savings to fund the cost of lane rental implementation, as not fully required in 2015/16 -£137k
- Part reversal for use of ETE operational savings for the renewal of the Highways Services contract, as not fully required in 2015/16 -£96k
- Reversal for use of ETE operational savings for the Highway Record Digitisation, as not required in 2015/16 -£45k
- Part reversal for use of ETE operational savings to fund the development of LED lighting options for Street lighting -£65k

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

3. BALANCE SHEET

3.1 Reserves

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

3.2 Capital Expenditure and Funding

Expenditure

Delivering the transport strategy aims will be underspent this year compared to allocated budget. The main schemes affected are:-

Tenison Road, Cambridge – Traffic calming £452k

A delay has occurred with this scheme due to the unexpected presence of a shallow water main which is now being replaced by Cambridge Water, delaying the start date of works to 18th April 2016.

B1040 Hollow Lane, Ramsey £98k

Initial delay was related to landowner issues. This was resolved but then there was a delay in planning permission so the scheme will finish in 2016/17.

Operating the Network £481k

Underspends on several small schemes which have taken place during March for a variety of reasons, some schemes have been combined to reduce costs, others were easier than originally expected.

Funding

All schemes are funded as was presented in the 2015/16 Business Plan.

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

4. PERFORMANCE

4.1 Introduction

This report provides performance information for the suite of key Economy & Environment (E&E) indicators for 2015/16.

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

4.2 Red Indicators (new information)

This section covers indicators where 2015/16 targets are not expected to be achieved.

a) Economy & Environment

No new information this month.

b) ETE Operational Indicators

No new information this month.

4.3 Amber indicators (new information)

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

a) Economy & Environment

Adult Learning & Skills

- The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work - academic year, year-to-date (to March 2016)

The provisional number of learners taking courses in the most deprived wards up to the end of March is 1,473.

The number of people completing courses will not be recorded until the end of the academic year. The target of 2,000 is end-of-year.

b) ETE Operational Indicators

No new information.

4.4 Green Indicators (new information)

Year-end targets have been achieved or are on-course to be achieved for the following indicators.

a) Economy & Environment

Economic Development

- 'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others (at August 2015)

The 2015/16 target of 12% is for the most deprived areas (top 10%) as approved by Economy & Environment Committee earlier this year.

Latest figures published by the Department for Work and Pensions show that, in August 2015, 11.7% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits, compared with 5% of those living elsewhere in Cambridgeshire.

Comparable figures for August 2014 were 12.2% and 5.3% respectively, so the gap has decreased from 6.9 to 6.7 percentage points.

Planning applications

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

Five County Matter planning applications were received and determined on time during 2015/16.

There were 18 other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). Ninety-four percent of these were determined on time.

Traffic and Travel

- Growth in cycling from a 2004/05 average baseline (2015)

There was a 4.7 per cent increase in cycle trips in Cambridgeshire in 2015. Overall growth from the 2004-2005 average baseline is 62.5 percent. which is better than the Council's target of 46%.

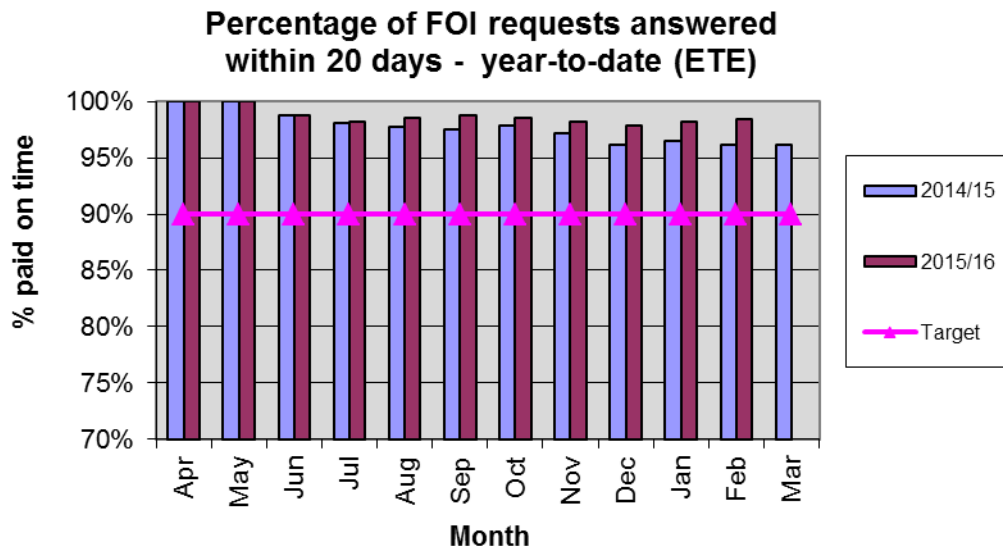
b) ETE Operational Indicators

Freedom of Information (FOI) requests

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

Three hundred and four Freedom of Information requests have been received since April. 98.4% of these have been responded to on-time.

All 34 requests received were responded to on-time during February.



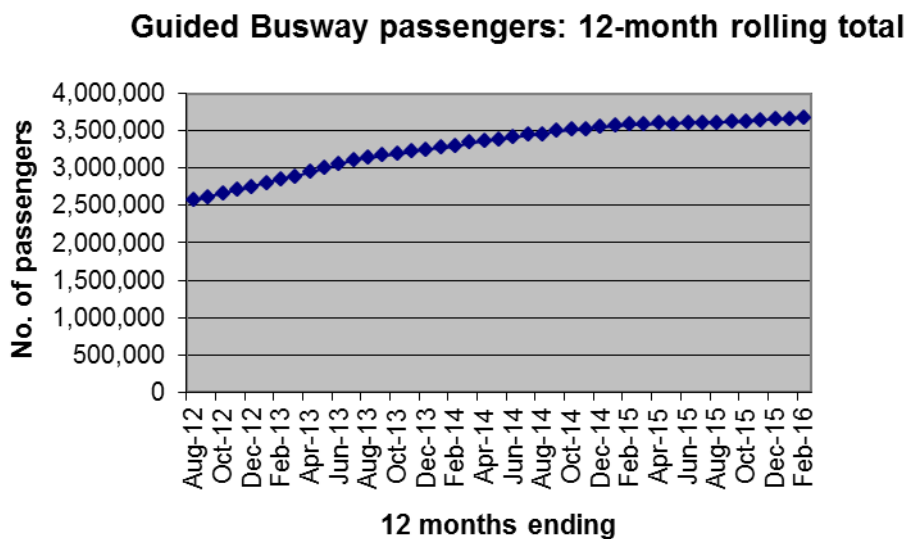
4.5 Contextual indicators (new information)

a) Economy & Environment

Passenger Transport

- Guided Busway passenger numbers (February 2016)

The Guided Busway carried around 305,000 passengers in February, and there have now been over 14.8 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.68 million.

