

ECONOMY AND ENVIRONMENT COMMITTEE



Cambridgeshire
County Council

Date: Tuesday, 08 March 2016

Democratic and Members' Services

Quentin Baker

LGSS Director: Law, Property and Governance

10:00hr

Shire Hall

Castle Hill

Cambridge

CB3 0AP

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

AGENDA

Open to Public and Press

CONSTITUTIONAL MATTERS

1. Apologies and Declarations of Interest

Guidance for Councillors on declaring interests is available at

<http://tinyurl.com/cccd-dec-of-interests>

2. Minutes of 19th January 2016 and Action Log

5 - 28

3. Petitions

KEY DECISIONS

None

OTHER DECISIONS

- | | | |
|------------|--|------------------|
| 4. | Building Community Resilience | 29 - 44 |
| 5. | Progress Update and next Stage of Connecting Cambridgeshire Programme | 45 - 54 |
| 6. | Review of Economy and Environment Performance Indicators for 2016-17 Finance and Performance Report | 55 - 66 |
| 7. | Finance and Performance Report - January 2016 Cover report | 67 - 94 |
| 8. | Economy and Environment Committee Training Plan_ | 95 - 104 |
| 9. | Economy and Environment policy and Services Committee Agenda Plan | 105 - 110 |
| 10. | Date of next meeting | |
- 10 am Tuesday 19th April 2016 -This meeting will be required due to the number of reports scheduled.

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The Economy and Environment Committee comprises the following members:

Councillor Ian Bates (Chairman) Councillor Edward Cearns (Vice-Chairman) Councillor John Clark Councillor Lynda Harford Councillor Roger Henson Councillor Noel Kavanagh Councillor Alan Lay Councillor Mike Mason Councillor Mac McGuire Councillor Joshua Schumann Councillor Mathew Shuter Councillor Ashley Walsh and Councillor John Williams

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

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Tuesday 19th January 2016

Time: 10.00a.m. to 11.38p.m.

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

Also present: None.

Apologies: Councillor A Lay.

COUNCILLOR STEVE VAN DE KERKHOVE

The Chairman reported the death of Councillor Steve Van de Kerkhove who was a substitute member on the Committee and a popular and valued Member of the Council. As a mark of respect, all those present stood and observed a minutes' silence.

183. DECLARATIONS OF INTEREST

Councillor Bates declared a non-prejudicial interest in Minute 187 'Greater Cambridge City Deal Executive Board Delegations' as a substitute Member on the City Deal Executive Board.

184. MINUTES AND ACTION LOG

The minutes of the meeting held on 3rd December were agreed as a correct record subject to the following amendment:

Minute 177 Planning Obligations Strategy deletion in bullet 3 under 'Members comments' the words "South Cambridgeshire" and after the words "District Council" adding an 's' at the end so it reads "District Councils".

It was unanimously resolved:

To note the updates on the Minutes Action Log.

185. PETITIONS

There were no petitions to be considered.

186. CHERRY HINTON HIGH STREET – APPROVAL TO CONSTRUCT

In the early 1990s a traffic calming scheme was introduced in Cherry Hinton High Street which has been successful in reducing traffic speeds and accidents. However, by modern standards, the High Street is dominated by pedestrian guardrails, signage and general street clutter. In addition, cyclists often fail to use the narrow lanes currently

provided. In 2012 the Council's Cabinet approved the use of £275,000 of Section 106 / area corridor planning funds to develop a scheme to enhance facilities for cyclists and to improve the general street scape, with the current report explaining the scheme development process followed and seeking the Committee's approval to build the scheme.

Section 2 set out the details of the consultation process undertaken. It was highlighted that 431 responses had been received, mainly from local people. 78% of responders supported the removal of cycle bollard islands, 86% supported removing unnecessary signs, railings, bollards and street furniture and 64% supported the introduction of 1.5 metre wide cycle lanes. There was less support (50%) for removing the mini roundabouts in the High Street.

It was explained that the narrow road width limited the possibilities for improving cycling infrastructure as there was insufficient width to provide segregation for cyclists by moving kerb lines. Shared use paths for pedestrians and cyclists had been ruled out in such a busy local centre. As a result, they could only be designated as advisory cycle lanes. The key components of the scheme proposed the removal of numerous traffic islands and narrow cycle bypass lanes, the omission of the road centre line, amendments to two bus stop areas and the introduction of advisory cycle lanes. The proposals were shown on Plan 1 and Plan 2 of the officers' report with the detail, set out in Section 4 of the report.

It was highlighted that the scheme had the support of local Councillors, and efforts had been made to ensure that all initiatives within the High Street, including the City Council's Public Realm Scheme were joined up to ensure the best value for public funds and a minimal period of disruption for local residents and businesses.

The local County Council Member for Cherry Hinton spoke in support of the scheme proposals, explaining that the existing layout contributed to the massive congestion at peak times. She had concerns that the proposed advisory cycle lanes could still result in cyclists being forced onto pavements at peak times. She highlighted that once the scheme was implemented, there should be careful monitoring, to ascertain if further modifications were required. She also queried whether the popular suggestion in the consultation for gates at each end of the village (to force traffic onto the bypass points) could be brought back into the Plan. In response, paragraph 4.8 of the report was highlighted which explained the post scheme monitoring to be undertaken. In terms of adding gates, this could not be included, due to the limit on funding received from the section 106 agreement. Should additional monies become available from further developments at a later date, other enhancements might be revisited. The point was made that current signage did encourage use of bypass points.

Comments / queries from Members of the Committee included:

- One Member supported the removal of the islands to aid the movement of buses but had concerns regarding buses and large commercial vehicles straying into the cycle lanes and also asked how the cycle lanes would cope with the laybys included in the scheme. In response, it was explained that the current block paving and high kerbs were to be removed and replaced with asphalt to stop cyclists having to move out into the road. In addition the 20 mile per hour speed limit to be introduced would

also help improve the overall safety of cyclists.

- With reference to the City Council urban realm improvements to shop fronts and the picture shown in the report, one Member expressed concern regarding proposals to plant trees near the highway and asked for details on the relevant Policy governing tree planting on / near highways, as he had concerns regarding potential damage. In response it was agreed to provide the details outside of the meeting, with the point made that the area shown was on private shop frontage and was therefore not on the public highway. The expectation was also that planting would involve tree species which would not damage pavements. **Action**
- Members praised the use of illustrations in this report to help with the visualisation of the proposals and it was suggested that they should be included as standard in future development / transport improvement scheme reports.

It was resolved to:

- a) note the scheme development process set out in sections 2 and 3 of the officer's report.
- b) approve the scheme proposals set out in Section 4, paragraph 4.3 of the officer's report and
- c) note the programme for delivery of the scheme as set out in paragraph 5.3 of the officer's report.

187. GREATER CAMBRIDGE CITY DEAL EXECUTIVE BOARD DELEGATIONS

This report had been referred from Constitution and Ethics Committee to this Committee and Highways and Community Infrastructure Committee in order to consider and comment on proposals to clarify the delegation of powers previously made to the Greater Cambridge City Deal Executive Board for promoting and exercising different types of orders for projects included in the City Deal. The aim was to facilitate the smooth functioning of the governance arrangements (particularly the delivery of the infrastructure investment programme on a very tight timescale) and to recommend them to Full Council to make the appropriate changes to the Constitution.

The proposals included a definition of City Deal Infrastructure schemes, Compulsory Purchase Orders, Side Roads Orders, and Transport and Works Act Orders as detailed in paragraphs 2.5 to 2.14.

Committee Members comments included:

- In response to one Member asking how the two relevant service committees would be consulted on before the Board agreed specific matters for which there was a statutory duty to consult (as the relevant highways authority) it was explained that the terms of reference for the Board agreed by all three Councils surrendered sovereignty on specific functions, in order to be able to speed up the decision making process without having to refer back to each individual council.

Without this streamlining of the decision making process, the millions of pounds of additional funding from Central Government would not have been secured.

- One Member sought guidance on local member involvement in the decision making process. In response, it was explained that there would be an agreed protocol which would include the development of a liaison forum for each area with local members to be consulted on all schemes developed in their area, with the final decisions to then be taken by the Board. The Executive Director suggested that this protocol could be made available to the Committee following its agreement through the City Deal. **Action**
- One Member asked how voters' views would be taken into account. As a response another Member made the point that each Council had agreed to appoint elected members to sit on the Board to help represent their constituents' views. Councillor Bates indicated he would be happy to explain the governance arrangements to Councillor Henson outside of the meeting.
- A number of members voiced their support of the proposals which they agreed were needed to enable speedier decision making.

It was resolved unanimously to recommend and endorse and propose to Council that:

- a) the powers for promoting and exercising Compulsory Purchase Order powers for City Deal infrastructure schemes is confirmed as being delegated to the Greater Cambridge City Deal Executive Board;
- b) the powers for promoting and exercising Side Roads Orders for City Deal infrastructure schemes is confirmed as being delegated to the Greater Cambridge City Deal Executive Board; and
- c) the power to promote Transport and Works Act Orders for City Deal infrastructure schemes is confirmed as being delegated to the Greater Cambridge City Deal Executive Board.

188. REVIEW OF ECONOMY AND ENVIRONMENT STRATEGIC FRAMEWORK PERFORMANCE INDICATORS FOR 2016/17

As a result of adopting the Operating Model, and the Council moving towards an outcome-based approach, there were implications for how performance would be monitored going forward. This report therefore sought a review of the Committee's key performance indicators with the proposed set of Economy and Environment (E&E) performance indicators for the 2016/17 Strategic Framework attached as Appendix A to the officers' report.

The current report set out proposals for the "high level" E&E performance indicators in the Council's Strategic Framework document. It was proposed that the remaining,

“lower level”, E & E indicators would be reviewed in February / March 2016 following publication of the Council’s Business Plan.

The report proposed the following changes to the Strategic Framework for 2016-17:

- the indicator titled ‘Wider Outcomes of Adult Learning’ should be removed. The intention was still to retain the key adult learning indicator measuring adult learners in the most deprived wards completing courses to improve their chances of learning or employment. This had been changed by the Committee in May 2015 so that its focus was on just the most deprived electoral divisions.
- a new indicator was proposed to be added titled ‘% of premises in Cambridgeshire with access to at least superfast broadband’. Additionally, the intention was to report on take-up in the intervention area, as part of the superfast broadband rollout programme.

Members’ comments included:

- One Member querying the definition of ‘access’ in the new indicator as she had concerns relating to the access being offered. In response it was explained that the Council was only providing access to a provider in areas where there was no current commercial provider, or access to superfast broadband. The Council was not providing a greater choice of provider and where there was already a commercial provider for the area, the Council would not be providing an alternative.
- One Member queried why the top three indicators in Appendix A were Economy and Environment Committee indicators when he thought there was a case for them being classed as corporate indicators. (i.e. ‘Proportion of Cambs residents aged 16-64 in Employment’, ‘Additional Jobs created per year’ and ‘Number of people starting apprenticeships’) As a response it was indicated that this was due to economy and jobs creation being within E and E Committee’s remit. The Member accepted this on the basis that they were recognised as a whole Council responsibility and not just E&E’s.
- A question was raised regarding what future cycling / walking schemes were in the pipeline for Fenland to help increase levels of cycling / walking. In reply the response was that currently there were not many, other than upgrading footways in Wisbech. This was mainly due to the challenges in securing necessary funding. ETE officers were working with Health colleagues to try to access additional funding.
- One Member queried the indicator titled ‘the average journey time per mile during the morning peak on the most congested routes’ which had as its primary outcome ‘The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents’ as currently congestion was getting worse. It was suggested the target should be looked at again in terms of alternative wording such as ‘To reduce journey times to improve the economy’.

- One Member queried whether, the change in legislation regarding the requirements to be in training or education until the age of 18, impacted on the indicator reading 'The Proportion of Cambridgeshire residents aged 16-64 in employment' and if it should be changed to '18-64'. Officers agreed to look at this and other issues raised and to report back. **Action**

Having commented, it was resolved unanimously to:

- a) Approve the proposed Economy and Environment key performance indicators for the 2016-17 Strategic Framework as set out in Appendix A of the officer's report.
- b) Officers investigating and reporting back on whether it was more appropriate to change the age group for the performance indicator on the proportion of Cambridgeshire residents in employment from '16-64' to '18-64' to reflect the change in the law requiring people to undergo education or training until the age of 18.

189. FINANCE AND PERFORMANCE REPORT – NOVEMBER 2015

This report provided the Committee with an opportunity to comment on the projected financial and performance outturn position as at the end of November 2015, with the presenting officer highlighting that the figures on page 2 were for November even though all references stated they were still for the period to the end of September.

The key issues highlighted were:

- at the end of November, ETE was forecasting a year-end underspend on revenue of £204,000.
- At the end of November, ETE was forecasting an underspend on Capital of £33.3m with two changes highlighted since the last Committee in relation to the Guided Busway and the City Deal as set out in paragraph 2.4. of the report.

In relation to the twelve E&E Committee performance indicators set for 2015-16, two were currently showing as red, two amber and eight green. The indicators currently red were 'the number of people in deprived wards completing courses to improve their chances of employment or progression in work' and 'the number of local bus passenger journeys originating in the authority area'. The updated current forecast for year-end, was that none of the indicators would be red, seven would be amber and five green.

Members raised issues including the following:

- One Member noting the capital slippage on the Guided Busway to 2016/17 was due to the uncertainty on the timing over the final land deal and retention payments, queried whether the slippage related mainly to one location? In reply it was reported that the large land deals had been settled, with the money being held for smaller land deals and as a contingency against possible compensation claims from adjacent properties.

- Another query from the same Member was on concessionary fares and whether where a bus journey involved a change of buses and a concessionary card had to be shown, the Council was charged twice. It was confirmed this would be the case, but that individual breakdowns were not provided to the Council.
- A further query from the same Member was regarding the progress on being reimbursed by central government for the monies the County Council had spent on the development of Cambridge North Station. In response it was reported that discussions were still ongoing and the subject of further reminders, now that construction work was underway.
- Another Member queried the underspend on the City Deal, expressing his concern regarding whether it would be possible to spend the money already allocated. In reply it was explained that the estimates at the start of the year were very broad brush and that the programme of schemes was on course. It was clarified that the £20m provided as part of the City Deal each year was given at the beginning of the year, as opposed to only being provided on delivery of the scheme. There was therefore a benefit to the Council in having the money even when it was not fully utilised in any one year, and that the expectation was that spend would accelerate on schemes in the later years of the agreement.
- On the Adult Learning and Skills performance indicator relating to the number of people in the most deprived wards completing courses to improve their chances of employment or progression in work, one Member expressed her doubt whether the year-end target would be met, and asked if it was possible to provide in future reports an indication of whether it was believed the target would be achieved. She also asked whether there could be included, a measure of the quality of the courses provided. Officers responded highlighting that with the upturn in the economy unemployment was reducing across the County, including in the most deprived areas. As a result, some people would not have completed their courses, having secured employment. There was to be a report to a forthcoming meeting on 'Adult Learning & Skills Review' which would look at the issues raised. **Action**
- With reference to Appendix 6 (page 73 of the sequential numbering and page 15 of the original report) and the text reading "land acquisition and licence agreements need to be completed to allow construction to commence on Yaxley to Farcet and the new link through Babraham Research Campus" as this agreement had been outstanding for a considerable period of time, a question was raised regarding at what the point in the Council's Compulsory Purchase Order (CPO) policy was the trigger reached to go ahead with a CPO. It was explained as a response that there was no one trigger point as each CPO was different and treated on its own merits.
- A further query was also raised by another Member regarding the land sale issues above asking whether, as land had just been sold in the area, this would require the Council to go through the CPO process again, it was agreed an update on the current position would be sought from Legal and a written response provided outside of the meeting to Councillors McGuire and Henson. **Action**

- With reference to appendix 5 the reserve schedule, Councillor Shuter requested an explanation of the budget line titled 'Discover Cambs Tourism Brochure' and whether it was money for the new DMO post or to the City Council, querying why the County Council was involved, in tourism, a district responsibility. It was agreed this would be looked into and a written response provided outside of the meeting. **Action.**
- In response to a question regarding concessionary fares, it was explained that the Council would not be looking to take over a route from a commercial operator who had withdrawn on commercial grounds, while also clarifying the commonly repeated misconception that the previous bus operators Whippet had provided inaccurate information on concessionary fare numbers, when this was not the case and the issue was in respect of total passenger numbers only.

Having commented and requested updates in certain cases outside of the meeting, It was unanimously resolved:

To note the report.

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

This report provided the Committee with an updated overview of the draft Business Plan Revenue proposals for the Economy, Transport and Environment Service including the elements of that budget that were within the remit of the Economy and Environment Committee.

Section 2 of the report provided a summary of the Draft Revenue Budget. In order to balance the budget in light of the cost increases and reduced Government funding, savings, efficiencies or additional income of £42.9m were required for 2016-17, and a total of £121m across the full five years of the Business Plan. The savings target for ETE in 2016/17 was £6,815k with further significant savings required in subsequent years. The current expected savings requirement for the next five years was shown in Table 2.

