

# **COUNCIL MEETING**

## **AGENDA**

**13th February 2024**

Red Kite Room,  
New Shire Hall,  
Alconbury Weald,  
Huntingdon  
PE28 4YE

# Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held in the Red Kite Room, New Shire Hall, Alconbury Weald, Huntingdon PE28 4YE on Tuesday 13th February 2024 at 10.30a.m.

## Agenda

Apologies for Absence

1. Minutes – 12th December 2023 and Motions Log (pages 4 -30)  
[available at [County Council meeting 12/12/2023](#)]
2. Chair’s Announcements (oral)
3. Appointment of Honorary Alderman (pages 31-32)
4. Declarations of Interests (oral)  
[\[Guidance for Councillors on declaring interests is available here\]](#)
5. Public Question Time (oral)  
  
To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3.
6. Petitions (oral)  
  
To receive petitions from the public in accordance with Council Procedure Rule 9.4.
7. Proposed Business Plan for 2024-29 (pages 33-42)  
  
Note: a copy of the report discussed by the Strategy, Resources and Performance Committee on 30th January 2024 is available via the following link:  
[Strategy, Resources and Performance Committee meeting 30/01/2024](#)
8. Independent Remuneration Panel – (pages 43-50)  
Review of Indexation of Members’ Allowances

9. Item for determination from Strategy, Resources and Performance Committee (oral)

Treasury Management Report – Mid-Year Report 2023-24

To consider the following recommendation arising from the Strategy, Resources and Performance Committee on 19th December 2023 (minute no.185 refers):

to note the Treasury Management mid-year report for 2023/24 and endorse it for consideration at Full Council.

Note: a copy of the report discussed by the Strategy, Resources Performance Committee and the minutes of the meeting are available via the following link:

[Strategy, Resources and Performance Committee meeting 19/12/2023](#)

10. Committees – Allocation of seats and substitutes to political groups in accordance with the political balance rules (to follow)

11. Questions

- (a) Cambridgeshire and Peterborough Combined Authority and Overview and Scrutiny Committee (Council Procedure Rule 9.1) (to follow)

- (b) Written Questions (Council Procedure Rule 9.2) (oral)

To note responses to written questions from Councillors submitted under Council Procedure Rule 9.2.

Dated 5th February 2024

Emma Duncan  
Monitoring Officer

The County Council is committed to open government and members of the public are welcome to attend this meeting. It supports the principle of transparency and encourages filming, recording, and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chair of the Council and political Group Leaders which can be accessed via the following link or made available on request: [Filming, recording and photos of meetings](#)

The Council does not guarantee the provision of car parking on the New Shire Hall site. Information on travel options is available at: [Travel to New Shire Hall](#)

This meeting is streamed to the Council's website: [Council meetings Live Web Stream - Cambridgeshire County Council](#)

For more information about this meeting, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

## Full Council Motion Log

This is the updated Motion Log as of 5 February 2024. It captures the actions arising from motions agreed at meetings of Full Council and updates Members on the progress in complying with delivery of the necessary actions.