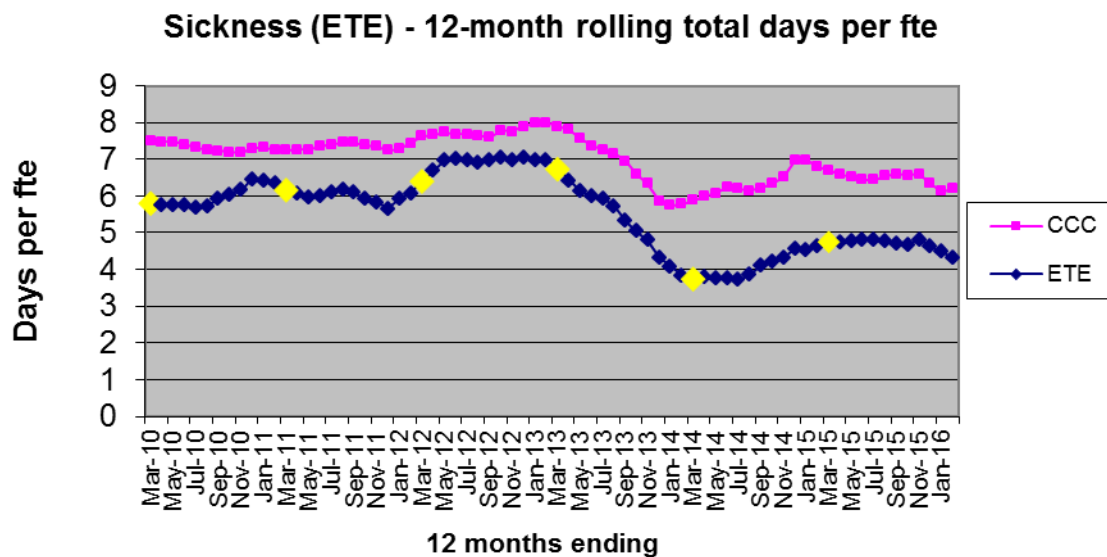


b) ETE Operational Indicators

Staff sickness

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

The 12-month rolling average has remained at around the same low level over the past few months and has now dropped to 4.31 days per full time equivalent (f.t.e.).



APPENDIX 1 – Service Level Budgetary Control Report

| Forecast Variance - Outturn February £'000 | Service | Current Budget for 2015-16 £'000 | Actual to end of March £'000 | Forecast Variance - Outturn March £'000 | % |
|--|--|---|---|---|-----------|
| | Economy, Transport & Environment Services | | | | |
| +19 | Executive Director | 1,649 | 2,199 | +17 | +1 |
| -32 | Business Support | 548 | 529 | -33 | -6 |
| 0 | Direct Grants | 0 | 0 | 0 | -14 |
| -12 | Total Executive Director | 2,197 | 2,728 | -16 | -1 |
| | Directorate of Infrastructure Management & Operations | | | | |
| -4 | Director of Infrastructure Management & Operations | 136 | 123 | -13 | -10 |
| | Assets & Commissioning | | | | |
| +114 | - Street Lighting | 9,187 | 8,049 | +184 | +2 |
| -109 | - Waste Disposal including PFI | 33,350 | 29,718 | -6 | -0 |
| +5 | - Asset Management | 599 | 681 | +99 | +17 |
| | Local Infrastructure & Street Management (LISM) | | | | |
| -37 | - Road Safety | 663 | 591 | -73 | -11 |
| +82 | - Traffic Manager | -507 | -459 | +71 | -14 |
| +79 | - Network Management | 1,236 | 1,157 | +79 | +6 |
| +145 | - Local Infrastructure & Streets | 4,237 | 3,067 | +28 | +1 |
| -388 | - Winter Maintenance | 1,911 | 1,626 | -274 | -14 |
| -375 | - LISM other | 2,244 | 1,842 | -351 | -16 |
| | Supporting Business & Communities | | | | |
| -190 | - Communities & Business | 1,474 | 1,015 | -190 | -13 |
| +0 | - Parking Enforcement | 0 | -189 | +0 | +0 |
| +0 | - Recycle for Cambridge & Peterborough (RECAP) | 0 | -13 | +0 | +0 |
| | Community & Cultural Services | | | | |
| -71 | - Libraries | 4,128 | 4,003 | -48 | -1 |
| -38 | - Archives | 615 | 567 | -19 | -3 |
| -194 | - Registrars | -468 | -642 | -174 | +37 |
| -4 | - Coroners | 751 | 805 | -31 | -4 |
| 0 | Direct Grants | -7,038 | -6,963 | 0 | 18 |
| -985 | Total Infrastructure Management & Operations | 52,517 | 44,978 | -717 | -1 |
| | Directorate of Strategy & Development | | | | |
| +0 | Director of Strategy & Development | 135 | 140 | +6 | +4 |
| +36 | Transport & Infrastructure Policy & Funding | 692 | 651 | +21 | +3 |
| | Growth & Economy | | | | |
| -11 | - Growth & Development | 587 | 566 | -12 | -2 |
| -18 | - County Planning, Minerals & Waste | 341 | 247 | -68 | -20 |
| -29 | - Enterprise & Economy | 165 | 158 | -29 | -18 |
| +0 | - Mobilising Local Energy Investment (MLEI) | 0 | 143 | +0 | +0 |
| +7 | - Growth & Economy other | 812 | 883 | +2 | +0 |
| +0 | Major Infrastructure Delivery | 451 | 440 | +0 | +0 |
| | Passenger Transport | | | | |
| +126 | - Park & Ride | 376 | 601 | +68 | +18 |
| -320 | - Concessionary Fares | 5,477 | 4,627 | -339 | -6 |
| -71 | - Passenger Transport other | 2,563 | 2,096 | -96 | -4 |
| | Adult Learning & Skills | | | | |
| -200 | - Adult Learning & Skills | 2,147 | 2,249 | -200 | -9 |
| -0 | - Learning Centres | 209 | 176 | +0 | +0 |
| +0 | - National Careers | 400 | 198 | +0 | +0 |
| 0 | Direct Grants | -3,696 | -1,934 | 0 | 0 |
| -480 | Total Strategy & Development | 10,659 | 11,239 | -647 | -6 |
| -1,477 | Total Economy, Transport & Environment Services | 65,373 | 58,945 | -1,380 | -2 |

| MEMORANDUM | | | | | |
|-------------------|--|----------------|---------------|--------------|-----------|
| £'000 | Grant Funding | £'000 | £'000 | £'000 | % |
| 0 | - Public Health Grant | -418 | -418 | +0 | +0 |
| 0 | - Street Lighting - PFI Grant | -3,944 | -3,944 | +0 | +0 |
| 0 | - Waste - PFI Grant | -2,691 | -2,691 | +0 | +0 |
| 0 | - Bus Service Operators Grant | -302 | -302 | +0 | +0 |
| 0 | - Local Sustainable Transport Funding (LSTF) | -1,000 | 0 | +0 | +0 |
| 0 | - Adult Learning & Skills | -1,889 | -1,346 | +0 | +0 |
| 0 | - Learning Centres | -90 | -88 | +0 | +0 |
| 0 | - National Careers funding | -400 | -108 | +0 | +0 |
| +0 | Grant Funding Total | -10,734 | -8,897 | 0 | +0 |

APPENDIX 2 – Commentary on Forecast Outturn Position

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

| Service | Current Budget £'000 | Actual to the end of March £'000 | Forecast Variance - Outturn | |
|--|-------------------------|-------------------------------------|-----------------------------|-----|
| | | | £'000 | % |
| Street Lighting | 9,187 | 8,049 | +184 | +2 |
| It was originally planned to commence part-night lighting in April 2015, however, it was agreed to defer this saving until April 2016 to allow for a full consultation period with local Councils. This will result in the business plan saving not being delivered in 2015/16. | | | | |
| Network Management | 1,236 | 1,157 | +79 | +6 |
| A number of areas are predicted to overspend in this area including grass cutting. This will be covered by underspends in other parts of the ETE budget. | | | | |
| Local Infrastructure & Streets | 4,237 | 3,067 | +28 | +1 |
| This area will now overspend against budget to utilise underspends elsewhere within the Service. | | | | |
| LISM other | 2,244 | 1,842 | -351 | -16 |
| This area is likely to underspend for a variety of reasons, including savings from vacancies and more Section 38 income than was expected. | | | | |
| Winter Maintenance | 1,911 | 1,626 | -274 | -14 |
| This year has been a fairly mild winter, currently there is an underspend of £274k as there have only been 38 runs to date. | | | | |
| Communities & Business | 1,474 | 1,015 | -190 | -13 |
| The predicted underspend is mainly due to savings arising from vacancies within the Service. | | | | |
| Libraries | 4,128 | 4,003 | -48 | -1 |
| Income from the Enterprise Centre in Central Library was projected to commence from April 2015. As this scheme is no longer going ahead, the level of income for the year will be less than budgeted. Officers are working with Members, public and staff to look at other potential revenue streams to bridge this gap. Staff vacancies within Libraries are being held in view of savings targets for next year, and to mitigate the shortage of income from the Enterprise Centre in the current year, hence an underspend this year. | | | | |