The report updated the Committee that the November Highways and Community Infrastructure Committee and this Committee had asked officers to re-consider six savings proposals totalling £1,666k as set out in the table below. The Executive Director highlighted the following savings in ETE recommended to be removed by Highways & Community Infrastructure and Economy & Environment Committees in December:

The Executive Director highlighted the following savings in ETE recommended to be removed by Highways & Community Infrastructure and Economy & Environment Committees in December:

Directorate	Committee	Proposal	2016/17 Impact £'000	2017/18 Impact £'000
ETE	HCI	Reactive highway maintenance	452	

ETE	HCI	Cyclic highway maintenance	217	
ETE	HCI	Mobile libraries	55	105
ETE	EE	Fenland Learning Centres		90
ETE	EE	Reduction in Passenger Transport Services	694	
Total			1,418	195

The next table on the same page of the report highlighted further savings of £1,229,000 were being proposed to be recommended to General Purposes Committee of which the following addition related to Economy and Environment Committee:

Directorate	Committee	Proposal	2016/17 Impact £'000	2017/18 Impact £'000
ETE	EE/Health	Market town transport strategy – public health impact	40	

In addition to the changes recommended by Committees and included in section 2 of the report, ongoing reviews of the Business Plan proposals by officers had resulted in further proposed changes. These were detailed in a table with explanation provided and also included in the budget tables at Appendix 2 with those relating to Economy and Environment Committee shown below:

Ref	Title	Previous figures	Change
B/R.6.213	Market Town Transport Strategy – savings required due to change in Public Health Grant. The Health Committee would be looking at this.	2016/17 £0k	£40k
B/R.6.214	Fenland Learning Service – Savings required due to change in Public Health Grant. This was to be taken out of the Health Services Budget with the expectation that the Health Committee would be bidding for its replacement from	2017/18 £0k	£90k

	Corporate funding.		
B/R.7.118	Review of charges across ETE	2016/17 £45k	Increased by £80k to £125k to fund the shortfall in B/R.6.114 Withdrawal of funding for school crossing patrols.

It was reported orally that Highways and Community Infrastructure Committee had with the exception of the withdrawal of County Council funding for school crossing patrols (ref: B/R.6.114) and an adjustment to the hours the Council will keep street lights on endorsed the proposals as set out to go forward to the General Purposes Committee as part of consideration of the Council's overall Business Plan.

It was highlighted that the draft Capital Programme which had been reviewed individually by service committees in September had subsequently been reviewed in its entirety, along with the prioritisation of schemes, by General Purposes Committee (GPC) in October. No changes were made as a result of these reviews, though work has been ongoing to revise and update the programme in light of changes to overall funding or to individual schemes and any changes, if required, being presented to the December service committee meetings.

Members' comments / questions included:

- Councillor Clarke thanking the Committee for their support in relation to the Fenland Learning Centre.
- One Member asking whether it was likely that there would be further reductions in income as a result of the Park and Ride Charges previously introduced. In reply there was no expectation of any further reductions from the current plateau following their introduction in July 2014. Going forward there was an expectation with more growth that demand leading to subsequent increased income. To put it in context, the Chairman made the point that he had recently visited Oxford's Park and Ride System who were charging £2.50 per parked car.
- The Vice Chairman made the point that in relation to the challenges raised by the need to raise more revenue, a more commercial approach was required to be adopted and that corporate funding was needed in order to be able to transform services. Officers highlighted that there were very few areas within ETE where it was permissible legally to raise fees beyond cost recovery, other than for example in land holding and property letting.

It was resolved unanimously to:

- a) Note the overview and context provided for the 2016/17 to 2020/21 Business Plan proposals for the Service updated since the last report to the Committee in November.
- b) Note on the draft revenue savings proposals that were within the remit of the Economy and Environment Committee for 2016/17 to 2020/21, and endorse

them for the General Purposes Committee, as part of consideration of the Council's overall Business Plan.

- c) Note the changes to the capital programme that were within the remit of the Economy and Environment Committee and endorse them.
- d) Note the ongoing stakeholder consultation and discussion with partners and service users regarding emerging business planning proposals.

191. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

The Committee was asked to note progress in developing the Committee Training Plan and to consider if invitations should be extended on any sessions to other Members. In respect of the latter, and in order to have a discussion on suggested additions to the Plan, plus changes to the standard presentation, it was moved by Councillor Cearns and seconded by Councillor Bates to have an item on the next Spokes agenda.

It was resolved unanimously:

- a) to note the future training sessions as listed in appendix one (as updated in the Member briefing).
- b) In terms of extending invitations to any of the listed sessions to members of other Committees, this should be considered along with any other new training requests and suggestions on changes to presentations format by including a discussion item at the next Economy and Environment spokes meeting.
- c) To note the need to sign an attendance sheet when attending training sessions, so that their attendance is accurately recorded.

192. ECONOMY AND ENVIRONMENT COMMITTEE SERVICE COMMITTEE AGENDA PLAN AND APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS PARTNERSHIP LIAISON AND ADVISORY GROUPS AND THE HEALTH AND WELL BEING CHAMPION

The Committee were asked to agree appointments as follows:

- i) Appointments to a new Outside Body –One Member and substitute appointment to the Ouse Washes Steering Group.

It was reported that in discussion, Spokes supported that these should be the Chairman Cllr Bates and Cllr Mason as his named substitute in cases where Councillor Bates was unable to attend.

- ii) New appointments to Partnership Liaison and Advisory Groups

- a) Member Project Board for Soham Station – Three County Council Members - preferably from those representing East Cambridgeshire and not already appointed from the district council

An oral update by the Chairman indicated he had received the three appointments to be made by East Cambridgeshire District Council and he therefore proposed councillors, Palmer, Rouse and Schumann to represent the County Council.

b) England's Economic Heartland Strategic Alliance - Strategic Transport Forum – Leader of the Council and Councils Transport Portfolio Holder.

Each authority on the Alliance had been approached with the recommendation that the above new Forum should have as their representation their Leader and their Strategic Transport portfolio holder. As Cambridgeshire does not have a Cabinet system and relevant Portfolio it was proposed that the Chairman should represent the Economy and Environment Committee to accompany the Leader. Officers highlight the need to amend the recommendation to read “the Leader and to appoint one Economy and Environment Committee member” to make clear the intention of the appointments to this Forum.

The nominations moved by the Chairman and seconded by the Vice Chairman were agreed without challenge.

Democratic Services provided the following update to the Committee Forward Plan since publication of the agenda:

- Rescheduling the following Committee report from 19th April to 24th May:
- Ely Southern Bypass - Award of Contract for Design & Construction

On the basis of the number of reports now scheduled for the reserve date in April, it was noted that this meeting would now need to take place and should no longer be classed as a reserve date.

It was resolved to:

a) approve the following outside appointments:

- i) Ouse Washes Steering Group - Councillor Bates as the main Council representative and Councillor Mason as his substitute
- ii) Soham Station Project Board - Councillors James Palmer, Mike Rouse and Joshua Schumann.
- iii) England's Economic Heartland Strategic Alliance Strategic Transport Forum - The Leader and Chairman Cllr Bates.

b) note the agenda plan as updated at the meeting including the April meeting changing from a reserve date to a confirmed date.

193. DATE OF NEXT MEETING 10A.M.TUESDAY 8TH MARCH 2016

Chairman
8TH March 2016

**ECONOMY AND
ENVIRONMENT
COMMITTEE**

Minutes-Action Log



This is the updated action log as at 26th February 2015 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 15th July 2015					
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
140.	NORTHSTOWE PHASE 2 – SECTION 106 HEADS OF TERMS resolution b) Delegation on making any minor changes	Juliet Richardson	A delegation was agreed giving the Executive Director of Economy, Transport and the Environment in consultation with Chairman and Vice Chairman of the Committee the authority to make changes to the Section 106 agreements prior to signing.	The Section 106 Heads of terms were agreed on 29 th July 2015 by the Northstowe Joint Development Control Committee, the body with the authority to make the final decision. An update at 18 th February indicated that officers were still drafting the document and negotiating on the legal agreement. .	Action Ongoing

MINUTES OF THE 17TH NOVEMBER 2015

Minute No.	Item	Action to be taken by	Action	Comments	Status
168.	SERVICE COMMITTEE REVIEW OF DRAFT REVENUE BUSINESS PLANNING PROPOSALS FOR 2016/17 TO 2020/21	Bob Menzies	A question was raised by Councillor Mason (regarding his concerns of the potential cost of the repairs required to keep the Guided Busway running) was on who was responsible for the budget for ongoing work. This would be taken up by officers in consultation with him outside of the meeting.	At the time of producing the action log update for the January Committee meeting it was indicated that officers had contacted Councillor Mason and were still awaiting his response. As an update at the time of preparing this Action log for the March meeting officers had still not received his clarification correspondence.	ACTION ONGOING

MINUTES OF THE 3RD DECEMBER 2015

175.	TRANSPORT STRATEGY FOR EAST CAMBRIDGE-SHIRE DRAFT FOR CONSULTATION	Jack Eagle	<p>a) Venues for consultation with the public</p> <p>To facilitate the consultation in appropriate venues it was suggested that officers should contact local members. The Ellesmere Centre Stetchworth (CB8 9TS) was suggested by one member as a potential venue.</p>	<p>It was reported sat the January Committee that Officers had looked at the Ellesmere Centre, Stetchworth as a potential venue and it would be considered further when planning the consultation.</p> <p>The Committee was asked to note that as there was a District Council Election in Bottisham following a Councillor resignation, the associated purdah period which started on the 30 December would continue until the 4 February, but might be extended to include the Sutton by-election following the death of Cllr Read. Originally officers had planned to hold the Consultation from the start of February 2016 for six weeks. With the Sutton and</p>	ACTION ONGOING
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				<p>Bottisham By election.</p> <p>An update position was e-mailed to members of the Committee on 25th January indicating that Due to the Purdah periods associated with the two elections that are taking place in East Cambridgeshire, the consultation is now being planned for a 6 week period starting on the 29 February. Approximately five staffed consultation events are being arranged to take place across the district as of the week starting the 7 March.</p> <p>The full text is included as Appendix 1 to this Action Log.</p>	
Minute No.	Report Title	Action to be taken by	Action	Comments	STATUS
176.	CAMBRIDGE QUALITY BUS PARTNERSHIP RENEWAL	Bob Menzies	<p>a) Problems were highlighted regarding the audio announcement system on some buses with incorrect information being given on the stop had been reached. The Head of Major Infrastructure Delivery undertook to investigate</p> <p>b) The Head of Major Infrastructure Delivery to confirm date the above revised agreement had been signed and to report any feedback from the</p>	<p>a) In terms of the audio announcement t:here are continuing problems with the current system and as a result, there is a project to change the on board computers to fall in line with new technology to remove the radio network, which will encompass the audio as well. 10 vehicles have already been converted and the others are being programmed over the next few weeks. When installed, the units have will then be the subject of further testing.</p> <p>b) In respect of the quality Bus partnership Renewal to date only one operator, Grey's of Ely, has signed the revised QBP. Other operators are concerned about the QBP being revised to 5 years from 10 years and</p>	ACTION ONGOING

			bus operators.	discussions are ongoing to reach agreement.	
Minute No.	Report Title	Action to be taken by	Action	Comments	STATUS
178.	ECONOMY TRANSPORT AND ENVIRONMENT (ETE) RISK REGISTER UPDATE	Celia Melville	a) Request that in future the print size could be made larger on the version produced by the report authors as even blown up to A3 it was difficult to read. It was agreed this would be taken back to the report authors. Action Rob Sanderson to take back to Report authors	Democratic Services conveyed this request to the relevant ETE Officers.	ACTION ONGOING

MINUTES OF THE 19TH JANUARY 2016

186.	CHERRY HINTON HIGH STREET – APPROVAL TO CONSTRUCT		With reference to the City Council urban realm improvements to shop fronts and the picture shown in the report, one Member expressed concern regarding proposals to plant trees near the highway and asked for details on the relevant Policy governing tree planting on / near highways, as he had concerns regarding potential damage. It was agreed to provide the details outside of the meeting, with the point made that the area shown was on private shop frontage and was therefore not on the public	<p>A full e-mail explanation was sent to Members of the Committee on 25th February 2016 and is included at Appendix 2 to this action log.</p> <p>Officers confirm that the County Council does not have a specific policy on replacement trees as there has never been a budget. Some District Councils do have a planting policy for amenity trees/ replacements for specific requirements. The County Council does not manage trees on private property and private roads with the land owner or occupier being responsible. Officers from the County Council deal with:</p> <ul style="list-style-type: none"> • Dead, damaged or diseased trees likely 	ACTION COMPLETED
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			highway.	<ul style="list-style-type: none"> to cause injury or damage; Trees that impede or obscure safe use of the road; Trees causing damage or likely to cause damage to property.' 	
187.	GREATER CAMBRIDGE CITY DEAL EXECUTIVE BOARD DELEGATIONS	Bob Menzies	One Member sought guidance on local member involvement in the decision making process. In response, it was explained that there would be an agreed protocol which would include the development of a liaison forum for each area with local members to be consulted on all schemes developed in their area, with the final decisions to then be taken by the Board. The Executive Director suggested that this protocol could be made available to the Committee following its agreement through the City Deal.	Still being progressed.	ACTION ONGOING
188.	REVIEW OF ECONOMY AND ENVIRONMENT STRATEGIC FRAMEWORK PERFORMANCE INDICATORS FOR 2016/17	Graham Amis	One Member queried whether, the change in legislation regarding the requirements to be in training or education until the age of 18, impacted on the indicator reading 'The Proportion of Cambridgeshire residents aged 16-64 in employment' and if it should be changed to '18-64'. Officers agreed to look at this and other issues raised and to report back.	<p>The Office for National Statistics (ONS): were contacted to ascertain if employment rate data are available for the 18-64 age group. ONS has confirmed that there are currently no plans to change the 16-64 age range for the indicator, and that they do not publish separate figures for 16 to 17 year-olds. It is therefore not possible to derive an employment rate for 18-64 year-olds from the available ONS data.</p> <p>A full e-mail response was sent to Members of the Committee dated 2nd February as attached</p>	

				at Appendix 3 to this action log. Reference is also included on the Performance Indicators Report on the current agenda.	
189.	FINANCE AND PERFORMANCE REPORT – NOVEMBER 2015 a) Adult Learning and Skills performance indicator relating to ‘the number of people in the most deprived wards completing courses to improve their chances of employment or progression in work’,	Lynsi Hayward Smith / Graham Amis	Cllr Harford expressed doubt whether the year-end target would be met, and asked if it was possible to provide in future reports an indication of whether it was believed the target would be achieved. She also asked whether there could be included, a measure of the quality of the courses provided. There was to be a report to a forthcoming meeting on ‘Adult Learning & Skills Review’ which would look at the issues raised.	Reference is made to this indicator on the performance Indicators report on the current agenda. A report on the Adult Learning Service is scheduled for the April meeting.	
	b) land acquisition and licence agreements to allow construction to commence on Yaxley to Farcetpath and the new link through Babraham Research Campus	Bob Menzies	There was a query the asking whether, as land had just been sold in the area, this would require the Council to go through the Compulsory Purchase Order (CPO) process again. It was agreed an update on the current position would be sought from Legal and a written response provided outside of the meeting to Councillors McGuire and Henson.	no update available at the time of finalising this Log (26 th February) .	ACTION ONGOING

	<p>c) appendix 5 the reserve schedule, budget line titled 'Discover Cambs Tourism Brochure'</p>		<p>Councillor Shuter requested an explanation whether it was money for the new DMO post or to the City Council, querying why the County Council was involved, in tourism, a district responsibility. It was agreed a written response provided outside of the meeting.</p>	<p>A response was provided to the Cllr Shuter and the Committee on 22nd January which explained that this was a residual joint fund, held on behalf of the districts, from when the Council undertook some tourism co-ordination and joint promotional activities with them. As was is effectively their money, the districts had asked that it should be used to pay for their first year's Strategic Partner contribution to the new Visit Cambridge & Beyond destination management company, which Cambridge City has set up and had been launched in mid-January. The detail of what the districts were to be allocated for their contribution in year 1 was being finalised at the time of the response. Subsequent year's contributions would need to be found by the individual districts if they wished to remain a Strategic Partner.</p>	<p>ACTION COMPLETED</p>
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Transport Strategy for East Cambridgeshire- Consultation Update

Dear members of the Economy and Environment Committee

One of the outstanding actions from the December E and E Committee meeting was to provide the Committee with a revised consultation timetable for the above, as a result of the forthcoming by elections.

The revised timetable is set out below. Any further queries please contact Jack Eagle directly.

Dear All

Following the [Economy and Environment Committee meeting on the 3 December](#) and the resolution to approve the Draft Strategy for public consultation it was originally the plan to hold a 6 week consultation starting at the beginning of February 2016. Due to the Purdah periods associated with the two elections that are taking place in East Cambridgeshire, the consultation is now being planned for a 6 week period starting on the 29 February. Approximately five staffed consultation events are being arranged to take place across the district as of the week starting the 7 March.

When venues have been confirmed we will send out further emails informing the County Councillors in East Cambridgeshire divisions, all East Cambridgeshire District Councillors, Parish Councils and other stakeholders detailing the consultation and the events we are planning.

If you have any questions do not hesitate to contact me.

Kind regards

Jack

Jack Eagle

Lead Transport & Infrastructure Officer
Cambridgeshire County Council
Transport & Infrastructure, Policy & Funding,
Box SH1310, Shire Hall, Castle Hill, Cambridge, CB3 0AP
Tel: 01223 703269

Trees near the Highway

Dear Members of the Economy and Environment Committee

During consideration of a report at the January Economy and Environment Committee titled 'Cherry Hinton High Street – Approval to Construct' which had been presented in order to develop a scheme to enhance facilities for cyclists and to improve the general street scape, reference was made to the City Council urban realm improvements to shop fronts and the picture shown in the report. You will recall that one Committee Member expressed concern regarding proposals to plant trees near the highway and asked for details on the relevant Policy governing tree planting on / near highways, as he had concerns regarding potential damage. In response, it was agreed to look into this further and provide the details outside of the meeting. The point was made that the area shown was on private shop frontage and was therefore not on the public highway. The expectation was that planting would involve tree species which would not damage pavements.

Officers confirm that the County Council does not have a specific policy on replacement trees. To the best of officers knowledge the County has never replaced trees following maintenance as there has never been a budget to cover this. Some District Councils, do have a planting policy for amenity trees/ replacements for specific requirements.