Motions from Full Council on 19 July 2022													
Minute No.	Motion	Responsible Officer	Action	Update	Status								
87 d)	Councillor Ros Hathorn  (travel infrastructure)	Executive Director of Place and Sustainability	<p>The Highways and Transport service to:</p> <p>Prioritise developing active travel specific maintenance measures within the Highways Operational Standards (HOS) and explore ways in which ongoing maintenance requirements can be removed as a barrier to good scheme design.</p> <p>Undertake a review of the highway hierarchy used to deliver the asset management maintenance programme to ensure it reflects active travel growth and the ambitions of the Council.</p>	<p>Update: 5 February 2024</p> <p>Following consideration of a report presented to the Highways and Transport Committee on 23 January 2024, changes have now been made to the Highway Operational Standards.</p> <p>Work defining an active travel network maintenance hierarchy is continuing. Following consultation with user groups and communities a revised hierarchy will be presented to the Highways and Transport Committee in September 2024. Key timescales for the active travel hierarchy are set out below:</p> <table border="1"> <thead> <tr> <th>Action</th> <th>Timeline</th> </tr> </thead> <tbody> <tr> <td>Local community and user stakeholder input via consultation on draft hierarchy</td> <td>April 2024</td> </tr> <tr> <td>National Stakeholder Consultation – Active Travel England; Living Streets; Local Access Forum.</td> <td>May 2024</td> </tr> <tr> <td>Review updated Draft Hierarchy</td> <td>May to June 2024</td> </tr> </tbody> </table>	Action	Timeline	Local community and user stakeholder input via consultation on draft hierarchy	April 2024	National Stakeholder Consultation – Active Travel England; Living Streets; Local Access Forum.	May 2024	Review updated Draft Hierarchy	May to June 2024	Complete
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87 e)	Councillor Alex Beckett  (Pavement parking)	Executive Director of Place and Sustainability	Prepare a paper for Strategy and Resources Committee proposing a group of pilot areas in Cambridge City for TRO implementation, outlining the costs required to implement.	Update: 5 February 2024  A report is scheduled to be presented to the Highways and Transport Committee at its meeting in March 2024 to set out options.	Ongoing								
		Executive Director of Place and Sustainability	Strategy and Resources Committee to assess this paper and provide a budget for implementation and enforcement of this work to prevent informal pavement parking within the city.	Please see above.	Ongoing								
		Executive Director of Place and Sustainability	Highways and Transport Committee to assess the impact of this trial upon its implementation.	Please see above.	Ongoing								

		Executive Director of Place and Sustainability	If successful, the highways department should expand this work and bring a further paper to Highways and Transport Committee for all urban areas within Cambridgeshire with informal pavement parking, when it is appropriate to do so (mindful that Civil Parking Enforcement powers are needed to locally enforce the TRO).	Please see above.	Ongoing
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### Motions from Full Council on 16 May 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
150 a)	Councillor Firouz Thompson (Childcare)	Executive Director for Children, Education and Families	Highlight the importance of such changes with developers and house builders to ensure that they are aware of the barrier that these covenants can cause.	Update: 10 July 2023  This will be undertaken and adopted as business as usual in ongoing conversations with developers and house builders.	Complete
150 c)	Councillor Bryony Goodliffe (Care experience)	Executive Director for Strategy and Partnerships	Future decision, services and policies made and adopted by the Council should be assessed through Equality Impact Assessments to determine the impact of changes on people with care experience, alongside those who formally share a protected characteristic.	Update: 5 February 2024  Feedback has been gathered on a new draft Equality Impact Assessment form to inform further work on this project.	Ongoing

		Executive Director for Strategy and Partnerships	In the delivery of the Public Sector Equality Duty, include care experience in the publication and review of Equality Objectives and the annual publication of information relating to people who share a protected characteristic in services and employment.	Update: 5 February 2024  The Equality, Diversity and Inclusion (EDI) Strategy action plan was approved by the Communities, Inclusion and Social Mobility Committee on 11 January 2024. The action plan sets out how the Council will achieve its equality objectives in the overarching EDI Strategy. The action plan will be overseen by the EDI Leadership Forum, and a progress update will be provided to both the Communities, Inclusion and Social Mobility Committee and the Strategy, Resources and Performance Committees biannually.	Complete
		Executive Director of Strategy and Partnerships	Treat care experience as if it were a Protected Characteristic.	Update: 5 February 2024  The Council's Care Experience Working Group is now well established.  Work to include 'care experience' as a question in the Council's ERP system is at the testing stage after being agreed with partners who share the system. Once launched (expected February 2024), this will allow the Council to further understand its workforce.  The Council's Equality, Diversity and Inclusion Calendar for 2024 was launched in January 2024, and includes celebrations and awareness dates related to care experience, including Care Experienced History Month (April) and Care Leavers Week (October).	Complete