| | | | | |
|---|-------|-------|------|-----|
| Registrars | -468 | -642 | -174 | +37 |
| The timing of when ceremony fees are collected has been changed to when notice is given rather than being collected three months prior to the ceremony. This has caused a one off increase in income this year through re-phasing of when it is collected. | | | | |
| Adult Learning & Skills | 2,147 | 2,249 | -200 | -9 |
| The Forecast Outturn relates to budget being set for Skills as core funding but which is now being funded by City Deal. | | | | |
| Park & Ride | 376 | 601 | +68 | +18 |
| <p>A predicted shortfall in income in the region of £477k is expected for parking fees at the Park & Ride sites based on income levels achieved to date.</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> | | | | |
| Concessionary Fares | 5,477 | 4,627 | -339 | -6 |
| Concessionary fares are expected to underspend in the region of £339k, this is due to some commercial routes being withdrawn and a decrease in passenger numbers compared with 2014/15. | | | | |
| Passenger Transport other | 2,563 | 2,096 | -96 | -4 |
| The current forecast relates mainly to Cambridgeshire Future Transport contract renewals during the year achieving higher than anticipated savings. | | | | |

APPENDIX 3 – Grant Income Analysis

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

| Grant | Awarding Body | Expected Amount £'000 |
|------------------------------------|--|--------------------------|
| Grants as per Business Plan | Various | 11,410 |
| Adult Learning & Skills grants | Department for Business, Innovation & Skills | -491 |
| Learning centre grants | Various | -212 |
| Non-material grants (+/- £30k) | | +27 |
| Total Grants 2015/16 | | 10,734 |

The Adult Learning & Skills grant and Learning centre grants have been adjusted to match the expected grant in 2015/16.

APPENDIX 4 – Virements and Budget Reconciliation

| | £'000 | Notes |
|---|---------------|-------|
| Budget as per Business Plan | 63,308 | |
| Use of operational savings – LEP funding | 50 | |
| Transfer of Open Spaces Service to ETE from Corporate Services | 54 | |
| Transfer of Travellers support to ETE from Corporate Services | 51 | |
| City Deal funding transferred to Corporate Services | -717 | |
| Centralisation of mobile phone budgets | -55 | |
| Use of operational savings – Lane rental implementation | 63 | |
| Use of operational savings – Support of sustainable transport access to Cambridge North station | 178 | |
| Use of ETE operational savings – Support to achieve Business planning savings | 75 | |
| Use of ETE operational savings – Park & ride parking short-term costs | 200 | |
| Use of ETE operational savings – Waste PFI – Legal & technical advice | 300 | |
| Use of ETE operational savings – Renewal of Highways Services contract | 54 | |
| Use of ETE operational savings – Development of LED lighting options for street lighting | 35 | |
| Use of ETE operational savings – A14 Inquiry | 150 | |
| Use of ETE operational savings – Library Project support | 51 | |
| Annual Insurance allocation | 1,528 | |
| | | |
| Non-material virements (+/- £30k) | 48 | |
| Current Budget 2015/16 | 65,373 | |

APPENDIX 5 – Reserve Schedule

| Fund Description | Balance at 31st March 2015 £'000 | Movement within Year £'000 | Balance at 31st March 2016 £'000 | Forecast Balance at 31st March 2016 £'000 | Notes |
|--|-------------------------------------|-------------------------------|-------------------------------------|--|---|
| General Reserve | | | | | |
| Service carry-forward | 3,369 | (1,662) | 1,707 | 3,150 | Account used for all of ETE |
| Sub total | 3,369 | (1,662) | 1,707 | 3,150 | |
| Equipment Reserves | | | | | |
| Winter Maintenance Vehicles | 683 | (287) | 397 | 397 | |
| Libraries - Vehicle replacement Fund | 210 | 8 | 218 | 200 | |
| Sub total | 893 | (278) | 615 | 597 | |
| Other Earmarked Funds | | | | | |
| Deflectograph Consortium | 67 | (9) | 59 | 50 | Partnership accounts, not solely CCC |
| Highways Searches | 32 | 0 | 32 | 0 | |
| On Street Parking | 1,138 | (0) | 1,138 | 1,300 | |
| Bus route enforcement | 146 | 0 | 146 | 200 | |
| Highways Commuted Sums | 525 | 54 | 579 | 500 | |
| Guided Busway Liquidated Damages | 4,088 | (1,265) | 2,822 | 2,800 | This is being used to meet legal costs if required. |
| Waste and Minerals Local Development Fra | 22 | 0 | 22 | 0 | |
| Proceeds of Crime | 190 | 18 | 208 | 200 | |
| Waste - Recycle for Cambridge & Peterborough (RECAP) | 225 | 0 | 225 | 225 | Partnership accounts, not solely CCC |
| Discover Cambs Tourism Brochure | 23 | 0 | 23 | 23 | Partnership accounts, not solely CCC |
| Fens Workshops | 39 | 17 | 56 | 56 | Partnership accounts, not solely CCC |
| Travel to Work | 233 | 9 | 242 | 150 | Partnership accounts, not solely CCC |
| Steer- Travel Plan+ | 76 | 0 | 76 | 0 | |
| Olympic Development | 13 | 0 | 13 | 0 | |
| Northstowe Trust | 101 | 0 | 101 | 101 | |
| Cromwell Museum | 28 | 0 | 28 | 0 | |
| Archives Service Development | 234 | 0 | 234 | 234 | |
| National Careers Service | 73 | 0 | 73 | 0 | |
| Other earmarked reserves under £30k - IMO | 9 | 1 | 10 | 0 | |
| Other earmarked reserves under £30k - S&D | 143 | 0 | 144 | 100 | |
| Sub total | 7,404 | (1,176) | 6,227 | 5,939 | |
| Short Term Provision | | | | | |
| Mobilising Local Energy Investment (MLEI) | 669 | 0 | 669 | 0 | |
| Sub total | 669 | 0 | 669 | 0 | |
| Capital Reserves | | | | | |
| Government Grants - Local Transport Plan | 0 | 18,198 | 18,198 | 0 | Account used for all of ETE |
| Government Grants - City Deal | 0 | 20,000 | 20,000 | 18,200 | |
| Government Grants - S&D | 3,268 | 4,679 | 7,947 | 970 | |
| Government Grants - IMO | 0 | 0 | 0 | 0 | |
| Other Capital Funding - S&D | 11,454 | (110) | 11,344 | 7,000 | |
| Other Capital Funding - IMO | 1,176 | 116 | 1,291 | 200 | |
| Sub total | 15,897 | 42,884 | 58,781 | 26,370 | |
| TOTAL | 28,232 | 39,768 | 68,000 | 36,056 | |

