

ECONOMY AND ENVIRONMENT COMMITTEE



Date: Thursday, 16 August 2018

Democratic and Members' Services
Fiona McMillan
Deputy Monitoring Officer

10:00hr

Shire Hall
Castle Hill
Cambridge
CB3 0AP

Kreis Viersen Room
Shire Hall, Castle Hill, Cambridge, CB3 0AP

AGENDA

Open to Public and Press

- 1. Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/cc-conduct-code>
- 2. Minutes 12th July 2018 Economy and Environment Committee** **5 - 18**
- 3. Minute Action Log** **19 - 22**
- 4. Petitions and Public Questions**

KEY DECISIONS

- 5. Approval to Procure Cambridgeshire and Peterborough Combined** **23 - 28**
Authority Transport Projects

DECISIONS

6.	Connecting Cambridgeshire Programme Expansion	29 - 64
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OTHER BUSINESS

7.	Finance and Performance Report to the end of June 2018	65 - 92
8.	Agenda Plan, Training Plan and Appointments to Outside Bodies, Partnership Liaison and Advisory Groups	93 - 114
9.	Date of Next Meeting - 13th September 2018	

The Economy and Environment Committee comprises the following members:

Councillor Ian Bates (Chairman) Councillor Tim Wotherspoon (Vice-Chairman)

Councillor David Ambrose Smith Councillor Henry Batchelor Councillor David Connor
Councillor Ryan Fuller Councillor Derek Giles Councillor Noel Kavanagh Councillor Steven Tierney Councillor John Williams

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

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Council and political Group Leaders which can be accessed via the following link or made available on request: <http://tinyurl.com/ccc-film-record>.

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Thursday, 12th July 2018

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

Present: Councillors: D Ambrose-Smith, I Bates (Chairman), D Connor, R Fuller, D Giles, N Harrison (substituting for Cllr Batchelor). N Kavanagh, S Tierney, J Williams and T Wotherspoon (Vice Chairman).

Apologies: Councillor H Batchelor

121. DECLARATIONS OF INTEREST

None

122. MINUTES

The minutes of the meeting held on 24th May 2018 were agreed as a correct record.

Regarding appointments to outside bodies / Partnership Liaison and Advisory Groups as set out in Appendix 2 to the Minutes, Democratic Services circulated to all Members of this Committee (and the Health Committee) on Monday 9th July a request for a nomination for one member of each of the Committees to be appointed to serve on a cross party working Group on Poverty and to indicate any expressions of interest to the Chairman.

As an oral update it was indicated that the Health Committee were looking to appoint Cllr Topping, and that it would be useful if one of the Liberal Democrat Members on the Committee could be nominated and appointed. The Liberal Democrat Member present indicated that they would take the suggestion away and come back with a nomination from their Group meeting due to meet the next day.

123. MINUTE ACTION LOG

The following oral updates were provided on the Log since the agenda publication:

Page 32 Minute 40 Land North of Cherry Hinton - New Developments - Future Seminar – this has now been arranged for a slot on 7th December along with a request for a slot regarding clarification on the restrictions on Section 106 Payments.

There was a request to speak on Minute 105 Ely Southern By-Pass – Cost and Additional Funding which was to be taken as the next item of business.

The Minute action log with the above update was noted.

124. PETITIONS AND PUBLIC QUESTIONS

No petitions were received. One public request to speak was received from Mr Mike Mason making reference to agenda Item 3 - Action Log Minute 105 'Ely Southern Bypass – Cost and Additional Funding'

In his presentation he highlighted the deep public concern over, in his opinion, the avoidable delay in public discussion of the scale of the overspend. In the absence of any further assurance from Audit and Accounts Committee and his concerns that the Ely Bypass project was one of only a number of project overspends being looked at by the Internal Audit review, he urged this Committee to instigate a full and comprehensive investigation to establish responsibility for in his words "the technical and financial mismanagement of this contract".

The response provided referenced the update already included in the minute action log namely that the Audit and Accounts Committee would be receiving an Internal Audit report on Capital Overspends, including a review of the Ely Bypass project, at their meeting in September.

Therefore as this Committee had already made the request and it was being progressed, there was no further action to be taken. The intention was that once Audit and Accounts Committee had considered the report, the findings would be shared with the Committee.

The full details of the speech as provided by Mike Mason is included at Appendix 1

125. EXTENDING THE FUNDING ON CONTRACTED BUS SERVICES TO THE END OF THE 2018-19 FINANCIAL YEAR

Following a decision by Whippet Coaches to withdraw 17 bus services, in August 2017 this Committee agreed to fund the following replacement bus services 1A, 2, 7A, 8, 9, 12, 15, 18, 21, 30, 35, 45, 45A, 114 and 117 for up to one year from local bus reserve funding. The original decision was based on planned work to be carried out to review contracted bus services. However, as a separate review was commissioned by the Cambridgeshire and Peterborough Combined Authority (CPCA) for 2018/19 this review did not take place and in the meantime the CPCA has delegated responsibility for the contracted bus services back to Cambridgeshire County Council. There was however a timing issue as the CPCA review, was not due to report until November 2018, while the current contracts would expire in August 2018. As the original one year period was approaching its end, a decision was required on whether or not to extend the funding further.

In order to extend the existing contracts until the end of March 2019 additional funding was required. The projected pressure from extending the temporary bus subsidies already in place, on top of the £84k already agreed from reserves, was £210,794. It was noted that there are sufficient funds in the reserve to cover this. In addition to the services already funded, more recently the Council had temporarily funded the number 46 service. At the time this funding was agreed, it was made clear that this would only be to the end of August and that the Council would request ongoing funding from the Cambridgeshire and Peterborough Combined Authority (CPCA). In addition, Contracts

196, 31 and 75 were recently been deregistered by Whippet coaches with the net cost increase was estimated to be £38k for the remainder of this financial year for which funding had also been requested from the CPCA. At the time of the report's publication the Council was awaiting the outcome from these funding requests. As an oral update at the meeting it was stated that the CPCA would be making an announcement on these Services that afternoon.

In view of the ongoing possibility of further contract changes a delegation was sought to the Executive Director of Place and Economy, in consultation with the Chairman / Vice Chairman, to consider the award of any future contracts to cover for de-registrations, as long as they were within the retained budget or funded by CPCA.

In response to a question asking how confident officers were that the services would continue to March 2019, assurance was provided stating that the relevant operators had been consulted and confirmed they were happy to continue to run those included in the extension proposal until March 2019.

It was resolved unanimously to:

- a) agree to extend the funding for previously agreed subsidised contracted bus services until the end of the 2018/19 financial year, using reserves held for this purpose.
- b) delegate to the Executive Director, in consultation with the Chairman and Vice Chairman of the Committee, authority to agree with the Cambridgeshire and Peterborough Combine Authority the funding required to contract for any further bus services de-registered this financial year.

126. WATERBEACH BARRACKS AND AIRFIELD PLANNING APPLICATION CONSULTATION RESPONSE

The purpose of this report was to update the Committee on the progress of the application, to appraise the Committee of the Council's response to the amended application and, highlight holding objections. It sought approval to the draft heads of terms for Waterbeach Barracks and Airfield section 106 agreement (appendix 2 of the report) and sought endorsement to the Council's response to the amendments to the application (appendix 1) prior to determination of the planning application by South Cambridgeshire District Council.

The planning application made by Urban and Civic/Defence Infrastructure Organisation for the redevelopment of the former Waterbeach Barracks and Airfield was submitted to South Cambridgeshire District Council (SCDC) in March 2017 with this Committee approving the Council's response to the planning application consultation on 13th July 2017. Since then, dialogue between Cambridgeshire County Council (CCC), the applicant and SCDC had been ongoing to resolve both outstanding issues relating to the application, and the planning obligations (section 106 agreement) necessary to make the development acceptable. The report only detailed the application on the Airfield and Barracks site. A further planning application for the land to the east of the airfield was due by RLW and would be the subject of separate report for Committee consideration at a future meeting.

Regarding Transport mitigation requirements, the evidence suggested that the site could be brought forward on a '*monitor and manage*' basis with the initial phase being 1,600 units to be accompanied with an initial, defined mitigation package and a strong emphasis on sustainable travel. Beyond this phase, no further development would be allowed on the site without (a) a further transport assessment, and (b) agreement of additional (strategic) mitigation with the detail as set out in the report, including the technical matters that needed to be resolved before CCC was in a position to approve the evidence and to agree the initial mitigation package.

In respect of Education provision, the detail on the three primary schools proposed was set out in the report. There had been a change to the broad location of the first primary school indicated on the parameter plan. Education officers had challenged this new location due to its proximity to the A10. Discussion with the applicant following additional noise modelling had indicated that the location was satisfactory provided with appropriate noise mitigation measures in the form of bunding and acoustic fencing. The officers were supportive of the general location of the proposed schools, although the precise locations and boundaries, would need to be agreed at the detailed planning stage.

Other areas where comments were being provided were included under the headings: Public Health, Minerals and Waste, Libraries and Lifelong Learning and Archaeology

In discussion issues / questions raised by Members included:

- challenging the siting of the primary school near the A10 as, while noting the mitigation measures for noise, one Member was extremely concerned regarding pollution levels and expressed a wish to see the school sited further away from the A10. In response officers indicate that the provision of the site had been undertaken through working very closely with education colleagues both in respect of noise and pollution levels and they had been satisfied that they were comparable to the standards set in current schools and that the re-located school site itself was quite a distance from the A10 and would be opposite open fields. This had satisfied the education consultant, which was why it had been agreed in principle. The officer made the point that they had worked with Urban and Civic on the Alconbury site and the developer held education in the highest regard and were enthusiastic to produce high quality education buildings.
- Concerns were expressed about the public transport / model shift elements of the Transport Package which was provided in tremendous detail, while at the same time the Cambridgeshire and Peterborough Combined Authority (CPCA) Mayor's plans for bus services were still not known. In reply, the officers indicated that the transport mitigation package was a multi model transport package. This included extensive cycling / walking routes as well as bus services provision looking to achieve a 10 minute service which was considered feasible and for which, the bus companies were on board to achieve this ambition.
- The need to learn the lessons from Love's Farm St Neots where there had been a significant underestimate of the number of children per household due to the

amount of social housing on the development. Another Member of the Committee explained that this had been the result of the Housing Association building more plots for social housing than had originally been anticipated. Reference was also made to the Council's recently revised multiplier which took better account of social housing in calculations on school places.

- Concerns was expressed by one Member regarding the amount of affordable housing that might be provided, citing examples of Northstowe and Clay Farm where the amount of affordable housing had been scaled down. For Northstowe this assertion was contested by the Vice Chairman who provided figures that in total in three phases represented 41% affordable housing provision which was more than 100% compliant. While affordable housing was not a County Council (CC) responsibility, CC officers were working closely with South Cambridgeshire District Council and the developer to provide proper and genuine affordable housing. It was also confirmed that there would be a design code for housing.
- There was a request that some provision for key worker housing for teachers near the schools should be looked into, even if it was not statutorily required. In response it was confirmed that the issue of key worker housing was being looked at by a working group. The Chairman suggested that some of the old barracks could be converted to provide such housing.
- Questions were raised regarding why the existing railway site was being proposed in the current application when RLW had put in application to relocate the station. It was explained that the report and recommendations had to deal with the current application but that the developers would be asked to work together on the potential relocation.
- One Member asked whether the current application for the first 1600 dwellings would include the provision of electrical charging points. In response it was explained that this was only the outline planning application and that this level of detail would be part of the detailed planning application but here was an expectation that this would be the case.
- The Vice Chairman asked for and received the Committee's support for him to go to South Cambridgeshire Planning Committee to speak on their behalf.

As alluded to earlier, the Chairman moved an additional recommendation, seconded by Councillor Giles, regarding asking the two developers to work together on their delivery plans for the whole site for the benefit of the communities and on being put to the vote, was endorsed by the Committee.

It was resolved unanimously to:

- a) To note the update on the outline planning application;
- b) To endorse the draft section 106 agreement heads of terms.
- c) Delegate to the Executive Director (Place and Economy) in consultation with the Chairman and Vice Chairman of the Committee the authority to make minor

changes to the draft Heads of Terms and the Council's response to the amended planning application.

- d) Request the two developers to co-ordinate their delivery plans for the whole site for the benefit of future communities who would be living there.

127. LAND NORTH OF CHERRY HINTON – OUTLINE PLANNING APPLICATION CONSULTATION RESPONSE

Appendix 1 of this report contained the officer response made to the outline planning application response, which had already been submitted in order to meet the local planning authority deadline. The County Council supported in principle the outline planning application, subject to agreeing the issues set out in the report, securing planning obligations through a section 106 agreement, planning conditions and any other legal agreement necessary to make the development acceptable in planning terms. The report asked the Committee to review, comment on and endorse the Council's response to the outline planning application which was for 1200 new homes at Land North of Cherry Hinton, subject to the agreement of the Section 106 conditions being proposed.

The development will provide:-

- Up to 1,200 homes;
- Primary school (420 places);
- Secondary school (600 places initially);
- Local centre and community hub; and
- Open space.

Prior to submission of the planning application, pre-application and Supplementary Planning Document (SPD) discussions were held with Council officers to determine the main issues for the development site. They included the treatment of traffic movements both through and around the development and provision for education infrastructure both for the development and the wider Cambridge east area. Extensive debate, including consultation with the general public and local and lead Members from all the local authorities, concerned whether or not there should be a through road between Coldham's Lane and Cherry Hinton Road. It had been decided on balance that a through road would be provided.

It was highlighted that:

- Officers were working with the applicant and local authorities to agree a suitable timescale for a phased delivery of the proposed primary school, as the school was unlikely to be needed for the first occupations of the site and in order to protect the local primary schools.
- A secondary school to be sited on the northern edge of the development was to provide not only for the current development but also for the land North of Newmarket Road, other proposed future development, as well as the increasing need from existing communities.
- As the Cherry Hinton library was already a good facility, officers would be

looking to provide a hub library facility at Cherry Hinton, as opposed to a library on the development site.

Appendix 2 of the report contained the detailed Transport Assessment response made as currently officers were not yet satisfied with methodology on traffic or the mitigations proposed. Table 1 of the report outlined the main S106 contributions sought by the Council.

The Local Member for Cherry Hinton spoke, also representing the views of the Cherry Hinton City Councillors, explaining that they and residents were still very concerned about the congestion in the High Street of Cherry Hinton, which they feared could get much worse with the new development. They were requesting infrastructure to be built between the village and Airport Way that would encourage traffic to use Gazelle Way, the by-pass and the new spine road as agreed at previous meetings. She reinforced the need for the new road to be people friendly designed to slow traffic down to relieve older adjacent streets such as Church End. She also made reference to a City Councillor query regarding the contribution to the Library extension and was seeking a firmer commitment to the Section 106 funding contribution to fund the extension of the library as part of funding for phase 2 of the development. In response to this latter point officers clarified that the intention was that the Section 106 contribution for the library would be used to enhance the existing facility.

Issues raised in discussion included:

- The Local member for Fulbourn expressed concerns including:
 - Those raised by Teversham residents that opening the Spine Road would encourage more people to go through Teversham to travel to Cambridge. He supported the contention that currently not enough traffic modelling had been undertaken to analyse the impact of future traffic as a result of the creation of the spine road. He reiterated the current congestion issues on Cherry Hinton Road highlighting that the congestion ran all the way along Fulbourn Road up to the Robin Hood Pub traffic light junction which was already at capacity.
 - The siting of the Secondary School and its effect on the Green Belt (the playing fields were to be sited in the green belt) and that there would no open space between the village and the secondary school.
 - That as Bottisham Village College had just been extended, there was therefore no need for an additional secondary school until at least 2023-2025 and that any early opening could have a detrimental effect on existing schools. The officer in response clarified that they did not anticipate any opening date before the mid 2020's and the provisions of the Section 106 agreement would seek to ensure the land for the secondary school would not be provided until then.
- The Cycling Champion on the Committee was concerned regarding the secondary school's location and urged the need for all the schools to be sited away from main roads due to the concerns on pollution. In terms of the secondary school the officer highlighted the struggle over four years to find a location in the Abbey electoral division / ward to provide for a secondary school, so it was fortunate that the present site had come forward. Officers provided assurance that they were seeking to ensure that the primary school would not be next to a main road, which in this case

would be the spine road.

- Another Member picking up on the issue of a recycling centre highlighted that Sleaford had been an example of how not to do one, while St Neots was an example of how they should be done.
- Another Member criticised the piecemeal proposals for the area being as a result of Marshall and the Ministry of Defence failing to bring forward the full development proposals for the area which had now been moved to 2031. She urged the need to continue to press for the full development to be brought forward, highlighting the current proposed location of the secondary school as being part of this short-sighted in her words “village extension development” as opposed to the original city needs vision, which would see the school located on the east side in the centre of the airport site. Officers agreed that its siting was not ideal, but in terms of the larger development proposals would in the event require a further secondary school on the larger site to accommodate future educational needs. The Chairman highlighted that Councillor Whitehead who along with him had been actively involved in negotiations to find a site for the secondary school was content with its position.

It was unanimously resolved to:

Endorse the response previously submitted by Officers.

128. BIKEABILITY

At the Economy and Environment Committee in March 2017, a report proposed the Committee consider charging schools for Bikeability having highlighted that there was likely to be shortfall in Department for Transport (DfT) funding to meet expected need. This was rejected with it being unanimously resolved to request that officers seek alternative funding for the scheme through sponsorship or other funding streams.

A further report in July 2017 highlighted the difficulties in securing sponsorship that tied sponsors to lengthy commitments and as a result, the Committee resolved to address any immediate shortfalls in funding in 2017/18 through any Place and Economy underspends. At the meeting in March 2018 in general discussion, members still wished officers to continue to seek alternative funding to avoid having to reduce the programme. The current update report explained that recently officers along with Councillors Jones and Kavanagh had met a large local business who had indicated some interest in sponsorship. Officers were assisting to help with the production of a business case to enable the business's senior management to consider a proposal further. However, to date the DfT have not offered any additional funding or explored an alternative delivery model to free up funds and as additional outside funding could still not be guaranteed, in order to be able to notify schools before the summer recess of the funding levels that would be available to them, a decision needed to be made to reduce the programme to the level of funding currently available.