150 d)	Councillor Ros Hathorn  (Cycle network)	Executive Director of Place and Sustainability	<p>Call for joint work with the Combined Authority and Greater Cambridge Partnership to develop a clear action plan to make information about our cycle network and its links with public transport easily accessible and well used.</p>	<p>Update: 25 January 2024</p> <p>An Active Travel Working Group has been set up including officers from the Council, the Combined Authority, the Greater Cambridge Partnership, and other partners, including Public Health.</p> <p>The Active Travel Centre of Excellence website is under development and will be in place in Summer 2024. It will be a one stop shop for Active Travel information and links to other modes of transport.</p> <p>The work to develop the website will incorporate the audit of information on active travel and associated links, and the production of the action plan to address gaps in information. It will also allow for members of the public to review the information and identify gaps in the provision of such information.</p> <p>This work will also inform the development and production of printed materials promoting active travel and its integration with public transport and other modes of transport.</p>	Complete
			<p>Work with officers and members with expertise in communities and communication alongside those with cycling expertise when developing the action plan.</p>	<p>Update: 10 July 2023</p> <p>As part of the development of the Active Travel strategy and other transport strategies and action plans, as well as the design of schemes and interventions, officers engage with local members and relevant stakeholder groups, and offer wider opportunities to engage through consultation processes. For more complex and sensitive schemes, scheme development can also involve co-design of proposals with local stakeholders. These practices will continue.</p>	Complete



			Consider way marking signage and systems to create an easily identifiable way of following cycle routes.	Update:10 July 2023  The Council seeks to provide high quality signage to allow for the easy navigation of the pedestrian and cycle networks as schemes are delivered, and the Active Travel team will consider how this could be improved as part of its work. However, the Council's ability to significantly enhance existing provision will depend on the sourcing of funding for such work.	Complete
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### Motions from Full Council on 18 July 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
161 a)	Councillor Alex Bulat  Rural Communities	Chief Executive	Look at, subject to ensuring compliance with procurement and changes to procurement rules, and confirm that the council could actually measure the outcomes, targeting that at least half the food procured for council funded events is sourced locally and encouraging our partners to do the same.	Update: 5 February 2024  The Council hosted a small and medium sized enterprises (SME) supplier event on 9 November 2023. Over 80 SMEs attended this session to hear presentations on what and how the Council procures, as well as presentations from partners such as ESPO and district councils.  The Council is in the process of reviewing procurement rules, to determine if the Council could target local sourced catering options.	Ongoing
		Executive Director of Finance and Resources	Support the National Farmers' Union "Back British Farming" campaign.	Update: 5 February 2024  The Rural Farms team continues to work with its tenants in conjunction with organisations such as the National Farmers Union (NFU). Regular meetings are held with the NFU, and the Council will continue these meetings twice yearly to promote the Black British Farmers Campaign.	Complete

		Executive Director of Finance and Resources	Promote, in partnership with our relevant education partners and organisations working with farmers, pathways and opportunities for young people, including young people from non-farming families, to develop their own businesses in farming locally.	Update: 5 February 2024  The Rural Farms team is engaging a range of education partners to promote young farmers and provide opportunities to young people that may be available within the rural estate, including through interaction with young farmers groups.	Complete
		Executive Director of Strategy and Partnerships	Consider, when assessing our policies against the socio-economic duty we adopted as a council, rural-proofing our policies to mitigate disproportionate impact on rural communities.	Update: 9 October 2023  The Council will consider how best to incorporate 'rural-proofing' through the refresh of its corporate policy framework that is due to be undertaken in Quarter 4 of 2023/24.	Ongoing
		Executive Director of Finance and Resources	Ask the Combined Authority to include specific training to support and encourage future agricultural, agritech and related employment.	Update: 5 February 2024  The Rural Farms team continues to seek out support for rural farms and agriculture, and is in contact with the Combined Authority. A training event was held in January 2024 to support work around subsidy scheme availability.	Complete
161 b)	Councillor Lorna Dupre  Infrastructure Levy	Chief Executive	Write to the Secretary of State for Levelling Up, Housing & Communities to formally endorse the representations of the County Councils Network, whilst noting that Cambridgeshire is a 'three-tier' authority.	Update: 5 February 2024  A response has not been received to the letter sent to the Secretary of State on 20 July 2023. However, the Council will continue to advocate its position on future opportunities.	Complete