In the Highway Infrastructure Management Plan (HIAMP), [which details the operational approach to managing and maintaining the public highway network](#), it states that:

‘Roadside Trees

Trees close to roads need to be managed to make sure that they do not cause danger to people, vehicles, and neighbouring properties. The County Council is responsible for the management of trees growing on highway land. That means trees on public roads and pathways and generally (but not always) the verges beside them’.

The County Council does not manage trees on private property and private roads – the land owner or occupier is responsible for these trees. Officers from the County Council deal with:

- Dead, damaged or diseased trees likely to cause injury or damage;
- Trees that impede or obscure safe use of the road;
- Trees causing damage or likely to cause damage to property.’

The HIAMP also allows for commuted sums (£560 per tree) to be paid for new trees planted on the highway, subject to County Council approval. The Highways Act 1980 and Design Manual for Roads and Bridges recommends distance from the highway.

The County Council does not have a specific budget to replace trees, it only has a duty to maintain the stock it has, as described in the Highways Act 1980. However tree planting may be considered as part of an improvement scheme or new development, and would be at the discretion of the Project Manager and must be approved by the Arboricultural Officer. Considerations such as species, leaf drop, sap, visibility splays, reason why previous planting has failed such as diseases, root growth, moisture extraction and soil type all need to be taken into account when considering a planting scheme. In CCC's Housing Estate Road Specification, it lays out how new trees should be planted in the highway, The County Council do not have jurisdiction on private land, but will try and influence where possible. An extract from CCC's Housing Estate Road Specification is provided further below for information purposes.

County Council officers met with officers from the City Council Tree Department on 18th February where it was confirmed that there is no agreement for the specific planting scheme at the present time. County Council officers assessment at the meeting was that a number of sites already have trees planted on them that are shown as 'proposed planting schemes'. These will remain unchanged, and are predominantly on private land. The planters shown will be approximately 200mm in height with suitable planting, yet to be agreed. The planters/pits will be installed and the planting will follow in the autumn. The private area to the front of Rectory Terrace on the specific development in question will be rain water gardens, where previously there had been cherry trees and the proposal is likely to be the same. However this time they will have a more sustainable root containment system and County Council officers highlighted at the meeting that they did not want species where the highway would be affected by leaf drop or sap, and that the tree water absorption rates should not adversely affect the highway/ subsoil. They also specified that the canopy should not interfere with sight lines or visibility splays and recommended that no trees should be planted in visibility splays or near pedestrian crossings. City Officers provided assurance that any new planting proposals would be safety audited before proceeding.

Extract from CCC's Housing Estate Road Specification

'Trees and Hedges

1. The planting of any trees or hedges within the proposed public highway must be agreed by the Engineer at design stage.
2. New trees, hedges or shrubs to be planted in adoptable areas, should be subject to a Section 142 Licence under the Highways Act 1980. The Section 142 Licence should be taken out by either the Parish Council or District Council. The Highway Authority will not accept management companies or the like as signatories to the licence. The Highway Authority will only adopt trees, hedges etc., within the proposed adopted public highway or existing adopted public highway where this is affected by the development, in extreme circumstances. If the Highway Authority is to adopt the trees the developer will have to pay a commuted sum that will be calculated separately for each site. The tree pits shall conform to Appendix 27 or 28.

3. Tree pits shall be excavated to a depth of 1.4m and the base shall be broken up to a depth of not less than 150mm to assure that the pit will drain. A minimum of 150mm of 20mm gravel shall be laid at the base of the pit, this shall be covered with a water permeable geo-textile. The topsoil to the tree pit shall conform to BS 3882:2007 and - 66 - shall be placed in layers of not more than 200mm and lightly compacted. The topsoil to tree pits in hard paved areas shall be set 100mm below the surface of the footway.
4. In verges each tree pit shall have a minimum area of 8sq.m per tree. In areas of hard paving the area of the tree pit shall be at least 4sq.m in area.
5. To protect the carriageway and footway sub-grades a suitable root barrier must be provided to encase in accordance with Appendices 27 and 28.
6. Tree pits in hard paved areas shall be protected by a cast iron tree grille as shown in Appendix 34. The grille shall comply to the loading BS EN 124. The 100mm gap between the tree grille and the topsoil shall be filled with a manufactured air permeable material.
7. In areas of shrub planting the topsoil shall conform to BS 3882:1994 and shall be placed in layers of not more than 200mm and compacted so that the air voids from between 10% and 15% of the volume, the depth shall be at least 600mm deep. The base of the excavated area shall be broken up into pieces not greater than 50mm in any direction to a depth of not less than 150mm.
8. Where new trees, shrubs or hedges are planted on private ground within 5m of the highway boundary or where any private front gardens abutting the adopted public highway are provided, a root barrier of 1.5m in depth shall be provided at the highway boundary, but not within the highway. The barrier shall extend for a distance of not less than 3m beyond the edge of any planting, gardens and the like, to prevent any roots from uncontrolled private planting from penetrating the adopted public highway. The barrier used must be proven to be able to contain aggressive species such as bamboos and the like.'

Any further queries on this issue please contact Richard Lumley who has been copied into this e-mail.

Kind regards

Rob Sanderson
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Cambridgeshire County Council
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Update on Employment Rate Performance Indicator following request for clarification at the E and E Committee on 19th January

Dear Members of the Economy and Environment Committee

At the 19th January meeting there was a request, following the consideration of the revised performance indicators report for officers to investigate and report back on whether it was more appropriate to change the age group for the performance indicator on the proportion of Cambridgeshire residents in employment from '16-64' to '18-64' to reflect the change in the law requiring people to undergo education or training until the age of 18.

Graham Amis has now clarified the position as set out below:

"The employment rate indicator is published quarterly by the Office for National Statistics (ONS): <https://www.nomisweb.co.uk/>. It is derived from the Annual Population Survey, which is the largest regular household survey in the United Kingdom.

Subsequent to the Committee meeting we have contacted someone at ONS to ascertain if employment rate data are available for the 18-64 age group. ONS has confirmed that there are currently no plans to change the 16-64 age range for the indicator, and that they do not publish separate figures for 16 to 17 year-olds. It is therefore not possible to derive an employment rate for 18-64 year-olds from the available ONS data.

The published employment rate does include young people aged 16 or 17 who are working and undergoing training, or who are in education but working part-time. There may be a small shift in the published figures due to young people in full-time education who, prior to the change in the law, would have previously left school at 16 and started a job with no training. However, following any potential small step-change, performance could be tracked on a like-for-like basis moving forwards.

It would be prohibitively expensive for us to undertake a separate survey of Cambridgeshire residents in order to calculate a Cambridgeshire employment rate for 18-64 year-olds.

Economy and Environment Committee is due to consider a further report on performance indicators in March. As part of that report we are proposing to seek approval from members for retaining the current employment rate definition".

BUILDING COMMUNITY RESILIENCE

To: Economy and Environment Committee

Meeting Date: 1 March 2016

From: Executive Director, Economy Transport and Environment

Electoral division(s): All

Forward Plan ref: Key decision: No

Purpose: To introduce *Stronger Together – Cambridgeshire’s Strategy for building resilient communities*, and to seek the views of Economy and Environment Committee on the actions taking place in support of this strategy.

Recommendation: Economy and Environment Committee is asked to comment on the actions proposed to support the Community Resilience Strategy.

<i>Officer contact:</i>	
Name:	Paul Tadd
Post:	ETE Business Change Officer
Email:	Paul.Tadd@cambridgeshire.gov.uk
Tel:	01223 699156

1. BACKGROUND

- 1.1 The public sector faces enormous challenges in the next few years. Rising demand together with significantly reduced resources makes redesigning public services imperative. Put simply, the public sector cannot continue delivering services in the way that it does now.
- 1.2 Alongside this, there is a growing body of research and evidence to show that local community-based support can be more effective in supporting some vulnerable people – and better at preventing some of the crises which necessitate costly Council services.
- 1.3 *Stronger Together – our strategy for building resilient communities* represents the culmination of work that has been happening across the Council on the back of these two immediate imperatives. It proposes a fundamental shift in the way that service provision and local communities interact; essentially, repositioning the Council as part of the wider community, with a real focus on building the capacity of local people so that we can meet local needs together.
- 1.4 The concepts and actions within this strategy have been informed by officers and Members across the Council, from a series of meetings, workshops, discussions, Member seminars and more latterly a more formal Programme Board with membership drawn from each directorate. It has been developed alongside the Council's new operating model, reflecting the cross-cutting nature of both the work and the potential impact. Community Resilience is an enabler within the operating model.
- 1.5 The Council's General Purposes Committee agreed to adopt this Strategy at its meeting in October 2015. Since then officers and Members across the Council have been developing activity to make this Strategy a reality.

2.0 FINANCIAL BENEFITS AND BUSINESS PLANNING

- 2.1 There is evidence to show that this approach can deliver improved services for less money. But it is difficult to accurately predict the savings that will accrue from fostering more resilient and supportive communities. Our business plans will consider the following:
 - **Costs avoided** – for example, less costly care packages for older people, where neighbours and friends can do some of the things that we currently ask domiciliary care providers to undertake;
 - **Helping to guide where savings could be made in front line services** – for example, where local parents step up to successfully offer peer support through children's centres or other community spaces and therefore reduce the need for services for parents in crisis, or where communities part-fund some highways improvement work or help to maintain local footpaths;
 - **Mitigating the impact of cuts which will have to be made to front line services** – for example, by ensuring there is a greater wealth of volunteer capacity in local areas with people willing and able to give some time to help others including through more organised opportunities such as timebanks, or through raising awareness and perceptions of volunteering opportunities.

- 2.2 There is increasing emphasis on demand management within the Council's Business Plan. This Strategy is central to our ability to manage demand for our services - through supporting families and communities to do more to prevent the escalation of need and also to support the most vulnerable. It will drive our work with local communities to help, for example, to support a network of opportunities for socialising to combat loneliness and isolation in older people, or to encourage local people to look out for their vulnerable neighbours. For the most vulnerable, this Strategy articulates our intention to combine our own care delivery with that from local people, for example by building capacity locally to support carers with their caring, or including local community support within care plans for adults with disabilities.
- 2.3 Council staff will place additional focus on helping to create groups and networks of people who face (or have faced) similar issues or needs, for example, parents with children who have a disability, or people with caring responsibilities. In this way people will increasingly be able to get some of the help and advice they need without recourse to our services.

3.0. SUPPORTING ACTIVITY

- 3.1 Our Strategy proposes six areas of activity. Each represents a specific part of the work we need to take forward, and there are developing action plans for each area. The six areas are:

- Communication
- People helping people
- Council members
- Our workforce
- Community spaces
- Partnerships

Further detail on each of these areas can be found within the Strategy document itself, together with a clear articulation of what the Council aims to achieve by 2020.

3.2 Communication

A comprehensive Communications Strategy and Action Plan are in place to support the Community Resilience Strategy. In the meantime work has already started in raising awareness of the challenge being faced by the Council and ways we and the community can help one another as part of the Council's Budget Challenge Campaign.

A regular update is now being sent to Parish Councils and a letter has also been sent with supporting materials that they can use themselves or in local publications. A menu of ideas and support offers, case studies and online resources are now being developed to help Parish Councils, the community and other organisations to develop their own local activity that will help mitigate the impact of our budget and service reductions. Communications to staff have begun and will increase with the official launch of the Community Resilience Strategy, and we are increasingly publicising the good work that is already happening in local communities, with or without our support.

The way the Council is using social media has been changing in order to better place the Council and its services as part of the wider community rather than a centralised provider of services.

3.3 People helping people

This workstream aims to facilitate people helping people in a range of capacities across the county. People help people in a broad range of ways – from very informal help for a neighbour, through to more facilitated volunteering such as peer-to-peer support. Within this workstream we will look at how the Council can support people helping people in both formal and informal ways. We aim to build on existing good practice across the Council, for example in libraries, and develop the links between service provision where this is needed.

Activity planned includes:

- The delivery of three pilot learning sites aiming specifically to build community capacity. These will take place in Godmanchester, Ely and Littleport, and the Abbey area of Cambridge. Godmanchester and Ely and Littleport will be aligned with existing work happening through Transforming Lives.
- Work on building peer support mechanisms across the county.
- Aligning our VCS contracts around our Community Resilience strategy.
- Making available a toolkit for staff and Members, providing advice on sources of funding, support and training that community groups can access, useful tools, tips and techniques for building capacity in communities, and examples of successful activities and case studies.
- Identifying occasions where our staff may not feel they are able to link vulnerable people with sources of support from within the community – and making sure our policies and processes facilitate this whilst also keeping people safe from harm.
- Further development of Time Banks and Time Credits.

3.4 Council Members

The first Councillors as Community Connectors cohort is now complete. Two further cohorts are planned. The purpose of this group is for pro-active Members to work together to mutually improve knowledge of how to help build capacity within the communities in their divisions. The material they have covered includes: community engagement techniques, discussions with service leads regarding how the councillors' community role can support services, and practical ideas to take forward. Attendance has been slightly lower than anticipated; of the 18 who signed up, 12 remain engaged with the programme. A number of councillors on the programme have initiated new activity including; holding a village meeting to ask how the community can do more, arranging for members to be trained as Community Navigators and instigating parish clusters.

The programme has been a conduit for the Cultivating Communities Small Grants pilot through which communities can work with their County Councillor to apply for a grant to fund local community-led partnership projects.

Stronger Together has stimulated positive conversations with local councils. Some have approached the council to ask what they could do to help mitigate

the impact of the cuts, and a number of county members have started discussions with their parishes to stimulate ideas. Examples of activity include:

- Histon and Impington parish proactively working with a county officer to further develop their already substantial community offering
- Development of a Parish menu outlining examples and suggestions of ways our two councils can work together
- An invitation to officers to attend Huntingdonshire Joint Rural Forum to discuss 'Where will the axe fall and how can towns and parishes help?'
- Cllr Tew convening parish cluster meetings where parishes are now collaborating on projects
- Cllr Downes holding a Village Meeting explaining the situation and asking for ideas. These are now coming forward through their Community Plan.
- Monthly briefings of relevant information to all Local Councils from the County Council Communications team

At this early stage the approach we are adopting is to work with the willing, engaging with proactive local councils who approach us.

3.5 Our workforce

LGSS have the lead on this workstream, and due to other priorities they do not yet have plans in place. The draft Council Workforce Strategy is being revised to reflect the new direction of 'Customer First' that the new Chief Executive is introducing and the final product will include the requirements of our work on community resilience.

In the meantime, there will be a workshop in the near future to plan how we will support our staff to gain the skills and expertise they will need for this new way of working.

3.6 Community spaces

The use of the Council's assets will play a pivotal role in supporting an integrated approach to community resilience. At this point however there is still work to be completed before a detailed proposal can be developed that sets out how we will use our assets to help our communities become more resilient and self-sufficient. There are a number of stages that are necessary in this process. The first is to define exactly what the Council's service offer is. Work has been undertaken on this and it is starting to take shape. Once complete this will be mapped against an assessment of community need using the various data sets and forward projections to facilitate this process. Having determined the needs and priorities of communities a gap analysis will be undertaken by comparing this assessment to the location of the existing public estate. It is highly unlikely that the existing infrastructure and the identified infrastructure needs will be aligned and therefore the process will create some surplus assets and perhaps some investment requirements.

We have begun work on identifying those aspects – buildings, staff and activity – which we could potentially bring together across children's centres and libraries in a given geographical location. We will build on this over time to identify one community-facing hub space in each community (geographical size to be determined), which will be the local "front door" for the provision of

information and advice, preventative activities, developing and brokering community support, and networking and partnership working across all of our services. This will mean reducing our property portfolio as we join up across services, and will involve working with other Partner organisations who also desire a local presence.

3.7 Partnerships

A series of individual meetings are taking place with partners to explore the resonance of the strategy with their own objectives. Discussions are also taking place at partnership boards to establish any cross-cutting strategic links which need to be made. From these discussions, any countywide actions and goals will be developed as well as any specific local activity to take the work forward. These conversations will have been concluded by March 2016, with a proposal that they are presented back to Cambridgeshire Public Services Board for strategic sign up. In Fenland, initial discussions have been taking place under the auspices of the Fenland Strategic Partnership to look at whether rethinking the totality of the resource being allocated across agencies in a community through the lens of community resilience could assist the process of re-focussing services.

4. ACTIVITY IN ECONOMY, TRANSPORT AND ENVIRONMENT

4.1 Current Activity

The following table identifies key areas within Economy, Transport and Environment (ETE) Services with ongoing community resilience activity. All of the activities listed below strengthen communities and help to enable individuals to live independently for longer with greater wellbeing. Descriptions of each of the services listed can be found in Appendix A.

	Economy & Environment Committee	Highways & Community Infrastructure Committee
Volunteering	<ul style="list-style-type: none"> - Supporting Adult Learning & Skills activities - Community Transport - Volunteer Drivers - Broadband Champions - Connecting Cambridgeshire 	<ul style="list-style-type: none"> - Community run libraries (Library Access Points) - Library Volunteers including 'Library at Home' Service and Computer Buddies - Coroners Support Service - No Cold Calling Zones - Good Neighbours Stop Rogue Traders - Community Speed Watch - Winter Maintenance - Gritting - Environment Maintenance - Mail Marshalls - Looking after Public Rights of Way
Information / Signposting		<ul style="list-style-type: none"> - Library Services - Registration Services - Coroners Services - Supporting Businesses and Communities Service

Targeted Services to help people to live independently and/ or to support communities	Activities organised by Adult Learning and Skills Services including: - Social activities for older people - Entrepreneurial / work skills for vulnerable older people - Family Learning Activities - National Careers Service Contract - Organised physical activities - Support for adults with mental health problems - Healthy eating activities - Skills development	- Library EngAGE Programme - Health Information Services delivered by the Library Service
Communities Shaping Services	- Community Learning	- Local Highway Improvements - Parish Path Partnerships - Library Friends Groups
Community Spaces		- Flexible space in libraries - Community Hubs Programme
Grants		- Arts Alive - Creative People and Partnerships - Pump-priming grants to kick start community activities
New Communities	Services across ETE work together to ensure that new developments are designed to be resilient with community facilities and services to meet the needs of communities. A significant part of this work involves working closely with the City and District Councils and Developers.	