In the subsequent discussion:

- Members asked whether other Committees such as the Children and Young People, Communities and Partnership and Health Committees could be asked to contribute

as part of their respective roles to encourage: greater self-help, more physical activity and switching from car to bike transportation to reduce pollution and congestion levels. The Executive Director explained that wherever money was sought it would require reductions in other budget areas and as each committee had their own budget pressures the Chief Finance Officer would not allow money to be taken from other budgets.

- One Member suggested looking at any shortfall in the Members Allowance Budget. This was rejected as even if there was a current underspend, this was unsustainable going forward.
- Other suggestions involved approaching district, town and parish councils and schools themselves for potential contributions.

It was made clear, that while other funding options should continue to be explored by the officers, as it was a budget issue, it required an immediate resolution so that schools knew how much funding would be available to them in September. Each of the recommendations, including an additional recommendation c) moved by the Chairman and seconded by Councillor Connor, was voted on separately

It was resolved:

- a) Unanimously to note the update on the funding situation, and the approaches taken by other neighbouring local authorities;
- b) By a majority to agree the strategy outlined in paragraph 3.2 of the report below that no additional funding is allocated to the Bikeability Scheme and to match the number of training places to the Department of Transport (DfT) funding available and for officers to continue to pursue sponsorship and other funding opportunities and to continue to engage with the DfT to address the national funding shortfall.
- c) Unanimously to delegate to the Executive Director, Place and Economy in consultation with the Chairman to write to District, Town and Parish Council's and schools to seek additional funding for cycle training so all demand in their area can be met.

(Note: Since the meeting the DfT has written to the Council confirming that the full grant to cover the Bikeability cycle scheme demand for 2018-19 will be provided due to underspends in other Councils' Bikeability schemes).

129. COUNCILLOR APPOINTMENTS TO THE MARCH AREA TRANSPORT STUDY STEERING GROUP

The Cambridgeshire and Peterborough Combined Authority (CA) presented a paper at its board meeting on 28th March 2018 that set out spending on transport during the period 2018-20. The March Junctions Improvement Package was one of the transport schemes identified in the pipeline of schemes and was allocated £100k in October 2017 and a further £1m in March 2018 for a feasibility study with responsibility for leading and delivering the study delegated to Cambridgeshire County Council. It was therefore proposed that a March Area Transport Member Steering Group should now be established to ensure Local Member involvement throughout the study and to appoint two Cambridgeshire County Councillors and nominate one substitute to the Steering

Group for which nominations were proposed and seconded by the Chairman and Vice Chairman.

Details and the proposed Terms of Reference for the March Area Transport Study Steering Group to be presented at the first meeting of the Group for agreement were included as Appendix A to the report. It was proposed that the Steering Group would make recommendations to this Committee, to Fenland District Council's Cabinet and to March Town Council.

It was resolved unanimously:

- a) To approve the establishment of the March Area Transport Study Steering Group based on its draft Terms of Reference attached as an appendix to the officers' report, and
- b) To appoint Councillors Janet French and John Gowing as the two County Councillors and Councillor Connor as their substitute to the March Area Transport Study Steering Group.

130. FINANCE AND PERFORMANCE REPORT – MAY 2018

The Committee received the Finance and Performance report for Place and Economy Services (P&E) in order to comment on the projected financial and performance outturn position, as at the end of May 2018.

The main issues highlighted were:

Revenue: The Service has started the financial year with two significant pressures for Coroners Services and Waste (both which came under H&CI Committee). The P and E service was showing that it was seeking to make £790K savings by year-end to bring the budget back into balance, and this would be either be through fortuitous underspends and additional income, or planned reductions in service if required at the later stages of the year.

Capital: New funding has been awarded by the Department for Transport since the Business Plan was published. This was made up of Pothole Grant (£1.608m + £0.807m) and additional Safer Roads funding (£0.128m).

Performance: It was highlighted that at this early stage in the year, some indicators were still being reported on pre-2018/19 information. Of these twelve performance indicators, two are currently red, four are amber, and six are green. The indicators that were currently red are:

- The average journey time per mile during the morning peak on the most congested routes
- % Freedom on Information requests answered within 20 days

At year-end, the current forecast was that for none of the performance indicators would be red, five would be amber and seven green.

In discussion the following issues were raised:

- Regarding the performance indicator titled 'Guided Busway passengers for the month' showing a downward direction of travel arrow as there was no comparator figure for the previous month and no explanation provided, Members had no way of knowing the reasons for the fall when Members might have expected the direction of travel to be upward. The Member who raised the question surmised that this had been a result of Stagecoach reducing their service. In response the Executive Director suggested the more important figure was the 12 month rolling figure. Variations were often the result of school holidays and tourism levels. **The Officers agreed to look to redraw the chart in future to provide better explanation of fluctuations. Action: Andy Preston / Sarah Heywood**
- Querying the potential reliance on fortuitous savings being required to plug the identified budget shortfall and concerns that if they did not arise, there would be the need for service reductions the Executive Director explained that this reference was to highlight the potential overspend but to also recognise at this stage it would be too early and inappropriate to identify / make budget cuts as other areas of the budget tended to over-perform in terms of income generation during the course of the year.

Having reviewed and commented on the report it was unanimously resolved to:

note the report.

131. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

The following updates were provided / drawn attention to orally at the meeting:

- Item 14 - The Combined Authority Seminar slot previously requested by the Committee was held on 15th June as set out at on the schedule.
- Item 15 Minerals and Waste Local Plan had now been included as part of the 15th March 2019 Member seminar as listed at on the schedule.
- Item 16 'Restrictions on Section 106 Payments' and Item 17 ;'New Developments' were scheduled for 40 minutes each on the 7th December Member seminar, although it was possible that they might be combined as some of the issues potentially overlapped.

In discussion there was a request that officers include in the New Developments seminar details on the provision and barriers (such as the local electricity board limitations) to providing electric charging points in new homes. **Action: Democratic Services to inform Juliet Richardson**

It was resolved:

- a) To note the Training Plan as updated.

- b) To request that officers include in the New Developments seminar details on the provision and barriers to providing electric charging points in new homes.

132. ECONOMY AND ENVIRONMENT COMMITTEE AGENDA PLAN

The following changes to the 13th September agenda since publication of the report were orally provided:

Add: Kennett Garden Village Outline Planning Application

The following two reports moved from September to the 11th October Committee:

- 1) Planning Obligations Strategy
- 2) Waterbeach Supplementary Planning Document

133. DATE AND TIME OF NEXT MEETING 10 A.M. THURSDAY 16TH AUGUST 2018

**Chairman:
16th August 2018**

TRANSCRIPT PRESENTED AT THE ECONOMY AND ENVIRONMENT COMMITTEE ON THURSDAY 12TH JULY 2018 FROM MR MIKE MASON WITH REFERENCE TO AGENDA ITEM 3, ACTION LOG MINUTE 105, ELY SOUTHERN BY-PASS

Good morning Chairman and members. You will recall that I was present and recorded the debate on 24th April when the cost and funding of the Ely Bypass was discussed. After members expressed concern about the cost overrun you gave an assurance that this would be referred to Audit and Accounts Committee. We now learn that their investigation will be at a high level, consider other contracts, and will not report until September. The taxpaying public will regard this as a cop out! The Committee is charged with the responsibility to manage its capital budget, which it has failed to do.

Questions:-

- Why was the NEC form of contract used? This went against the advice given in the Harris Report 3 years ago. The mistakes made in the Guided Bus contract have been repeated. No lessons have been learned!
- The scale of overspend was well known and documented at least 10 months ago. Officers knew, the project board members knew, and it is my belief that the local members knew also.
- Why did they all conspire to delay the report until 12th April this year? The public will suspect that this was to avoid difficult budget discussions last autumn. The capital programme budget figure in the Business Plan was mythical and misled members into thinking that the scheme was on target.
- The deliberate withholding of capital progress reports represents gross financial mismanagement of public finance and brings the Council into disrepute.

A full, open and thorough inquiry should now be set up to establish why this huge overspend and delay in delivery happened. Furthermore and most importantly, the inquiry should concentrate on accountability issues and establish who is responsible for this debacle.

**ECONOMY AND
ENVIRONMENT COMMITTEE****Minutes - Action Log**Cambridgeshire
County Council

This is the updated minutes action log as at 2nd July 2018 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.

ACTIONS FROM THE 8th FEBRUARY 2018 COMMITTEE

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
88.	TRANSPORT SCHEME DEVELOPMENT a) Review of Sift Process	Action: Karen Kitchener Principal Transport & Infrastructure Officer / Chris Poultney	a) That the process proposed would be further reviewed after a period of operation to see whether any changes were required.	The process will be reviewed in Autumn 2018.	ACTION ONGOING
	b) Local member involvement on the A141 schemes listed	Karen Kitchener Principal Transport & Infrastructure Officer / Tom Fisher Transport and Infrastructure Officer	b) Councillor Connor requested that he be kept informed regarding progress on the A141 schemes listed. He expressed an interest to serve on the proposed Steering Group.	As an update as at 11 th May, officers indicate that the aim of the study is to identify potential transport interventions on the A141 between the Spittals Way and Emine Way junction across to the Sawtry Way (B1090) junction in Huntingdon, Huntingdonshire to address existing capacity and safety problems whilst mitigating for future growth in the demand for travel resulting from	

				increases in housing and employment opportunities identified in the Huntingdonshire Local Plan that is being consulted in early 2018. The project is being funded by the Combined Authority and a draft for the project is currently being developed.	ACTION ONGOING
ACTIONS FROM THE 12TH APRIL 2018 COMMITTEE					
MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
105.	ELY SOUTHERN BYPASS – COST AND ADDITIONAL FUNDING REQUIREMENT	Rob Sanderson Democratic Services / Mairead Kelly Internal Audit	a) To inform Internal Audit of the Committee's requirement that it should review the costs of the project and what lessons could be learnt and that their conclusions should be shared with this Committee.	Internal Audit were contacted on 19 th April. The response from the Audit and Risk Manager on 20 th April confirmed that Internal Audit had already agreed (at the March Audit and Accounts Committee) to look at the Ely Bypass project as part of a review of capital budgets overspends and variations. As the intention is to look at a number of different projects, this will be a high-level review rather than an in-depth review solely looking at the Ely Bypass project. The current expectation was that there would be a report from Internal Audit to the Audit and Accounts Committee in September.	ACTION ONGOING

ACTIONS FROM THE 12TH JULY 2018 COMMITTEE

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
130.	FINANCE AND PERFORMANCE REPORT Performance indicator titled 'Guided Busway passengers for the month'	Andy Preston	Regarding showing a downward direction of travel arrow, as there was no comparator figure for the previous month and no explanation provided, Members had no way of knowing the reasons for the fall. The Officers agreed to look to redraw the chart in future to provide better explanation of fluctuations.	This was being still under review.	ACTION ONGOING

**APPROVAL TO PROCURE CAMBRIDGESHIRE AND PETERBOROUGH
COMBINED AUTHORITY TRANSPORT PROJECTS**

To: Economy and Environment Committee

Meeting Date: 16 August 2018

From: Graham Hughes - Executive Director, Place and Economy

Electoral division(s): All

Forward Plan ref: 2018/054 **Key decision:** Yes

Purpose: To consider the procurement of consultant resource on behalf of the Cambridgeshire and Peterborough Combined Authority to undertake development work on three of its transport priorities

Recommendation: The Committee is asked to:

a) Approve procurement on behalf of and fully funded by the Cambridgeshire and Peterborough Combined Authority, of consultancy services in relation to:

- the March to Wisbech Transport Corridor Study,
- the A505 Corridor Study,
- the A47 dualling from Peterborough to Wisbech,
- the Wisbech Access Strategy phase 1,
- the A10 dualling from Ely to Cambridge, and
- the M11 extension to the A47

b) Delegate to the Director of Place and Economy in consultation with the Chairman and Vice Chairman of the Committee, the agreement of:

- A project instruction for each project, and
- A legal agreement between Combined Authority and the Council for each project.

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Jeremy Smith	Names:	Cllr Ian Bates
Post:	Group Manager, Transport Strategy and Funding	Post:	Chairman of the Economy and Environment Committee
Email:	jeremy.smith@cambridgeshire.gov.uk	Email:	ian.bates@cambridgeshire.gov.uk
Tel:	01223 717483	Tel:	01480 830250

1 BACKGROUND

- 1.1 The Cambridgeshire and Peterborough Combined Authority (CPCA) set out their transport priorities at their Board meeting on the 28 March 2018 (see <http://cambridgeshirepeterborough-ca.gov.uk/meetings/combined-authority-board-28-march-2018/?date=2018-03-28>).
- 1.2 Cambridgeshire County Council is working on behalf of the CPCA on a number of major transport projects, providing services that include:
- Procurement of consultancy services;
 - Project and contract management; and
 - Technical assurance of consultants work.
- 1.3 Expenditure on contracts let on behalf of the CPCA by the Council is recharged to the CPCA, as is officer time spent on this work. Council officers working on CPCA major transport projects report to the CPCA's Transport Director.

2 MAIN ISSUES

- 2.1 The CPCA has asked the Council to procure consultancy services through the Eastern Shires Purchasing Organisation's (ESPO) Consultancy Services framework or the Highways Services Contract in relation to three major transport projects. In addition, the CPCA and the Business Board are in the process of considering the release of the next phase of the Growth Deal funding allocated to the Wisbech Access Strategy. CPCA officers have indicated that the Council may also be asked to commission the next stage of work on two further projects.
- 2.2 For each of these projects, the expenditure involved would be over £500,000 and therefore requires Committee approval as Key Decisions under the Council's Constitution. The six projects are:
- March to Wisbech Transport Corridor Study.
The CPCA has approved expenditure of up to £3M on work to take the March to Wisbech proposals to a stage of development equivalent to Network Rail GRIP stage 3 (option selection).
It is intended to run a mini competition through the ESPO framework to ensure value for money.
 - A505 Corridor Study.
The CPCA has approved expenditure of up to £1M on a multi-modal study looking at the area between the A10 at Royston and the A11 at Granta Park, This will provide an evidence base to make the case for transport improvements to support economic growth and address current travel problems.
It is intended to run a mini competition through the ESPO framework to ensure value for money.
 - A47 Dualling
Skanska are undertaking work on the A47 dualling proposals that has been commissioned by the Council on behalf of the CPCA through the Highways Services Contract. While precise scope and costs for the next stage of work have yet to be confirmed it will include option development and public / stakeholder engagement. Costs are very likely to exceed £500,000.

- Wisbech Access Strategy.

It is expected that £1.5m of funding will be released by the CPCA / Business Board for preliminary design work on phase 1 schemes in the Wisbech Access Strategy programme, and on additional feasibility work for two further schemes. More information on the Wisbech Access Strategy can be found at item 7 of the papers of the 24 May 2018 meeting of this committee (see <https://cmis.cambridgeshire.gov.uk/ccclive/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/681/Committee/5/Default.aspx>).

Subject to the release of funding, it is intended to award this work to Skanska through the Highways Services Contract.

- A10 dualling between Ely and Cambridge

- M11 extension to the A47

CPCA officers have indicated that the CPCA may ask the Council to procure consultancy services to further develop options for the dualling of the A10 between Ely and Cambridge, and for the extension of the M11 to the A47.

- 2.3 The Committee is also asked to delegate to the Executive Director for Place and Economy, in consultation with the Chair and Vice Chair of the Economy and Environment Committee the agreement of roles and responsibilities in relation to these projects. The terms of the delegation should require a project instruction and a legal agreement to be in place between the CPCA and the Council for each project. The CPCA will cover the costs of the Council in respect of all agreed liabilities under the project contracts and instructions.

3 ALIGNMENT WITH CORPORATE PRIORITIES

Developing the local economy for the benefit of all

- 3.1 There are no significant implications for this priority.

Helping people live healthy and independent lives

- 3.2 There are no significant implications for this priority.

Supporting and protecting vulnerable people

- 3.3 There are no significant implications for this priority.

4 SIGNIFICANT IMPLICATIONS

Resource Implications

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

- The agreements being developed with the CPCA referred to in paragraph 2.3 will identify the resource / funding requirements of the Council in undertaking the work. It will, along with the project instructions, set out the roles and responsibilities of the CPCA and the Council for each project, and the anticipated costs involved.
- The CPCA will cover the costs of the Council in respect of all agreed liabilities under the project contracts and instructions. This will include staff costs involved in the management of the projects.

Procurement / Contractual / Council Contract Procedure Rules Implications

4.2 The report sets out details of significant implications in paragraphs 2.1 to 2.3.

Statutory, Legal and Risk Implications

4.3 The following bullets set out details of significant implications identified by officers:

- The agreements referred to in paragraph 2.3 above will set out that the CPCA will cover the Council's agreed costs and expenses arising out of or in connection with the relevant procurements. Additional work beyond the scope of the initial agreements / project instructions / agreed funding will require CPCA agreement prior to commencement of work.
- The CPCA will not cover the Council for any liability that resulted from the Council's negligence or wilful misconduct.
- Any rights obtained by the Council while acting on behalf of the CPCA will be transferred to the CPCA.
- Overall governance and financial responsibility for the projects will remain with the CPCA.

Equality and Diversity Implications

4.4 There are no significant implications within this category.

Engagement and Communications Implications

4.5 There are no significant implications within this category.

Localism and Local Member Involvement

4.6 There are no significant implications within this category.

Public Health Implications

4.7 There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Sarah Heywood:
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Paul White:
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Fiona McMillan:
Have the equality and diversity implications been cleared by your Service Contact?	Yes Tamar Oviatt-Ham:
Have any engagement and communication implications been cleared by Communications?	Yes Eleanor Bell:
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Tamar Oviatt-Ham:
Have any Public Health implications been cleared by Public Health	Yes Tess Campbell:

Source Documents	Location
None	

CONNECTING CAMBRIDGESHIRE PROGRAMME EXPANSION

To: Economy and Environment

Meeting Date: 16th August 2018

From: Graham Hughes, Executive Director Place & Economy

Electoral division(s): All

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

Purpose: The purpose of this report to update Members on additional funding for the Connecting Cambridgeshire Programme and to seek approval for the proposed partnership working agreement with the Cambridgeshire and Peterborough Combined Authority.