			<p>Offer to join other local authorities in working with the Department for Levelling Up, Housing &amp; Communities to fully explore how Section 106 and the existing Community Infrastructure Levy could be retained, improved and strengthened.</p>	<p>Update: 5 February 2024</p> <p>A response has not been received to the letter sent to the Secretary of State on 20 July 2023. However, the Council will continue to advocate its position on future opportunities.</p>	Complete
			<p>Urge the Government to carry out further research across different geographies, including different socio-economic areas and areas with different governance structures like Cambridgeshire where a 'three-tier' structure is in place, to demonstrate that the new system will create more affordable homes and bring in at least as much funding as the current system for upper and lower tier authorities.</p>	<p>Update: 5 February 2024</p> <p>A response has not been received to the letter sent to the Secretary of State on 20 July 2023. However, the Council will continue to advocate its position on future opportunities.</p>	Complete

161 c)	Councillor Michael Atkins  School Uniform Costs	Director of Education	<p>Write to all school headteachers and governing bodies to:</p> <ul style="list-style-type: none"> <li>- Remind them of the new statutory guidance.</li> <li>- Gather data as to the current impact of uniform policies on families in the county, in particular: <ul style="list-style-type: none"> <li>a. the number of branded items required by the policy, and whether sew-on badges or equivalent are available;</li> <li>b. an estimate of the total cost of a full set of school uniform to attend the school;</li> <li>c. whether the uniform has been changed in the past five years, and if so whether existing pupils were permitted to continue wearing the previous uniform; and</li> <li>d. support offered to families on low income.</li> </ul> </li> </ul>	<p>Update: 4 December 2023</p> <p>A letter was sent to schools at the start of October 2023, which outlined the statutory guidance in relation to school uniform. The letter also invited them to respond to a survey on how schools operate their uniform policies. The survey will close at the end of November 2023.</p>	Ongoing
			<p>Analyse the data returned by schools in a report to the Children and Young People Committee -where information is not returned, it may be complemented by a desktop exercise based on public information. The report should highlight examples of best</p>	<p>Update: 4 December 2023</p> <p>It is planned to present the data to the Children and Young People Committee at its meeting in March 2024.</p>	Ongoing

			practice, and be shared with school governors.		
161 d)	Councillor Bryony Goodliffe  Access and funding for childcare and early years education	Executive Director for Children, Education and Families	Work with the education unions, early years organisations, Private, Voluntary and Independent providers, schools, and parent organisations to call for a significant increase to funding free hours, no increase in ratios and the funded upskilling of the early years' workforce.	Update 5 February 2024:  The government has now formally announced increases in both funding to providers and increased entitlement to working families. These uplifts were considered by the Children and Young People Committee on 16 January 2024, and have seen an increase of up to £1.78 an hour to providers compared to April 2023. Additional funding has been received to support growing the sector, including consideration for the workforce. The Council continues to work closely with the Department for Education around the sustainability of the sector and continues to provide support to all Early Years Providers on their operations.	Complete
			Include in any funding campaign, a need to increase Early Years Foundation Stage (EFYS) inclusion funding and EYFS specific SEND training to support students with SEND in accessing their entitlement to funded hours allowing staff to identify those who may have additional needs and assist in their getting the right help at the right time in the right location.	Update: 5 February 2024  As part of the reform agenda, the requirement for SEND inclusion funding has been extended to 2-year-olds, meaning early intervention and support for settings to be inclusive. The service will target this funding at areas of greatest need.	Complete