4.2 Exploring New Opportunities

Following approval to adopt the Community Resilience Strategy at General Purposes Committee in October, ETE Services have been pro-active at identifying how community resilience activities can be developed and expanded.

- Highway Maintenance Member Steering Group, established to identify tasks which could be undertaken by communities, identified four key areas to develop:
 - Siding out footways/cycleways
 - Cutting back over hanging vegetation
 - Cleaning signs
 - Litter picking

Leaflets with guidelines and advice will be produced and circulated to support this work.

- The Library service Income Generation Member Steering Group has also considered the role of library friends groups in fundraising
- ETE will be the lead for Cambridgeshire County Council in linking with local businesses to see how they can support communities to become more resilient. The Council has key links to businesses through the Local

Enterprise Partnership (LEP), the work of Trading Standards Officers and through commissioning arrangements. There are opportunities to use these relationships to facilitate discussions around Corporate Social Responsibility and the role of businesses in helping to build community resilience.

- Significant Library Service Transformation savings are predicated on transferring libraries to communities.

5. ALIGNMENT WITH CORPORATE PRIORITIES

5.1 Developing the local economy for the benefit of all

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

- The Bank of England estimates that around 15 million people volunteer regularly on a formal basis, and that the same amount of time is spent on informal volunteering, which might be running a neighbour to a doctor's appointment or taking an elderly relative to do their shopping. They calculate that the economic value of volunteering could exceed £50bn a year.
- Individuals benefit from doing things for others, though the balance of benefits differs across individuals. For example, younger people highlight the importance of acquiring new skills and enhancing employment prospects, while older volunteers benefit from increased social interaction and improved health. Enjoyment and satisfaction rank high across all volunteer types, and it is clear that there are economic benefits for the individual. The Bank of England estimates that the gains to the individual in terms of wellbeing, improved health and increased employability might exceed the £50bn-plus benefit to the recipients of volunteering.
- It is therefore reasonable to suggest that building and supporting increased volunteering across the county will have benefits for the local economy.

5.2 Helping people live healthy and independent lives

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

- There is evidence that community engagement and resilience supports the adoption of a healthy lifestyle as a community norm and engagement in health improving initiatives
- The benefits to those supported by volunteers include improvement in health, wellbeing and independence
- Supporting community resilience builds increased social capital; cohesion, empowerment, and improved relationship with organisations.

5.3 Supporting and protecting vulnerable people

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

- The County Council, along with other partners in the public sector, will have to make reductions in front line services in order to meet the significant financial challenges ahead. This strategy is a key aspect of the Council's approach to mitigating the impact of those cuts on those who

need support but could manage without the intervention of statutory services.

6. SIGNIFICANT IMPLICATIONS

6.1 Resource Implications

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

- Implications for delivery of savings are outlined in paragraph 3. There are no significant additional costs incurred in the delivery of the overall strategy – though some actions may require short-term revenue input in order to achieve identified savings (invest to save). Delivery requires no additional staffing capacity; rather it asks our staff to work in different ways to secure support for people and places from within the local community.
- The strategy helps to establish how we best use our property assets to achieve the most value for Cambridgeshire residents.

6.2 Statutory, Risk and Legal Implications

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

- The strategy is designed to mitigate the impact of reductions in local government funding. As such it should help to guard against the risks identified in the corporate risk register around failure to deliver our five year business plan, namely:
 - Lack of capacity to respond to rising demand for service provision, in new and existing communities
 - Failure to produce a robust and secure business plan over the next 5 years
 - Failure to deliver the current five year business plan.
- There will be a continuing legal duty on local authorities to ensure that vulnerable people are not exposed to additional or unreasonable levels of risk as a result of the implementation of these strategic objectives.

6.3 Equality and Diversity Implications

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

- Evidence indicates that services delivered by local people within local communities can be more successful than statutory services at reaching people who may need support. Our strategy should therefore support more equal and diverse accessible provision locally.
- Our services will become increasingly more localised, less uniform and more bespoke, so that we can meet local and individual need within each specific community context.
- People identify themselves within different communities, not only the geographical community in which they live. People are also part of communities with shared interests (e.g. the Women's Institute, or the local Allotment Society) and this strategy will drive our approach to

building relationships and harnessing capacity within these communities too.

6.4 Engagement and Consultation Implications

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

- We recognise that successful delivery of this strategy will hinge upon the relationships we have with other agencies in local communities – at a strategic planning level as well as between people working in local areas. There have been some early discussions with voluntary sector organisations and other statutory agencies further develop a partnership approach to developing and supporting community resilience.

6.5 Localism and Local Member Involvement

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

- The role of Members is critical to the success of this strategy – in engaging communities and in acting as community advocates. For this reason, this strategy has been circulated in draft form to all Members for comment prior to being considered at General Purposes Committee. The role of Members is further outlined on pages 11-12 of the strategy.
- A number of councillors have volunteered to become early adopters of this work, piloting this new and critical way of working. They have formed a “Councillors as Community Connectors” group, meeting as an action learning set, and the learning from their experience will inform our direction going forward. Councillors are invited to express an interest in joining cohort two of this programme, which will begin in January 2016.

6.6 Public Health Implications

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

- There is evidence that community resilience and engagement can have a positive effect on the health of Cambridgeshire residents, by supporting the adoption of a healthy lifestyle as a community norm and improving engagement in health improving initiatives. Targeting efforts where people have greater health needs will have the most impact. This would include focusing on more deprived areas, on those who are isolated and do not access services, or those where increased self-care or community support is required would have a larger impact on health.
- Building community resilience will impact on many of the needs identified in different Joint Strategic Needs Assessments (JSNAs), including the following:
 - Migrant communities
 - Long Term Conditions
 - New Communities
 - Homelessness and at risk of homelessness
 - Vulnerable children and adults
 - Autism, personality disorders and Dual Diagnosis
 - Carers

- Older People's Mental Health

Source Documents	Location
<i>Stronger Together – Cambridgeshire County Council's strategy for building resilient communities</i>	http://www.cambridgeshire.gov.uk/info/20076/children_and_families_practitioners_and_providers_information/370/providing_children_and_families_services/5
<i>In giving, how much do we receive? The social value of volunteering.</i> Andrew G Haldane, Chief Economist, Bank of England	www.bankofengland.co.uk/publications/Pages/speeches/default.aspx
<i>NICE Guidelines PH 9 Community Engagement</i>	https://www.nice.org.uk/guidance/ph9/chapter/Appendix-C-the-evidence#evidence-statements
<i>JSNAs</i>	http://www.cambridgeshireinsight.org.uk/jsna

Appendix A: Community Resilience activity in Economy, Transport and Environment

Service	Activity	Description
Adult Learning and Skills	Volunteers	Adult Learning and Skills Services have a number of volunteers support activities in communities.
Adult Learning and Skills	Social activities for older people	<p>Adult Learning and Skills (ALS) runs activities aimed at older people including: 'Read IT groups' across the county to develop digital participation and lessen social isolation. ALS run these sessions in sheltered housing and Community Access Points</p> <p>ALS run digital participation training for all members of the community which is a key community engagement tool for both developing communities and improving the quality of life for individuals</p>
Adult Learning and Skills	Entrepreneurial / work skills for vulnerable older people	ALS holds specific funding for Adults with Learning Difficulties and Disabilities (ALDD) which includes vulnerable older adults. This funding is aimed at moving people on, developing entrepreneurial skills and work skills. This work is delivered in partnership with Day Services.
Adult Learning and Skills	Family Learning Activities	ALS manage, plan and fund Family Learning activities that support the school – child – parent triangle. ALS organises sessions including 'Keeping up with your children, (English and Maths)' at Children's Centres and other locations.
Adult Learning and Skills	National Careers Service Contract	ALS holds the National Careers Service contract – the remit of which is to deliver information, advice and guidance on employment and skills, carers development and getting back into work. This can cover a myriad of issues including money issues, health, caring responsibilities etc. We deliver around 10,000 information and advice sessions per year in local areas.
Adult Learning and Skills	Organised physical activities	ALS plan, manage and fund hundreds if not thousands of learners each year to participate in organised physical activities and have a whole programme of activities delivered through partners organisations in local schools and community venues.
Adult Learning and Skills	Support for adults with mental health problems	ALS plan, manage and fund activities for supporting adults with mental health problems through the Cambridgeshire Adult Learning Fund (CALF) and Community learning Fund. ALS work in partnership with local voluntary organisations to deliver these projects.
Adult Learning and Skills	Healthy eating activities	ALS manage and fund activity around healthy eating through CALF and Community Learning
Adult Learning and Skills	Skills development	A key to developing resilient individuals and communities is skills development – whether that is digital skills, work skills, job hunting, confidence building.
Adult Learning and Skills	Community Learning	Community Learning is planned to meet the needs of a locality by a local partner group representing stakeholders and including feedback from local learners and in some cases local learner participation. Learner

		Advisory panels have been used to consult on what the local learning needs are. Chatteris has recently developed a new learning programme of courses and activities from feedback from a range of community groups.
Passenger Transport	Community Transport - Volunteer Drivers	There are currently 66 schemes across the county. CCC estimates there are around 900 volunteer drivers operating around 80,000 journeys per annum. These journeys are ones that otherwise might not be made helping reduce isolation and potential other costs to social care or the health service.
Connecting Cambridgeshire	Broadband Champions	There are currently approximately 150 Broadband Champions who: <ul style="list-style-type: none"> ◦raise awareness of the benefits of superfast broadband ◦are one of the links between Connecting Cambridgeshire and their community ◦encourage their community to take advantage of better broadband services when they become available.
Growth and Economy	Community Flood Groups	Several Parish Councils have established 'Community Flood Groups'. The County Council has played a limited role in supporting these groups but has provided leaflets and other resource materials.
Library Service	Library Volunteers including 'Library at Home' Service	There are 565 volunteers who support the Library Service (not including Library Access Point volunteers or Library Friends Groups). 3277 housebound readers benefit from the Library at Home Service delivered by volunteers
Library Service	Community run libraries (Library Access Points)	Community run libraries provide library facilities in 10 communities and are fully run by volunteers. There are 244 volunteers who support these facilities.
Library Service	Information & Signposting	One of the key functions of a modern Library Service is to provide information and to signpost to other services in a variety of formats, mostly now electronic. Leaflets and noticeboards are used in all libraries to inform about local community groups and events as well as sources of support. The Health Information Service is delivered via libraries working with Public Health and the community.
Library Service	Libraries - Flexible Space	Libraries have already made significant progress with creating flexible space for the use of the communities. Meeting rooms are available in larger libraries and wheeled shelves are now used in many libraries so that space for community groups can be created easily.

Library Service	Library EngAGE Programme	EngAGE is a partnership by Cambridgeshire Libraries and Community and Adult Services to develop new and useful opportunities for people over 50 years old. It offers: <ul style="list-style-type: none"> - monthly social and information events at local libraries - basic computer assistance for beginners provided by our Computer Buddies - new opportunities to volunteer and support your local library - meeting places for Knit and Natter knitting groups - venues for some exercise opportunities
Library Service	Community Hubs Programme	The Library Service has been the lead on the Community Hubs Programme, with a strong track record of partners working out of libraries and delivering hubs e.g. at Ramsey, Chatteris, Whittlesey and March This has combined public services into single locations to meet the needs of the local community. In addition, flexible community facilities have been introduced at Cherry Hinton, Rock Road, Histon, Bar Hill and Yaxley libraries and the programme is continuing with new facilities being introduced at St Ives, Arbury Court, Warboys and Ely in February and March 2016.
Library Service	Arts Alive	Arts Council award of £99,850 towards the delivery of high quality arts experiences selected by the community in 8 libraries across north Cambridgeshire (areas of low cultural engagement) This builds on the successful Library Development Initiative partnership project delivered in Fenland
Library Service	Library Friends Groups	Currently 102 volunteers involved in Library Friends Groups. These provide a vehicle for communities to get more involved in the running of their local libraries and to help raise funds etc. Two new groups have started in recent months.
Registration Service	Information & Signposting	There are hard copy leaflets / posters in registration offices that cover a range of issues (and some links on our website pages)– good examples are a CCC booklet given to all birth registration customers on all child care matters (inc. help with special needs, children's centres etc.) from 0 to starting school , posters on key campaigns for example winter warmth or preparing for marriage, DWP booklets are given to all death registration customers (covers everything from benefits to help groups for the recently bereaved).
Coroners Service	Coroners Support Service Volunteers	Coroner Support Service volunteers support bereaved families at inquests.
Coroners Service	Protecting vulnerable residents - Information & Signposting	The Coroner Service signposts relevant customers to a wide range of support groups – from those who lose a child to recently bereaved elderly adults struggling to cope (emotionally, financially or physically)

Supporting Businesses and Communities [Community Services team from 1 April)	No Cold Calling Zones: Rogue Trader prevention	<p>The transfer of the existing 140 Trading Standards owned 'No Cold Calling' zones over to communities has begun with 4 in place at the end of Jan 2016.</p> <p>This work will now continue the transfer and build community resilience to prevent more vulnerable people falling victim to rogue traders.</p> <p>Local volunteers are far better placed to manage their own local zones by keeping residents regularly informed on the latest scam or rogue trading activities. The community volunteer maintains the street signs and door stickers which inform unwanted doorstep trades people not to call, gives timely advice to neighbours and new residents moving into the area and regular reminders to those in declining health.</p> <p>Building community resilience will increase the number of people informed to prevent this criminal activity.</p> <p>Prevention of financial loss and the emotional harm caused by criminals in the home will support those wanting to live more independently for longer and limit enforcement activity and legal costs incurred by CCC and enforcement partners,</p>
Supporting Businesses and Communities [Community Services team from 1 April)	Good Neighbours Stop Rogue Traders	<p>The 'Good Neighbours stop Rogue Traders' is a flexible and informal approach which encourages neighbours to look out for each other, look out for rogue trading activity and then support their neighbours to confidently turn down door step traders.</p>
Supporting Businesses and Communities [Community Services team from 1 April)	Scams prevention - Mail Marshalls	<p>The Mail Marshall scheme engages previous victims of financial scams who collate and supply information of scams to the National Scams Team. This gives the former victim a positive and active role whilst refraining from sending further money to scams.</p> <p>National Scams Team show average financial harm for those who eventually report scams is over £1k per person. Cambridgeshire victims report losses of between £500 and £30,000.</p> <p>The emotional affects are more difficult to quantify, but leave people feeling afraid to live alone and financially unable to support themselves. A resident who needs care as a result could result in the council paying for that persons' care, around £30,000 a year.</p>
Supporting Businesses and Communities [Community Services team from 1 April)	Information & Signposting	<p>Volunteers will create and update Community Protection and Prevention Advice Boards. This can be leaflets and information in libraries, village hall receptions or areas where the community gather, so they can keep themselves and their neighbours informed.</p> <p>This is being piloted in 2 South Cambridgeshire libraries and run in partnership with South Cambridgeshire Police. This work will pass over to Community Services from 1 April</p>

Supporting Businesses & Communities [Community Services team from 1 April)	Pump-priming grants to kick start community activities	Officers are supporting the ' <i>Councillors as Connectors</i> ' programme to encourage community resilience using the community small grants scheme. This encourages community groups and networks to work together to bid for small amounts of funding to deliver local activities or events. To encourage interest this is often against a suggested broad initial theme and always includes set criteria of Council and local priorities. Whilst the offer of small amounts of funding available has helped bring community groups together in localities, further benefit has been achieved by encouraging innovative and empowered approaches which create something significant for local needs and further develop local assets. .
Highway Services	Community Speed Watch	<p>Across Cambridgeshire there are over 140 speed watch teams made up of local volunteers. The teams are generally supported by Parish and Town councils as part of a traffic management plan. Speed watch teams are encouraged to support Local Councils achieve local road safety objectives such as reducing speed limits and introducing physical road improvements.</p> <p>Volunteers are trained, insured and audited and they work to an agreed set of guidelines to ensure the public have total confidence in them.</p> <p>CCC has supported 45 communities by erecting signs for the operation of the speed watch.</p>
Highway Services	Winter Maintenance - Gritting	There are currently 82 volunteers who grit in 28 Parishes. CCC provides training and equipment including the replenishment of 850 salt bins.
Highway Services	Environment Maintenance	Communities do more to manage and maintain green spaces and nature reserves.
Highway Services	Public Rights of Way	Local people look after and maintain public rights of way.
Highway Services	Local Highway Improvements	Communities identify and part-fund improvements for pedestrians, cyclists and motorists.
Highway Services	Parish Path Partnerships	Local people take an active part in looking after and developing new paths.

PROGRESS UPDATE AND NEXT STAGE OF CONNECTING CAMBRIDGESHIRE PROGRAMME

To: Economy and Environment Committee

Meeting Date: 8th March 2016

From: Graham Hughes, Executive Director Economy, Transport & Environment

Electoral division(s): *All*

Forward Plan ref: n/a **Key decision:** No

Purpose: The purpose of this report is to outline the progress of the Connecting Cambridgeshire Superfast Broadband rollout to date and seek approval for a follow on phase.