Recommendation: E&E Committee is recommended to:

- a) Note the proposed expansion of the Connecting Cambridgeshire Programme, incorporating additional funding sources, through to 2022.
- b) Approve the Statement of Partnership Working between Cambridgeshire County Council and the Cambridgeshire and Peterborough Combined Authority for the delivery of the expanded Connecting Cambridgeshire Programme
- c) Delegate to the Executive Director for Place and Economy, in consultation with the Chairman and Vice-Chairman of the Committee, minor modifications to the final wording and signature of the Statement of Partnership Working document.

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Noelle Godfrey Post: Connecting Cambridgeshire Programme Director Email: noelle.godfrey@cambridgeshire.gov.uk Tel: 01223 699011	Names: Councillors Bates / Wotherspoon Post: Chair/Vice-Chair Email: Ian.Bates@cambridgeshire.gov.uk Timothy. Timothy.Wotherspoon@cambridgeshire.gov.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 The Connecting Cambridgeshire Programme has been underway since 2011, with up to £20m funding from Cambridgeshire County Council and £3m from Peterborough City Council. Over the course of the programme this has been supplemented a further £10m investment of contract “clawback” funding (as a result of high take-up) and more than £30m government and European Union (EU) funding as well as private investment.
- 1.2 The Programme was initially focused solely on fixed broadband, but given the increasing reliance on all forms of connectivity and the interdependence between them, this was quickly broadened to include mobile and public access Wi-fi, with a remit to secure a 21st century digital infrastructure across Cambridgeshire to:
 - Drive forward economic growth
 - Help build and sustain thriving, connected communities across the county
 - Facilitate streamlined public service delivery
- 1.3 In March 2017 the Economy and Environment Committee approved the use of up to £5m “clawback” funding from the Superfast Broadband gap funding contract to support new extended targets to deliver Superfast Broadband coverage to more than 99% of Cambridgeshire and Peterborough homes and businesses by the end of 2020. It is anticipated this will be supplemented by further EU and government funding, and additional funding bids have been submitted. Wider digital infrastructure targets, incorporating full fibre, mobile and public access Wi-Fi improvements, were also approved.
- 1.4 The Superfast Broadband (SFBB) rollout is being delivered in multiple phases, and remains on track, with just over 96% coverage at present, targeting 97% by the end 2019 and more than 99% by the end of 2020.
- 1.5 As part of the wider targets, a successful funding bid was submitted to the Government’s Local Full Fibre Networks (LFFFN) programme for £4m. This will assist the delivery of a more extensive fibre backbone across Cambridgeshire.
- 1.6 In March 2018 the Cambridgeshire and Peterborough Combined Authority (C&PCA) approved recommendations to provide an additional £5.6m funding to support the broader digital infrastructure programme for Cambridgeshire and Peterborough. The report approved by the C&PCA Paper is included at Appendix Two.

2. PARTNERSHIP WORKING WITH THE CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

- 2.1 As the major funding partner, the Connecting Cambridgeshire Programme will act as the delivery unit for all additional work streams, including those which will be funded by the CP&CA. These include further full fibre rollout, public access Wi-Fi provision for market towns, improved mobile coverage and support for early deployment of “next generation” 5G mobile services.

The partnership agreement is intended to facilitate joint working by setting out the governance and funding arrangements.

2.2 Statement of Partnership Working

The full text of the proposed partnership agreement is included at Appendix One. A summary of the key provisions are set out in the table below:

Description	Summary of approach
Governance	<p>CCC will use its existing committee structure processes to provide governance for the programme. CCC's experience through delivering its Digital Connectivity Programme since 2011 means that CCC has a well-established assurance framework that includes project options and financial appraisal; consultation and officer and councillor scrutiny prior to sign off and subsequent programme monitoring.</p>
Programme Delivery	<p>CCC will lead on delivery of the Digital Connectivity Programme. This programme will be governed by the assurance frameworks in place within CCC, including its programme management approach. Investment decisions in relation to CPCA funding will be agreed by Connecting Cambridgeshire Programme Board and will form part of regular programme reporting to the Combined Authority Board.</p> <p>In the delivery of the Programme, CCC will rely upon its procedures to regulate:</p> <ul style="list-style-type: none"> (a) data protection, FOI and confidentiality of information held on behalf of the CPCA (b) procurement and contracting (c) prevention of fraud, bribery and adherence to the Modern Slavery Act (d) adherence to the Transparency Code <p>The CPCA agrees to fully co-operate with the CCC Programme Director and CCC governance groups to meet the obligations to support the delivery of the Digital Connectivity Programme by:</p> <ul style="list-style-type: none"> (a) Adopting the overriding principle to support the work of the delivery team; (b) Aligning delivery of agreed milestones to secure decision-making in a timely way; (c) Ensuring the necessary funding is transferred to CCC promptly on request, to support delivery of the programme. Funding will be transferred quarterly in arrears as agreed between the CCC Programme Director and the CPCA Strategic Client Team; (d) Keeping the CCC Programme Director aware of any CPCA matters that may impact on delivery, success, funding or timescales and informing the CCC Programme Director of such change immediately upon becoming aware of the same.
Payment mechanism	<p>CCC acknowledges and agrees that CPCA funding for the Digital Connectivity Programme will be allocated to specific work streams in</p>

	<p>accordance with the overall programme objectives as set out in the CPCA Business Case.</p> <p>Funding allocations will be agreed and drawn down according to agreed programme gateways/milestones as approved by the Connecting Cambridgeshire Programme Board.</p> <p>The CPCA undertakes to:</p> <ul style="list-style-type: none"> (a) Ensure the necessary funding is transferred to CCC promptly on request, to support delivery of the programme. (b) Funding will be transferred quarterly in arrears as agreed between the CCC Programme Director and the CPCA Strategic Client Team.
Marketing and communication	CCC shall lead on all publicity for the Digital Connectivity Programme in liaison with the CPCA.
Monitoring and assurance	<p>CCC agrees to fully co-operate with the CPCA Board and Strategic Client Team to meet the obligations under the Monitoring and Evaluation Framework by:</p> <ul style="list-style-type: none"> (a) Adopting the overriding principle to deliver the Digital Connectivity Programme within agreed quality, timescales and to budget; (b) Aligning delivery of agreed milestones to secure decision-making in a timely way; (c) Meeting the key performance indicators agreed with the CPCA (d) Ensuring the necessary technical ability, knowledge and skills amongst its team to deliver the Digital Connectivity Programme. (e) Keeping the Director and Portfolio Holder of the CPCA aware of any changes to the Programme which may impact the delivery, success, funding or timescales of the Programme and informing the Director of the CPCA of such change immediately upon becoming aware of the same
Escalation and dispute resolution	<p>A standard dispute resolution process is included:</p> <ul style="list-style-type: none"> (a) If either Party has any issues, concerns or complaints about the delivery of the Digital Connectivity Programme, the Partner Authorities shall seek to resolve the issue by a process of consultation between the relevant director of the Strategic Client Team and the CCC Programme Director ("Initial Meeting"). (b) If the issue cannot be resolved within one calendar month of the Initial Meeting, the matter shall be deemed to be a deadlock matter ("Deadlock Matter"). In the occurrence of a Deadlock Matter, the Partner Authorities agree that the Deadlock Matter shall be referred by either Party to senior representatives of both bodies being, the Portfolio Holder or the Chief Executive of the

	<p>CPCA ("CPCA Representative") and the Leader or Chief Executive of CCC ("Partner Representative") who shall meet within one calendar month of having the Deadlock Matter referred to themselves, with a view of meeting in good faith to resolve the Deadlock Matter ("Senior Representative Meeting").</p> <p>(c) If the Deadlock Matter cannot be resolved within Fifteen (15) days of the matter being discussed at the Senior Representative Meeting, the Partner Authorities shall attempt to settle it by mediation in accordance with the CEDR model mediation procedure. Unless otherwise agreed by the Partner Authorities the mediator shall be nominated by CEDR.</p>
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3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

Over the last decade there has been an exponential growth of digital technology, which now underpins almost all aspects of modern living in every sphere across work, travel, leisure and health. Increasingly it impacts on the economic strength, sustainability and quality of life of all parts of the UK and beyond. As a consequence Internet access is now widely viewed as "the 4th utility".

The quality and coverage of digital connectivity impacts on businesses, residents and public service delivery across the whole of Cambridgeshire and Peterborough. The ubiquitous nature of digital technology also means that digital exclusion is now virtually synonymous with social exclusion and economic deprivation.

The economic impact is set out in more detail in Appendix 2 – 28th March Report to the C&PCA

3.2 Helping people live healthy and independent lives

As above in section 3.1

3.3 Supporting and protecting vulnerable people

There are no significant implications within this category

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

Section 1.6 outlines the significant implications

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

Section 2.2 above outline the significant implications

4.3 Statutory, Legal and Risk Implications

Section 2.2 above outlines the significant implications

4.4 Equality and Diversity Implications

There are no significant implications within this category

4.5 Engagement and Communications Implications

Approach set out in Section 2.2 above

4.6 Localism and Local Member Involvement

There are no significant implications within this category

4.7 Public Health Implications

There are no significant implications within this category

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes or No Name of Officer: Not required no significant implications
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: Karen White
Have the equality and diversity implications been cleared by your Service Contact?	Yes or No Name of Officer: Not required no significant implications

Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Jane Sneesby
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes or No Name of Officer: Not required no significant implications
Have any Public Health implications been cleared by Public Health	Yes or No Name of Officer: Not required no significant implications

SOURCE DOCUMENTS GUIDANCE

Source Documents	Location
N/A	

[DATED]

STATEMENT OF PARTNERSHIP WORKING

between

CAMBRIDGESHIRE AND PETERBOROUGH

COMBINED AUTHORITY

and

CAMBRIDGESHIRE COUNTY COUNCIL

*AN AGREEMENT BETWEEN THE AUTHORITIES TO FURTHER THE MUTUAL OBJECTIVES OF THE COMBINED AUTHORITY
AND CAMBRIDGESHIRE COUNTY COUNCIL FOR THE BENEFIT OF THE RESIDENTS OF CAMBRIDGESHIRE AND
PETERBOROUGH*

CONTENTS

PART 1: INTERPRETING THE AGREEMENT

PART 2: THE PARTNERSHIP

PART 3: PRINCIPLES OF COLLABORATION

PART 4: GOVERNANCE STRUCTURE, ROLES AND RESPONSIBILITIES

PART 5: ESCALATION & EXIT STRATEGY

PART 6: STANDARD TERMS

[Appendices including business case and delivery plan to be developed as part of CPCA assurance process]

THIS AGREEMENT is dated [DATE]

BETWEEN

- (1) The Cambridgeshire and Peterborough Combined Authority of The Incubator, Alconbury Weald Enterprise Campus, Huntingdon, PE28 4WX ("**CPCA**")
- (2) Cambridgeshire County Council, of Shire Hall, Cambridge ("**CCC**")

PART 1: INTERPRETING THE AGREEMENT

1. Definitions

1.1 The words below shall have the following meaning:

"Assurance Framework"	Means the national guidance produced by DCLG "Single pot assurance framework" dated April 2016 or its replacement guidance
CCC Programme Director	Means the Programme Director at Cambridgeshire County Council responsible for the Digital Connectivity Programme
CCC Connecting Cambridgeshire Programme Board	Means the CC board responsible for delivery of the Digital Connectivity Programme (also known as Connecting Cambridgeshire)
CCC Connecting Cambridgeshire Management board	Means the CCC board responsible for managing CCC the Digital Connectivity Programme finances and overall programme risks
"CPCA Board"	Means the meeting of the Combined Authority voting members and co-opted non-voting members chaired by the Mayor of Cambridgeshire and Peterborough
Delivery Plan	Means the approach and plan for the delivery of the Digital Connectivity Programme as set out more

fully at Appendix C

“Digital Connectivity Programme”

Means the programme to deliver improved digital connectivity infrastructure for the Cambridgeshire and Peterborough area as set out in the Business Case Appendix A. (This is also known as the Connecting Cambridgeshire Programme).

“Monitoring and Evaluation Framework”

Means the Monitoring and Evaluation Framework attached at Appendix B agreed by the Combined Authority to demonstrate probity, propriety and value for money in the delivery of projects subject to the national Assurance Framework

“Partner Authorities”

Means the CPCA and CCC

Portfolio Holder / Committee TBC

Means the CPCA representative appointed by the Mayor to lead on the Digital Connectivity Programme

"Strategic Client Team"

Means the team of Combined Authority officers led by the relevant Director to monitor the delivery of the programme

“Statement of Partnership Working (SPW)”

Means this agreement between the CPCA and the Partner

"Value for Money"

Means the definition by the National Audit Office, being the optimal use of resources to achieve the intended outcomes; "optimal" being the most desirable possible given the expressed or implied restrictions or constraints

- 1.2 Should there be any inconsistency between the SPW and the Assurance Framework the terms of the Assurance Framework shall have precedence over the terms of the SPW.

PART 2: THE PARTNERSHIP

2. THE DEVOLUTION DEAL

- 2.1 The CPCA was established in March 2017 to deliver the terms of the devolution deal between central government and the constituent councils of Cambridgeshire and Peterborough. The devolution deal is more particularly described at:
www.gov.uk/government/publications/cambridgeshire-and-peterborough-devolution-deal.
- 2.2 The devolution deal includes a commitment to improve connectivity, including digital connectivity. £5.66M has been made available to support Cambridgeshire County Council (CCC) in the delivery of the Digital Connectivity Programme in partnership with the CPCA. This document sets out the principles of this partnership.
- 2.3 CCC will lead on delivery of the Digital Connectivity Programme. This programme will be governed by the assurance frameworks in place within CCC, including its programme management approach. Investment decisions in relation to CPCA funding will be agreed by Connecting Cambridgeshire Programme Board and will form part of regular programme reporting to the Combined Authority Board.
- 2.4 The CPCA is subject to the Assurance Framework which details the accountability to DCLG for funding provided to the Combined Authority. The Combined Authority has developed a Monitoring and Evaluation Framework at Appendix B to demonstrate how it will deliver the requirements of the Assurance Framework.
- 2.5 The purpose of this SPW is to ensure that the Assurance Framework and the Monitoring and Evaluation Framework is as equally applicable to CCC as to the CPCA for the Programme delivered by CCC on behalf of the CPCA.
- 2.6 Both Partner Authorities acknowledge that the CPCA Monitoring and Evaluation Framework may be subject to review and amendment following changes to national guidance or law and will negotiate any amendments to this SPW arising from review with a commitment to ensuring that they do not in any way deviate from the principles and detail of the offer negotiated as part of the devolution deal.

3. POWERS TO DELIVER THE PROJECT

- 3.1 The CPCA has the legal authority under the Cambridgeshire and Peterborough Combined Authority Order 2017 to deliver the programme. CCC is the CPCA's delivery partner for the Digital Connectivity Programme.
- 3.2 The CPCA and CCC are local authorities within the meaning of the Local Government Act 1972 and the Local Authorities (Goods and Services) Act 1970 and operate these arrangements as public sector bodies. CCC warrants to the CPCA that it has the relevant powers to undertake the delivery of the Digital Connectivity Programme and that it has provided or obtained all necessary local authority approvals in order to do so.
- 3.3 The Partner Authorities wish to record the basis on which they will collaborate with each other on the Project. This SPW sets out:
- (a) the principles of collaboration;**
 - (b) the governance structure the Partner Authorities will put in place; and**

- (c) the respective roles and responsibilities of the Partner Authorities

PART 3: PRINCIPLES OF COLLABORATION

4. PRINCIPLES OF COLLABORATION

- 4.1 By signing this SPW, the CPCA and CCC agree to adhere to the following principles when carrying out the Digital Connectivity Programme:
 - a) Establish and abide by the governance structure as set out in Appendix A of this SPW to ensure that activities are delivered in accordance with an appropriate Assurance Framework (and any subsequent revisions);
 - b) Manage and account to each other for performance of the respective roles and responsibilities set out in this SPW;
 - c) Communicate openly about opportunities, major concerns and issues relating to the Digital Connectivity Programme;
 - d) Share information, materials and skills to develop effective working practices, mitigate risk and reduce cost;
 - e) Ensure sufficient and appropriately qualified resources are available and authorised to fulfil the responsibilities set out in this SPW

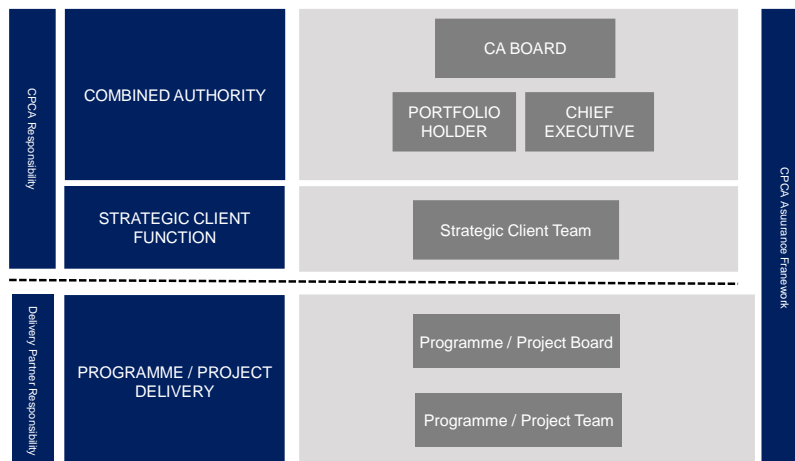
PART 4: GOVERNANCE STRUCTURE

5. REQUIREMENTS OF ASSURANCE FRAMEWORK

- 5.1 The table 1 below sets out the governance structures of the CPCA and the high-level governance structure of the Partner necessary to meet the requirement of the Assurance Framework

Table 1

CPCA Governance



6. GOVERNANCE STRUCTURE OF THE CPCA

- 6.1 Table 1 sets out how the CPCA will operate within the Assurance Framework to monitor and evaluate delivery of the Programme.
- 6.2 **The CPCA Board provides strategic oversight, approves the funding transfer to CCC in accordance with the mechanisms set out in Appendix A and monitors and evaluates the delivery of the Digital Connectivity Programme.**
- 6.3 Following delegation of powers, any rights or obligations of the CPCA will be read as the rights and obligations of the person to whom those powers have been delegated for the purpose of this SPW subject to any limitations placed upon that delegation by the CPCA
- 6.4 **The CPCA shall discharge its annual obligation under the Monitoring and Evaluation Framework to evaluate delivery of the Digital Connectivity Programme through an annual report to the CPCA Board prepared by CCC on behalf of the CPCA Strategic Client Team. Any changes to this SPW arising from an annual review will be discussed and agreed by the partners who will adhere to any such agreed changes.**

7. ROLE OF PORTFOLIO HOLDER

- 7.1 The Portfolio Holder is appointed by the Mayor of the CPCA (from time to time) to lead on a specific functional area of the CPCA.
- 7.2 The Portfolio Holder for Transport and Infrastructure [tbc] is accountable to the CPCA for the oversight and delivery of the CPCA Digital Connectivity Programme.
- 7.3 The Portfolio Holder is supported by the Strategic Client Team and makes recommendations to escalate risks or funding issues or any matter requiring a decision to the Combined Authority Board.