			<p>Ensure the diversity of every community is catered for and Local Authorities have powers to fully manage the early years and childcare market, supporting the right provider offer in the right place at the right time, recognising that some communities require different models of early years and childcare.</p>	<p>Update: 5 February 2024</p> <p>A strategy paper was presented to the Children and Young People Committee on 16 January 2024, which outlined how the Council intends to develop its provision in light of the increased entitlement announced by the Chancellor in the March budget. This plan included the areas with sufficiency challenges, and district level briefings are being planned for Members to understand the position and engage on ensuring all local needs are met. These will be publicised in due course. Regular updates will be taken to the Children and Young People Committee as the reforms progress.</p>	Complete
			<p>Prioritise funding to support the individual settings to be fully inclusive and ensure that funding for SEND matches growth in the market through an uplift to SEND funding. Identify an early year's complex need funding stream to ensure the needs of our youngest children with complex needs are met.</p>	<p>Update: 5 February 2024</p> <p>Nationally, the governments' SEND and Alternative Provision Improvement Plan is making slow progress in the review of funding for pupils. However, officers continue to review options around funding within the existing resources within the Dedicated Schools Grant, and updates will be shared with the Children and Young People Committee as progress is made.</p>	Complete
			<p>Produce a report to Children &amp; Young People's Committee with specific regard to the new early years policy changes including, funding rates, access, feasibility, staffing, sufficiency, and barriers to quality, and review the potential impacts of this policy with particular focus on the impact of Funded 2's place availability and the current</p>	<p>Update: 5 February 2024</p> <p>The progress in meeting the new policy changes and the strategy moving forward was endorsed by the Children and Young People Committee at its meeting on 16 January 2024, and further progress reports will be shared with the Committee.</p>	Complete

			universal offer with a focus on the county's disadvantaged areas, children, and families.		
<b>Motions from Full Council on 17 October 2023</b>					
173 c)	Councillor Steve Criswell  Peat soil affected roads	Executive Director of Place and Sustainability	<p>The Highways and Transport Committee to prepare a clear plan for publication, following consultation with parish councils which is already in place, detailing the delivery of:</p> <ul style="list-style-type: none"> <li>- emergency repair work to immediately identify and correct high-risk faults, particularly near waterways and steep banks, where this can be done within budgets accessible by the Council.</li> <li>- the short-term road safety measures already identified to reduce the risk of road accidents as and when appropriate. These could include the temporary lowering of speed limits or introduction of weight restrictions.</li> <li>- a medium-term programme, dependent on Government funding, to identify and systematically rebuild the</li> </ul>	<p>Update: 5 February 2024:</p> <p>A report was presented to the Highways and Transport Committee on 23 January 2024 which outlined how the Council would ensure the peat spoil affected roads are proactively managed to support road user safety and maintain community connectivity whilst long term funding and solutions are achieved. The short, medium and long term plans set out in the report effectively address this motion and work on implementation of the action plans will continue.</p> <p><a href="https://www.cambridgeshire.gov.uk/Meetings/CMIS/CMIS-2024-01-23">Council and committee meetings - Cambridgeshire County Council &gt; Meetings (cmis.uk.com)</a></p>	Complete

			<p>worst sections of road that residents and businesses rely on to safely travel every day.</p> <ul style="list-style-type: none"> <li>- the estimated capital investment required to undertake this essential work and forward plan to lobby Government to secure the necessary funding.</li> </ul>		
173 d)	Councillor Bill Hunt	Executive Director of Place and Sustainability	<p>Recognise the effect that high traffic levels have on the built up areas of our villages, towns and cities across the county and work to reduce it wherever possible.</p>	<p>Update: 4 December 2023</p> <p>The International Road Assessment Programme (IRAP) tender evaluation process has been completed. The authority to award the contract to the successful contractor is also complete. The IRAP evaluation and mapping is due to begin in mid-November 2023 with an expected completion date of March 2024, when the final IRAP report will be delivered. This information will then be overlaid with collision data and prioritising of the road network for improvements, and asset management can begin, subject to suitable resources being available.</p>	Ongoing
			<p>Accelerate the IRAP safety analysis of the A1421 and include it in the first tranche.</p>	<p>Update: 4 December 2023</p> <p>The mapping and data gathering is the first stage (Package 1 of the contract) risk scoring and evaluation is the second stage (Package 2). The weather and traffic conditions will have an impact on delivery of package 1, due to the way in which the data is gathered. The Council has advised the consultants of this motion.</p>	Ongoing