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

| 2015/16 | | | | | | TOTAL SCHEME | |
|--|---|-------------------------------------|----------------------------|---|--|--------------------------------------|---|
| Original 2015/16 Budget as per BP | Scheme | Revised Budget for 2015/16 | Actual Spend (March) | Forecast Spend - Outturn (March) | Forecast Variance - Outturn (March) | Total Scheme Revised Budget | Total Scheme Forecast Variance |
| £'000 | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| | Integrated Transport | | | | | | |
| 400 | - Major Scheme Development & Delivery | 492 | 147 | 400 | -92 | 492 | 0 |
| 482 | - Local Infrastructure Improvements | 579 | 310 | 387 | -192 | 482 | 0 |
| 626 | - Safety Schemes | 633 | 537 | 625 | -8 | 626 | 0 |
| 345 | - Strategy and Scheme Development work | 495 | 649 | 495 | 0 | 345 | 0 |
| 3,156 | - Delivering the Transport Strategy Aims | 4,070 | 982 | 1,363 | -2,707 | 4,450 | 0 |
| 478 | - Cambridgeshire Sustainable Transport Improvements | 484 | 404 | 448 | -36 | 478 | 0 |
| 23 | - Air Quality Monitoring | 23 | 17 | 23 | 0 | 23 | 0 |
| 15,038 | Operating the Network | 16,027 | 11,634 | 14,759 | -1,268 | 16,028 | 0 |
| | Infrastructure Management & Operations Schemes | | | | | | |
| 6,925 | - £90m Highways Maintenance schemes | 8,107 | 7,311 | 8,414 | 307 | 90,000 | 0 |
| 0 | - Waste Infrastructure | 588 | 38 | 185 | -403 | 5,588 | 0 |
| 3,000 | - Archives Centre / Ely Hub | 3,131 | 1,194 | 1,236 | -1,895 | 4,131 | 0 |
| 251 | - Community & Cultural Services | 1,719 | 55 | 493 | -1,226 | 1,702 | 0 |
| | Strategy & Development Schemes | | | | | | |
| 2,446 | - Cycling Schemes | 6,351 | 3,586 | 3,877 | -2,474 | 18,093 | 0 |
| 1,729 | - Huntingdon - West of Town Centre Link Road | 3,397 | 429 | 520 | -2,877 | 10,534 | 0 |
| 9,575 | - Ely Crossing | 9,883 | 330 | 450 | -9,433 | 30,780 | 0 |
| 20,000 | - Cambridge North Station | 0 | 72 | 0 | 0 | 4,000 | 0 |
| 0 | - Chesterton Busway | 2,264 | 2,197 | 2,264 | 0 | 6,050 | 0 |
| 370 | - Guided Busway | 3,740 | 535 | 450 | -3,290 | 151,147 | 0 |
| 4,843 | - King's Dyke | 5,050 | 418 | 450 | -4,600 | 13,629 | 0 |
| 0 | - Wisbech Access Strategy | 1,000 | 291 | 281 | -719 | 1,000 | 0 |
| 2,500 | City Deal | 2,500 | 1,773 | 1,838 | -662 | 100,000 | 0 |
| 0 | - Other Schemes | 536 | 54 | 82 | -454 | 25,005 | 0 |
| | Other Schemes | | | | | | |
| 12,013 | - Connecting Cambridgeshire | 16,215 | 9,703 | 10,006 | -6,209 | 32,550 | 0 |
| 285 | - Other Schemes | 85 | 0 | 0 | -85 | 680 | 0 |
| 84,485 | | 87,369 | 42,666 | 49,046 | -38,323 | 517,813 | 0 |

The increase between the original and revised budget is due to the carry forward of funding from 2014-15, this being due to the re-phasing of schemes, which were reported as underspending at the end of the 2014-15 financial year.

The timing of the Government announcement that 'Cambridge North' Station scheme will be handed over to Network Rail has resulted in the scheme remaining in the 2015/16 Business Plan. Arrangements have now been finalised, and the County Council will not be incurring any further expenditure on this scheme. The revised budget has been reduced by £20m in 2015/16 to reflect this point.

Delivering the transport strategy aims will be underspent this year compared to allocated budget. The main schemes affected are:-

- Tenison Road, Cambridge – Traffic calming £452k
A delay has occurred with this scheme due to the unexpected presence of a shallow water main which is now being replaced by Cambridge Water, delaying the start date of works to 18th April 2016.

- B1040 Hollow Lane, Ramsey £98k
Initial delay was related to landowner issues. This was resolved but then there was a delay in planning permission so the scheme will finish in 2016/17.
- S106 developer funded cycling schemes are in various stages with some coming forward for construction in 2016/17 and others requiring further development and consultation.
- Land acquisition and license agreements need to be completed to allow construction to commence on Yaxley to Farcet and the new link through Babraham Research Campus. Scheme delivery is anticipated in 2016/17. Detailed design is underway on a new link from Bar Hill to Longstanton funded through Northstowe Phase 1 S106.
- Integrated Transport Block funded cycling schemes for 2015/16 are largely complete now.
- A cycle route between Cromwell Community College to The Elms, Chatteris is now expected to cost less than was originally budgeted.

Cambridgeshire Sustainable Transport Improvements – funding was originally allocated to part fund a cycle route to Wood Green animal shelter from Godmanchester. Wood Green had indicated that they would provide £80,000 of funding towards the overall cost. They have now indicated that they are not in a position to do this foreseeably. As this funding is time limited DfT grant funding, officers will look to use this funding for alternative schemes.

Operating the Network £481k

Underspends on numerous small schemes which have taken place during March for a variety of reasons, some schemes have been combined to reduce costs, others were easier than originally expected.

£90m Highways Maintenance schemes

There will be increased costs relating to Brasley Bridge in Grantchester, a maintenance scheme that has straddled two financial years (2013/14 & 2014/15). The cost of fully reconstructing the bridge has proved to be higher than originally budgeted for back in 2012/13.

Reasons for overspend:

- The £200k cost of temporarily diverting utility apparatus was planned to be funded from a capital budget in 2013/14, but was delayed to 2014/15. This delay resulted in the scheme being reprogrammed and had a knock-on effect on the how the budget was then allocated across each financial year.
- Delays in the completion of works undertaken by utility contractors also impacted our own contractor and the subsequent availability of specialist plant and resources, leading to additional costs of £36k. Unfortunately we are not able to claim back costs associated with utility works.
- Significant pressure from the local community and businesses to reopen Grantchester Road as soon as possible also led to acceleration of the works to mitigate delays at an additional cost of £54k.
- Unforeseen ground conditions have also impacted on costs, due to the original budget being based on the feasibility / initial design rather than the detailed design. The scheme was allocated £565k for 2015/16, but costs are expected to be £920k, with a total scheme cost of £1.48 million. Since this scheme officers have been working to improve the process between initial feasibility and detailed design so that budgets allocated are more realistic from the outset.

Officers will look to fund this in-year overspend from underspends elsewhere in the overall ETE budget.

Waste infrastructure schemes - The forecast variance is due to a reprogramming of a new Household Recycling Centre to provide a sustainable solution to replace the existing Milton Site in the Cambridge area.

Archives Centre – a GPC decision maintained the project budget at £4.2m for an archive centre in Ely. A proposal to house additional services, including Registration and teams from Noble House was rejected on the grounds of increased cost, which would have been c£6m. The project was delayed whilst these decisions were made and is now on track for delivery in the next financial year.

Community & Cultural Services - The forecast variance is due to schemes currently not being progressed until the Council's strategy on Community Hubs is developed, which will impact on the future library service network. Therefore it is expected that this funding will be spent over the next couple of years as part of developing community hubs.

New Community Hub – Cambourne – Work is underway to plan for this work, however it will not now take place in this financial year.

New Community Hub – Clay Farm – This scheme is currently 10 weeks behind schedule and we are currently awaiting a revised schedule of payments due to the City Council who are leading on the development of the scheme.

Cambridge Central Library - £300k capital investment was originally allocated for work relating to the enterprise centre. Although that option is no longer being taken forward, other options are being considered, however no expenditure will take place this financial year.

Cycle City Ambition schemes - The total budgeted grant is shown within the report. Huntingdon Road is substantially complete along with the first phase of Harston to Foxton. Works on the Addenbrookes-bound side of Hills Road is underway as is the next phase of Harston to Foxton. Works to start Trumpington Road are delayed due to the need to relocate a gas main. Further consultation is required for A10 Harston. Work continues on the development of Quy to Lode and Abbey-Chesterton bridge. 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.