8. ROLE OF STRATEGIC CLIENT TEAM

8.1 **The Strategic Client Team is an officer group of the CPCA chaired by the relevant Director of the CPCA**

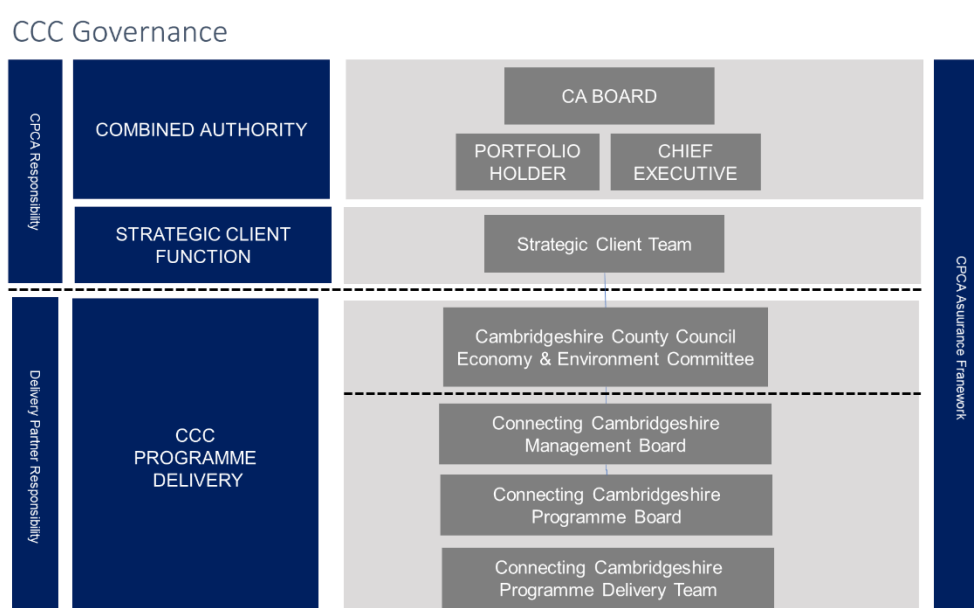
8.2 **The Strategic Client team provides strategic management and delivery assurance of the Digital Connectivity Programme and will meet regularly to monitor:**

- a) **The programme delivery plan;**
- b) **Key deliverables in relation to the agreed Digital Connectivity Programme work streams**
- c) **Risk and mitigation measures;**
- d) **Budget and progress; and**
- e) **Matters to escalate to the Combined Authority Board.**

9. GOVERNANCE STRUCTURE OF CCC

9.1 The governance structure of CCC is illustrated in the Table 2 below. CCC will use its existing committee structure processes to provide governance for the programme. CCC's experience through delivering its Digital Connectivity Programme since 2011 means that CCC has a well-established assurance framework that includes project options and financial appraisal; consultation and officer and councillor scrutiny prior to sign off and subsequent programme monitoring. The programme will be subject to section 151 officer scrutiny; internal and external audit review; and value for money assessments.

Table 2



9.2 As part of the Connecting Cambridgeshire delivery programme Cambridgeshire County Council acts as the accountable body for a number of external funding streams. The programme is funded from multiple sources including the County Council, Peterborough City Council, the Government's Local Full Fibre Networks Programme (known as LFFN), European Structural Infrastructure Fund (ESIF) in addition to CPCA funding.

9.3 All programme updates, consideration of milestones, risks, budget, etc are reported on a regular basis to the Connecting Cambridgeshire Programme Board, and where appropriate to the Connecting Cambridgeshire Management Board before being shared with the Strategic Client Team of the CPCA.

9.4 As this programme is delivered using funding from partners as well as CPCA funding, all reports will consider the entirety of the programme. Investment decisions will clearly identify the funding source in each case. Assurance reporting will reflect the requirements of the different funding bodies. The table 3 below summarises the funding sources, investment decisions and reporting. There may be additional funding sources in the future and the same principle will apply.

Connecting Cambridgeshire Programme - Funding, Investment Decisions & Reporting				
Funding source	Funding	Investment decisions	Assurance & Reporting	Reports
CCC	£10,275,000	Connecting Cambridgeshire Management Board	Connecting Cambridgeshire Programme Board	Highlight reports
LFFN	£4,000,000	Connecting Cambridgeshire Programme Board ratified as necessary by member assurance and DCMS	Connecting Cambridgeshire Programme Board DCMS checkpoint assurance process	Highlight reports LFFN Grant monitoring reports
CPCA	£5,641,000	Connecting Cambridgeshire Programme Board CPCA Strategic Client Team CPCA Board	Connecting Cambridgeshire Programme Board CPCA Strategic Client Team CPCA Board	Highlight reports Quarterly Reports Annual connectivity review
	£19,916,000			

10. PROGRAMME DELIVERY

10.1 CCC acknowledges and agrees that CPCA funding for the Digital Connectivity Programme will be allocated to specific work streams in accordance with the overall programme objectives as set out in the Business Case. Funding allocations to specific work streams will be agreed as set out in the Business Case and drawn down according to agreed programme gateways/milestones as approved by the Connecting Cambridgeshire Programme Board.

10.2 The CCC Programme Director will develop an updated version of the Delivery Plan at regular intervals, which will be shared with the CPCA Strategic Client Function for monitoring purposes.

10.3 The key indicators of success are improvements to the digital connectivity across the CPCA area, with delivery targets as set out in the Business Case. CCC will report progress on the delivery of the Programme to the CPCA quarterly.

11. DELIVERY ASSURANCE

11.1 CCC agrees and acknowledges that:

- a) The CCC Programme Director is responsible for leading the Programme, agreeing and delivering against the requirements and milestones established in the programme delivery plan;
- b) The CCC Programme Director will provide regular reports to the Strategic Client Team for assurance purposes. These reports will be presented to the Connecting Cambridgeshire Programme Board before being presented to the CPCA. The CCC Programme Director will attend any CPCA Board meetings at which such reports or assurance are due to be discussed.
- c) The CCC Programme Director will attend Strategic Client Team meetings on a regular basis to report on progress against the programme delivery plan.

11.2 In signing this SPW, CCC agrees to fully co-operate with the CPCA Board and Strategic Client Team to meet the obligations under the Monitoring and Evaluation Framework by:

- a) Adopting the overriding principle to deliver the Digital Connectivity Programme within agreed quality, timescales and to budget;
- b) Aligning delivery of agreed milestones to secure decision-making in a timely way;
- c) Meeting the key performance indicators agreed with the CPCA
- d) Ensuring the necessary technical ability, knowledge and skills amongst its team to deliver the Digital Connectivity Programme; and
- e) Keeping the Director and Portfolio Holder of the CPCA aware of any changes to the Programme which may impact the delivery, success, funding or timescales of the Programme and informing the Director of the CPCA of such change immediately upon becoming aware of the same

11.3 In signing this SPW, the CPCA agrees to fully co-operate with the CCC Programme Director and CCC governance groups to meet the obligations to support the delivery of the Digital Connectivity Programme by:

- a) Adopting the overriding principle to support the work of the delivery team;
- b) Aligning delivery of agreed milestones to secure decision-making in a timely way;
- c) Ensuring the necessary funding is transferred to CCC promptly on request, to support delivery of the programme. Funding will be transferred quarterly in arrears as agreed between the CCC Programme Director and the CPCA Strategic Client Team;
- d) Keeping the CCC Programme Director aware of any CPCA matters that may impact on delivery, success, funding or timescales and informing the CCC Programme Director of such change immediately upon becoming aware of the same.

12. ESCALATION

- 12.1 If either Party has any issues, concerns or complaints about the delivery of the Digital Connectivity Programme, the Partner Authorities shall seek to resolve the issue by a process of consultation between the relevant director of the Strategic Client Team and the CCC Programme Director ("Initial Meeting").
- 12.2 If the issue cannot be resolved within one calendar month of the Initial Meeting, the matter shall be deemed to be a deadlock matter ("Deadlock Matter"). In the occurrence of a Deadlock Matter, the Partner Authorities agree that the Deadlock Matter shall be referred by either Party to senior representatives of both bodies being, the Portfolio Holder or the Chief Executive of the CPCA ("CPCA Representative") and the Leader or Chief Executive of CCC ("Partner Representative") who shall meet within one calendar month of having the Deadlock Matter referred to themselves, with a view of meeting in good faith to resolve the Deadlock Matter ("Senior Representative Meeting").
- 12.3 If the Deadlock Matter cannot be resolved within Fifteen (15) days of the matter being discussed at the Senior Representative Meeting, the Partner Authorities shall attempt to settle it by mediation in accordance with the CEDR model mediation procedure. Unless otherwise agreed by the Partner Authorities the mediator shall be nominated by CEDR.
- To initiate the mediation, a Party must serve notice in writing (an "**ADR Notice**") to the other Party requesting a mediation. A copy of the ADR Notice should be sent to CEDR. The mediation shall start not later than thirty (30) Working Days after the date of service of the ADR Notice. Unless otherwise agreed by the Parties, CEDR, in conjunction with the mediator, shall make the necessary arrangements for the mediation including:
- a) nominating, and obtaining the agreement of the Parties to, the mediator;
 - b) organising a suitable venue and dates;
 - c) organising exchange of documents;
 - d) meeting with either or both of the Parties (and the mediator if appointed), either together or separately, to discuss any matters or concerns relating to the mediation; and
 - e) general administration in relation to the mediation.
- 12.4 No Party may commence any court proceedings in relation to any dispute arising out of this agreement until sixty (60) days after the appointment of a mediator, provided that the right to issue proceedings is not prejudiced by a delay in appointment.

- 12.5 If either Party receives any formal inquiry, complaint, claim or threat of action from a third party (including, but not limited to, claims made by a supplier or requests for information made under the Freedom of Information Act 2000 in relation to the Project, the matter shall be dealt with by CCC as the lead partner.

13. TERM AND TERMINATION

- 13.1 This SPW shall commence on the date of signing and shall expire on completion of the Programme.
- 13.2 Either Party may terminate this SPW by giving at least three months' prior notice in writing to the other Party at any time.

PART 6: STANDARD TERMS

14. RELIANCE ON PARTNER PROCEDURES

- 14.1 In the delivery of the Digital Connectivity Programme , CCC shall rely upon its procedures to regulate:

- (a) data protection, FOI and confidentiality of information held on behalf of the CPCA
- (b) procurement and contracting
- (c) prevention of fraud, bribery and adherence to the Modern Slavery Act
- (d) adherence to the Transparency Code

15. PUBLICITY AND BRANDING

- 15.1 CCC shall lead on all publicity for the Digital Connectivity Programme in liaison with the CPCA.

16. INTELLECTUAL PROPERTY

- 16.1 The Partner Authorities agree that any intellectual property rights created during the Programme shall remain with CCC as the delivery partner. Where any intellectual property rights vest in CCC it shall grant an irrevocable licence to CPCA to use that intellectual property for the purpose of the programme.

17. VARIATION

- 17.1 This SPW, including the Appendices, may only be varied by written agreement of the CPCA and the written agreement of the Chief Executive of CCC.

18. CHARGES AND LIABILITIES

- 18.1 CCC is responsible for ensuring it has adequate insurance coverage (including, but not limited to, public liability insurance) in place for the duration of the Digital Connectivity Programme.
- 18.2 The Partner Authorities remain liable for any losses or liabilities incurred due to their own or their employee's actions or omissions and neither Party intends that the other Party shall be liable for any loss (other than such losses which liability can never be limited or held harmless by a Party at law) it suffers as a result of this SPW.

19. STATUS

- 19.1 This SPW is not intended to be legally binding, and no legal obligations or legal rights shall arise between the Parties from this SPW. The Parties enter into the SPW intending to honour all their obligations
- 19.2 This SPW represents the entire agreement in relation to the Programme between the Partner Authorities and replaces any previous agreement in writing or otherwise which may or otherwise exist in relation to the same.
- 19.3 Nothing in this SPW is intended to, or shall be deemed to, create any joint committee, establish any legal partnership or commercial joint venture between the Partner Authorities, constitute either party as the agent of the other party, nor authorise either of the Partner Authorities to make or enter into any commitments for or on behalf of the other party.

20. GOVERNING LAW AND JURISDICTION

- 20.1 This SPW shall be governed by and construed in accordance with English law and, without affecting the escalation procedure, each party agrees to submit to the exclusive jurisdiction of the courts of England and Wales.

Appendix 2 Digital Infrastructure Programme Report to C&PCA March 2018



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY BOARD	AGENDA ITEM No: 2.3
28 MARCH 2018	PUBLIC REPORT

DIGITAL CONNECTIVITY INFRASTRUCTURE: IMPROVING MOBILE COVERAGE AND INCREASING THE FULL FIBRE FOOTPRINT ACROSS CAMBRIDGESHIRE AND PETERBOROUGH 1.0 PURPOSE

1.1. Fast, reliable internet connections are vital for economic growth. Our area already achieves a high level of success with Cambridge and Peterborough both in the top 5 fastest growing cities in the UK. We also have the highest productivity and employment rates of all the mayoral combined authorities.

1.2. The Combined Authority's ambition is to exceed this level of achievement. This report outlines the importance of digital connectivity to our future success. It proposes an innovative, multi-faceted approach which will:

- (a) Maintain and enhance Cambridgeshire and Peterborough's position as a leading digital county.
- (b) Support current economic strengths and protect future prosperity.
- (c) Maximise private sector investment and improve fixed and mobile connectivity as part of a 4 year programme.

<u>DECISION REQUIRED</u>	
Lead Member:	Mayor James Palmer
Lead Officer: Pearl Roberts, Interim Director of Strategy and Planning Noelle Godfrey, Programme Director Connecting Cambridgeshire	
Forward Plan Ref: 2018/011	Key Decision: Yes

<p>The Combined Authority Board is recommended to:</p> <p>(a) Note the digital infrastructure and mobile coverage in Cambridgeshire and</p>	<p>Voting arrangements</p> <p>Simple majority of all Members</p>
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<p>Peterborough and endorse the vision for the Mayoral Combined Authority to be a leading area for digital connectivity</p> <p>(b) Approve in principle a budget of up to £5.66m to support the extension of the Connecting Cambridgeshire programme</p> <p>(c) Authorise the Chief Executive, in consultation with the Mayor, to approve the business case and draw-down of funds in accordance with the approved business case relating to improvements to mobile coverage and the full fibre footprint for Cambridgeshire and Peterborough.</p> <p>(d) Delegate to the Director of Strategy and Planning authority to approve the programme reporting and delivery arrangements in partnership with Cambridgeshire County Council and the other Combined Authority Constituent Councils.</p>	
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2.0 BACKGROUND

Introduction

2.1. Over the last decade there has been an exponential growth of digital technology, which now underpins almost all aspects of modern living in every sphere across work, travel, leisure and health. Increasingly it impacts on the economic strength, sustainability and quality of life of all parts of the UK and beyond. As a consequence Internet access is now widely viewed as “the 4th utility”.

2.2. The quality and coverage of digital connectivity impacts on businesses, residents and public service delivery across the whole of Cambridgeshire and Peterborough. The ubiquitous nature of digital technology also means that digital exclusion is now virtually synonymous with social exclusion and economic deprivation.

Connecting Cambridgeshire Programme

2.3. In general, along with the rest of the UK, the provision of digital connectivity infrastructure in Cambridgeshire has not matched demand from businesses, residents and public service organisations over the last decade. Locally this has been underlined in numerous surveys and consultations in recent years.

2.4. The Connecting Cambridgeshire Programme, led by Cambridgeshire County Council and co-funded by Peterborough City Council, was set up in late 2011, with a remit to improve the digital connectivity infrastructure across the area.

2.5. The initial focus of the programme was to improve the availability of Superfast Broadband (24mbps and up) across Cambridgeshire and Peterborough, although the scope has more recently broadened to include: analysis of mobile coverage; provision of public access Wi-Fi; and “future connectivity” including full fibre Gigabit capable infrastructure and preparing for 5G mobile services.

2.6. As part of the Superfast Broadband programme a gap funded contract was let with BT to deliver connectivity infrastructure to those areas of Cambridgeshire and Peterborough that would otherwise not be commercially viable. As a result of the programme the county superfast broadband coverage has gone from less than 60% in 2010 to over 96% by January 2018. Further rollout phases are now underway and Connecting Cambridgeshire has a very ambitious target to reach over 99% Superfast Broadband coverage across Cambridgeshire and Peterborough by the end of 2020 (See Appendix 1 - Cambridgeshire & Peterborough Digital Connectivity and Appendix 2 for regional comparators).