Recommendation: Committee is asked to:

- a) Note the progress of the Connecting Cambridgeshire Programme to date
- b) Endorse the ambition to enable access to Superfast broadband services to as many premises within the “final 5%” across Cambridgeshire as possible within the existing investment allocation.
- c) Support an amended deployment approach, which will prioritise the follow on roll-out in order of the number of premises impacted.
- c) Approve the commencement of a further phase of Superfast Broadband deployment for Cambridgeshire

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

- 1.1 In 2011 the Council recognised the importance of having a comprehensive broadband infrastructure across Cambridgeshire which can be fully exploited by businesses, communities and public service organisations to:
- Drive forward economic growth
 - Help build and sustain thriving, connected communities across the county
 - Facilitate streamlined public service delivery.
- 1.2 Connecting Cambridgeshire was set up in 2012 as a gap funded project to deliver the rollout and exploitation of a better broadband infrastructure for Cambridgeshire and Peterborough. The Council made up to £20m capital funding available and Peterborough City Council up to £3m which was initially complemented by £6.75m Government funding via BDUK (Broadband UK – part of Department for Culture, Media & Sport).
- 1.3 The original targets of the programme were to:
- Ensure access to Superfast Broadband for at least 90% of Cambridgeshire premises and better broadband for all others by 2015
 - Facilitate an improved GVA* across Cambridgeshire and Peterborough (*Gross Value Added – productivity metric)
 - Increase business connectivity
 - Increase digital inclusion

These targets support the required outcomes of the Connecting Cambridgeshire programme, which are:

- Helping to make Cambridgeshire an attractive location for new businesses by consolidating, enhancing and spreading the reputation of Cambridge and the surrounding area for technology innovation and enterprise by ensuring a “Connected Cambridgeshire” with 21st Century digital infrastructure services
- Ensuring that Cambridgeshire businesses have access to superfast broadband services to help them compete and succeed in a globally competitive economy.
- Facilitating remote and home working through improved broadband coverage across Cambridgeshire and Peterborough with consequent reduction in traffic congestion and other inhibitors to growth.
- Targeted support to businesses to help them exploit the potential of superfast broadband.
- Enabling streamlined and innovative public service delivery, including support for an ageing population, via tele-health and other initiatives.
- Helping to improve the life chances of all residents by maximising digital inclusion and ensuring that all Cambridgeshire communities, including the most deprived, have access to digital services.
- Improving access to on-line and home based training, education and life-long learning opportunities.

- 1.4 A competitive procurement exercise was undertaken to contract with a supplier, to co-invest to deliver Superfast Broadband infrastructure to areas that would otherwise not benefit from commercial rollout – approximately a third of the County. This was concluded and a contract signed with BT in early 2013 to deliver connectivity to 97,000 homes and businesses across the County by December 2015. This first phase was concluded on time and within budget.
- 1.5 Overall investment for the Connecting Cambridgeshire Programme, totalling over £60m to date has been drawn from multiple sources, including from BT, the EU and from Government. (See Appendix One for further details).
- 1.6 When the Superfast broadband contract was awarded it included initial target coverage of greater than 90% Superfast (combined “Intervention” and commercial coverage) to include rollout to at least 97,000 premises. This was achieved and the combined coverage is now estimated at 93%. However this still leaves a significant percentage of harder to reach homes and in addition there are two factors which have increased the overall numbers to be covered as the programme has progressed:
- The first is that the market consultation exercise with commercial providers in early 2012 produced an overstatement of the coverage based on presence/rollout plans (ie the extent of the problem was worse than originally anticipated).
 - The second issue is the high level of housing growth in Cambridgeshire over the last 2-3 years based on pre-2012 planning consents which was prior to the updated broadband planning conditions included within district council local plans. This has meant that significant areas of new housing have had to be retrospectively incorporated into the intervention scope.
- 1.7 A follow on £4m rollout phase (Phase Two) to a further 6,000 premises was incorporated as a change control into the contract during 2015, funded by a combination of contract contingency, additional Government and European Union (EU) funding and further investment from BT.
- 1.8 This second phase rollout started in January 2016 and is expected to complete by September 2017. In line with Government targets for 2017, this is anticipated to enable delivery of Superfast coverage to 95% of homes and businesses across Cambridgeshire and Peterborough.
- 1.9 Take-up to date has been strong across all parts of the county, and is continuing to rise. Some rural locations have seen take-up exceeding 70% and the current county average of just under 30% is amongst the highest in the country. More than half of the households in one South Cambridgeshire village upgraded within less than four weeks after the service went live. As well as providing strong evidence of need, the high take-up figures also increase the amount of the contract “claw-back”, thereby providing further investment funding (See Appendix One for further detail).
- 1.10 There has been strong community engagement and more than 150 broadband champions have been providing valuable support to the programme by raising awareness about the rollout and acting as a local liaison for information and queries.

2. MAIN ISSUES – Proposal for Phase Three Superfast Broadband Rollout

- 2.1 Although the current Superfast coverage exceeds that in most of the surrounding counties and is amongst the highest nationally, the heavy reliance on and high take up of Superfast broadband services amongst businesses and residents in Cambridgeshire means there is significant pressure to provide service for the “final 5%”, (approximately 18,000 premises) which are not covered in current rollout plans.
- 2.2 Whilst it is unrealistic to target 100% of premises with Superfast broadband, it is possible to significantly reduce the “final 5%” with a third rollout phase. There are two sources of funding available to support this which will give a combined total of £8.1m – a claw-back or “gain-share” condition within the contract and an anticipated underspend in the deployment of Phase One.
- 2.3 The rollout contract with BT includes a “claw-back” provision which requires BT to reinvest any surplus profits into further broadband rollout if take-up exceeds the original forecast. (See Appendix A for further details). Contractually the final amount is calculated in 2024, however given the high take-up in Cambridgeshire BT has made a proposal to pull forward £5.3m of the projected claw-back funding to 2016.
- 2.4 In addition, BT have declared an anticipated £2.8m underspend on their Phase One delivery which is available to reinvest in a third phase. As the contract payments are made in arrears, the precise figure will not be finally confirmed until the last quarter milestone payment due by June 2016.
- 2.5 Inevitably deployment to more geographically dispersed, harder to reach premises, is more costly and all interventions are subject to a state aid threshold of £1700 per premise. However based on estimates to date, it is anticipated that a third deployment phase will deliver Superfast Broadband to at least 7,500 additional premises, with fibre based broadband (typically between 10-15mbps) available to significantly more. It is anticipated this would increase the combined Superfast coverage to around 97% of the county and significantly reduce the numbers currently unable to access fibre based services. At present these are high level estimates only because confirmed deployment is subject to detailed technology solution planning.
- 2.6 Although subject to final legal and state aid checks and sign off via Government state aid assurance process, it is anticipated that Phase Three will be agreed under contract change control. This will be quicker and less costly than a new procurement exercise.
- 2.7 The alternative option, not to support a third phase Superfast Broadband rollout, and to return funding for reallocation to the Council, would require revised contractual negotiations with both BT and with the Government funding bodies. Funding from the claw-back mechanism would not be available to the Council until June 2024.
- 2.8 The delivery of Phase Two extends the duration of the programme to 2017 and Phase Three is likely to push this to late 2019 or early 2020. The programme has been successful in reducing costs across several strands of the programme and in attracting additional external funding streams. As a result Phase Two and Phase Three can be delivered within the existing Peterborough City Council (£3m) and County Council capital funding of £20m.
- 2.9 As the programme has progressed there has been increasing pressure from residents and businesses not yet able to access Superfast Broadband services. The continuing

growth of the digital economy and rising use of the Internet to support all aspects of work, family life and leisure mean that those without it feel heavily disadvantaged.

- 2.10 When the contract was let in early 2013, the direction from the Council's Cabinet, was to request that BT undertake the rollout in a manner that was most efficient and economical to them. This was to ensure that the deployment reached as many homes and businesses across Cambridgeshire as quickly as possible. This has arguably been successful given the number of premises deployed to in just two years. However going forward it is recommended that BT are asked to plan future phases based on the overall number of premises to be covered in a community, rather than on their preferred deployment approach. This will target the greatest numbers first and will help ensure that there is a visibly transparent and fair prioritisation approach. As part of the approach BT will be asked to parallel track as many areas as possible, although delivery timescales will be dependent on the engineering solutions required.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

The report above sets out the implications for this priority in Section 1.3 above

3.2 Helping people live healthy and independent lives

The report above sets out the implications for this priority in Section 1.3 above

3.3 Supporting and protecting vulnerable people

The report above sets out the implications for this priority in Section 1.3 above

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

There are no changes to the Council's planned investment to the programme as a result of the proposed Phase Three rollout. Programme funding is outlined in Appendix One.

4.2 Statutory, Risk and Legal Implications

Change controls to the contract are governed by EU state aid exemption sign-off, which is administered by Government and subject to assurance sign-off.

4.3 Equality and Diversity Implications

Community Impact Assessment undertaken in 2013 is attached as Appendix Two

4.4 Engagement and Consultation Implications

A 30 public consultation regarding existing coverage will be included as part of Phase Three planning state aid exemption assurance.

5 Localism and Local Member Involvement

The programme covers all areas of the County and a number of members have been involved in rollout phases to date as broadband champions and in support of the programme

4.6 Public Health Implications

The report above sets out the implications for this priority in Section 1.3 above.

Source Documents	Location
None	n/a

Appendix One “Gain-share” Mechanism & Funding Sources to the Connecting Cambridgeshire Programme

Funding source	Amount	Programme Delivery/Funding stream Phase
Local Authority Funding		
CCC Capital Investment	£20m	All Phases
PCC	£3m	All Phases
Total	£23m	
Government Funding		
BDUK ¹	£6.75m	Phase One
BDUK	£3.25m	Super Connected Cities (SME Support, Connectivity vouchers & Public Wi-fi)
BDUK	£1.5m	Phase Two
GEO ²	£125k	Phases One & Two
Total	£11.6m	
EU Funding		
ERDF programme	£1.4m	SME business support & technology investment
ESIF programme ³	£.6m	Phase Two
Total	£2m	
BT Investment		
SFBB rollout	£18m	Phases One & Two
Early Gain-share	£ 5.3m	Phase Three
Total	£23.5m	
Programme Investment	£60.1m	Direct investment – does not include “in-kind” support from programme partners

¹ – BDUK, Broadband UK, part of the Dept for Culture, Media & Sport (DCMS)

² – GEO – Government Equalities Office, part of Dept for Education (DfE)

³ – Current ESIF (European Structural Investment Fund) funding bid accepted in principle, subject to final sign-off from Dept for Communities & Local Government (DCLG).

Gain-share mechanism

The rollout contract with BT incorporates a “claw-back” clause which means that if service take-up exceeds the figure that was originally modelled (20%) they are required to make further investment funds available to support additional rollout.

The contract states that the Councils (Peterborough City Council and Cambridgeshire County Council) will work together with BT to agree further investment plans, with a view to ensuring that by the end of the term the Investment Fund will be zero. If at the conclusion of the contract lifetime (30th June 2024), there are remaining funds they will be returned to the Councils.

Given the high take-up figures to date, the claw-back clause has already been activated. As a consequence BT have proposed to bring £5.3m of gain-share investment funds forward to be available in 2016/17 to support a Phase Three rollout. Based on current take-up trends it is anticipated that further gain-share funding will be available in later years, but it is not yet possible to calculate this with any accuracy.

Appendix Two – Community Impact Assessment

Directorate / Service Area	Officer undertaking the assessment
ETE	Name: Noelle Godfrey
Service / Document / Function being assessed	Job Title: Programme Director - Connecting Cambridgeshire
5.14 Connecting Cambridgeshire	Contact details: 01223 699011
<ol style="list-style-type: none"> 1. The Connecting Cambridgeshire Programme, comprising the Cambridgeshire and Peterborough Superfast Broadband project, which aims to make superfast broadband available to at least 90% of residential premises county-wide and, 2. The Cambridge Super Connected City project, which aims to make fixed broadband connection speeds of over 80-100Mbps available to 100% of businesses and enable high-speed wi-fi in the extended urban area of Cambridge. 	
Aims and Objectives of Service / Document / Function	
<p>The Programme has two main aims:</p> <ul style="list-style-type: none"> • Developing the local economy for the benefit of all • Helping people live healthy and independent lives in their communities. 	
What is changing?	
<p>The planned improvements to the digital infrastructure will greatly assist Cambridgeshire to meet strategic commitments to:</p> <ul style="list-style-type: none"> • drive economic growth • facilitate the transformation of public services • support social inclusion <p>The employment landscape of the county will be altered by this project, as businesses become better able to set up and grow in areas of Cambridgeshire and Peterborough that are currently constrained by poor broadband connectivity. This will help to reduce countywide unemployment, including in some of the most isolated areas, and will improve the development and retention of skills among residents in these areas.</p> <p>Access to superfast broadband will be the crucial enabler for public services going 'digital by default'. Digital by default means digital services which are so straightforward and convenient that all those who can use digital services will choose to do so, while those who can't are not excluded. Digitising transactional services will save people and businesses time and money; by making transactions faster, reducing the number of failed transactions and simplifying the end-to-end process. Over time, the success of better designed digital services will reduce the scale and profile of less convenient, less effective and less cost-efficient contact methods (telephone, face to face, post).</p> <p>People across Cambridgeshire and Peterborough will be better able to access essential services online and, in many cases, to be better involved in their local communities, encouraging community vitality. Social exclusion will be reduced by this project.</p> <p>The availability of superfast broadband will help to address issues of exclusion among elderly and disabled people, as they will be better able to access services online that they may otherwise not be able to access. The development of children and young people will also be supported, particularly helping to create a strong, ICT-literate community for the future.</p> <p>The targets are to:</p> <ul style="list-style-type: none"> • facilitate an improved GVA • increase business connectivity • increase digital inclusion • eliminate "not spot" areas in Cambridgeshire 	

Access to superfast broadband at a minimum of 24Mbps will be facilitated for at least 90% of residents. This will greatly increase the ability of residents to access online services, both for leisure and more essential services, and will allow County Council services to be provided to a greater range of people in more isolated areas. Businesses throughout the county will also have access to superfast broadband facilitated by this project. This will enable a greater number of businesses from a broader range of industries to set up and operate in areas that are not currently feasible. This will contribute to reducing unemployment and encouraging skills utilisation in more isolated areas of the county.

Who is involved in this impact assessment?

Council officers, stakeholders from the LEP, University of Cambridge, CU Health Partnership, Anglia Ruskin University and Urban & Civic (Alconbury Enterprise Zone), members & senior officers from Cambridgeshire County Council, Cambridgeshire's District Councils and Peterborough City Council.

WHAT WILL THE IMPACT BE?

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

Impact	Positive	Neutral	Negative
Age	x		
Disability	x		
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation	x		
Deprivation	x		

For each of the above characteristics where there is a positive or negative impact please provide details, including evidence for this view. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored.

Positive Impact

The rollout of broadband and superfast broadband will make a significant contribution to reducing rural isolation, by making essential and other services vastly more accessible to some of the most isolated communities of Cambridgeshire and Peterborough.

Superfast broadband will also help to encourage the setting up and location of businesses in areas where they may not currently set up. This will help to reduce unemployment and to encourage greater development of skills in these areas, all of which will help to reduce deprivation around the county.

Age and disability are highlighted above as areas that can particularly expect to be impacted in a positive way. The greater availability of online services that will be facilitated by this project and the rollout already planned by the private sector will help to address issues of isolation experienced particularly among the elderly and disabled. Other than these groups in particular, the project will not have any impact on any specific groups more than others; rather it will bring significant benefits to all.

Aspects of the demand stimulation programme will deliberately seek to work with groups that support the elderly and vulnerable so that the benefits of improved access to services are fully recognised by these groups.

The project will be rolled out in a way that benefits the whole of Cambridgeshire.

**REVIEW OF ECONOMY AND ENVIRONMENT PERFORMANCE
INDICATORS FOR 2016/17 FINANCE AND PERFORMANCE REPORT**

To: **Economy and Environment Committee**

Meeting Date: **8th March 2016**

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

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

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

Purpose: **To review Economy and Environment key
performance indicators to be included in the
Economy, Transport and Environment Finance and
Performance Report for 2016/17**

Recommendations: **Committee is asked to:**

**a) comment on and to approve the proposed
Economy and Environment key performance
indicators for the 2016/17 Finance and Performance
Report as set out in Appendix A;**

**b) approve continuing to base the employment rate
indicator on the 18-64 age group as outlined in
Section 3.**

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1. BACKGROUND

- 1.1 Key performance indicators for the 2016/17 Strategic Framework were approved by Economy & Environment(E&E) Committee on 19th January 2016:
<http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=12652>
- 1.2 These “high level” E&E Indicators are a subset of those in the Economy, Transport & Environment Finance and Performance (ETE F & P) report. We are now reviewing the remaining, “lower level”, E&E indicators in the ETE F & P report.
- 1.3 This review of E&E indicators is taking place in parallel with a review of other ETE performance indicators owned by the Highways & Community Infrastructure Committee.
- 1.4 As a result of adopting the Operating Model, the Council is shifting towards an outcome-based approach, which has implications for how performance is monitored.
- 1.5 The Operating Model outcomes are:
 - Older people live well independently
 - People with disabilities live well independently
 - Places that work with children help them to reach their full potential
 - The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents
 - People lead a healthy lifestyle and stay healthy for longer
 - People live in a safe environment
 - People at risk of harm are kept safe
- 1.6 In addition to the outcomes, there are enablers. Enablers are core policies that run across all that the Council does. This includes looking to be more commercial in our thinking to finding new digital solutions to help deliver services or savings.
- 1.7 The Operating Model enablers are:
 - Community Resilience
 - Digital Solutions
 - Workforce / Members
 - Commercialism / Assets
 - Customer Contact

2. KEY POINTS

- 2.1 The current set of E&E indicators in the ETE F & P report has been reviewed to ensure that each indicator links to at least one of the Operating Model outcomes or enablers.

- 2.2 It is proposed that the following indicator is removed from the ETE F & P report for 2016/17:

Wider Outcomes of Adult Learning

This indicator has already been removed from the Strategic Framework. It is currently a contextual indicator (i.e. an indicator with no target). It is one of the Council's previously agreed deprivation indicators, although, at this stage, it is not clear whether or not it is still going to be required to be reported to the Skills Funding Agency.

It is worth noting in relation to the suggested removal of this wider outcomes indicator that the key adult learning indicator that measures adult learners in the most deprived wards completing courses to improve their chances of learning or employment has been retained in the Strategic Framework.