			The Executive Director for Place and Sustainability to present a report to a future meeting of Highways and Transport Committee which evaluates options to reduce traffic and traffic speeds, improve road safety, and increase options for active travel on the A1421 including, but not limited to, the reclassification of the A1421 from "A" to "B".	Update: 4 December 2023  An item has been scheduled for the Highways and Transport Committee meeting in July 2024.	Ongoing
173 e)	Councillor Chris Boden  Weedkilling	Executive Director of Place and Sustainability	The Highways and Transport Committee at its January meeting will consider whether to reintroduce the practice of removing all weed growth from paths and roads to be resurfaced alongside other options.	Update: 5 February 2024  On 23 January 2024, the Highways and Transport Committee approved a draft weed management policy that includes a localised approach through engagement with town and parish councils, to commence in the 2024/25 financial year.  <a href="https://www.cambridgeshire.gov.uk/cmis/Meetings">Council and committee meetings - Cambridgeshire County Council &gt; Meetings (cmis.uk.com)</a>	Complete
			The report which is due to come to the Highways and Transport Committee in January should also be shared with all members, and a suitable report be shared with all parish and town councils who have contacted the Council to express their concerns.	Update: 5 February 2024:  Following the meeting of the Highways and Transport Committee on 23 January 2024, further engagement will be held with all key stakeholders in early February 2024, and associated material will be circulated.	Ongoing

			The Strategy and Resources and Performance Committee be asked to allocate sufficient resource to ensure an appropriate spraying regime is in place to manage weeds in an effective way in the long term.	Update: 5 February 2024  As set out in the report presented to the Highways and Transport Committee on 23 January 2024, the proposed change to the Highways Operational Standards can be achieved within proposed service budgets.	Complete
			A factual statement on the actual biodegradable state of the products used, and their impact on pollinating insects be published to ensure discussion of this issue is based on reliable evidence.	Update: 4 December 2023  This was included in the report presented to the Highways and Transport Committee on 23 January 2024.	Complete
			City, District, Town and Parish councils and the public be informed that cyclic and preventative weedkilling will be reintroduced wherever appropriate.	Update: 5 February 2024  City, district and parish councils have informed of the outcome of the meeting of the Highways and Transport Committee held on 23 January 2024.	Complete