2.7. The contract with BT includes a “clawback” clause which operates if take-up is higher than the 20% originally anticipated. At over 50%, take up of Superfast Broadband services is amongst the highest in the country, which not only demonstrates high level of demand and engagement with digital technology across the county, but has also provided funding to support further rollout. (Further details in Appendix 6 – Programme Funding).

2.8. Since the programme got underway in 2012 further government and EU funding has been secured to deliver digital technology business support and connectivity voucher schemes to small businesses and public access Wi-Fi provision to around 150 libraries, leisure centres, P&R sites, sheltered housing schemes and community centres across Cambridgeshire.

Mobile Coverage and Full Fibre Services

2.9. Although Superfast broadband provision has improved, mobile coverage for voice and data (2G and 4G services) across parts of the county is poor and remains a subject of widespread concern amongst businesses and communities across the county.

2.10. Analysis of Ofcom’s December 2017 Connected Nations report has confirmed that whilst the two cities of Cambridge and Peterborough are well served, and generally have coverage above the England average, indoor and in-car coverage for both telephone calls

and 4G data services for all other areas of the county is below the England average. (Details at Appendix 3 – Cambridgeshire and Peterborough Mobile Coverage Analysed by Area and Appendix 4 – Greatest areas of divergence from England average).

2.11. Whilst Superfast Broadband availability generally offers the connectivity needed for today, it is vital to start planning and deploying the telecommunications infrastructure for tomorrow. This includes preparation for “5G”, the next generation of mobile services and full fibre commonly referred to as “Fibre to the Premise” or FTTP.

2.12. Technology progression means that within the early years of the next decade, the lack of a ubiquitous full fibre footprint across the county will damage the competitiveness of the local economy, impact quality of life in domestic settings and impede the deployment of smart technology across a range of public services – including health, care and transportation.

2.13. At a national level the UK government has recognised the need to expedite a full fibre rollout and to prepare for 5G as key elements which underpin the industrial strategy.

2.14. At 4%, full fibre (FTTP) coverage across Cambridgeshire and Peterborough is marginally above the national average for England but still low, particularly compared to other regions in Europe and beyond. (See Appendix 2 for regional comparators)

Vision for Cambridgeshire and Peterborough as leading Digital County

2.15. With the establishment of the Combined Authority there is an opportunity to ensure that Cambridgeshire and Peterborough has the digital connectivity it needs for growth by expanding the Connecting Cambridgeshire programme to include better coverage of existing mobile services, facilitate the expansion of the full fibre footprint and prepare for 5G services.

2.16. An ambitious, innovative, multi-faceted approach is proposed which will maintain and enhance Cambridgeshire and Peterborough’s position as a leading digital county, support current economic strengths and protect future prosperity.

2.17. This will be achieved by a combination of maximising private sector investment and using public funding where required to improve fixed and mobile connectivity as part of a 4 year programme, with the following aims:

1. Matching or exceeding the performance of rest of the UK in being able to make ***reliable mobile telephone calls and use 4G data services across the whole geography*** of Cambridgeshire and Peterborough.
2. Matching or exceeding the performance of rest of the UK in being able to make ***reliable mobile telephone calls and use 4G data services on Cambridgeshire and Peterborough A and B roads***.
3. Linking with Government on the national plan to ***improve mobile voice and data services on rail services***, with a particular focus on intra-county journeys.

4. Making Cambridgeshire and Peterborough an ***exemplar area for the trialling and early deployment of future facing 5G services***, working with businesses to maximise the impact and generate a long term economic benefit for the area.
5. Target a ***threefold expansion of the full fibre footprint*** across the county, aiming to keep significantly ahead of national average coverage and government targets as they emerge.
6. Ensuring that ***Superfast Broadband (>24mbps) is accessible to more than 99%*** of homes and businesses across Cambridgeshire and Peterborough by the end of 2020. (Existing target within the programme)
7. Synchronise with emerging masterplans and increase digital inclusion in Cambridgeshire's market towns by expanding ***public access Wi-Fi services***, which are already available in open spaces in Cambridge and Peterborough.

Programme Delivery

2.18. The proposed programme will run from April 2018 through to March 2022. The high level approach is set out below, with further details in Appendix 5, Delivery Plan.

(a) Coordination

- Liaising between telecommunications operators and across all Cambridgeshire and Peterborough local authority teams to facilitate digital rollout in existing areas and new builds; including lowering barriers associated with wayleaves and street works and providing access to buildings and street furniture which can host telecommunications equipment.

(b) Mobile & Public Access Wi-Fi Improvements

- Analyse, benchmark and map mobile coverage on an annual basis to track and monitor progress in coverage.
- Liaise with operators, communities and businesses about areas of poor coverage and broker solutions.
- Provide a funding stream to facilitate commercial mast/small cell rollout where the commercial case is challenging.
- Develop and deliver a strategy to promote the area for 5G testbed/trials and early deployment.
- Contribution to capital funding to support the roll-out of public access WiFi solutions in market towns.

(c) Full Fibre Rollout

- Deploy fibre ducting as part of infrastructure schemes which are due to commence between 2018-2022. These ducts will be available to telecommunications operators to facilitate full fibre rollout.

(d) Leading Digital County

- Develop a communications and marketing approach that will establish Cambridgeshire & Peterborough as a leading area for the roll out of digital infrastructure.
- Create a prospectus to promote the overall approach to telecommunications providers, maximising private investment, increasing the commercial footprint and attracting early deployment of advanced connectivity in Cambridgeshire and Peterborough

3.0 FINANCIAL IMPLICATIONS

3.1. This proposal includes up to £5.66m investment from the Combined Authority which will enable the Connecting Cambridgeshire programme to be extended to ensure the Cambridgeshire and Peterborough area has a leading digital infrastructure which supports businesses, communities and efficient public service delivery. A breakdown of the funding proposal is included at Appendix 6 – Programme Funding.

4.0 LEGAL IMPLICATIONS

4.1. The devolution deal for the Combined Authority area (June 2016) outlined the importance of digital connectivity to the objectives of the new organisation. The Cambridgeshire and Peterborough Combined Authority Order 2017 provided a general power of competence enabling it to fund projects in furtherance of its economic ambitions.

4.2. Grant funding raises issues of state aid and procurement. In order to comply with EU competition law it is confirmed that the following actions will be undertaken as part of the delivery programme:

- (a) Any public funding which could be deemed as a market intervention in the telecommunications market will be assessed to determine if the funding is to be deployed on a 'state aid' or 'no aid' basis.
- (b) With the exception of the Superfast Broadband Rollout Phases 3 and 4 (state aid exemption already in place), delivery is intended to be on a 'no aid' basis. However, if any funding deployment is assessed as a potential 'state aid', an approval for deployment of state aid will be sought from the appropriate authorities.
- (c) In commissioning any services in delivery of the programme, any contract is to be procured in line with the Combined Authority's contract rules and statutory procurement rules.

5.0 SIGNIFICANT IMPLICATIONS

5.1. Equality impact assessments will be carried out in the delivery of the programme. The purpose of the programme is intended to promote social inclusion.

6.0 APPENDICES

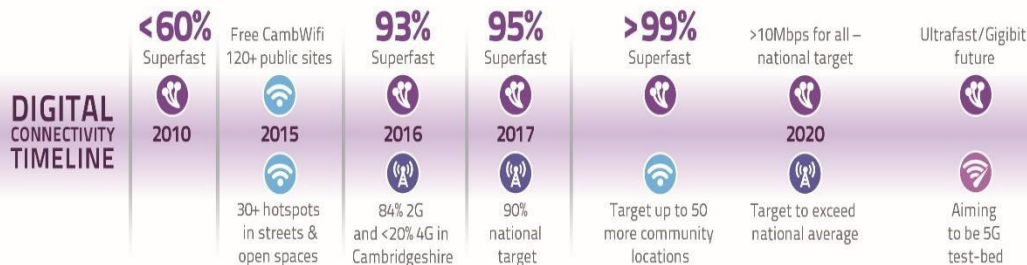
- 6.1. Appendix 1 – Cambridgeshire & Peterborough Digital Connectivity
- 6.2. Appendix 2 – Superfast Broadband & FTTP Regional Comparisons Feb 18
- 6.3. Appendix 3 – Cambridgeshire & Peterborough Mobile Coverage by Area
- 6.4. Appendix 4 - 2G & 4G greatest areas of divergence from England average
- 6.5. Appendix 5 – Delivery plan
- 6.6. Appendix 6 – Programme Funding

<u>Source Documents</u>	<u>Location</u>
Ofcom Connected Nations Report December 2017	https://www.ofcom.org.uk/research-and-data/multi-sectorresearch/infrastructure-research/connected-nations-2017

Appendix 1 - Cambridgeshire & Peterborough Digital Connectivity

Cambridgeshire and Peterborough Digital Connectivity BLUEPRINT FOR 21ST CENTURY INFRASTRUCTURE

An up-to-date and future-facing Digital Connectivity Infrastructure helping Cambridgeshire to maintain its position as a leading digital county.



Superfast Broadband (24mbps+)

- Phase Two – to be completed by Sept 2017 [reaching 95%]
- Phase Three – going into survey/delivery stages with first deployment by end 2017 [reaching 97%]
- Phase Four – targeting >99% including focus on business park connectivity
- Links with other telecoms operators to maximise commercial delivery
- Monitoring connectivity for new housing developments

3G & 4G mobile

- Supporting better coverage with new County Council policy and plans for hosting telecoms equipment
- Liaising with mobile operators to monitor and facilitate roll-out plans to increase 3G and 4G coverage
- Supporting coverage for new housing developments

Public access wifi

- Helping to expand wifi provision for village halls and rural locations

5G Pilots/Testbed & Full Fibre Rollout

Setting out our ambition to ensure this fast-growing area:

- Has ubiquitous full fibre rollout supporting future facing ultrafast connectivity
- Is at the vanguard for the deployment of 5G services in the UK
- Investigating opportunities to link transport and other infrastructure schemes with wider fibre rollout
- Supporting wide-scale small cell rollout by looking at re-purposing street furniture, reviewing new business models and incorporating digital infrastructure into local plans
- Exploring links with sustainable energy approaches

As part of the Smart Cambridge programme:

- 5G connectivity will complement and underpin the collection and dissemination of real-time data through the iCP (Intelligent City Platform), which is already deploying a wide range of sensors across the Greater Cambridge city region using a LoRa network
- 5G 'use-cases' are being developed including feasibility and pilot developments for running autonomous vehicles on the Guided Busway and on-demand autonomous 'pods' as last mile solutions across business parks
- Opportunities for 5G-enabled Cambridge-Oxford expressway and East-West rail
- Exploring NB-IoT narrowband radio technology to help develop smart applications

www.connectingcambridgeshire.co.uk



Appendix 2 – Superfast Broadband & FTTP regional comparisons Feb 2018

Superfast footprint – 24mbps and up

County	Superfast %
Cambs & P'boro	96.1%
Central Bedfordshire	95.4%
Essex	91.9%
Hertfordshire	96.2%
Lincolnshire	91.3%
Norfolk	90.7%
Northamptonshire	97%
Suffolk	92.3%
England average	95.5%

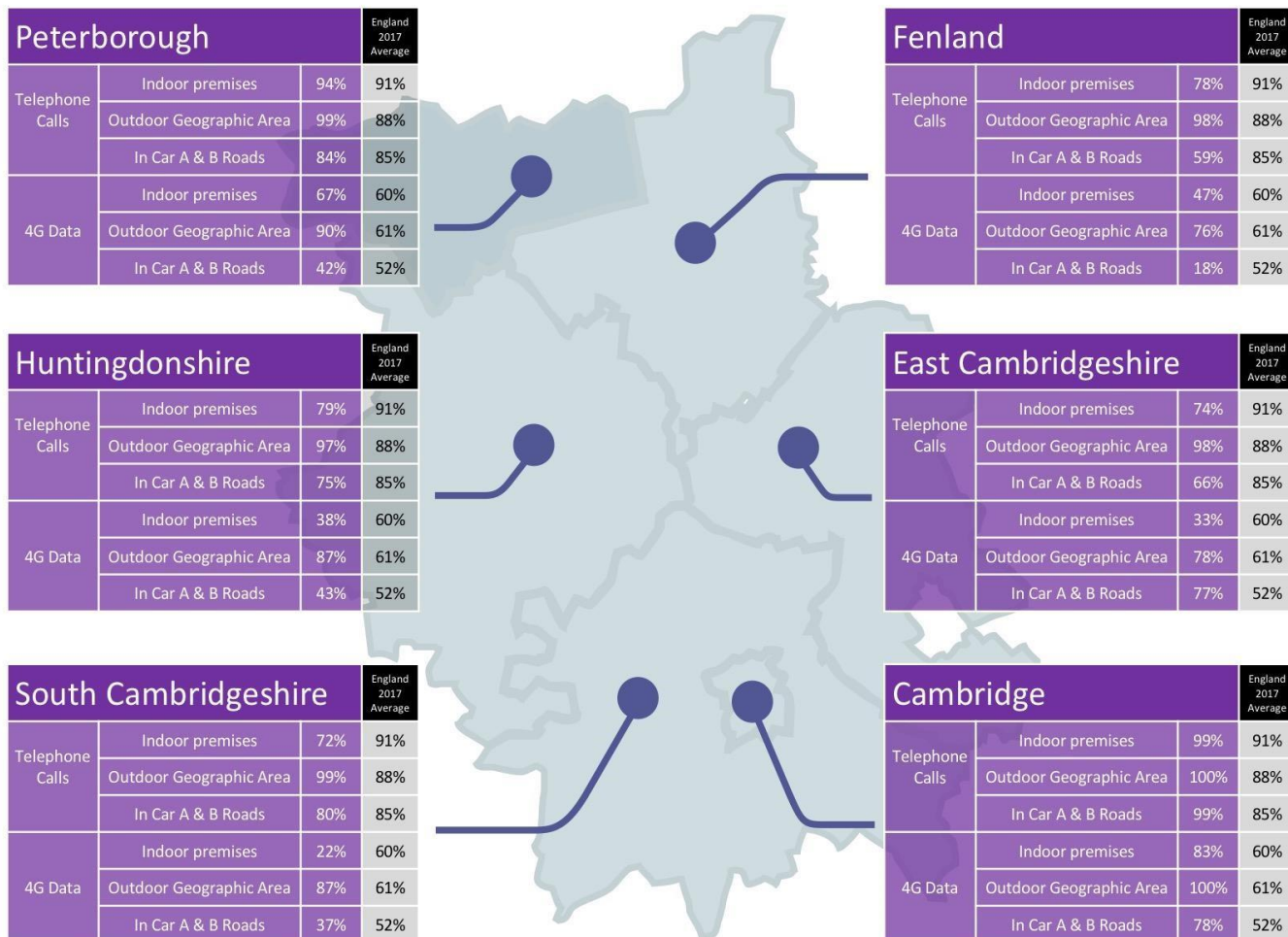
FTTP footprint

County	FTTP/H footprint
Norfolk	0.1%
Hertfordshire	0.5%
Lincolnshire	0.5%
Essex	1.1%
Suffolk	1.4%
Central Bedfordshire	1.7%
Cambs & P'boro	4%
Northamptonshire	5.1%
England average	3.7%

% Premises with less than 10mbps (the proposed Universal Service Obligation speed)

County	% < 10mbps
Cambs & P'boro	1.86%
Central Bedfordshire	1.99%
Essex	3%
Hertfordshire	1.6%
Lincolnshire	5.5%
Norfolk	5.6%
Northamptonshire	1.3%
Suffolk	4.4%
England average	1.9%

Appendix 3 Cambridgeshire & Peterborough Mobile Coverage by Area



Appendix Four – 2G & 4G greatest areas of divergence from England average

District	Indoor telephone calls % coverage	England average	% difference
East Cambridgeshire	74%	91%	-17%
Huntingdonshire	79%	91%	-12%
Fenland	78%	91%	-13%
South Cambridgeshire	72%	91%	-19%

District	In car telephone calls % coverage A & B Roads	England average	% difference
East Cambridgeshire	66%	85%	-19%
Huntingdonshire	75%	85%	-10%
Fenland	59%	85%	-26%
South Cambridgeshire	80%	85%	-5%

District	Indoor 4G data coverage %	England average	% difference
East Cambridgeshire	33%	60%	-27%
Huntingdonshire	38%	60%	-22%
Fenland	47%	60%	-13%
South Cambridgeshire	22%	60%	-38%

Appendix 5 Outline delivery plan

A number of work streams will be established to deliver the additional scope of the programme.

1) Accelerate commercial rollout and leverage private investment

A small dedicated team will be established to facilitate rapid infrastructure rollout & stimulate commercial investment in mobile and full fibre coverage in new developments and existing areas. They will liaise with telecommunications providers (fixed and mobile) as well as the seven local authorities in the area to co-ordinate: wayleaves; street works activities; planning consents and access to property, land and street furniture assets which can be used to host telecommunications equipment. The team will also market the area as an exemplar location to roll out telecommunications infrastructure.

2) Mobile Voice and Data Improvements

Based on analysis of mobile voice and data coverage, a comprehensive consultation with mobile operators will be undertaken to ascertain blockers to further investment and develop a funding package that will provide access to sites and other locations required to facilitate better 2G and 4G coverage across the county, with a particular focus on current “not spot” areas.

3) Increase the full fibre footprint

A funding bid to deliver an initial boost to the full fibre footprint across

Cambridgeshire and Peterborough has been submitted to the government's LFFN programme as part of Wave 2. Central to the proposition is a proposal to utilise existing fibre ducting assets along the guided busway and to deploy ducting (and possibly dark fibre) as part of all new infrastructure schemes – including roads, cycle routes, bridges etc. The digital assets will then be made available to operators at fair rates which provide a commercial return to operators and encourage further investment. It is proposed that this approach is expanded to cover the deployment of fibre ducting alongside all infrastructure schemes. This approach not only lowers the overall cost of infrastructure deployment (9/10^{ths} of the cost of civils for infrastructure deployment is attributed to retrofitting) it also minimises the productivity cost of disruption caused by streets works closures.