In May 2015 E & E Committee approved a change to the definition of this indicator so that its focus became just the most deprived wards. This links to the Council's commitment to tackling deprivation and narrowing the deprivation gap by adopting a more focused and targeted approach to improving performance and outcomes:

<http://www2.cambridgeshire.gov.uk/CommitteeMinutes/Committees/AgendaItem.aspx?agendaItemID=11544>

- 2.3 At this stage there are no specific proposals for any new E&E indicators.
- 2.4 The proposed set of 2016/17 E&E performance indicators for the ETE F & P report is attached as Appendix A. Links to Operating Model outcomes and enablers are also shown. The current review relates only to those indicators not in the Strategic Framework, although, for completeness, all indicators are included in Appendix A.

3. UPDATE ON EMPLOYMENT RATE INDICATOR FOLLOWING E & E COMMITTEE ON 19th JANUARY

- 3.1 At the 19th January meeting there was a request, following the consideration of the revised performance indicators report, for officers to investigate and report back on whether it was more appropriate to change the age group for the performance indicator on the proportion of Cambridgeshire residents in employment from '16-64' to '18-64' to reflect the change in the law requiring people to undergo education or training until the age of 18.
- 3.2 The position has now been clarified and is as follows:
- 3.3 The employment rate indicator is published quarterly by the Office for National Statistics (ONS): <https://www.nomisweb.co.uk/>. It is derived from the Annual Population Survey, which is the largest regular household survey in the United Kingdom.
- 3.4 Subsequent to the 19th January Committee meeting, ONS has been contacted to ascertain if employment rate data are available for the 18-64 age group.

ONS has advised that there are currently no plans to change the 16-64 age range for the indicator, and that they do not publish separate figures for 16 to 17 year-olds. It is therefore not possible to derive an employment rate for 18-64 year-olds from the available ONS data.

- 3.5 The published employment rate does include young people aged 16 or 17 who are working and undergoing training, or who are in education but working part-time. There may be a small shift in the published figures due to young people in full-time education who, prior to the change in the law, would have previously left school at 16 and started a job with no training. However, following any potential small step-change, performance could be tracked on a like-for-like basis moving forwards.
- 3.6 It would be prohibitively expensive for us to undertake a separate survey of Cambridgeshire residents in order to calculate a Cambridgeshire employment rate for 18-64 year-olds.

4. FUTURE WORK/DIRECTION

- 4.1 Following approval of the set of indicators by E & E Committee, proposed 2016/17 targets for these indicators will be developed for consideration by E & E Committee in May.
- 4.2 Following on from the discussion at E & E Committee in January, the annual review of Adult Learning and Skills is scheduled to be considered by the next E & E Spokes meeting prior to consideration by E & E Committee in April. The report will look at all aspects of the Service to ensure that needs are being met.

5. ALIGNMENT WITH CORPORATE PRIORITIES

5.1 Developing the local economy for the benefit of all

All of the proposed Economy & Environment indicators align with the health of the local economy.

5.2 Helping people live healthy and independent lives

A number of the indicators in the full set align with this priority

5.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

6. SIGNIFICANT IMPLICATIONS

6.1 Resource Implications

There are no significant implications within this category.

6.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

6.3 Equality and Diversity Implications

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

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

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

6.4 Engagement and Consultation Implications

There are no significant implications within this category.

6.5 Localism and Local Member Involvement

There are no significant implications within this category.

6.6 Public Health Implications

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

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

Appendix A

Proposed Economy & Environment performance indicators for 2016/17 Finance & Performance report

a) Economy & Environment

Frequency	Measure	What is good?	Direction of travel ↑=good	Latest Data		2016/17 Target	Strategic Framework indicator	Other F&P indicator	Operating Model Outcomes	
				Period	Actual				Primary	Secondary
Adult Learning & Skills										
Monthly	The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work	High	↑	To 31-Jan-2016	1,157	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Quarterly	The number of people starting as apprentices	High	↑	At end of 2014/15 academic year (provisional)	4,140	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Connecting Cambridgeshire										
Quarterly	% of premises in Cambridgeshire with access to at least superfast broadband	High	N/A	New indicator for 2016/17 Sep 2015 baseline = 89%		TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	

Frequency	Measure	What is good?	Direction of travel ↑=good	Latest Data		2016/17 Target	Strategic Framework indicator	Other F&P indicator	Operating Model Outcomes	
				Period	Actual				Primary	Secondary
	% of take-up in the intervention area as part of the superfast broadband rollout programme	High	N/A	New indicator for 2016/17		Contextual	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Economic Development										
Quarterly	% of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average	High	↑	At 30-Sep-2015	80.9%	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
	'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others	Low	↑	May 2015	Most deprived areas (Top 10%)= 11.8% Others = 5.1% Gap of 6.7 percentage points	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Yearly	Additional jobs created	High	↑	To 30-Sep-2014	+14,000	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	

Frequency	Measure	What is good?	Direction of travel ↑=good	Latest Data		2016/17 Target	Strategic Framework indicator	Other F&P indicator	Operating Model Outcomes	
				Period	Actual				Primary	Secondary
Passenger Transport										
Monthly	Guided Busway passengers per month	High	↔	Dec-2015	303,273	Contextual		✓	The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Yearly	Local bus passenger journeys originating in the authority area	High	↓	2014/15	Approx. 18.91 million	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Planning applications										
Monthly	The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant	High	↔	Jan-2016	100%	TBC		✓	The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	
Traffic and Travel										
Yearly	Growth in cycling from a 2004/05 average baseline	High	↑	2014	55.6% increase	TBC	✓		People lead a healthy lifestyle and stay healthy for longer	The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents

Frequency	Measure	What is good?	Direction of travel ↑=good	Latest Data		2016/17 Target	Strategic Framework indicator	Other F&P indicator	Operating Model Outcomes	
				Period	Actual				Primary	Secondary
	% of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others	High	↑	Oct 2014	Fenland = 84.5% Other excluding Cambridge = 89.1%	TBC	✓		People lead a healthy lifestyle and stay healthy for longer	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	↑	12 months ending 31-Aug-2013	3.78 minutes	TBC	✓		The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents	

b) ETE Operational Indicators

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Strategic Framework indicator	Other F&P indicator	Operating Model Enablers
				Period	Actual				
ETE Operational Indicators									
Monthly	% of Freedom of Information requests answered within 20 days	High	↔	Dec-2015	93.8%	TBC		✓	Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us
Monthly	% of complaints responded to within 10 days	High	↔	Oct-2015	95%	TBC		✓	Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us

Frequency	Measure	What is good?	Dir'n of travel ↑=good	Latest Data		2016/17 Target	Strategic Framework indicator	Other F&P indicator	Operating Model Enablers
				Period	Actual				
Monthly	Staff Sickness - Days per full-time equivalent (f.t.e.) - 12-month rolling total	Low	↔	To Dec-2015	4.63 days per f.t.e.	Contextual		✓	Having Councillors and officers who are equipped for the future

FINANCE AND PERFORMANCE REPORT – JANUARY 2016

To: **Economy and Environment Committee**

Meeting Date: **8th March 2016**

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

Electoral division(s): **All**

Forward Plan ref: **For key decisions *Key decision:* No**

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

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

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

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

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

2. MAIN ISSUES

- 2.1 The report attached as appendix A, is the ETE Finance and Performance report for January 2016.
- 2.2 For **revenue**, at the end of January, ETE as a whole is forecasting an underspend of £1.226m.
- 2.3 In relation to the budgets under the stewardship of this Committee, an underspend of £483K is forecast for year-end. The main variances are:-
 - -£200K Adult Learning & Skills; due to the Skills Service expenditure being charged to City Deal.
 - +£215K Park and Ride; the forecast overspend has now reduced to £147K .
 - -£320K Concessionary Fares; due to some commercial routes being withdrawn and a fall in passenger numbers, but this forecast will be closely monitored as the position can quickly change due to seasonal factors.
- 2.4 For **Capital**, at the end of January, ETE is forecasting slippage of £37.1m. In relation to the budgets under the stewardship of this Committee, there are two changes since last committee:-
 - Huntingdon-West of Town Centre Link Road; additional slippage of £730k due to outstanding issues on purchase of some land.
 - Ely Crossing; additional slippage of £2.35m due to awaiting Department for Transport approval for the business case.
- 2.5 E&E Committee have twelve **performance indicators** reported to it during 2015-16. Of these one is currently red, one amber and ten green. The indicator that is currently red is:
 - the number of local bus passenger journeys originating in the authority area;
- 2.6 At year-end, the current forecast is that none of these indicators will be red, seven will be amber and five green.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

This report sets out details of the overall financial position of the ETE Service / this Committee.

4.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

4.3 Equality and Diversity Implications

There are no significant implications within this category.

4.4 Engagement and Consultation Implications

There are no significant implications within this category.

4.5 Localism and Local Member Involvement

There are no significant implications within this category.

4.6 Public Health Implications

There are no significant implications within this category.

Source Documents	Location
There are no source documents for this report	.

Appendix 1

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

1. SUMMARY

1.1 Finance

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

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

Monthly Indicators	Red	Amber	Green	Total
Current status this month	1	1	10	12
Current status last month	2	2	8	12
Year-end prediction (for 2015/16)	0	7	5	12

Notes

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

2. INCOME AND EXPENDITURE

2.1 Overall Position

Forecast Variance - Outturn (Previous Month) £000	Directorate	Current Budget for 2015/16 £000	Current Variance £000	Current Variance %	Forecast Variance - Outturn (January) £000	Forecast Variance - Outturn (January) %
-1	Executive Director	730	-15	-1	-4	-1
-256	Infrastructure Management & Operations	59,774	-4,261	-10	-307	-1
-164	Strategy & Development	14,734	+43	0	-479	-3
0	External Grants	-11,120	-117	2	0	0
-422	Total Service Funded Items	64,118	-4,351	-9	-791	-1
0	Winter Maintenance				-579	-30
+144	Waste Private Finance Initiative (PFI)				+144	0
-278	Total	64,118	-4,351	-9	-1,226	-2

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

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

2.2 Significant Issues

There are no new significant issues to report this month.

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

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

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

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

There were no virements over the De minimis reporting limit recorded in January 2016.

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

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

New Community Hub – Cambourne – Work is underway to plan for this work however it is unlikely to occur in this financial year.

New Community Hub – Clay Farm – This scheme, **which is being built by the Cambridge Southern Fringe developers**, is currently 10 weeks behind schedule and we are currently awaiting a revised schedule of payments due to the City Council.

Cambridge Central Library - £300k capital investment was originally allocated for work relating to the Enterprise Centre. Although that option is no longer being taken forward, other options are being considered, however any expenditure will not take place this financial year.

Funding

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

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

4. **PERFORMANCE**

4.1 **Introduction**

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

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

4.2 **Red Indicators (new information)**

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

a) **Economy & Environment**

No new information this month.

b) **ETE Operational Indicators**

No new information this month.

4.3 **Amber indicators (new information)**

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

a) **Economy & Environment**

Adult Learning & Skills

- The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work - academic year, year-to-date (to January 2015)

The provisional number of learners taking courses in the most deprived areas up to the end of January is 1,157. The rise in numbers had slowed down during December as the end of term approached, but the rate increased in January as expected - up from 409 at the end of December.

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

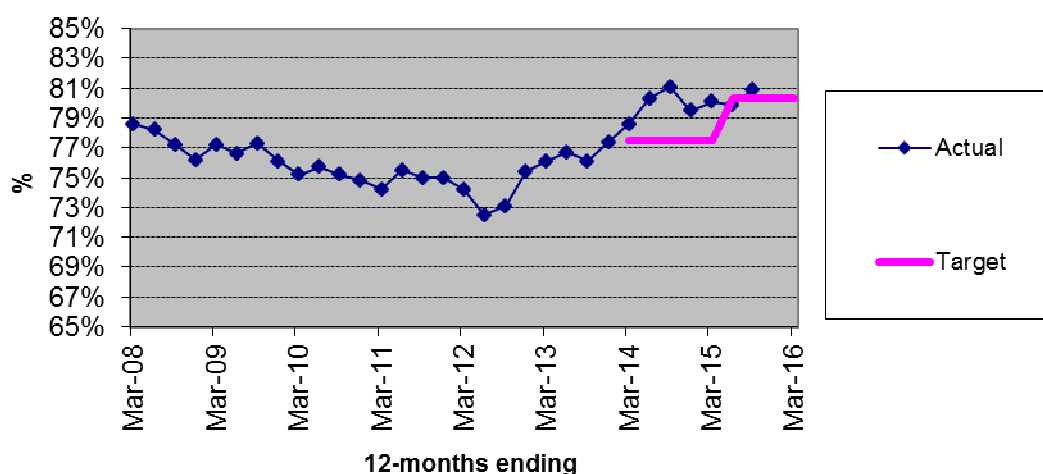
Economic Development

- The percentage of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average (to September 2015)

The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS).

The 12-month rolling average increased slightly from 79.9% in June to 80.9% in September, which is just above the target of 80.3%. 25.9% of these jobs are part-time.

**% of 16-64 year-old Cambridgeshire residents in employment:
12-month rolling average**



b) ETE Operational Indicators

No new information.

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 January 2016)

Four County Matter planning applications have been received and determined on time since April.

There were 16 other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). Ninety-four percent of these were determined on time.

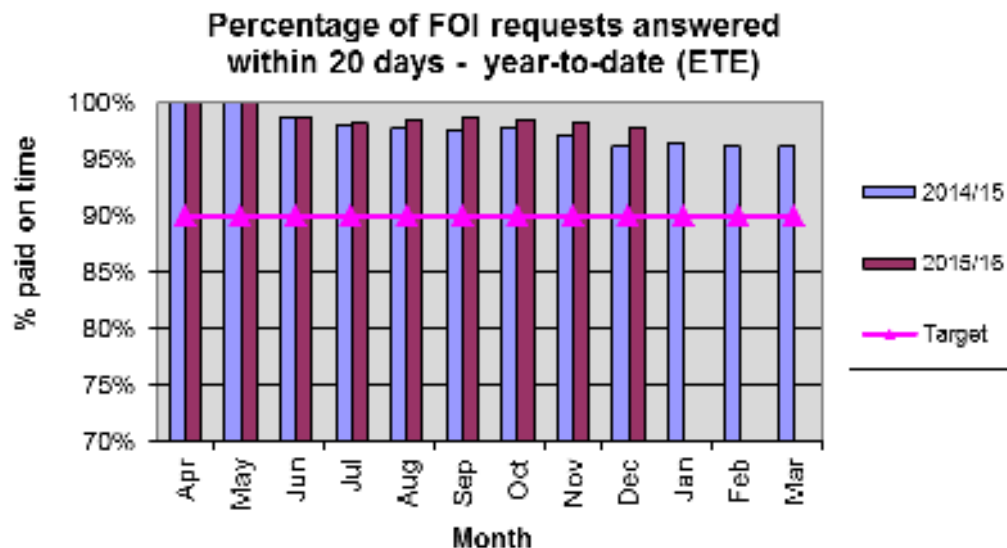
b) ETE Operational Indicators

Freedom of Information (FOI) requests

- FOI requests - % responded to within 20 days (December 2015)

Two hundred and thirty-eight Freedom of Information requests have been received since April. 97.9% of these have been responded to on-time.

Fifteen out of 16 requests were responded to on-time during December.



4.5 Contextual indicators (new information)

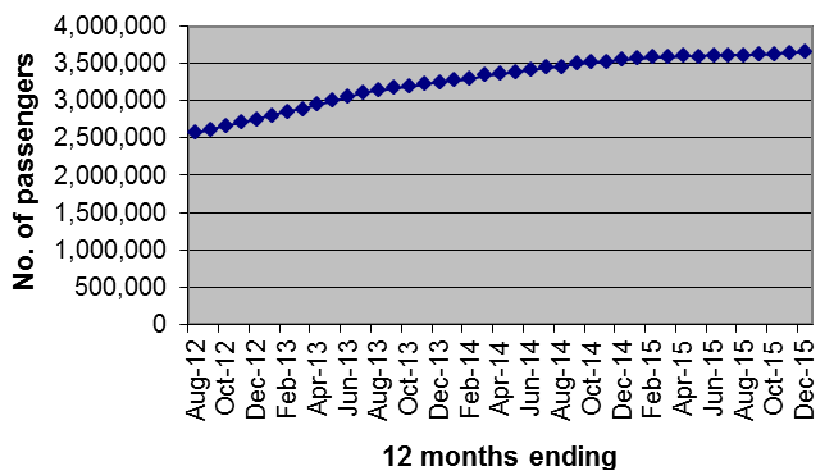
a) Economy & Environment

Passenger Transport

- Guided Busway passenger numbers (December 2015)

The Guided Busway carried around 303,000 passengers in December, and there have now been over 14.2 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.65 million.