Huntingdon – West of Town Centre link road. The final outstanding costs for the purchase of land, including a large plot next to the Link Road is still under negotiation. No further payments can be made for the purchase of the land until a price is agreed. As such, the completion of this land purchase is now expected to be in the next financial year, which has resulted in a reduction of the 2015/16 forecast spend of £730k. However, future year spend will still be subject to negotiation and agreement of the land costs.

Ely Southern By-Pass – Project forecast is for delivery in late 2017. The DfT have confirmed that the final allocation of funding will not receive approval until the final tender price is known and the business case approved. Any earlier spend would be at some risk which includes £240k consultancy costs. A process for confirming the business case has

however now been agreed with the DfT and sign off of the release of funding is expected in May/June and the appointment of an approved contractor in June 2016. Payments for land purchase amounting to £2.31m will not now be incurred until 2016/17. The procurement process is underway and the land acquisition process is now completed.

| Stage | Target Date |
|-----------------------|---------------|
| Procurement completed | June 2016 |
| Contract awarded | June 2016 |
| Detailed Design stage | June 2016 |
| Construction | Sept/Oct 2016 |
| Scheme open | Late 2017 |

Meeting timings is dependent on a smooth procurement process, DfT funding approvals, concluding agreements with Network Rail and agreeing a contractor's programme.

Guided Busway – due to the timing uncertainty over the final land-deal and retention payments, the previous £3m forecast spend has been slipped into 2016/17 although the total forecast spend is unchanged. However, there is still considerable uncertainty over the timing and the profile of actual spend could change again.

King's Dyke – The report highlights a potential underspend on the budget in 2015/16. As previously reported the need for additional design work resulted in delays in the preparation of the planning application. This means the 2016/17 allocation will not now be fully realised. The planning application has been submitted and the key stages and expected dates for delivery are shown below:

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

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

Soham station - delay to Network Rail's plans to upgrade the line from Soham to Ely, has increased the scope of the station study to include options that can be delivered in advance of the dualling as well as options with, and post, dualling. An agreement has now been signed with Network Rail for the study but limited spend will occur in 2015/16.

Wisbech Access Strategy - This scheme is funded by Growth deal funding over 2 years. Work on reviewing the specification to update the Wisbech Traffic Model is still ongoing, so this project will now be delivered in 2016/17.

City Deal – Although we have already received £20m worth of grant funding for the City Deal, the very nature of the schemes will mean that the majority of the expenditure will take place in the latter years of the initial five year period. The budget has therefore been adjusted to match the likely profile of spend. Spend this year is mainly on staffing and the projected spend is being reported to the City Deal Executive Board. The latest forecast spend is based on firmer costings for each of the City Deal schemes.

Connecting Cambridgeshire – This scheme has now been re-phased and will now continue into 2016/17 and 2017/18. We have additional funding and investment from BT for a further rollout phase to be delivered between March 2016 and late summer 2017 to deliver fibre broadband to more premises across Cambridgeshire and Peterborough. The original project planned to complete by the end of December 2015 and it has delivered the planned coverage by the end of December 2015. The milestone payments for the additional rollout phase have now been agreed, this has been reflected in the capital programme.

BT have been consistently claiming below the milestone forecast, however, in the last few claims they have invoiced for unclaimed costs of just under £2m. BT have completed the first phase of the roll-out for less than estimated (as a result of some of the costs being lower than first budgeted), which has resulted in an underspend against budget.

Super Connected Cities connection vouchers have successfully issued more connection vouchers than expected to SMEs within Cambridgeshire & the other cities administered by Connecting Cambridgeshire, Ipswich & Milton Keynes. This has increased the forecast outturn by £274k, however, all connection vouchers are funded by Central Government grant.

Heritage lottery fund contribution for Wisbech - This capital funding will not be required this financial year as the determination of the bid, which has been led by Fenland District Council will not now be made by the Heritage Lottery Fund until June 2016. A decision was originally expected within this financial year. If the bid is successful and the project goes ahead, it is anticipated that the funds will need to be paid to Fenland District Council towards the end of 2016.

Capital Funding

| 2015/16 | | | | |
|--|-------------------------|---|--|--|
| Original 2015/16 Funding Allocation as per BP £'000 | Source of Funding | Revised Funding for 2015/16 £'000 | Forecast Spend - Outturn (March) £'000 | Forecast Funding Variance - Outturn (March) £'000 |
| 18,198 | Local Transport Plan | 18,198 | 18,198 | 0 |
| 20,000 | Other DfT Grant funding | 8,328 | 6,992 | -1,336 |
| 6,829 | Other Grants | 10,894 | 2,051 | -8,843 |
| 10,024 | Developer Contributions | 8,951 | 2,965 | -5,986 |
| 18,231 | Prudential Borrowing | 31,534 | 16,923 | -14,611 |
| 28,910 | Other Contributions | 9,464 | 1,917 | -7,547 |
| 102,192 | | 87,369 | 49,046 | -38,323 |

The increase between the original and revised funding is due to the carry forward of funding from 2014-15, this being as a result of the re-phasing of schemes.

| Funding | Amount (£m) | Reason for Change |
|---------|----------------|-------------------|
|---------|----------------|-------------------|

| | | |
|---|-------|---|
| Rolled Forward Funding | -0.9 | 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 July 15 and approved by the GPC on 15th September. Reduction of grant that we are able to claim for Super Connected Cities (-£3.6m). |
| Additional / Reduction in Funding (Other Contributions) | -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) | +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) | +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) | -3.6 | Guided Busway – as reported in July 15. |
| Revised Phasing (Prudential Borrowing) | +0.6 | Guided Busway – as reported in July 15 and approved by the GPC on 15th September 2015 (+3.6m). Revised phasing of Guided Busway spend (-3.0m). |
| Revised Phasing (DfT Grant) | -17.5 | City Deal – as reported in July 15 and approved by the GPC on 15th September 2015. |

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

a) Economy & Environment

| Frequency | Measure | What is good? | Format | Latest Data | | 2015/16 Target | Current Status | Year end prediction | Comments |
|-------------------------|--|---------------|--------|--|-------|----------------|----------------|---------------------|--|
| Adult Learning & Skills | | | | | | | | | |
| Monthly | The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work | High | Number | To 31-Mar-2016 | 1,473 | 2,000 | G | A | The provisional number of learners taking courses in the most deprived wards up to the end of March is 1,473. The number of people completing courses will not be recorded until the end of the academic year. The target of 2,000 is end-of-year. |
| Quarterly | The number of people starting as apprentices | High | Number | To 31-Oct-2015 (2015/16 academic year) | 1,300 | 4,158 | G | G | Provisional figures for the number of people starting as apprentices up to the end of October 2015 is 1,300, which is similar to figures for the same period in 2014. Final figures for the 2014/15 academic year show that there were 4,200 starts during the year compared with a target of 4,185. This means that the end-of-year target was achieved and that the County has increased its starts by 11.4% against the previous year. This compares with an increase of 11.7% in the East of England and 12% nationally. |
| Annual | Wider outcomes of adult learning: | High | % | At end of 2013/14 academic year | | Contextual | | | Recording wider outcomes is becoming increasingly significant in measuring impact and in the commissioning of services. Cambridgeshire Adult Learning & Skills has developed a recording method to gather evidence of Wider Impact from all of the provision delivered through the Community Learning Funding. On a local level this will help to demonstrate the difference we make across a range of agendas and will supplement existing quality improvement arrangements as well as provide a mechanism for helping learners to measure their own progress and the value of the courses we offer. The Wider outcome measures include improvements in health, social relationships, independence, taking up |
| | Completion | | | | 87% | | | | |
| | Achievement | | | | 86% | | | | |
| | Health | | | | 38% | | | | |
| | Independence | | | | 65% | | | | |
| | Social Relationships | | | | 62% | | | | |
| | Volunteering | | | | 17% | | | | |
| Employment | 23% | | | | | | | | |