4) Develop a 5G local prospectus along with a 40km “Digital Innovation Corridor”

Further development of full fibre (LFFN) plans for Busway ducting to create a digital innovation corridor with ready access to fibre connectivity, power and streetlights/CCTV poles host small cells etc. In addition to passing through some very high footfall areas, such as Cambridge Station and CBC, this will also be coterminus with plans to test and pilot autonomous shuttle vehicles on the Southern section of the busway, providing a ready “use case” for early deployment of 5G mobile services.

5) Provide capital funding (possibly as “match” for other sources to support the deployment of public access Wi-Fi in Cambridgeshire market towns.

6) > 99% coverage Superfast Broadband via gap funding infrastructure rollout contract

This is an existing, funded work stream which will continue as currently planned. It includes Phase 3 (underway) and Phase 4 rollout (procurement due to start shortly) to achieve > 99% by end 2020.

Appendix 6 Programme Funding

The Connecting Cambridgeshire Programme was originally funded in 2011 with £23m capital from CCC and PCC – supplemented by government and EU funding together with private investment from BT (totalling c. £30m). This funding supported the delivery of Phases One and Two of the Superfast Broadband Rollout.

Subsequently CCC have made a further £10m funding available from contract clawback to fund SFBB Phases Three and Four. Phase Three is currently underway and Phase Four is subject to a further procurement exercise. Small sums are also available to promote 5G rollout and improve public access Wi-Fi in rural village halls.

Bids for further government (Local Full Fibre Network Programme – LFFN) and EU funding have been submitted over the last two months to underpin Phase 4 SFBB rollout and to support initial work on expanding the full fibre footprint. See table below.

Connecting Cambridgeshire Funding – 2018 to 2022

	Workstream	Other Funding	Combined Authority (proposed)	Total
1	SFBB> 99%, Phases 3&4	CCC/PCC clawback £10m DEFRA (bid submitted) £4m ESIF (bid) £1m	-	£15.00m
2	Full fibre footprint	LFFN (bid submitted) £4.2m	£1.50m	£5.70m
3	2G/4G Mobile	-	£2.50m	£2.50m
4	5G Preparations	CCC - £250k	£0.50m	£0.75m
5	Public Access Wi-fi	CCC - £25k	£0.25m	£0.275m
6	Supporting commercial rollout/investment	-	£0.91m	£0.91m
	Totals	£19.475m	£5.66m	£25.135m

Combined Authority Funding – Outline Profile 2018-22

	Work stream	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)	Total (£)
1	Coordination	290,000	235,000	205,000	180,000	910,000
2	Mobile	-	1,000,000	1,000,000	500,000	2,500,000
3	Full Fibre	-	500,000	500,000	500,000	1,500,000
4	5G	100,000	150,000	150,000	100,000	500,000
5	Wifi	50,000	100,000	100,000	-	250,000
	Totals	440,000	1,985,000	1,955,000	1,280,000	5,660,000

FINANCE AND PERFORMANCE REPORT (F&PR) – JUNE 2018

To: **Economy and Environment Committee**

Meeting Date: **16th August 2018**

From: **Executive Director, Place & Economy Services
Chief Finance Officer**

Electoral division(s): **All**

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

Purpose: **To present to Economy and Environment Committee the June 2018 Finance and Performance report for Place & Economy Services.**

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 June 2018.

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

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

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

1. BACKGROUND

- 1.1 The appendix attached provides the financial position for the whole of Place & Economy Services, 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 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 Place & Economy (P&E) Services Finance and Performance report for June 2018.
- 2.2 **Revenue:** The Service has started the financial year with two significant pressures for Coroners Services and Waste (both which come under Highways and Community Infrastructure (H&CI) Committee). The Coroners pressure of £290K is due to ongoing pressures and the requirement to address a backlog of cases, and the waste pressure has increased to £605K due to delays in signing the new contract. The P&E service is showing that it will make £911K savings by year-end to bring the budget back into balance, and this will be either be through new underspends and additional income or planned reductions in service if required at the later stages of the year.
- 2.3 **Capital:** The design stage of King's Dyke is nearing completion and the land purchase is in process. The estimated project costs are now expected to significantly exceed the figure previously presented to Committee (£16.9m) – although it was decided to leave the budget at £13.8m until the final costs were known, so any budget changes could be agreed in one go. A detailed report on King's Dyke will come to the September Committee.
- 2.4 **Performance:** This F&PR provides performance information for the suite of key Place & Economy (P&E) indicators for 2018/19. At this stage in the year, we are still reporting pre-2018/19 information for some indicators.
- 2.5 Of these twelve performance indicators, one is currently red, four are amber, and seven are green. The indicator that is currently red is:
 - The average journey time per mile during the morning peak on the most congested routes
- 2.6 At year-end, the current forecast is that none of the performance indicators will be red, five will be amber and seven green.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

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

SOURCE DOCUMENTS

Source Documents	Location
None	

Place & Economy Services**Finance and Performance Report (F&PR) for Economy & Environment (E&E) Committee – June 2018****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	4	7	12
Year-end prediction (for 2018/19)	0	5	7	12

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

Forecast Variance - Outturn (Previous Month) £000	Directorate	Budget 2018/19 £000	Actual £000	Forecast Variance - Outturn (June) £000	Forecast Variance - Outturn (June) %
0	Executive Director	469	272	0	0
0	Highways	19,549	5,113	0	0
+290	Cultural & Community Services	11,354	1,211	+306	+3
+500	Environmental & Commercial Services	37,590	3,320	+605	+2
0	Infrastructure & Growth	1,870	1,640	0	0
0	External Grants	-29,108	-1,639	0	0
-790	Savings to be found within service			-911	
0	Total	41,723	9,917	0	0

The service level budgetary control report for June 2018 can be found in [appendix 1](#).

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

To ensure financial information is presented in a consistent way to all Committees a standardised format has now been applied to the summary tables and service level budgetary control reports included in each F&PR. The same format is also applied to the Integrated Resources and Performance Report (IRPR) presented to General Purposes Committee (GPC). The data shown provides the key information required to assess the financial position of the service and provide comparison to the previous month.

2.2 Significant Issues

Waste Private Finance Initiative (PFI) Contract

Contract changes that deliver full year savings totalling £1.3m have been identified however delays to reaching formal agreement with the contractor that will allow contract changes to deliver a series of positive initiative will result in a shortfall in delivered savings. It is anticipated that agreement will be reached to allow savings to commence in October (previously reported as September) resulting in a savings shortfall of approximately £600,000 this financial year.

Until agreement is reached with the contractor on the contract changes the variable nature of the Mechanical and Biological Treatment (MBT) facility creates uncertainty in the forecast and actual performance could improve, resulting in an underspend, or worsen, resulting in an overspend

Coroners

The Coroners Service is projecting an overspend of £290k for Cambridgeshire, which is caused by a mixture of on-going workload pressure i.e. the number of cases and the complexity of cases increasing, and a need to reduce the backlog of cases built up over previous years.

Although not yet identified it is expected that savings/underspends will be found within Place & Economy to fund the current projected overspend.

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 June 2018.

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)

Use of earmarked reserve to cover the costs of commercial bus services until March 2019 £211,000.

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

King's Dyke

The design is expected to be complete in the coming months and construction planned to follow. The detailed design did not commence as quickly as anticipated due to access requirements to carry out the additional surveys so some of this cost has moved into 2018/19.

It was also anticipated that significant land costs would be paid in 2017/18. However, this did not happen and these costs have rolled into 2018/19. This meant that only £1.66m of last year's allocation of £6m was spent.

The expenditure for 2018/19 financial year is estimated at £6.7m which is less than the £11m in the works budget as the construction is starting later than originally anticipated and most of this will be spent in the 2019/20 financial year.

The recent detailed development phase of this project has highlighted that overall project costs are now expected to be significantly higher than the £16.9 million estimated prior to the design phase. This is a result of increases in land and statutory undertakers' costs over early estimates, as well as early indications from Kier the contractor that the construction cost is now expected to be much higher than that submitted prior to the detailed design phase.

The contract with Kier has been split into two stages, design followed by construction. A breakpoint between the two stages means that the Council will be considering whether to award the construction phase of the project to Kier, a decision that is currently expected to be presented to E&E Committee for consideration in September.

Kier will be developing the target construction price as the design progresses over the next month, accompanied by an ongoing review by an external consultant.

An initial review of the Benefit Cost Ratio (BCR) in the Business Case shows that the scheme still represents high value for money, but this will be formally reviewed once the construction target price has been finalised.

Any additional costs would not be realised in this financial year and the current draft contractor's programme suggests that the road would open in spring 2020.

Funding

Further grants have been awarded from the Department for Transport since the published business plan, these being Pothole grant funding 18/19 (£1.608m), a second tranche of Pothole grant funding (£0.807m) and further Safer Roads funding (£0.128m).

All other schemes are funded as presented in the 2018/19 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 Place & Economy (P&E) indicators for 2018/19. At this stage in the year, we are still reporting pre-2018/19 information for some indicators.

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

A new set of indicators is currently being prepared that will replace this set and this will be reported to Committee in October.

4.2 Red Indicators (new information)

This section covers indicators where 2018/19 targets are not expected to be achieved.

a) Economy & Environment

No new information this month.

b) P&E 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.

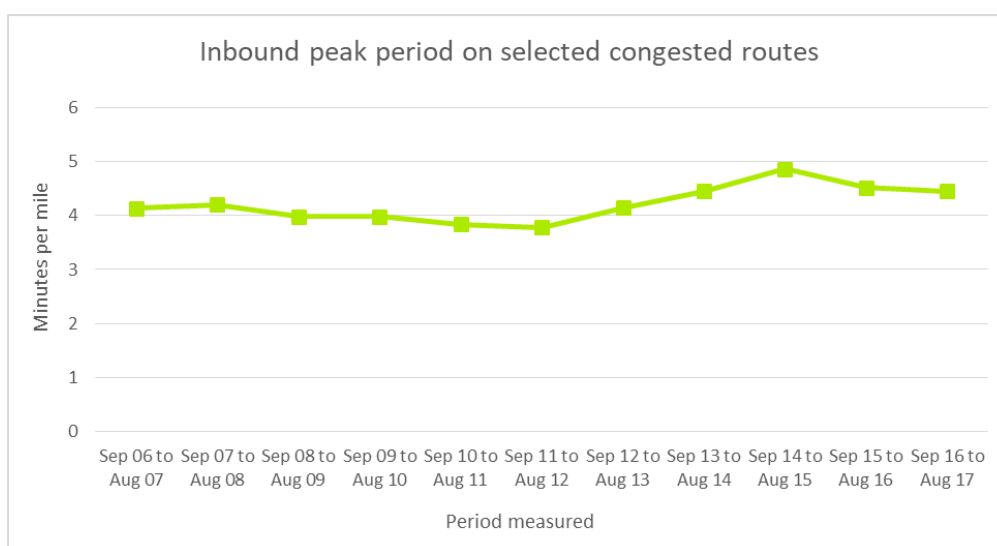
a) Economy & Environment

Traffic and Travel

- The average journey time per mile during the morning peak on the most congested routes (September 2016 to August 2017)

At 4.45 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is better than the previous year's figure of 4.52 minutes. The target for 2017/18 is to reduce this to 4 minutes per mile.

The figure for Cambridge city is 5.29 minutes compared to the previous year's figure of 5.44 minutes.



b) P&E Operational Indicators

No new information this month

4.4 Green Indicators (new information)

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

a) Economy & Environment

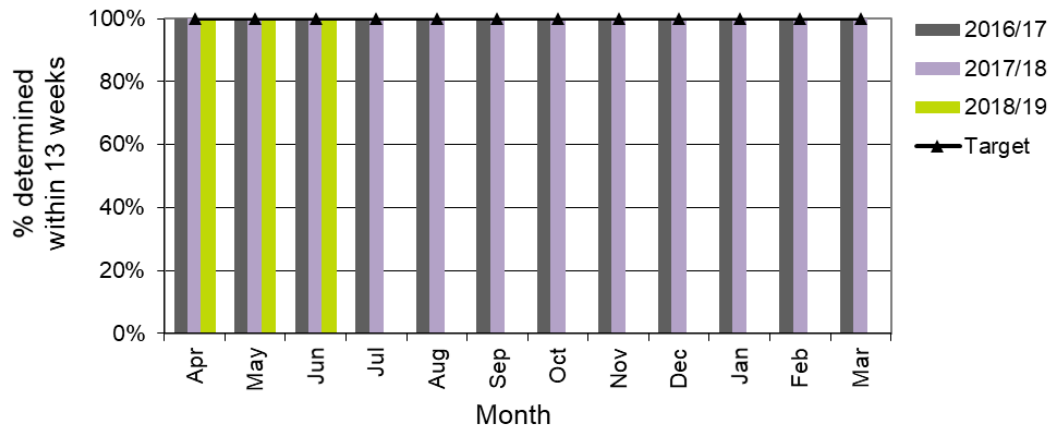
Planning applications

- The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant - year-to-date (to June 2018)

6 County Matter planning applications have been received and determined on time since the beginning of the 2018/19 financial year.

There were 2 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). 100% of these were determined on time.

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



c) P&E Operational Indicators

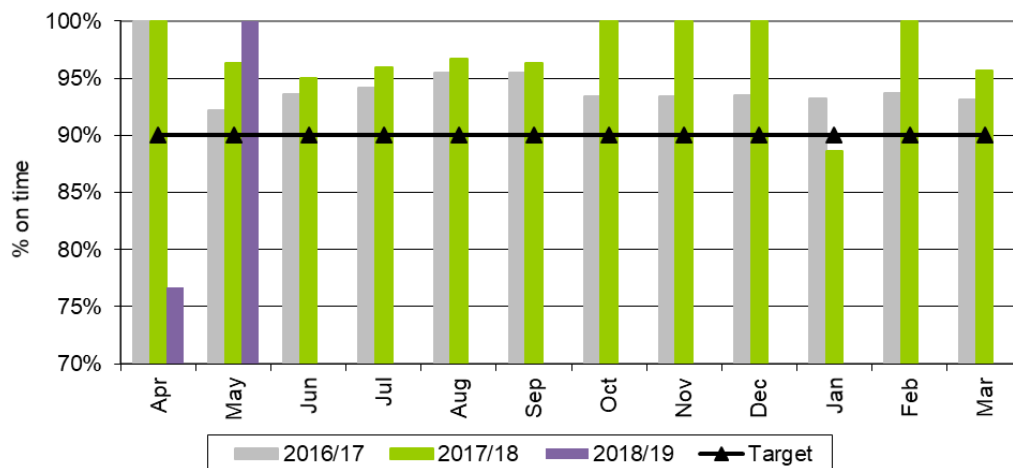
Freedom of Information (FOI) requests

- FOI requests - % responded to within 20 days (May 2018)

15 Freedom of Information requests were received during May 2018. Provisional figures show that all 15 (100%) of these were responded to on time.

45 Freedom of Information requests have been received since April 2017 and 84.4% of these have been responded to on-time. This compares with 98.1% (out of 53) and 92.2% (out of 51) for the same period last year and the year before.

Percentage of FOI requests answered within 20 days - year-to-date (P&E)

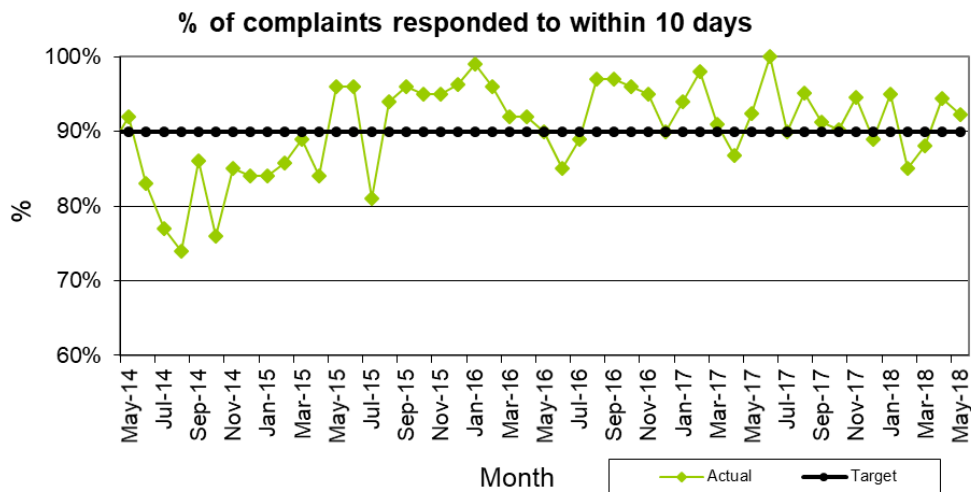


Complaints and representations – response rate

- Percentage of complaints responded to within 10 days (May 2018)

55 complaints were received in May 2018. 48 (87%) of these were responded to within 10 working days.

The year-to-date figure is currently 93%.



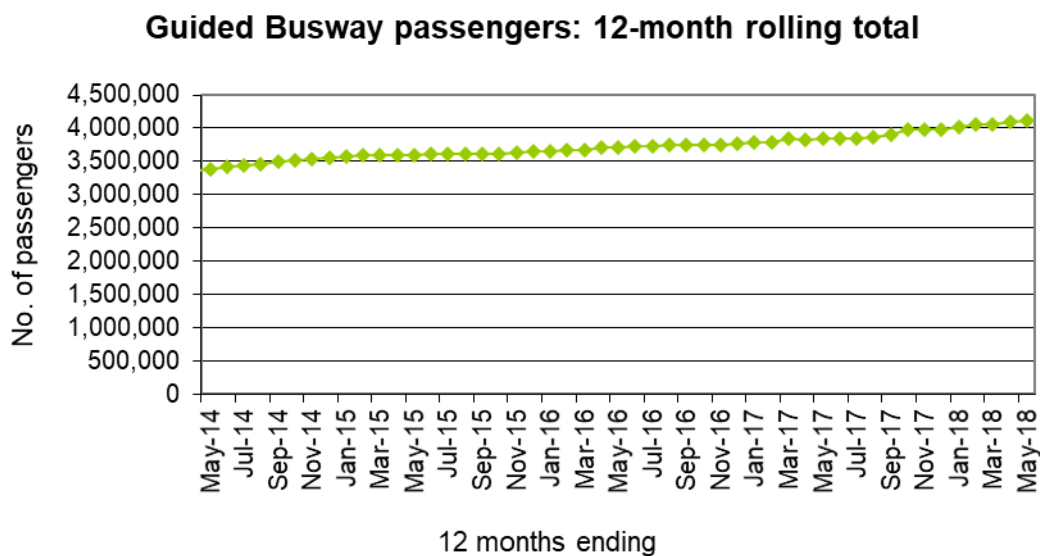
4.5 Contextual indicators (new information)

a) Economy & Environment

Passenger Transport

- Guided Busway passenger numbers (May 2018)

The Guided Busway carried 351,373 passengers in May 2018. There have now been over 23.7 million passengers since the Busway opened in August 2011. The 12-month rolling total is 4.1 million.