Guided Busway passengers: 12-month rolling total

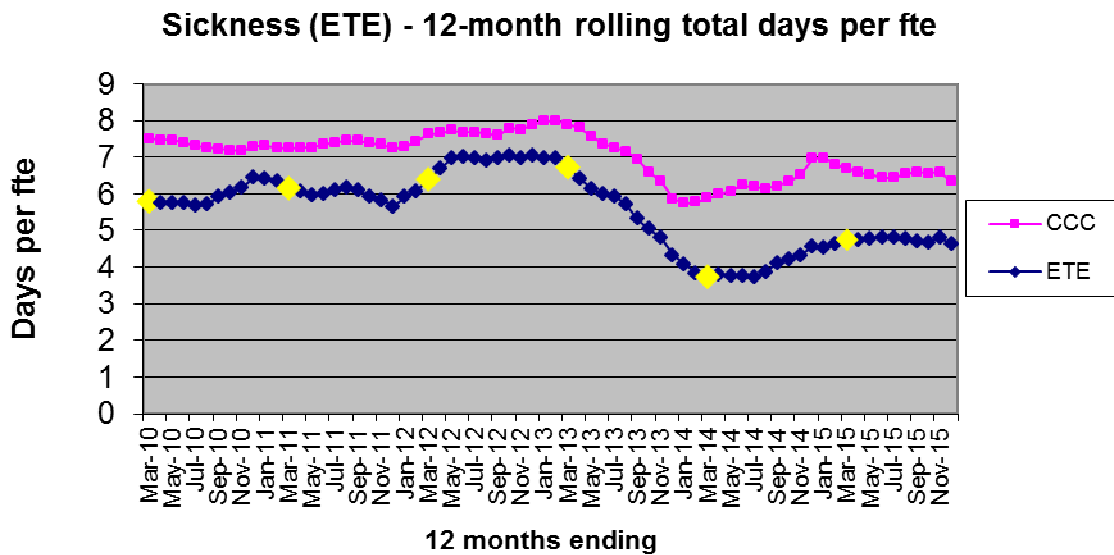


b) ETE Operational Indicators

Staff sickness

- Economy, Transport & Environment staff sickness per full time equivalent (f.t.e.) - 12-month rolling average (to December 2015)

The 12-month rolling average has remained at around the same low level over the past few months and is now at 4.63 days per full time equivalent (f.t.e.).



APPENDIX 1 – Service Level Budgetary Control Report

Forecast Variance - Outturn December	Service	Current Budget for 2015-16	Expected to end of January	Actual to end of January	Current Variance		Forecast Variance - Outturn January	
£'000		£'000	£'000	£'000	£'000	%	£'000	%
	Economy, Transport & Environment Services							
+0	Executive Director	182	595	601	+6	+1	+10	+5
-1	Business Support	548	451	430	-21	-5	-14	-3
0	Direct Grants	0	0	0	0	+0	0	-30
-1	Total Executive Director	730	1,046	1,031	-15	-1	-4	-1
	Directorate of Infrastructure Management & Operations							
+0	Director of Infrastructure Management & Operations	136	113	102	-10	-9	-4	-3
	Assets & Commissioning							
+174	- Street Lighting	9,252	6,820	6,735	-86	-1	+114	+1
+144	- Waste Disposal including PFI	33,350	26,137	23,203	-2,934	-11	+144	+0
+11	- Asset Management	740	559	528	-31	-6	+5	+1
	Local Infrastructure & Street Management (LISM)							
-18	- Road Safety	663	486	464	-22	-5	-22	-3
+70	- Traffic Manager	-507	-429	-418	+10	-2	+121	-24
+109	- Network Management	1,236	986	976	-10	-1	+139	+11
+0	- Local Infrastructure & Streets	4,237	2,517	2,430	-87	-3	-38	-1
+0	- Winter Maintenance	1,910	1,445	1,120	-325	-22	-579	-30
-296	- LISM other	2,381	1,534	1,280	-255	-17	-263	-11
	Supporting Business & Communities							
-104	- Communities & Business	1,473	1,133	925	-208	-18	-104	-7
+0	- Parking Enforcement	0	-896	-837	+59	-7	+0	+0
+0	- Recycle for Cambridge & Peterborough (RECAP)	0	28	-23	-51	+0	+0	+0
	Community & Cultural Services							
-8	- Libraries	4,018	3,266	3,207	-59	-2	-9	-0
+2	- Archives	603	461	443	-18	-4	-53	-9
-194	- Registrars	-468	-328	-533	-205	+62	-194	+41
-3	- Coroners	751	654	623	-32	-5	+0	+0
0	Direct Grants	-7,038	-5,222	-5,223	-1	+0	0	40
-112	Total Infrastructure Management & Operations	52,736	39,266	35,004	-4,262	-11	-742	-1
	Directorate of Strategy & Development							
+0	Director of Strategy & Development	135	111	115	+4	+4	+0	+0
+0	Transport & Infrastructure Policy & Funding	692	600	598	-3	-0	+36	+5
	Growth & Economy							
-11	- Growth & Development	587	478	462	-16	-3	-11	-2
-2	- County Planning, Minerals & Waste	341	263	209	-54	-20	-38	-11
-21	- Enterprise & Economy	165	137	121	-16	-12	-29	-18
+0	- Mobilising Local Energy Investment (MLEI)	0	10	141	+130	+1,243	+0	+0
+6	- Growth & Economy other	812	696	665	-31	-4	+7	+1
+0	Major Infrastructure Delivery	451	387	378	-9	-2	+0	+0
	Passenger Transport							
+165	- Park & Ride	369	624	775	+151	+24	+147	+40
-300	- Concessionary Fares	5,477	4,173	3,871	-302	-7	-320	-6
+0	- Passenger Transport other	2,563	2,125	2,072	-53	-3	-71	-3
	Adult Learning & Skills							
+0	- Adult Learning & Skills	2,404	1,710	1,859	+150	+9	-200	-8
+0	- Learning Centres	338	163	206	+43	+27	+0	+0
+0	- National Careers	400	163	212	+49	+30	+0	+0
0	Direct Grants	-4,082	-1,803	-1,919	-116	+6	0	0
-164	Total Strategy & Development	10,652	9,837	9,764	-73	-1	-479	-4
-278	Total Economy, Transport & Environment Services	64,118	50,149	45,798	-4,351	-9	-1,226	-2

		MEMORANDUM						
£'000	Grant Funding	£'000	£'000	£'000	£'000	%	£'000	%
0	- Public Health Grant	-418	-321	-321	+0	+0	+0	+0
0	- Street Lighting - PFI Grant	-3,944	-2,958	-2,958	+0	+0	+0	+0
0	- Waste - PFI Grant	-2,691	-2,018	-2,019	-1	+0	+0	+0
0	- Bus Service Operators Grant	-302	-302	-302	+0	+0	+0	+0
0	- Local Sustainable Transport Funding (LSTF)	-1,000	0	0	+0	+0	+0	+0
0	- Adult Learning & Skills	-2,204	-1,210	-1,346	-136	+0	+0	+0
0	- Learning Centres	-161	-88	-88	+0	0	+0	+0
0	- National Careers funding	-400	-128	-108	+20	-16	+0	+0
+0	Grant Funding Total	-11,120	-7,025	-7,142	-117	2	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 2015/16 £'000	Current Variance		Forecast Variance - Outturn	
		£'000	%	£'000	%
Street Lighting	9,352	-86	-1	+114	+1
It was originally planned to commence part-night lighting in April, however, it has since been agreed to defer this saving until April 2016 to allow for a full consultation period with local Councils. This will result in the business plan saving not being delivered in 2015/16.					
Waste Disposal including PFI	33,650	-2,934	-11	+144	0
<p>The current variance is due to a delay in Amey sending through both of the monthly PFI invoices.</p> <p>The expected outturn position is showing an overspend as a result of the latest forecast predicting that slightly more waste will go into landfill than was previously expected and income from third parties will be less than expected.</p> <p>The amount of municipal waste sent to landfill at the Authority's expense reduced in November 2015. Officers are monitoring the performance of the service with Amey to determine the implications of this.</p>					
Network Management	1,236	-10	-1	+139	+11
<p>A number of areas are predicted to overspend in this area including grass cutting. Officers are holding back expenditure in other areas so the overspend can be covered.</p> <p>The current variance is due to a disputed bill for gully emptying causing an apparent underspend of £119k. This bill is higher than expected due to an unexpectedly large volume of waste being extracted from the gullies and this is reflected by the increase in year-end forecast overspend.</p>					
LISM other	2,381	-255	-17	-263	-11
Expenditure is being held back within this area to cover the overspend in Network Management. This area is likely to underspend for a variety of reasons, savings from vacancies, additional Section 38 income than was expected and the costs of the lane rental permitting were less than was predicted.					
Winter Maintenance	1,910	-325	-22	-579	-30
This year has been a very mild winter, currently there is an underspend of £325k as there has only been 17 runs to date. The forecast information received is indicating that this will not significantly change; the forecast outturn variance reflects this position.					

Communities & Business	1,473	-208	-18	-104	-7
The predicted underspend is mainly due to savings arising from vacancies within the Service.					
Libraries	4,018	-59	-2	-9	0
Income from the Enterprise Centre in Central Library was projected to commence from April. As this scheme is no longer going ahead in the way originally intended, the level of income for the year will be less than budgeted. Officers are working with Members, public and staff to look at other potential revenue streams to bridge this gap. Staff vacancies within Libraries are being held in view of savings targets for next year, and are producing savings to mitigate the shortage of income from the Enterprise Centre in the current year.					
Registrars	-468	-205	+62	-194	+41
The timing of when ceremony fees are collected has been changed to when notice is given rather than being collected three months prior to the ceremony. This has caused a one off increase in income this year through re-phasing of when it is collected.					
Adult Learning & Skills	2,404	+150	+9	-200	-8
Whilst Adult Learning & Skills are currently showing an overspend; this is due to income being received later than profiled. The Forecast Outturn relates to budget being set for Skills as core funding but which is now being funded by City Deal.					
Park & Ride	369	+151	+24	+147	+40
A predicted shortfall in income in the region of £500k is expected for parking fees at the Park & Ride sites based on income levels achieved in the first eight months of this year. This overspend will be partially covered by increased income from bus lane enforcement, which is expected to be in the region of £300k.					
Concessionary Fares	5,477	-302	-7	-320	-6
Concessionary fares are expected to underspend in the region of £300k, this is due to some commercial routes being withdrawn and a decrease in passenger numbers compared with 2014/15. This figure can easily change with seasonal factors but will be monitored closely for the rest of the year.					
Passenger Transport other	2,563	-53	-3	-71	-3
The current variance relates mainly to Cambridgeshire Future Transport contract renewals during the year achieving higher than anticipated savings, the forecast outturn reflects this.					

APPENDIX 3 – Grant Income Analysis

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

Grant	Awarding Body	Expected Amount £'000
Grants as per Business Plan	Various	11,410
Adult Learning & Skills grants	Department for Business, Innovation & Skills	-176
Learning centre grants	Various	-141
Non-material grants (+/- £30k)		+27
Total Grants 2015/16		11,120

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

APPENDIX 4 – Virements and Budget Reconciliation

	£'000	Notes
Budget as per Business Plan	63,308	
Use of operational savings – LEP funding	50	
Transfer of Open Spaces Service to ETE from Corporate Services	54	
Transfer of Travellers support to ETE from Corporate Services	51	
City Deal funding transferred to Corporate Services	-717	
Centralisation of mobile phone budgets	-55	
Use of operational savings – Lane rental implementation	200	
Use of operational savings – Support of sustainable transport access to Cambridge North station	178	
Use of ETE operational savings – Support to achieve Business planning savings	75	
Use of ETE operational savings – Park & ride parking short-term costs	200	
Use of ETE operational savings – Highways Records Digitisation	45	
Use of ETE operational savings – Waste PFI – Legal & technical advice	300	
Use of ETE operational savings – Renewal of Highways Services contract	150	
Use of ETE operational savings – Development of LED lighting options for street lighting	100	
Use of ETE operational savings – A14 Inquiry	150	
Non-material virements (+/- £30k)	29	
Current Budget 2015/16	64,118	

APPENDIX 5 – Reserve Schedule

Fund Description	Balance at 31st March 2015 £'000	Movement within Year £'000	Balance at 31st January 2016 £'000	Forecast Balance at 31st March 2016 £'000	Notes
General Reserve					
Service carry-forward	3,369	(1,591)	1,778	1,384	Account used for all of ETE
Sub total	3,369	(1,591)	1,778	204	
Equipment Reserves					
Winter Maintenance Vehicles	683	(287)	397	500	
Libraries - Vehicle replacement Fund	210	(45)	165	150	
Sub total	893	(332)	561	650	
Other Earmarked Funds					
Deflectograph Consortium	67	(9)	59	50	Partnership accounts, not solely CCC
Highways Searches	32	0	32	0	
On Street Parking	1,138	(0)	1,138	1,300	
Bus route enforcement	146	0	146	200	
Highways Commuted Sums	525	54	579	500	
Guided Busway Liquidated Damages	4,088	(820)	3,268	2,800	This is being used to meet legal costs if required.
Waste and Minerals Local Development Fra	22	0	22	0	
Proceeds of Crime	190	18	208	150	
Waste - Recycle for Cambridge & Peterborough (RECAP)	225	0	225	150	Partnership accounts, not solely CCC
Discover Cambs Tourism Brochure	23	0	23	0	Partnership accounts, not solely CCC
Fens Workshops	39	17	56	0	Partnership accounts, not solely CCC
Travel to Work	233	9	242	150	Partnership accounts, not solely CCC
Steer- Travel Plan+	76	0	76	0	
Olympic Development	13	0	13	0	
Northstowe Trust	101	0	101	101	
Cromwell Museum	28	0	28	0	
Archives Service Development	234	0	234	200	
National Careers Service	73	0	73	0	
Other earmarked reserves under £30k - IMO	9	1	10	0	
Other earmarked reserves under £30k - S&D	143	32	175	100	
Sub total	7,404	(699)	6,704	5,701	
Short Term Provision					
Mobilising Local Energy Investment (MLEI)	669	0	669	0	
Sub total	669	0	669	0	
Capital Reserves					
Government Grants - Local Transport Plan	0	18,198	18,198	0	Account used for all of ETE
Government Grants - City Deal	0	20,000	20,000	18,200	
Government Grants - S&D	3,268	4,435	7,703	970	
Government Grants - IMO	0	0	0	0	
Other Capital Funding - S&D	11,454	(517)	10,936	7,000	
Other Capital Funding - IMO	1,176	112	1,288	200	
Sub total	15,897	42,228	58,125	26,370	
TOTAL	28,232	39,606	67,838	32,925	

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

2015/16						TOTAL SCHEME	
Original 2015/16 Budget as per BP	Scheme	Revised Budget for 2015/16	Actual Spend (January)	Forecast Spend - Outturn (January)	Forecast Variance - Outturn (January)	Total Scheme Revised Budget	Total Scheme Forecast Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000
	Integrated Transport						
400	- Major Scheme Development & Delivery	492	108	400	-92	492	0
482	- Local Infrastructure Improvements	561	195	536	-25	482	0
626	- Safety Schemes	631	476	625	-6	626	0
345	- Strategy and Scheme Development work	495	447	495	0	345	0
3,156	- Delivering the Transport Strategy Aims	4,070	830	2,348	-1,722	4,450	0
478	- Cambridgeshire Sustainable Transport Improvements	484	372	374	-110	478	0
23	- Air Quality Monitoring	23	20	23	0	23	0
15,038	Operating the Network	15,994	10,346	15,404	-590	16,028	0
	Infrastructure Management & Operations Schemes						
6,925	- £90m Highways Maintenance schemes	8,132	6,592	8,693	561	90,000	0
0	- Waste Infrastructure	588	37	252	-336	5,588	0
3,000	- Archives Centre / Ely Hub	3,131	1,038	1,908	-1,223	4,131	0
251	- Community & Cultural Services	1,719	34	493	-1,226	1,702	0
	Strategy & Development Schemes						
2,446	- Cycling Schemes	6,351	3,037	3,757	-2,594	18,093	0
1,729	- Huntingdon - West of Town Centre Link Road	3,397	197	520	-2,877	10,534	0
9,575	- Ely Crossing	9,883	225	450	-9,433	30,780	0
20,000	- Cambridge North Station	0	10	0	0	4,000	0
0	- Chesterton Busway	2,264	2,154	2,264	0	6,050	0
370	- Guided Busway	3,740	561	0	-3,740	151,147	0
4,843	- King's Dyke	5,050	374	450	-4,600	13,629	0
0	- Wisbech Access Strategy	1,000	90	545	-455	1,000	0
2,500	City Deal	2,500	1,302	1,710	-790	100,000	0
0	- Other Schemes	536	53	536	0	25,005	0
	Other Schemes						
12,013	- Connecting Cambridgeshire	16,215	6,922	8,436	-7,779	32,550	0
285	- Other Schemes	85	0	0	-85	680	0
84,485		87,341	35,420	50,219	-37,122	517,813	0

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

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

Delivering the Transport Strategy Aims

- S106 developer funded cycling schemes are in various stages with some coming forward for construction in 2016/17 and others requiring further development and consultation.
- Land acquisition and license agreements need to be completed to allow construction to commence on Yaxley to Farcet and the new link through Babraham Research Campus. Scheme delivery is anticipated in 2016/17.

Detailed design is underway on a new link from Bar Hill to Longstanton funded through Northstowe Phase 1 S106.

- Integrated Transport Block funded cycling schemes for 2015/16 are largely complete now.
- A cycle route between Cromwell Community College to The Elms, Chatteris is now expected to cost less than was originally budgeted.

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

£90m Highways Maintenance schemes

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

Reasons for overspend:

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

Officers will look to fund this in-year overspend from savings and/or reducing the scope where possible on other schemes within the current TDP. This does not therefore represent a total scheme overspend.

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

Archives Centre / Ely Hub – This scheme is to be completed over 2 years with a larger amount of the expenditure now expected to take place next year.

Community & Cultural Services -The forecast variance is due to schemes currently not being progressed until the Council's strategy on Community Hubs is developed, which

will impact on the future library service network. Therefore it is expected that this funding will be spent over the next couple of years as part of developing community hubs.

New Community Hub – Cambourne – Work is underway to plan for this work, however it is unlikely to occur in this financial year.

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

Cambridge Central Library - £300k capital investment was originally allocated for work relating to the enterprise centre. Although that option is no longer being taken forward, other options are being considered, however any expenditure will not take place this financial year.

Cycle City Ambition schemes - The total budgeted grant is shown within the report. Huntingdon Road is substantially complete along with the first phase of Harston to Foxton. Works on the Addenbrookes-bound side of Hills Road and on Trumpington Road commence early in 2016. Further consultation is required for A10 Harston. Work continues on the development of Quy to Lode, Phase 2 of Harston to Foxton and Abbey-Chesterton bridge. The forecast has now been revised to reflect the forecast delivery timescale and to take into account early stages of design, feasibility and consultation in year one of the programme.