| Frequency | Measure | What is good? | Format | Latest Data | | 2015/16 Target | Current Status | Year end prediction | Comments |
|-----------------------------|---|---------------|--------|----------------|--|--|----------------|---------------------|--|
| | Another course | | | | 22% | | | | volunteering, gaining employment and improving skills. |
| Economic Development | | | | | | | | | |
| Quarterly | % of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average | High | % | At 30-Sep-2015 | 80.9% | 80.3% | G | A | The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS). The 12-month rolling average increased slightly from 79.9% in June to 80.9% in September, which is just above the target of 80.3%. 25.9% of these jobs are part-time. |
| | 'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others | Low | % | Aug 2015 | Most deprived areas (Top 10%) = 11.7% Others = 5% Gap of 6.7 percentage points | Most deprived areas (Top 10%) <=12% Gap of <7.2 percentage points | G | G | The 2015/16 target of 12% is for the most deprived areas (top 10%) as approved by Economy & Environment Committee earlier this year. Latest figures published by the Department for Work and Pensions show that, in August 2015, 11.7% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits, compared with 5% of those living elsewhere in Cambridgeshire. Comparable figures for August 2014 were 12.2% and 5.3% respectively, so the gap has decreased from 6.9 to 6.7 percentage points. |
| Yearly | Additional jobs created | High | Number | To 30-Sep-2014 | +14,000 | +3,500 | G | A | The latest figures from the Business Register and Employment Survey (BRES) show that 14,000 additional jobs were created between September 2013 and September 2014 compared with an increase of 7,700 for the same period in the previous year. |
| Passenger Transport | | | | | | | | | |
| Monthly | Guided Busway passengers per month | High | Number | Feb-2016 | 305,443 | Contextual | | | The Guided Busway carried around 305,000 passengers in February, and there have now been over 14.8 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.68 million. |
| Yearly | Local bus passenger journeys originating in the authority area | High | Number | 2014/15 | Approx. 18.91 million | 19.53 million | R | A | There were approximately 18.91 million bus passenger journeys originating in Cambridgeshire in 2014/15, representing a decrease of 700,000 compared with 2013/14. |

| Frequency | Measure | What is good? | Format | Latest Data | | 2015/16 Target | Current Status | Year end prediction | Comments |
|-----------------------|--|---------------|------------|-------------|--|-----------------|----------------|---------------------|--|
| | | | | Period | Actual | | | | |
| | | | | | | | | | The main change was figures reported by Whippet. The figures from the new owners, based on newer ticket machines and extrapolated from only 3 months' worth of data, were around 710,000 less than provided previously by Whippet. It hasn't been possible to establish the reason for this discrepancy. Moving forwards the new figure will become the new baseline for Whippet, but the degree of estimation this year means that the overall reported outturn for the indicator for 2014/15 needs to be treated with caution. |
| Planning applications | | | | | | | | | |
| Monthly | The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant | High | % | Mar-2016 | 100% | 100% | G | G | Five County Matter planning applications were received and determined on time during 2015/16. There were 18 other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). Ninety-four percent of these were determined on time. |
| Traffic and Travel | | | | | | | | | |
| Yearly | Growth in cycling from a 2004/05 average baseline | High | % increase | 2015 | 62.5% | 46% | G | G | There was a 4.7 per cent increase in cycle trips in Cambridgeshire in 2015. Overall growth from the 2004-2005 average baseline is 62.5 percent. which is better than the Council's target of 46%. |
| | % of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others | High | % | Oct 2014 | Fenland = 84.5% Other excluding Cambridge = 89.1% | Fenland = 82.8% | G | A | The Department of Transport has released data for 2014. These figures show that the gap has narrowed from 8.7% to 4.6% and that the percentage of adults who walk or cycle at least once a month in Fenland has increased from 81.1% to 84.5% since 2013. The percentage for the other districts (excluding Cambridge) has dropped slightly from 89.8% to 89.1%. The proposed target is for Fenland to increase to |

| Frequency | Measure | What is good? | Format | Latest Data | | 2015/16 Target | Current Status | Year end prediction | Comments |
|-----------|--|---------------|---------|------------------------------|--------|----------------|----------------|---------------------|--|
| | | | | Period | Actual | | | | |
| | | | | | | | | | <p>the current 89.8% average for the rest of Cambridgeshire (excluding Cambridge) over 5 years i.e. an underlying increase of 1.7% per year.</p> <p>Recognising that the indicator is measured via a sample survey, with associated random variation from one year to the next, the proposed target for 2015/16 relates to the underlying direction of travel.</p> |
| | The average journey time per mile during the morning peak on the most congested routes | Low | Minutes | 12 months ending 31-Aug-2013 | 3.78 | 3.7 | G | A | <p>At 3.78 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is slightly better than the previous year. This represents an average speed of 15.9 miles per hour. The target for 2015/16 is to reduce this to 3.7 minutes per mile</p> |

b) ETE Operational Indicators

| Frequency | Measure | What is good? | Format | Latest Data | | 2015/16 Target | Current Status | Year end prediction | Comments |
|----------------------------|--|---------------|-----------------|-------------|------|----------------|----------------|---------------------|---|
| ETE Operational Indicators | | | | | | | | | |
| Monthly | % of Freedom of Information requests answered within 20 days | High | % | Feb-2016 | 100% | 90% | G | G | Three hundred and four Freedom of Information requests have been received since April. 98.4% of these have been responded to on-time. All 34 requests received were responded to on-time during February. |
| Monthly | % of complaints responded to within 10 days | High | % | Jan-2016 | 99% | 90% | G | G | Sixty-eight complaints were received in January. Ninety-nine percent of these were responded to within 10 working days, which is above the challenging 90% target. The year-to-date figure is currently 93%. |
| Monthly | Staff Sickness - Days per full-time equivalent (f.t.e.) - 12-month rolling total | Low | Days per f.t.e. | To Feb-2016 | 4.31 | Contextual | | | The 12-month rolling average has remained at around the same low level over the past few months and has now dropped to 4.31 days per full time equivalent (f.t.e.). |

ETE Reserves in 2016/17

The Scheme of Financial Management permits Service Management Teams to propose “carry-forwards” from year-end underspends (operational savings), which can be held in reserve for specific earmarked purposes. These plans need to be endorsed by Service Committees and then reported to GPC in July for final approval.