APPENDIX 1 – Service Level Budgetary Control Report

Place & Economy Service Level Finance & Performance Report

Finance & Performance Report for P&E - June 2018

Forecast Outturn Variance (May)		Budget 2018/19	Actual June 2018	Forecast Outturn Variance	
£000's		£000's	£000's	£000's	%
Executive Director					
0	Executive Director	201	223	0	0%
0	Business Support	268	49	0	0%
0	Executive Director Total	469	272	0	0%
Highways					
0	Asst Dir - Highways	120	25	0	0%
0	Local Infrastructure Maintenance and Improvement	6,351	1,389	0	0%
0	Traffic Management	-135	248	0	0%
0	Road Safety	506	139	0	0%
0	Street Lighting	9,771	2,488	0	0%
0	Highways Asset Management	570	245	0	0%
0	Parking Enforcement	0	3	0	0%
0	Winter Maintenance	2,048	65	0	0%
0	Bus Operations including Park & Ride	319	509	-0	0%
0	Highways Total	19,549	5,113	-0	0%
Cultural & Community Services					
0	Asst Dir - Cultural & Community Services	123	30	-0	0%
0	Public Library Services	3,263	853	16	0%
0	Cultural Services	87	19	-1	-1%
0	Archives	354	81	0	0%
0	Registration & Citizenship Services	-541	8	-0	0%
290	Coroners	903	132	290	32%
0	Community Transport	2,496	356	-0	0%
0	Concessionary Fares	4,668	-134	0	0%
290	Cultural & Community Services Total	11,354	1,345	306	3%
Environmental & Commercial Services					
0	Asst Dir - Environment & Commercial Services	120	-76	0	0%
0	County Planning, Minerals & Waste	432	9	0	0%
0	Historic Environment	56	45	0	0%
0	Trading Standards	694	183	0	0%
0	Flood Risk Management	411	36	5	1%
0	Energy	59	82	0	0%
500	Waste Management	35,820	3,041	600	2%
500	Environmental & Commercial Services Total	37,590	3,320	605	2%
Infrastructure & Growth					
0	Asst Dir - Infrastructure & Growth	120	31	-0	0%
0	Major Infrastructure Delivery	1,100	376	0	0%
0	Transport Strategy and Policy	103	844	0	0%
0	Growth & Development	547	164	0	0%
0	Highways Development Management	0	225	0	0%
0	Infrastructure & Growth Total	1,870	1,640	-0	0%
-790	Savings to be found within service			-911	
0 Total		70,831	11,690	0	0%
Grant Funding					
0	Non Baselined Grants	-29,108	-1,639	0	0%
0	Grant Funding Total	-29,108	-1,639	0	0%
0 Overall Total		41,723	10,051	0	0%

APPENDIX 2 – Commentary on Forecast Outturn Position

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

Service	Current Budget for 2018/19 £'000	Actual £'000	Outturn Forecast	
			£'000	%
Public Library Services	3,263	853	+16	0
A savings target of £50k relating to the Icon (self-service payment) system roll out within Libraries is unlikely to be achieved and any savings for this will be minimal.				
Coroners	903	132	+290	+32
The Coroners Service is projecting an overspend of £290k for Cambridgeshire, which is caused by a mixture of on-going workload pressure i.e. the number of cases and the complexity of cases increasing, and a need to reduce the backlog of cases built up over previous years.				
Community Transport	2,496	-21	0	0
Community Transport has pressures of £280k, which is due to the cost of former commercial routes now being subsidised; this can be covered in the short-term from earmarked reserves. It had already been agreed that £84k would be used from the community transport earmarked reserve for the former commercial routes. The Economy & Environment Committee has now agreed to continue to subsidise 19 routes until the end of the 2018/19 financial year, to be fully covered from reserves. In addition the Combined Authority has agreed to fund the continuation of the number 46 service and three further recently de-registered services to the end of the financial year, and has undertaken to provide further funding should additional de-registrations arise this financial year.				
Waste Management	35,820	3,041	600	+1
<p>Contract changes that deliver full year savings totalling £1.3m have been identified however delays to reaching formal agreement with the contractor that will allow contract changes to deliver a series of positive initiative will result in a shortfall in delivered savings. It is anticipated that agreement will be reached to allow savings to commence in October (previously reported as September) resulting in a savings shortfall of approximately £600,000 this financial year.</p> <p>Until agreement is reached with the contractor on the contract changes the variable nature of the MBT creates uncertainty in the forecast and actual performance could improve, resulting in an underspend, or worsen, resulting in an overspend</p>				

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	29,108
Non-material grants (+/- £30k)		0
Total Grants 2018/19		29,108

APPENDIX 4 – Virements and Budget Reconciliation

	£'000	Notes
Budget as per Business Plan	41,428	
Funding of former commercial bus routes from earmarked reserve	+84	Agreed in 2017/18
Further funding of former commercial bus routes from earmarked reserve	+211	
Non-material virements (+/- £30k)		
Current Budget 2018/19	41,723	

APPENDIX 5 – Reserve Schedule

Fund Description	Balance at 31st March 2018 £'000	Movement within Year £'000	Balance at 30th June 2018 £'000	Yearend Forecast Balance £'000	Notes
Equipment Reserves					
Libraries - Vehicle replacement Fund	30	0	30	0	
Sub total	30	0	30	0	
Other Earmarked Funds					
Deflectograph Consortium	55	0	55	55	Partnership accounts, not solely CCC
Highways Searches	55	0	55	0	
On Street Parking	2,812	0	2,812	2,500	
Streetworks Permit scheme	117	0	117	0	
Highways Committed Sums	700	0	700	700	
Streetlighting - LED replacement	184	0	184	0	
Community Transport	444	-295	149	149	
Guided Busway Liquidated Damages	(35)	0	(35)	0	This is being used to meet legal costs if required.
Waste and Minerals Local Development Fra	59	0	59	59	
Flood Risk funding	20	0	20	0	
Proceeds of Crime	356	0	356	356	
Waste - Recycle for Cambridge & Peterborough (RECAP)	203	0	203	200	Partnership accounts, not solely CCC
Travel to Work	172	0	172	172	Partnership accounts, not solely CCC
Steer- Travel Plan+	54	0	54	54	
Northstowe Trust	101	0	101	101	
Archives Service Development	234	0	234	234	
Other earmarked reserves under £30k	(149)	0	(149)	0	
Sub total	5,382	(295)	5,088	4,580	
Short Term Provision					
Mobilising Local Energy Investment (MLEI)	55	0	55	0	
Sub total	55	0	55	0	
Capital Reserves					
Government Grants - Local Transport Plan	3,897	18,214	22,111	0	Account used for all of P&E
Other Government Grants	1,521	(4,981)	(3,461)	0	
Other Capital Funding	4,782	(815)	3,967	5,000	
Sub total	10,200	12,417	22,617	5,000	
TOTAL	15,668	12,122	27,790	9,580	

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

2018/19						TOTAL SCHEME	
Original 2018/19 Budget as per BP	Scheme	Revised Budget for 2018/19	Actual Spend (June)	Forecast Spend - Outturn (June)	Forecast Variance - Outturn (June)	Total Scheme Revised Budget	Total Scheme Forecast Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000
	Integrated Transport						
200	- Major Scheme Development & Delivery	200	29	200	0	200	0
682	- Local Infrastructure Improvements	682	-49	682	0	863	0
594	- Safety Schemes	594	-2,992	594	0	594	0
345	- Strategy and Scheme Development work	345	274	345	0	345	0
1,346	- Delivering the Transport Strategy Aims	3,313	535	3,313	0	4,178	0
23	- Air Quality Monitoring	35	-7	35	0	23	0
14,591	Operating the Network	16,004	215	16,004	0	16,248	0
	Highway Services						
4,300	- £90m Highways Maintenance schemes	5,062	513	5,062	0	0	0
0	- Pothole grant funding	2,415	-36	2,415	0	1,155	0
0	- National Productivity Fund	692	319	692	0	2,890	0
0	- Challenge Fund	3,346	1,587	3,346	0	6,250	0
0	- Safer Roads Fund	1,302	11	1,302	0	1,175	0
	Environment & Commercial Services						
395	- Waste Infrastructure	300	0	300	0	5,120	0
250	- Energy Efficiency Fund	374	0	374	0	1,000	0
0	- Other Schemes	2	2	2	0	214	0
	Cultural & Community Services						
2,611	- Cambridgeshire Archives	2,862	108	2,666	-196	5,180	0
1,321	- Libraries	2,480	9	2,480	0	4,809	0
	Infrastructure & Growth Services						
3,129	- Cycling Schemes	3,273	558	3,273	0	17,650	0
0	- Huntingdon - West of Town Centre Link Road	957	1	957	0	9,116	0
1,077	- Ely Crossing	13,109	1,754	13,109	0	49,000	0
500	- Guided Busway	500	134	500	0	148,886	0
6,663	- King's Dyke	6,000	502	6,752	752	13,580	0
0	- Scheme Development for Highways Initiatives	388	0	388	0	1,000	0
0	- A14	0	39	0	0	25,200	0
0	- Soham Station	0	0	0	0	6,700	0
0	- Other schemes	20	30	20	0	1,000	0
0	- Combined Authority Schemes	4,422	88	4,422	0	4,422	0
	Other Schemes						
6,000	- Connecting Cambridgeshire	6,000	0	6,000	0	36,290	0
44,027		74,677	3,624	75,233	556	363,088	0
-8,071	Capital Programme variations	-14,931		-14,931	0		
35,956	Total including Capital Programme variations	59,746	3,624	60,302	556		

The increase between the original and revised budget is partly due to the carry forward of funding from 2017/18, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2017/18 financial year. The phasing of a number of schemes have been reviewed since the published business plan. This still needs to be agreed by GPC.

Additional grants have been awarded since the published business plan, these being 2 tranches of Pothole grant funding and further Safer Roads funding.

The Capital Programme Board have recommended that services include a variation budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. As forecast underspends start to be reported, these are offset with a forecast outturn for the variation budget, leading to a balanced outturn overall up to the point when slippage exceeds this budget. The allocations for these

negative budget adjustments have been calculated and shown against the slippage forecast to date.

Cambridgeshire Archives

The revised spend figure in 2018/19 is based on a revised cashflow from the contractor. The scheme is still expected to spend to the total budget allocated.

King's Dyke

The design is expected to be complete in the coming months and construction planned to follow. The detailed design did not commence as quickly as anticipated due to access requirements to carry out the additional surveys so some of this cost has moved into 2018/19.

It was also anticipated that significant land costs would be paid in 2017/18. However, this did not happen and these costs have rolled into 2018/19. This meant that only £1.66m of last year's allocation of £6m was spent.

The expenditure for 2018/19 financial year is estimated at £6.7m which is less than the £11m in the works budget as the construction is starting later than originally anticipated and most of this will be spent in the 2019/20 financial year.

The recent detailed development phase of this project has highlighted that overall project costs are now expected to be significantly higher than the £16.9 million estimated prior to the design phase. This is a result of increases in land and statutory undertakers' costs over early estimates, as well as early indications from Kier the contractor that the construction cost is now expected to be much higher than that submitted prior to the detailed design phase.

The contract with Kier has been split into two stages, design followed by construction. A breakpoint between the two stages means that the Council will be considering whether to award the construction phase of the project to Kier, a decision that is currently expected to be presented to E&E Committee for consideration in September.

Kier will be developing the target construction price as the design progresses over the next month, accompanied by an ongoing review by an external consultant.

An initial review of the Benefit Cost Ratio (BCR) in the Business Case shows that the scheme still represents high value for money, but this will be formally reviewed once the construction target price has been finalised.

Any additional costs would not be realised in this financial year and the current draft contractor's programme suggests that the road would open in spring 2020.

St Neots Northern Foot and Cycle Bridge

Spend for 2018/19 is anticipated to be £300,000 as work continues on determining the preferred design of the bridge, obtaining political approval for this and then moving into detailed design and statutory processes.

General Cycling

£35,000 has been allocated for minor cycling improvements countywide.

Works to improve a short length of Barton to Cambridge cycleway have now been completed on budget.

The final phase of Huntingdon Road will be taking place soon to install a wider, red cycle lane between Storey's Way and Girton Corner.

A feasibility study will be undertaken to see how Boxworth can be linked to the A14/Swavesey for walking and cycling.

£231,000 is currently allocated towards a new foot and cycleway on the A1198 between Cambourne and Papworth, which will allow for the scheme to be designed and developed, but further funding will be needed to complete the construction. It is anticipated that this will come in due course from Highways England.

Abbey-Chesterton Bridge

This project is still in the process of discharging planning conditions and awaiting legal sign off for land deals, to enable works to start on site, as per below.

The planning application was submitted in July 2016 and it was anticipated that this process would complete by Autumn 2016, with construction of the bridge in late 2017, and thus significant construction related spend could be achieved.

The planning permission was not granted until February 2017 following the need to submit multiple packages for certain aspects of the application. Construction now looks likely to commence in July 2018, though this is dependent upon discharging the pre-start planning conditions.

Significant spend will not be encountered until the construction work actually commences, thus the majority of spend will now come later in 2018/19 and in 2019/20.

The required scrub clearance and tree felling work had been completed before the bird nesting season commenced.

Capital Funding

2018/19				
Original 2018/19 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2018/19 £'000	Forecast Spend - Outturn (June) £'000	Forecast Funding Variance - Outturn (June) £'000
17,781	Local Transport Plan	17,801	17,801	0
373	Other DfT Grant funding	6,870	6,870	0
1,287	Other Grants	5,708	5,708	0
5,475	Developer Contributions	7,125	7,125	0
8,170	Prudential Borrowing	24,637	24,441	-196
10,941	Other Contributions	12,536	13,288	752
44,027		74,677	75,233	556
-8,071	Capital Programme variations	-14,931	-15,487	-556
35,956	Total including Capital Programme variations	59,746	59,746	0

The increase between the original and revised budget is partly due to the carry forward of funding from 2017/18, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2017/18 financial year. The phasing of a number of schemes have been reviewed since the published business plan. Additional grants have been awarded since the published business plan, these being 2 tranches of Pothole grant funding and further Safer Roads funding.

Funding	Amount (£m)	Reason for Change
Revised Phasing (Specific Grant)	4.4	Rephasing of grant funding for King's Dyke (£4.4m) from 2017/18, costs to be incurred in 2018/19.
Additional Funding (Section 106 & CIL)	1.7	Additional developer contributions to be used for a number of schemes (£0.7m). Roll forward of CIL funding for Hunts Link Road for outstanding land compensation costs (£1.0m).
Revised Phasing (Other Contributions)	-2.7	Revised phasing of King's Dyke spend.
Additional Funding / Revised Phasing	6.5	Roll forward and additional Grant funding – National Productivity Fund (£0.7m), Challenge Fund (£1.1m), Safer Roads Fund (£1.3m), Cycle City Ambition Grant (£1.4m) and Pothole Action Fund (£2.4m).

(DfT Grant)		
Additional Funding / Revised Phasing (Prudential borrowing)	16.4	Additional funding required for increased costs for Ely Crossing (£9.2m). Rephasing of spend for Highways maintenance (£2.5m), Challenge Fund (£2.2m) and Sawston Community Hub (£1.4m)

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

a) Economy & Environment

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
Connecting Cambridgeshire									
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	% of take-up in the intervention area as part of the superfast broadband rollout programme	High	↑	New indicator for 2016/17 To 31 May 2018	53.2%	Contextual		Figures to the end of January 2018 show that the average take-up in the intervention area has increased to 53.2%. Previously reported figures were 46.79%.in July 2017, 49.4% in November 2017 and 50.5% in January 2018, showing a steady increase in the percentage take-up.	
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	% of premises in Cambridgeshire with access to at least superfast broadband	High	N/A	New indicator for 2016/17 To 28 February 2018	96.1%	95.2% by June 2017	G	G	Figures have risen to 95.8% as at the end of December 2017. The 2016/17 target is based on estimated combined commercial and intervention superfast broadband coverage by the end of June 2017.
Economic Development									
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	% of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average	High	↑	To 31 December 2017	79.4%	80.9% to 81.5%	A	A	The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS). The 12-month rolling average is 79.4%, which is a slight increase from the last reported quarterly rolling average figure of 79.2% as at the end of September 2017. This said, it is still below the 2016/17 target range of 80.9% to 81.5%. It is above both the national figure of

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									74.9% and the Eastern regional figure of 77.8%. 78.1% are employed full time and 21.9% are employed part time.
	'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others	Low	↓	November 2016	10.8%:4.8% Ratio of most deprived areas (Top 10%) to all other areas Gap of 6.0 percentage points	Gap of <=6.0 percentage points Most deprived areas (Top 10%) Actual <=11.5%	G	A	<i>Please note the DWP has discontinued the dataset this information is sourced from and we are currently looking at other options to measure this or something similar.</i> The 2016/17 target of <=11.5% is for the most deprived areas (top 10%). Latest figures published by the Department for Work and Pensions show that, in August 2016, 10.8% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits, compared with 4.8% of those living elsewhere in Cambridgeshire. The gap of 6.0 percentage points is lower than the last quarter and is currently achieving the target of <=6.5 percentage points.
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Additional jobs created	High	↑	To 30 September 2016	+12,600 (provisional)	+3,500	G	G	The latest provisional figures from the Business Register and Employment Survey (BRES) show that 12,600 additional jobs were created between September 2015 and September 2016 compared with an increase of 6,300 for the same period in the previous year. This means that the 2016/17 target of +3,500 additional jobs has been achieved.