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

Ely Southern By-Pass – Project forecast is for delivery in late 2017. A delay has been previously reported within the procurement process but the overall targeted date for opening remains the same. However, DfT has stated that the tendered price must be used in the Major Schemes Business Case for the release of Growth Deal funding. Much of the predicted spend was based on being in a position to purchase land in 2015/16. Although the DfT is positive on the allocation of funding, it is not guaranteed until the final business case is approved and any earlier spend would be at some risk. Therefore the payments for land purchase amounting to £2.31m will now be incurred in 2016/17. This also impacts on the consultancy costs as the procurement is out to tender rather than being designed, which amounts to a postponement of costs of £240k to 2016/17. The procurement process is underway and the land acquisition process completed so land can be acquired as necessary. A process for confirming the business case has been agreed with the DfT and sign off of the release of funding is expected in May/June and expected that a contractor will be appointed in June.

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

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

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

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

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

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

Wisbech Access Strategy – This scheme is funded by Growth deal funding over 2 years and expenditure will match this grant funding.

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

Connecting Cambridgeshire – This scheme has now been re-phased and will now continue into 2016/17 and 2017/18. We have additional funding and investment from BT for a further rollout phase to be delivered between January 2016 and late summer 2017 to deliver fibre broadband to more premises across Cambridgeshire and Peterborough. The original project planned to complete by the end of December 2015 and it has delivered the planned coverage by the end of December 2015. The milestone payments for the additional rollout phase have now been agreed, this has been reflected in the capital programme increasing the forecast expenditure by £394k, resulting in a decrease to the previously reported underspend this month.

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

Capital Funding

2015/16				
Original 2015/16 Funding Allocation as per BP	Source of Funding	Revised Funding for 2015/16	Forecast Spend - Outturn (January)	Forecast Funding Variance - Outturn (January)
£'000		£'000	£'000	£'000
18,198	Local Transport Plan	18,198	18,198	0
20,000	Other DfT Grant funding	8,328	6,864	-1,464
6,829	Other Grants	10,894	2,477	-8,417
10,024	Developer Contributions	8,951	3,875	-5,076
18,231	Prudential Borrowing	31,534	15,831	-15,703
28,910	Other Contributions	9,436	2,974	-6,462
102,192		87,341	50,219	-37,122

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

Funding	Amount (£m)	Reason for Change
Rolled Forward Funding	-0.9	This reflects slippage or rephasing of the 2014/15 capital programme – as reported in May 15 (£31.9m) and approved by the General Purposes Committee (GPC) on 28th July 2015, with a further £1.0m reported in July 15 and approved by the GPC on 15th September. Reduction of grant that we are able to claim for Super Connected Cities (-£3.6m).
Additional / Reduction in Funding (Other Contributions)	-20.0	Removal of Science Park Station – as reported in May 15 and approved by the GPC on 28th July 2015.
Additional / Reduction in Funding (Specific Grant)	+1.0	Growth Deal Funding relating to Wisbech Access Strategy – as reported in May 15 and approved by the GPC on 28th July 2015.
Additional / Reduction in Funding (DfT Grant)	+1.5	Cycling City Ambition grant – as reported in May 15 and approved by the GPC on 28th July 2015.
Revised Phasing (Section 106 & CIL)	-3.6	Guided Busway – as reported in July 15.
Revised Phasing (Prudential Borrowing)	+0.6	Guided Busway – as reported in July 15 and approved by the GPC on 15th September 2015 (+3.6m). Revised phasing of Guided Busway spend (-3.0m).
Revised Phasing (DfT Grant)	-17.5	City Deal – as reported in July 15 and approved by the GPC on 15th September 2015.

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

a) Economy & Environment

Frequency	Measure	What is good?	Format	Latest Data		2015/16 Target	Current Status	Year end prediction	Comments
Adult Learning & Skills									
Monthly	The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work	High	Number	To 31-Jan-2016	1,157	2,000	G	A	<p>The provisional number of learners taking courses in the most deprived areas up to the end of January is 1,157. The rise in numbers had slowed down during December as the end of term approached, but the rate increased in January as expected - up from 409 at the end of December.</p> <p>The number of people completing courses will not be recorded until the end of the academic year. The target of 2,000 is end-of-year.</p>
Quarterly	The number of people starting as apprentices	High	Number	At end of 2014/15 academic year (provisional)	4,140	4,158	A	A	<p>Provisional figures for the 2014/15 academic year have recently been published.</p> <p>There were 4,140 starts during the year compared with a target of 4,158. This means that the County has increased its starts by 8.7% against the previous year.</p> <p>This compares with an increase of 11.7% in the East of England and 12% nationally.</p> <p>Final year-end figures will be published in February.</p>
Annual	Wider outcomes of adult learning:	High	%	At end of 2013/14 academic year		Contextual			Recording wider outcomes is becoming increasingly significant in measuring impact and in the commissioning of services. Cambridgeshire Adult Learning & Skills has developed a recording method to gather evidence of Wider Impact from all of the provision delivered through the Community Learning Funding. On a local level this will help to demonstrate the difference we make across a range of agendas and will supplement existing quality improvement arrangements as well as provide a mechanism for helping learners to measure their own progress and the value of the
	Completion				87%				
	Achievement				86%				
	Health				38%				
	Independence				65%				
	Social Relationships		62%						

Frequency	Measure	What is good?	Format	Latest Data		2015/16 Target	Current Status	Year end prediction	Comments
	Volunteering				17%				courses we offer. The Wider outcome measures include improvements in health, social relationships, independence, taking up volunteering, gaining employment and improving skills.
	Employment				23%				
	Another course				22%				
Economic Development									
Quarterly	% of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average	High	%	At 30-Sep-2015	80.9%	80.3%	G	A	The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS). The 12-month rolling average increased slightly from 79.9% in June to 80.9% in September, which is just above the target of 80.3%. 25.9% of these jobs are part-time.
	'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others	Low	%	May 2015	Most deprived areas (Top 10%) = 11.8% Others = 5.1% Gap of 6.7 percentage points	Most deprived areas (Top 10%) <=12% Gap of <7.2 percentage points	G	G	The 2015/16 target of 12% is for the most deprived areas (top 10%) as approved by Economy & Environment Committee earlier this year. Latest figures published by the Department for Work and Pensions show that, in May 2015, 11.8% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits, compared with 5.1% of those living elsewhere in Cambridgeshire. Comparable figures for May 2014 were 12.6% and 5.4% respectively, so the gap has decreased from 7.2 to 6.7 percentage points.
Yearly	Additional jobs created	High	Number	To 30-Sep-2014	+14,000	+3,500	G	A	The latest figures from the Business Register and Employment Survey (BRES) show that 14,000 additional jobs were created between September 2013 and September 2014 compared with an increase of 7,700 for the same period in the previous year.
Passenger Transport									
Monthly	Guided Busway passengers per month	High	Number	Dec-2015	303,273	Contextual			The Guided Busway carried around 303,000 passengers in December, and there have now been over 14.2 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.65 million.

Frequency	Measure	What is good?	Format	Latest Data Period	Actual	2015/16 Target	Current Status	Year end prediction	Comments
Yearly	Local bus passenger journeys originating in the authority area	High	Number	2014/15	Approx. 18.91 million	19.53 million	R	A	<p>There were approximately 18.91 million bus passenger journeys originating in Cambridgeshire in 2014/15, representing a decrease of 700,000 compared with 2013/14.</p> <p>The main change was figures reported by Whippet. The figures from the new owners, based on newer ticket machines and extrapolated from only 3 months' worth of data, were around 710,000 less than provided previously by Whippet. It hasn't been possible to establish the reason for this discrepancy. Moving forwards the new figure will become the new baseline for Whippet, but the degree of estimation this year means that the overall reported outturn for the indicator for 2014/15 needs to be treated with caution.</p>
Planning applications									
Monthly	The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant	High	%	Jan-2016	100%	100%	G	G	<p>Four County Matter planning applications have been received and determined on time since April.</p> <p>There were 16 other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). Ninety-four percent of these were determined on time.</p>
Traffic and Travel									
Yearly	Growth in cycling from a 2004/05 average baseline	High	% increase	2014	55.6%	46%	G	G	There was a 17% increase in cycle trips in Cambridgeshire in 2014 compared with 2013. Overall growth from the 2004-05 average baseline is 55.6%, which is better than the Council's target of 33.6%.
	% of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others	High	%	Oct 2014	Fenland = 84.5% Other excluding Cambridge = 89.1%	Fenland = 82.8%	G	A	The Department of Transport has released data for 2014. These figures show that the gap has narrowed from 8.7% to 4.6% and that the percentage of adults who walk or cycle at least once a month in Fenland has increased from 81.1% to 84.5% since 2013.

Frequency	Measure	What is good?	Format	Latest Data		2015/16 Target	Current Status	Year end prediction	Comments
				Period	Actual				
									<p>The percentage for the other districts (excluding Cambridge) has dropped slightly from 89.8% to 89.1%.</p> <p>The proposed target is for Fenland to increase to the current 89.8% average for the rest of Cambridgeshire (excluding Cambridge) over 5 years i.e. an underlying increase of 1.7% per year.</p> <p>Recognising that the indicator is measured via a sample survey, with associated random variation from one year to the next, the proposed target for 2015/16 relates to the underlying direction of travel.</p>
	The average journey time per mile during the morning peak on the most congested routes	Low	Minutes	12 months ending 31-Aug-2013	3.78	3.7	G	A	<p>At 3.78 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is slightly better than the previous year. This represents an average speed of 15.9 miles per hour. The target for 2015/16 is to reduce this to 3.7 minutes per mile</p>

b) ETE Operational Indicators

Frequency	Measure	What is good?	Format	Latest Data		2015/16 Target	Current Status	Year end prediction	Comments
ETE Operational Indicators									
Monthly	% of Freedom of Information requests answered within 20 days	High	%	Dec-2015	93.8%	90%	G	G	Two hundred and thirty-eight Freedom of Information requests have been received since April. 97.9% of these have been responded to on-time. Fifteen out of 16 requests were responded to on-time during December.
Monthly	% of complaints responded to within 10 days	High	%	Oct-2015	95%	90%	G	G	Seventy-four complaints were received in October. Ninety-five percent of these were responded to within 10 working days, which is above the challenging 90% target. The year-to-date figure is currently 92%.
Monthly	Staff Sickness - Days per full-time equivalent (f.t.e.) - 12-month rolling total	Low	Days per f.t.e.	To Dec-2015	4.63	Contextual			The 12-month rolling average has remained at around the same low level over the past few months and is now at 4.63 days per full time equivalent (f.t.e.).

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

To: Economy & Environment Committee

Meeting Date: 8th March 2016

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

Electoral division(s): All

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

Purpose: The Economy and Environment Committee is asked to note the progress in developing a committee training plan to date. This is a record of training that has already taken place and a forward look at training seminars proposed for 2016.

Attendees to training sessions that have taken place have also been added.

Recommendation: The Economy and Environment Committee is asked to:

- a) note the future training session dates as listed in Appendix one.
- b) consider if it would like invitations to any of the listed sessions to be extended to Members of other committees.
- c) consider and suggest what further ETE training sessions would benefit Members to be arranged during 2016/17.
- d) note the need to sign an attendance sheet when attending training sessions, so that Members' attendance is accurately recorded.

<i>Officer contact:</i>	
Name:	Graham Hughes Rob Sanderson
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Email:	Graham.Hughes@cambridgeshire.gov.uk Rob.Sanderson@cambridgeshire.gov.uk
Tel:	01223 715660 01223 699181

1.0 BACKGROUND

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

2.0 Economy and Environment Committee Plan

- 2.1 Several training seminars have already taken place for Economy and Environment (E&E) Committee Members and where appropriate, invitations have been extended to other relevant Committee Chairs and Vice-Chairs. The sessions have generally been well attended.
- 2.2 In consultation with Members, Economy, Transport and Environment (ETE) officers identified further training to be provided in the coming year. These are recorded on the current training plan in **appendix 1** and were approved by the Committee at its meeting on 14th July 2015. Suitable dates for each training session have now been identified and invitations have been sent to all E&E Committee Members and substitutes. A re-arranged date for the Adult Learning and Skills session is currently being sought.
- 2.3 There are currently no training sessions planned to take place beyond April 2016. Therefore members are asked to consider what further training they would benefit from to be scheduled to take place during 2016/17.
- 2.4 Following comments at the November E&E Committee on the attendance record of some of the training sessions, officers will ensure that the trainer at each session has an attendance sheet and they will be asked to remind Members of the need to ensure they sign so that their attendance is recorded. Please note the appendix in this report only records E&E attendance at joint training sessions.

3.0 ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

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

3.2 Helping people live healthy and independent lives

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

3.3 Supporting and protecting vulnerable people

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

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

4.0 SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

4.1.1 There are no significant implications within this category.

4.2 Statutory, Risk and Legal Implications

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

4.3 Equality and Diversity Implications

4.3.1 There are no significant implications within this category.

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

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

4.4 Engagement and Consultation Implications

4.4.1 There are no significant implications within this category.

4.5 Public Health Implications

4.5.1 There are no significant implications within this category.

4.6 Localism and Local Member Involvement

4.6.2 There are no significant implications within this category.

Source Documents	Location
None	

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN	Published 03.2016 Updated 22.02.2016	Appendix 1
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The Training plan that follows is a record of Economy and Environment Member Training that has previously taken place and a forward look at training that is yet to be scheduled and/or take place.

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

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

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

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

Ref	Subject	Desired Learning Outcome/Success Measures	Priority	Date, Time & Venue	Responsibility	Nature of training	Attendance by:	Cllrs Attending	% of total
	infrastructure requirements and arrangements for delivery)	<p>1) The Council's approach to identifying and evaluating the need for new infrastructure to ensure that planning obligations meet the statutory Section 106 tests.</p> <p>2) The process for planning and delivering suitably funded infrastructure in a timely and sustainable way to meet the needs of Cambridgeshire's new communities and the county's need for economic prosperity.</p>		<p>2pm – 3.30pm</p> <p>Room 022ab, Shire Hall</p>	Buckingham/ Colum Fitzsimons		Members & Substitutes	<p>Cllr Lynda Harford</p> <p>Cllr Noel Kavanagh</p> <p>Cllr Joshua Schumann</p> <p>Cllr John Williams</p> <p>Cllr Peter Ashcroft</p>	
10.	Transport Strategies and Funding	The seminar will bring Members up to speed with Cambridgeshire's		<p>19.04.16</p> <p>2pm –</p>	Jeremy Smith	Training seminar	E&E Committee Members &		

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

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Updated 26th February 2016



Cambridgeshire
County Council

Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

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

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

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

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

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

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

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
08/03/16	Building Community Resilience	Paul Tadd	Not applicable	2..p.m. 9 th February	24/02/16	26/02/16
	Next Stages of Connecting Cambridgeshire Programme	Noelle Godfrey	Not applicable			
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Review of E & E performance indicators for 2016/17 Finance & Performance Report	Graham Amis	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
19/04/16	Kings Dyke – Planning Application Outcome and procurement	B Stinton	Not applicable	2.30 p.m. 17 th March 2016	06/04/16	08/04/16
	Rights of Way Improvement Plan Update	Jeremy Smith	Not applicable			
	Cambourne West Planning Application and Draft S106 Heads of Terms	Stuart Clarke	Not applicable			
	Adult Learning & Skills Review	Lynsi Hayward-Smith	Not applicable			
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
24/05/16	Ely Southern Bypass – Award of Contract for Design and Construction	Brian Stinton	2015/036	9.30 a.m. 28 th April 2016	11/05/16	13/05/16
	Section 106 Recommended Allocations	Jeremy Smith / Elsa Evans	2016/005			
	Local Energy Investment and Delivery Cambridgeshire, European Structural Investment Funds Application	Sheryl French	2016/013			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
[09/06/16] <i>Provisional Meeting</i>	Keep free if possible			9.30 a.m. 12 th May 2016	25/05/16	27/05/16
14/07/16	Floods and Water Supplementary Planning Document	Judit Caballo	Not applicable	2.00p.m. 14 th June	29/06/16	1/07/16
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
[11/08/16] <i>Provisional Meeting</i>				2.00p.m. 12 th July	27/07/16	29/07/16
01/09/16	Cycle City Ambition, Huntingdon Road Phase 2 and A10 Harston - report consultation results and seek approval to construct	Mike Davies	Not applicable	2.00p.m. 4 th August	16/08/16	18/08/16
	Finance and Performance Report	Sarah Heywood / David Parcell				
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
<i>[13/10/16] Provisional Meeting</i>				2.00 p.m. 15 th September 2016	28/09/16	30/09/16
10/11/16	S106 funded cycling projects - report consultation results and seek approval to construct	Mike Davies	Not applicable	2.30p.m. 6 th October 2016	26/10/16	28/10/16
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable			
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
01/12/16	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	9.30 a.m. 1 st November 2016	16/11/16	18/11/16
12/01/17	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		21/12/16	23/12/16
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
<i>[09/02/17] Provisional Meeting</i>	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		25/01/17	27/01/17
09/03/17	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		22/02/17	24/02/17
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			

Committee date	Agenda item	Lead officer	Reference if key decision	Spokes meeting date	Deadline for draft reports	Agenda despatch date
	Agenda Plan	Democratic Services	Not applicable			
<i>[06/04/17] Provisional Meeting</i>					22/03/17	24/03/17
01/06/17	Local Energy Investment and Delivery Cambridgeshire, European Structural Investment Funds Application	Sheryl French	2016/013			
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		23/05/17	25/05/17
	Economy and Environment Committee Training Plan	Georgina Fuller	Not applicable			
	Agenda Plan	Democratic Services	Not applicable			
To be programmed						
Developer Contributions Guide		Colum Fitzsimons	Not applicable			

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

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

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

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

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

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

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