The use of carry-forwards are to support tactical investments and service trials (alongside the wider and larger transformation fund).

| | |
|--|------------|
| Total estimated resources at year-end | |
| Unused 15/16 Service reserve | £2,050,280 |
| Projected ETE underspend 15/16 | £1,380,000 |
| Total resources at year-end | £3,430,280 |

The following schemes were funded from underspends in 2014/15, but were planned across multiple years. The Committee has previously approved these requests, and will be asked to re-endorse them for 2016 onwards with updated amounts. These schemes are followed by 7 new proposed schemes for funding from reserves.

| Proposed reserve requirement | Area of Service | £'000 | Description |
|--|------------------------|--------------|---|
| Carry forward of Flood Risk grant funding for Kings Hedges Flood Risk management project. | Growth & Economy | 42 | CCC contribution to Environment Agency scheme due to be spent in 16/17. Not spending it would mean we lose the opportunity to improve flood protection for homes in Kings Hedges and the County Council may be expected to repay the grant. |
| Carry forward of Community Transport residual (balance of £500k) that was allocated at Full Council in February 2014 | Passenger Transport | 346 | Residual funding allocated to develop alternative community transport models of operation. If approved by E&E Committee, £125K of this will be allocated to offset for one year only the |

| | | | |
|--|-------------------------------|-----|--|
| Combined with CFT allocation. | | | saving to non-statutory concessionary fares (B/R 6.204). |
| Cambridgeshire Future Transport (CFT) - carry forward of 2014/15 underspend. Combined with Community Transport allocation. | Passenger Transport | 216 | Residual funding allocated to develop alternative community transport models of operation. |
| Cleaning of archive material | Community & Cultural Services | 65 | Funding necessary prior to relocation of the archive to Ely. This is not part of the capital expenditure of relocation. |
| Cambridgeshire County Council contribution to the Joint Strategic Planning Unit for Cambridgeshire. | Growth & Economy | 15 | £14,850 is needed to fund the County Council's contribution to the JSPU in future years. This delivers joint work on infrastructure and other strategic planning for the County Council and 5 district councils. |
| Investment to ensure delivery of ETE savings in the Business Plan | Policy & Business Development | 75 | To cover the costs of two posts in 16/17, to lead on transformation of key areas of ETE to deliver Business Plan savings. Two officers are already in post. |
| Project support for Library Review | Community & Cultural Services | 71 | To achieve Business Plan savings. Combined costs for staff supporting the Library Service Transformation over a two year period, including consultant fees, Project Support Officer and Transformation Manager. This will achieve over £1m year on year savings. |
| Community Hub Programme Manager | Community & Cultural Services | 36 | This role is the continuation of the Community Hubs Programme Manager role. Delivers corporate objectives. |
| Waste PFI | Assets & Commissioning | 300 | Legal and technical advice for the Waste PFI contract |
| Renewal of Highways Services contract | Assets & Commissioning | 80 | Specialist consultancy services to support the development of the future Highways services contract to achieve improved service outcomes and future financial savings. |
| Development of LED lighting options for street lighting | Assets & Commissioning | 200 | Until recently, it has not been cost effective to install LED lanterns to lighting columns. The cost of LEDs has now reduced significantly and this one year funding is required to deliver LED lighting on appropriate columns. |

| | | | |
|--|---|--------------|---|
| Transport Strategy Modelling, Analysis & Development | Transport Infrastructure Policy & Funding | 60 | Transport Modelling, analysis, strategy development plus consultation to support development of district wide Strategies and local plans for Huntingdonshire and East Cambs |
| Lane rental implementation costs | Local Infrastructure & Street Management | 150 | To achieve future Business plan proposals, which are expected to generate income in excess of £1m. |
| Highways Records Digitisation | Assets & Commissioning | 45 | This will complete the delivery of digitalisation of our highways asset records, improving efficiency and customer access to information. Currently approximately 2/3 complete. |
| Total existing schemes | | 1,701 | |
| | | | |
| New Bids | | | |
| Sawston Library – costs of temporary Library | Community & Cultural Services | 24 | Scheme delayed resulting in a longer period until the new hub is built. |
| Asset Management | Assets & Commissioning | 100 | Work required to be able get from level 2 to level 3 rating to achieve £1m additional funding |
| Modify Park & Ride (Cambridge) ticket machines to wave and pay | Passenger Transport | 135 | Existing chip and pin credit/debit card units will require replacement as existing units are becoming obsolete. Upgrading 27 ticket machines to accept wave and pay and chip would speed up transaction times for passengers. |
| Strategic Transport Corridor Feasibility Studies | Transport Infrastructure Policy & Funding | 200 | To undertake early stage feasibility studies to build on the Long Term Transport Strategy and identify options to address those parts of the strategic highway network where lack of capacity is restricting continued economic prosperity. The priorities to be set and work overseen by Economy and Environment Committee |
| Cromwell Museum – Replacement of air conditioning unit | Community & Cultural Services | 21 | Outstanding commitment to replace the air conditioning unit to ensure the new trust gets off to a good start rather than starting with a debt. |
| Winter Maintenance – investment to achieve future savings | Local Infrastructure & Street Management | 171 | Brine tank work to bring the tanks up to specification make them more secure from any misuse and that the liquid brine they output is fit for purpose. |

| | | | |
|--|------------------|--------------|--|
| | | | Weather forecast Stations; new one at Warboys so that the domain forecasting to create savings can be initiated ready for this winter season, and upgrade/renew weather forecast stations at Littleport and A141 Ringsend, which are both twenty years old and at end of serviceable life. |
| Smart energy grids – Park & Ride sites | Growth & Economy | 100 | Cost of feasibility and business case development for energy generation and storage projects on two park and ride sites. This work will look to draw down £2.3million ERDF grant and will be repaid through the revenues generated by the project, if successful. |
| | | | |
| Total new bids | | 751 | |
| | | | |
| Total bids | | 2,452 | |
| | | | |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

To: Economy & Environment Committee

Meeting Date: 24th May 2016

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

Electoral division(s): All

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

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

Recommendation: The Economy and Environment Committee is asked to:

- a) note the upcoming training session date as listed in Appendix one.
- b) decide which of the list of potential training sessions in Appendix two should be arranged during 2016/17.
- c) consider if it would like invitations to any of the listed sessions to be extended to Members of other committees.
- d) note the need to sign an attendance sheet when attending training sessions, so that Members' attendance is accurately recorded.

| <i>Officer contact:</i> | |
|--------------------------------|--|
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1.0 BACKGROUND

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

2.0 Economy and Environment Committee Plan

- 2.1 Several training seminars have already taken place for Economy and Environment (E&E) Committee Members and where appropriate, invitations have been extended to other relevant Committee Chairs and Vice-Chairs. The sessions have generally been well attended.
- 2.2 In consultation with Members, Economy, Transport and Environment (ETE) officers identified training to be provided in 2015/16. These are recorded on the current training plan in **appendix 1** and were approved by the Committee at its meeting on 14th July 2015. There is an upcoming training session regarding 'Adult Learning and Skills' due to take place on, Thursday 26th May 2016.
- 2.3 There are currently no training sessions planned to take place beyond May 2016. ETE Officers have put together suggestions of potential training sessions that could be provided for E&E Members to consider. These can be found in **appendix 2**.
- 2.4 Following comments at the November E&E Committee on the attendance record of some of the training sessions, officers will ensure that the trainer at each session has an attendance sheet and they will be asked to remind Members of the need to ensure they sign so that their attendance is recorded. Please note the appendix in this report only records E&E attendance at joint training sessions.

3.0 ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

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

3.2 Helping people live healthy and independent lives

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

3.3 Supporting and protecting vulnerable people

- 3.3.1 Member training is an essential part of ensuring that good and well informed

decisions are made and in turn this help members to achieve the objectives of the Council including those relating to supporting and protecting vulnerable people.

4.0 SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

4.1.1 There are no significant implications within this category.

4.2 Statutory, Risk and Legal Implications

4.2.1 Member training will help ensure that Members are able to make sound and well informed decisions.

4.3 Equality and Diversity Implications

4.3.1 There are no significant implications within this category.

The Council's Diversity Group continues to advise Service Committees on the inclusion of equality and diversity training within their yearly training plans. This has so far resulted in specific training for Committees on Community Impact Assessments (CIAs) and the Public Sector Equality Duty. Each Service Committee is encouraged to consider when and where further development around equality and diversity issues would be appropriate.

To help facilitate this, ETE report authors and those presenting training to members will be reminded of the need to consider whether the training topics, or report recommendations to a committee have any significant equality and diversity implications that need to be drawn to Members' attention.