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									This information is usually published late September/early October each year, for the previous year, by the Office for National Statistics (ONS) as part of the BRES Survey. BRES is the official source of employee and employment estimates by detailed geography and industry. The survey collects employment information from businesses across the whole of the UK economy for each site that they operate.
Passenger Transport									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Guided Busway passengers per month	High	↑	To 31 May 2018	351,373		Contextual		The Guided Busway carried 351,373 passengers in May 2018. There have now been over 23.7 million passengers since the Busway opened in August 2011. The 12-month rolling total is 4.1 million.
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Local bus passenger journeys originating in the authority area	High	↑	2016/17	Approx. 18.7 million	19 million	A	A	There were over 18.7 million bus passenger journeys originating in Cambridgeshire in 2016-7. This represents an increase of almost 2% from 2015-6; this growth can probably be attributed to the continued increase in passenger journeys on the guided busway. As predicted last year the target of 19 million bus passenger journeys was not achieved, but it still is anticipated that there is a chance of growth in the future through the City Deal and if so, this will take place in 2017-8 at the earliest.
Planning applications									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant	High	↔	To 30 June 2018	100%	100%	G	G	6 County Matter planning applications have been received and determined on time since the beginning of the 2018/19 financial year. There were 2 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). 100% of these were determined on time.
Traffic and Travel									
Yearly	Operating Model Outcomes: People lead a healthy lifestyle and stay healthy for longer & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Growth in cycling from a 2004/05 average baseline	High	↑	2015	62.5% increase	70% increase	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	↓	October 2016	Fenland = 73.7% Other excluding Cambridge = 80.6%	Fenland = 86.3%	A	A	Latest figures published by the Department for Transport show that in 2015/16, 73.7% of Fenland residents walked or cycled at least once a month. This a reduction compared with 2014/2015 (81.1%). It is worth noting that because the indicator is based on a sample survey, the figure can vary from one survey period to the next, and the change since 2013/14 is not statistically significant. For instance the sample size for Fenland was 360 people and the sample size for the whole of Cambridgeshire was 2,323.

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									Excluding Cambridge, the latest figure for the rest of the County is approximately 80.6%. The gap of 7.0 percentage points is less than the 204/15 gap of 8.3 percentage points. The 2012/13 baseline gap was 8.7 percentage points.
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The average journey time per mile during the morning peak on the most congested routes	Low	↓	September 2016 to August 2017	4 minutes 45 seconds	4 minutes	R	A	<p>At 4.45 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is better than the previous year's figure of 4.52 minutes.</p> <p>The figure for Cambridge city is 5.29 minutes compared to the previous year's figure of 5.44 minutes.</p> <p>The target for 2017/18 is to reduce this to 4 minutes per mile.</p>

c) ETE Operational Indicators

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
ETE Operational Indicators									
Monthly	Operating Model enabler: Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us								
	% of Freedom of Information requests answered within 20 days	High	↑	To 31 May 2018	100%	90%	G	G	15 Freedom of Information requests were received during May 2018. Provisional figures show that all 15 (100%) of these were responded to on time. 45 Freedom of Information requests have been received since April 2017 and 84.4% of these have been responded to on-time. This compares with 98.1% (out of 53) and 92.2% (out of 51) for the same period last year and the year before.
	Operating Model enabler: Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us								
	% of complaints responded to within 10 days	High	↑	To 31 May 2018	87%	90%	A	G	55 complaints were received in May 2018. 48 (87%) of these were responded to within 10 working days. The year-to-date figure is currently 93%.
	Operating Model enabler: Having Councillors and officers who are equipped for the future								
	Staff Sickness - Days per full-time equivalent (f.t.e.) - 12-month rolling total. A breakdown of long-term and short-term sickness will also be provided.	Low	↓	To 31 March 2018	3.6 days per f.t.e.	6 days per f.t.e	G	G	The 12-month rolling average has increased slightly to at 3.6 days per full time equivalent (f.t.e.) and is still below (better than) the 6 day target. During March the total number of absence days within Place and Economy was 207 days based on 500 staff (f.t.e) working within the Service. The breakdown of absence shows that 137 days were short-term sickness and 70 days were long-term sickness. The launch of the new ERP Gold system has caused a delay in reports from this new data which means there is currently no data for the current financial year while new reports are written and tested.

**ECONOMY AND ENVIRONMENT COMMITTEE – AGENDA PLAN, TRAINING PLAN
APPOINTMENTS TO OUTSIDE BODIES, PARTNERSHIP LIAISON AND ADVISORY
GROUPS**

To: **Economy and Environment Committee**

Meeting Date: **16th August 2018**

From: **Graham Hughes – Executive Director, Place and Economy**

Electoral division(s): **All**

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

Purpose: **To review the Committee’s agenda plan and training plan, and to appoint a replacement Member to Fenland Association for Community Transport (FACT) Board and Huntingdon Association for Community Transport (HACT) Board following the resignation of Councillor McGuire.**

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

- (i) review its agenda plan attached at Appendix 1;**
- (ii) review and note its training plan attached at Appendix 2:**
- (iii) appoint Councillor Boden to replace Councillor McGuire to both the Fenland Association for Community Transport (FACT) Board and Huntingdon Association for Community Transport (HACT) Board**

<i>Officer contact:</i>	
Name:	Rob Sanderson
Post:	Democratic Services Officer
Email:	Rob.sanderson@cambridgeshire.gov.uk
Tel:	01223 699181

1. BACKGROUND

- 1.1 The Economy and Environment Committee reviews its agenda plan and training plan at every meeting and reviews its appointments on an annual basis. Replacement appointments are sometimes required to be made during the year which is the case with the present report.

2 AGENDA AND TRAINING PLANS

- 2.1 The Agenda Plan is attached as Appendix 1.

2.2 The Training Plan attached as Appendix 2 is the standard update report.

3. APPOINTMENTS

3.1 Following the resignation of Councillor McGuire there is a need to appoint a replacement elected Member to both the Fenland Association for Community Transport (FACT) Board and the Huntingdon Association for Community Transport (HACT) Board. The detail of the appointments in terms of the expectation on member commitment is set out in Appendix 3. The Leader of the Council has proposed the nomination of Councillor Chris Boden to be appointed to replace Councillor McGuire. The Committee is being asked to approve this change as there is a need to re-constitute the relevant boards as soon as possible.

3.2 Following the report on Community Transport at the special Audit and Accounts Committee on 31st July and agreement of the Action Plan, the intention is that additional training is to be given to all Members on the various roles and responsibilities on differing outside bodies. A report on the detail is being prepared by the Deputy Monitoring Officer with the intention of taking it to the next meeting of Constitution and Ethics Committee.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

4.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

4.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

5. SIGNIFICANT IMPLICATIONS

5.1 There are no significant implications within these categories:

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

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Not applicable
Have the procurement/contractual/Council Contract Procedure Rules implications been cleared by	Not applicable

Finance?	
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Not applicable
Have the equality and diversity implications been cleared by your Service Contact?	Not applicable
Have any engagement and communication implications been cleared by Communications?	Not applicable
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Not applicable
Have any Public Health implications been cleared by Public Health	Not applicable

Source Documents	Location
None	

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1st August 2018
Update: 7th August 2018

Appendix 1 AGENDA ITEM: 8

Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

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

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

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

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
16/08/18	Combined Authority Procurement	Jack Eagle	2018/054	02/08/18	07/08/18
	Cambridgeshire County Council & Cambridgeshire & Peterborough Combined Authority Partnership Agreement for Connecting Cambridgeshire Programme Delivery 2018-22	Noelle Godfrey	Not applicable		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Economy and Environment Committee Training Plan	Rob Sanderson	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
13/09/18	Community Transport Grant Procurement Award	Paul Nelson	2018/037	30/08/18	04/09/18
	Kings Dyke Contract Award Approval	Brian Stinton	2018/038		
	Kennett Garden Village Outline Planning Application	Stuart Clark / Andrew Connolly	Not applicable		
	The Cambridgeshire Statement of Community Involvement	Ann Barnes	Not applicable		
	Councillor Appointment to the A141 Huntingdon & St Ives Area Transport Study Steering Group	Karen Kitchener	Not applicable		
	Trading Standards Update - Annual Report	Peter Gell / Sass Pledger	Not applicable		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Rob Sanderson	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
11/10/18	Royal London Waterbeach Planning Application	Juliet Richardson	2018/039	27/09/18	02/10/18
	Highways Response to West Cambridge Master Planning Report	David Allatt	2018/040		
	Transport Investment Plan	Elsa Evans	2018/066		
	Waterbeach Supplementary Planning Document	Colum Fitzsimons / David Allatt	Not applicable		
	Planning Obligations Strategy	C Fitzsimmons	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Cambridge Northern Fringe East Area Action Plan	Juliet Richardson	Not applicable		
	Approach to the agreement and distribution of Community Infrastructure Levy (CIL) and Section 106 funding	Juliet Richardson	Not applicable		
	Place and Economy Key Performance Indicators (KPIs)	Graham Hughes	Not applicable		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Rob Sanderson	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
15/11/18	St Neots Northern Foot and Cycle Bridge – Selection of preferred design Option	Mike Davies	Not yet confirmed	01/11/18	06/11/18
	Integrated Transport Block (ITB) Funding Allocations	Elsa Evans	2018/067		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Tamar Oviatt-Ham / Tess Adams	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
06/12/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	22/11/18	27/11/18
	Business Planning	Graham Hughes	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Economy and Environment Committee Training Plan	Tamar Oviatt-Ham / Tess Adams	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
10/01/19	Further Extension of Funding for Bus Services	Paul Nelson	key decision	21/12/18	31/12/18
	Approval of the Cambridgeshire Statement of Community Involvement	Ann Barnes	Not applicable		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Rob Sanderson	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
07/02/19 (Reserve date)				24/01/19	29/01/19
14/03/19	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	01/03/19	05/03/19
	Economy and Environment Committee Training Plan	Rob Sanderson	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
11/04/19 (Reserve date)				28/03/19	02/05/19
23/05/19	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Rob Sanderson	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
1.	The Budget and ETE Business Planning Process	To provide an understanding of the process	Amanda Askham	Wednesday 9 th August 2017 10-12 noon	KV Room	Seminar	E and E Ctte and Subs	6 (no individual details provided)	10% of full Council Membership
2.	Introduction to Major Infrastructure Delivery	To provide an understanding of the subject	Stuart Walmsley	28th November 2017	KV Room	Seminar	All	David Ambrose Smith Henry Bachelor Ian Bates Anna Bradnam Kevin Cuffley John Gowing Anne Hay Joan Whitehead Donald Adey Bill Hunt Nichola Harrison Josh Schumann Tim Wotherspoon Lorna Dupre Anna Bailey Matthew Shuter	26% of full Council Membership 40% of main E and E Committee membership

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
3.	Ely Bypass Site Visit	To view the site to help gain a better understanding of the issues	Brian Stinton/ Stuart Walmsley	Friday 25 th August 2017 10 a.m. - 1.p.m.	On site	Site Visit	E and E Ctte and Subs	David Ambrose Smith Ian Bates Henry Batchelor Lorna Dupre Ian Gardener Bill Hunt Tom Sanderson Tim Wotherspoon	24% of full Council membership 30% of main E and E Committee membership
4.	Waterbeach Waste Management Park site visit [Organised by H&CI Committee]	To help provide a better understanding of the subject	Adam Smith	Mon 12th Feb 2018 11am – 2pm	On site	Site Visit	H and C Ctte – invitation also extended to E and E Committee	Ian Bates Henry Batchelor David Connor Sebastian Kindersley	7% of full Council membership 20% of main E and E Committee membership
5.	Connecting Cambridgeshire	To update Members on	Noelle Godfrey	Mon 4th Sep 2017	KV Room	Seminar	All	David Ambrose Smith, Ian Bates,	16% of Council

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
	– Digital Connectivity	Progress and to help provide a better understanding		2-3pm				Adela Costello, Lorna Dupre, Lis Every, Mark Howell, David Jenkins, Noel Kavanagh, John Williams, Tim Wotherspoon,	membership 50% of main E and E Committee membership
6.	County's role in Growth and Development	To update Members on progress and to help provide a better understanding	Sass Pledger, Juliet Richardson	Mon 2 nd Oct 2017 2-4pm	KV Room	Seminar	All	Donald Adey David Ambrose Smith Ian Bates Anna Bradnam Steve Criswell Lis Every Lynda Harford Anne Hay Linda Jones Lina Joseph Noel Kavanagh	20% of Council membership 40% of main E and E Committee membership

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
								Joshua Schumann	
7.	Flood Risk Management Strategy and work	To help provide a better understanding of the subject	Sass Pledger, Julia Beeden	Wed Oct 25 th 2017 2-4pm	KV Room	Seminar	All	Ian Bates Anna Bradnam John Gowing Mark Howell Tom Sanderson Joan Whitehead John Williams Tim Wotherspoon	13% of Council membership 30% of main E and E Committee membership
8.	Energy Strategy and Work	To help provide a better understanding of the subject and provide a progress update	Sass Pledger, Sheryl French	Mon 13 th Nov 2017 10am-12pm	KV Room	Seminar	All	Ian Bates Anna Bradnam John Gowing Mark Howell Joshua Schumann Terry Rogers	10% of full Council membership 10% of main E and E Committee membership

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
9.	County Planning Minerals and Waste	To help provide a better understanding of the subject and provide a progress update	Sass Pledger, Emma Fitch	Wed 29 th Nov 2017 2-4pm	KV Room	Seminar	All	David Connor Anna Bradnam Ian Gardener John Gowing Lynda Harford Terry Rogers Joan Whitehead John Williams	13% of full Council membership 20% of main E and E Committee membership
10.	Major railway projects	To help provide a better understanding of the subject and provide a progress update	Jeremy Smith	Mon 18 th Dec 2017 2-4pm	KV Room	Seminar	All	Donald Adey David Ambrose Smith Anna Bradnam John Gowing Ian Bates Lis Every Bill Hunt Terry Rogers Joan Whitehead John Williams	16% of full Council membership 40% of main E and E Committee membership
11.	Bus Bill	Review of supported bus services	Paul Nelson	2nd February	KV Room	Taken as part of the Member	All	Anna Bailey Anna Bradnam Adela Costello Steve Count	39% total Council Membership

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
		explaining the economies and constraints of running a commercial bus service.				Monthly Seminar		Steve Criswell Kevin Cuffley Lorna Dupre Lis Every John Gowing Anne Hay Roger Hickford Mark Howell Peter Hudson Bill Hunt Linda Jones Noel Kavanagh Ian Manning Mac McGuire Lucy Nethsingha Terry Rogers Mike Shellens Mandy Smith Joan Whitehead John Williams	20% of main E and E Committee membership
12.	A14 site visit (Limited to 12 places)	To see the progress on the construction and to be given more	Stuart Walmsley / Highways England	2 p.m. 10 th April 2018	On site Swavesey	Site Visit	E and E Cttee but opened up to all	Bates Batchelor Criswell Dupre Hunt	12% of full Council membership

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
		details on site					County Councillors	Jenkins Wotherspoon	20% of main E and E Committee membership
13.	Further Ely Bypass Site Visit	To view the site and construction progress	Brian Stinton/ Stuart Walmsley	9 th May 2018	On site	Site Visit	E and E Ctte and Subs	Connor Hunt	3% of Full Council membership 10% of Committee membership but 30% attended an earlier site visit
14.	The Combined Authority	To provide an understanding of the Authority and its relationship to the County Council and	Martin Whiteley Combined Authority	10.30am Friday 15 th June 2018 one hour plus slot	KV Room	Topic Monthly Member Seminar	All	A Bradnam A Costello S Count P Downes J French J Gowing L Harford N Harrison	28% of Council membership 20% of main E and E

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
		other partners						A Hay R Hickford M Howell P Hudson L Jones S King S Tierney J Whitehead T Wotherspoon	Committee membership
15.	Cambridgeshire and Peterborough Minerals and Waste Local Plan	To hold a future Member seminar and if practicable, to extend invitations to District Councillors	Ann Barnes	15th March 2019 Seminar	KV Room Shire Hall	To provide more information on the detail			
16.	Section 106	To explain the Section 106 process as it applies to the County Council	Juliet Richardson	7th December		To provide more information on the detail			

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
17.	New Developments	To include information on <ul style="list-style-type: none"> • future proofing new homes to take account of the demands of a rising elderly population, • builders installing solar panels • landscaping tree planting programmes • Provision and barriers to providing electric charging 	Juliet Richardson	7th December		To provide more information on specific issues requested by Members as listed,			

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red bold text have not yet taken place or details are still to be confirmed

Ref	Subject	Purpose	Responsibility	Date	Venue	Nature of training	Attendance by:	Cllrs Attending	Percentage of total
		points in new homes.							

CAMBRIDGESHIRE COUNTY COUNCIL

APPOINTMENTS TO OUTSIDE BODIES EXTERNAL ADVISORY GROUPS AND PANELS, PARTNERSHIP LIAISON AND ADVISORY GROUPS ECONOMY AND ENVIRONMENT COMMITTEE

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
Fenland Association for Community Transport (FACT) Board The purpose of the Board of FACT is (a) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer FACT (and HACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding	4	1	Councillor M McGuire (Conservative) appointed at the May Committee meeting but has since resigned. A replacement elected member is required.	Steve Shannon Fenland Association for Community Transport Ltd steve-shannon@hotmail.com 01354 661234 www.fact-cambs.co.uk
Huntingdon Association for Community Transport (HACT) Board The purpose of the Board of HACT is to (a) monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer HACT (and FACT, its parallel service in Fenland) towards meeting future need, including new initiatives, projects, potential sources of funding.	4	1	Councillor M McGuire (Conservative) appointed at the May Committee meeting but has since resigned. A replacement elected member is required	Steve Shannon Huntingdon Association for Community Transport Ltd (Note shared office with FACT) Steve-Shannon@hotmail.com Tel: 01354 661234 www.hact-cambs.co.uk