### Motions from Full Council on 12 December 2023

186 a)	Councillor Mike Black  Adult Social Care	Executive Director of Adults, Health and Commissioning	The Executive Director of Adults, Health and Commissioning to ensure that departments make the necessary preparations for this Council to take the initiative locally to take any opportunities offered by changes to government policy, including but not limited to the introduction of a National Care Service, to bring	Update: 5 February 2024  Please note, that numerous changes and activities associated with the National Care Service would sit with the government of the day and the associated legislative process, and so local implementation will be reliant on these being delivered. With this in mind, focus has been given to what we are and can do locally.  Alignment with Existing Work:	Ongoing
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			<p>about a drastic improvement in social care provision.</p>	<p>The notion of a National Care Service will aim to deliver a new national structure of identity across national and local government as well as independent providers. This approach could see local authorities take more of a leading role in the delivery of an updated vision and ambition as well as direct delivery of care. However, it is likely flexibility will be given at a local level so that councils may determine models of support, the mix of providers, and whether to pool functions with the NHS. Key themes which may be progressed include:</p> <ul style="list-style-type: none"> <li>• Expanding the use of local authority provided services and development of local small and medium enterprise.</li> <li>• Increased scrutiny of larger organisations delivering adult social care support.</li> <li>• Movement towards a homecare offer which is free and universally available to people over the age of 65, expanding over time to all adults.</li> <li>• Development of the adult social care workforce with a focus on payment, development and career pathways.</li> <li>• Support to unpaid carers.</li> </ul> <p>Consideration of affordability in relation to housing and associated charging policies  Services currently being delivered and developed in line with this agenda include:</p> <p>In House Services – The Council already delivers a significant in house offer across Reablement, Technology Enabled Care, Adult Early Help and the Learning Disability Partnership covering residential, respite, supported living and day opportunities. During 2024/25, all in house services are being reviewed with the aim of exploring</p>	
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				<p>whether there are efficiencies in operations and opportunities for growth. This will be completed with a focus on people receiving the service and whether we can further improve their independence. This will also enable the Council to manage increasing demand and the associated cost of this better. As part of this, external resources have been commissioned to provide an independent view on this. This work will take place in the first part of 2024/25 once the business planning process has been completed.</p> <p>The Council also operates jointly delivered Occupational Health and Mental Health Social Care Services in partnership with the NHS under Section 75 Agreements. The main aim of these services being to deliver more local, joined up services for people who are likely to require the support of both health and social care which aligns to the themes outlined above.</p> <p>Hospital Discharge – The Council currently works in close partnership with the NHS to deliver a joined-up hospital discharge pathway. Investment has also been included as part of the business planning process to undertake a review of local hospital discharge pathways to ensure the Council is working with partners to support people to return home in a timely way wherever safe and possible to do so. This will include a review of the support available to people to help them and their families and carers to do this. The outcome of the review will inform any future developments and provide the information required to respond to policy change.</p> <p>Provider Engagement and Collaboration – Developing a shared identity across local and</p>	
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				<p>central government and the independent sector will require extensive engagement, joint working and transformation. Whilst the Council currently engages and works with local providers in a variety of different ways, there is a need to review whether this could further be improved. With this in mind, work will be undertaken to consider the opportunities to expand this further as part of work to re-write the Market Position Statement in 2024/25, exploring the benefits of alternative models such as care provider associations.</p> <p>Contract Monitoring and Management of Quality – Through the contract management and monitoring teams, the Council maintains oversight of local provision to ensure services are delivered to people in line with the Council's and regulatory quality expectations, deliver value for money, safeguard and promote improved outcomes and wellbeing for people accessing them. This involves not only regularly assessing and evaluating the performance of local providers against these factors, but also working with them to ensure continuous improvement and to address any risks and issues identified. The work undertaken in this area has supported the delivery of good quality regulated services across the county and aligns to the principle of applying proportionate scrutiny likely to be rolled out should a National Care Service be implemented.</p> <p>A fundamental aim of the National Care Service will be to address current workforce pressures through moving towards a national framework which makes improvements to current pay, training, and motivation of the workforce. Work undertaken in Cambridgeshire in recent years to</p>	
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				<p>roll out the Real Living Wage has been delivered across the Council and through the majority of the independent sector provider base. In addition to this, through the Care Academy a more consistent training offer can be rolled out and further work is being undertaken to assess ongoing gaps in training and development opportunities. Through work carried out to date, collaboration has taken place between the Council, the NHS and Combined Authority.</p> <p>In the delivery of new local models of care, emphasis is placed on delivering more robust support to unpaid carers and personal care being universally available to those who need it. Focus is also given to enabling people to exercise complete choice and control through better use of direct payments and ensuring a range of 'housing with care' is available to meet need. There are several areas of work which will support this approach:</p> <p>Unpaid Carers - In 2023, the Adults and Health Committee approved a new All Age Unpaid Carers Strategy, which was developed in partnership with a range of stakeholders including people with lived experience. To deliver against the key priorities set out in the strategy, an action plan has been developed and is overseen by a Steering Group.</p> <p>Self-Directed Support Programme – Increasing direct payments is a key priority for adult social care and a programme has been put in place to progress improvements to address local performance within this area. There are multiple areas that require improvement here and, to date, progress has been slow. As a result, the approach and work plan for this area has been reviewed with</p>	