4.4 Engagement and Consultation Implications

4.4.1 There are no significant implications within this category.

4.5 Public Health Implications

4.5.1 There are no significant implications within this category.

4.6 Localism and Local Member Involvement

4.6.2 There are no significant implications within this category.

| Source Documents | Location |
|-------------------------|-----------------|
| None | |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Published 05.2016
Updated 20.04.2016

Appendix 1

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

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

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

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

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

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

| Ref | Subject | Desired Learning Outcome/Success Measures | Priority | Date, Time & Venue | Responsibility | Nature of training | Attendance by: | Cllrs Attending | % of total |
|-----|---------------------------|--|----------|--|---------------------|--------------------|-------------------------------------|---------------------|------------|
| | | and Plans. | | Room 022ab, Shire Hall | | | Substitutes | Cllr Peter Ashcroft | |
| 11. | Adult Learning and Skills | Members will get a general overview of the Adult and Skills Service and what it provides and begin to look at where service provision is required in future. | | 26.5.2016 2pm – 3.30pm Room, KV Room, Shire Hall | Lynsi Hayward-Smith | Training seminar | E&E Committee Members & Substitutes | | |

ECONOMY AND ENVIRONMENT COMMITTEE

Appendix 2

Suggested training sessions for 2016/17

| Subject | Session content | Lead | Timescales |
|--|--|------------------|----------------------------|
| Total Transport | The session would include where the project started from, how it was decided what services to include and change, what we did and early indications about whether the changes are successful. | Paul Nelson | November/December 2016 |
| Business Planning | <p>Members of the Committee will have the chance to consider emerging thinking; reflect on the direction of travel and offer guidance on where officers should focus on developing proposals over the coming months.</p> <p>The intention will be that some of the business planning sessions will be undertaken in conjunction with members of the Highways and Community Infrastructure Committee, as these are the two relevant Committees for the ETE Directorate.</p> | Graham Hughes | July/August/September 2016 |
| <p>TBC following discussion at the Corporate Diversity Group:</p> <p>Community Impact Assessments (CIAs)</p> | <p>This training will be provided by LGSS Legal. The training will cover what exactly needs to be considered in respect of the Public Sector Equality Duty in decision making and how a CIA can demonstrate that this has been done.</p> <p>This training is being offered to support Members in understanding the wider implications of the organisation's Business Planning proposals.</p> | LGSS Legal - TBC | November 2016 |

| | | | |
|--|-----|-----|--|
| TBC following discussion at the Corporate Diversity Group: Equality and Diversity | TBC | TBC | |
|--|-----|-----|--|

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published 3rd May 2016
Updated 13th May 2016



Cambridgeshire
County Council

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 |
|-----------------------|--|---------------------------|----------------------------------|---------------------------------------|-----------------------------------|-----------------------------|
| 24/05/16 | Allocations of Integrated Transport Block and Residual Capital | Jeremy Smith | 2016/013 | 9.30 a.m. 28 th April 2016 | 11/05/16 | 13/05/16 |
| | Section 106 Recommended Allocations | Jeremy Smith / Elsa Evans | 2016/005 | | | |
| | Concessionary Fares and Community Transport | Paul Nelson | 2016/010 | | | |
| | Energy Investment Unit – Business Development Strategy | Sheryl French | 2016/025 | | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Spokes meeting date | Deadline for draft reports | Agenda despatch date |
|---|---|-------------------------------|---------------------------|-------------------------------------|----------------------------|----------------------|
| | 2016/17 targets for E & E Key Performance Indicators | Graham Amis | Not applicable | | | |
| | Collective Switching | Sheryl French | Not applicable | | | |
| | ETE Risk Register Update | James Barwise | Not applicable | | | |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | | |
| | Economy and Environment Committee Training Plan | Graham Hughes | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| | Appointments to Outside Bodies | Democratic Services | Not applicable | | | |
| [09/06/16] was a Provisional Meeting – now will be required | Alternative Funding Arrangements for Cambridge Park and Ride Service | Paul Nelson | 2016/010 | 9.30 a.m. 12 th May 2016 | 25/05/16 | 27/05/16 |
| 14/07/16 | Refit 2 Framework, Procurement Update, Energy Performance Contracting | Sheryl French | 2016/026 | 2.00p.m. 14 th June | 29/06/16 | 1/07/16 |
| | Ely Southern Bypass – Award of Contract for Design and Construction | Brian Stinton | 2015/036 | | | |
| | Park and Ride Smart Energy Grids Project | : Sheryl French | 2016/031 | | | |
| | Floods and Water Supplementary Planning Document | Judit Caballo | Not applicable | | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Spokes meeting date | Deadline for draft reports | Agenda despatch date |
|---|---|-------------------------------|---------------------------|---|----------------------------|----------------------|
| | Cambourne West Planning Application and Draft S106 Heads of Terms | Stuart Clarke | Not applicable | | | |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | | |
| | Economy and Environment Committee Training Plan | Emma Middleton | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| | | | | | | |
| <i>[11/08/16] Provisional Meeting</i> | | | | 2.00p.m. 12 th July | 27/07/16 | 29/07/16 |
| 01/09/16 | Cycle City Ambition, Huntingdon Road Phase 2 and A10 Harston - report consultation results and seek approval to construct | Mike Davies | Not applicable | 2.00p.m. 4 th August | 16/08/16 | 18/08/16 |
| | Business Planning | Graham Hughes | Not applicable | | | |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | | |
| | Economy and Environment Committee Training Plan | Emma Middleton | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| <i>[13/10/16] Provisional Meeting</i> | | | | 2.00 p.m. 15 th September 2016 | 28/09/16 | 30/09/16 |

| Committee date | Agenda item | Lead officer | Reference if key decision | Spokes meeting date | Deadline for draft reports | Agenda despatch date |
|---------------------------------------|---|-------------------------------|----------------------------------|---|-----------------------------------|-----------------------------|
| 10/11/16 | S106 funded cycling projects - report consultation results and seek approval to construct | Mike Davies | Not applicable | 2.30p.m. 6 th October 2016 | 26/10/16 | 28/10/16 |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | | |
| | Bus Service from Newmarket Road to Park & Ride via Addenbrooke's | Paul Nelson | Not applicable | | | |
| | Business Planning | Graham Hughes | Not applicable | | | |
| | Economy and Environment Committee Training Plan | Emma Middleton | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| 01/12/16 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 9.30 a.m. 1 st November 2016 | 16/11/16 | 18/11/16 |
| | Business Planning | Graham Hughes | Not applicable | | | |
| 12/01/17 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | 21/12/16 | 23/12/16 |
| | Economy and Environment Committee Training Plan | Georgina Fuller | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| <i>[09/02/17 Provisional Meeting]</i> | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | 25/01/17 | 27/01/17 |
| 09/03/17 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | 22/02/17 | 24/02/17 |

| Committee date | Agenda item | Lead officer | Reference if key decision | Spokes meeting date | Deadline for draft reports | Agenda despatch date |
|---|---|-------------------------------|---------------------------|---------------------|----------------------------|----------------------|
| | Economy and Environment Committee Training Plan | Georgina Fuller | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| <i>[06/04/17] Provisional Meeting This date will be required due to the need to agree the Transport Block report</i> | Allocation of Integrated Transport Block and Residual Capital | Jeremy Smith | Key decision | | 22/03/17 | 24/03/17 |
| 01/05/2017 | | | | | | |
| | | | | | | |
| 01/06/17 | | | | | | |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | 23/05/17 | 25/05/17 |
| | Economy and Environment Committee Training Plan | Georgina Fuller | Not applicable | | | |
| | Agenda Plan | Democratic Services | Not applicable | | | |
| To be programmed | | | | | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Spokes meeting date | Deadline for draft reports | Agenda despatch date |
|---|-------------------------------|------------------|---------------------------|---------------------|----------------------------|----------------------|
| | Developer Contributions Guide | Colum Fitzsimons | Not applicable | | | |
| Reserved for Final Council approval: Local Transport Plan | | | | | | |

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

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

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

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

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

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

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