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				<p>a renewed focus on key priorities moving into 2024/25 in line with business planning objectives.</p> <p>Future Accommodation Strategic Intentions – Work has been undertaken in collaboration with local developers, providers, and district councils to understand the type and level of need for accommodation both now and in the future. This has resulted in the delivery of a set of strategic intentions to stimulate development of provision to meet need in line with the Council’s expectations and requirements.</p> <p>Care Together – The focus of Care Together is centred on the development of more localised community support which is developed in partnership with local communities, residents and people access services. As part of this the programme is seeking to develop a better prevention offer, improve the quality of homecare being provided and stimulate the development of smaller enterprises delivered by local people and organisations.</p> <p>In considering the use of the independent sector, local authorities may be given the flexibility to choose the right mix of organisations for their area with the aim of increasing the use of public sector and not-for-profit organisations. In doing so, there may be a need to standardise pricing models and increase financial oversight of larger organisations. Key to implementing this will be collaboration with the market which has been addressed above. In delivering a standardised pricing model, expanding on the recent fair cost of care exercise to include the entirety of provision rather than just care homes and homecare will prove critical. Should</p>	
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				<p>new flexibilities be introduced, work will be undertaken with procurement colleagues to deliver against them.</p> <p>The National Care Services is also likely to focus on the affordability of support primarily through transformation of existing charging policies and ensuring homecare is free at the point of use for older people, expanding out to all adults over time. Should this policy be implemented, an impact assessment will be required to understand implications on level of funding required, resource requirements to service additional demand and staff training and development and any change to process required.</p> <p>Overarching Structures to Support Change</p> <p>Whilst all of the above provides an overview of which areas of work align to key aspects of the National Care Service and where further work is required, this scale of transformation and change would require resource to be redirected and a robust structure and oversight to be embedded to drive delivery.</p> <p>It is also very likely that the Council will need to issue detailed responses to government consultations as part of this approach to inform policy change, and the completion of evidence-based impact assessments will be key to this. It is therefore very likely that the development and delivery of a National Care Service will take a considerable amount of time at both a national and local level to ensure the process of co-design, legislation and implementation is accommodated.</p>	
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186 b)	Councillor Elisa Meschini  Diversity	Executive Director of Strategy and Partnerships	<p>The Communities, Social Mobility and Inclusion Policy and Service Committee, which has delegated authority for oversight, operation and review of the Council’s response to its equalities’ duties, to consider the Council’s response to the Diverse Councils Declaration to increase diversity in our local government, including the following nine objectives within it:</p> <ul style="list-style-type: none"> <li>- provide a clear public commitment to improving diversity in democracy, continuing the excellent work on our Equality, Diversity and Inclusion strategy and action plan.</li> <li>- demonstrate an open and welcoming culture to all, promoting the highest standards of behaviour and conduct.</li> <li>- set out a local Diverse Council action plan, ahead of the next local elections. This can include, but not be limited to, collecting data on the diversity of elected members, exploring the</li> </ul>	<p>Update: 5 February 2024</p> <p>Members of the Communities, Social Mobility and Inclusion Committee will review the actions taken in response to this motion as part of its review of the Equalities, Diversity and Inclusion Action Plan.</p> <p>The Council has expressed its public commitment to equalities, diversity and inclusion through approving the Equalities, Diversity and Inclusion Strategy and Action Plan. All Councillors have signed up to this strategy through it being approved at full council.</p> <p>The Member’s Code of Conduct sets out the expected standards of behaviour for Councillors. The Code of Conduct and the Respect at Work policy sets out the requirement for officers behaviours towards each other and to Councillors. The Members’ Code of Conduct will be reviewed in 2024/25 ahead of the next local elections in 2025.</p> <p>The Council will run the Local Government Association’s Be a Councillor campaign ahead of the next local elections to encourage people to consider becoming an elected Member.</p>	Ongoing
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			<p>possibility of mentoring or shadowing programmes.</p> <ul style="list-style-type: none"> <li>- work towards the standards for member support and development as set out in the LGA Councillor Development Charter and/or Charter Plus.</li> <li>- demonstrate a commitment to a duty of care for councillors.</li> </ul>	<p>To be discussed by the Member Development Panel on 25 March 2024.</p> <p>Welfare support is available to all Members through Democratic Services with support available from the <a href="#">Local Government Association</a>.</p> <p>The Council's Health and Safety team provides support to elected Members in their roles, including supporting Democratic Services to provide suitable and sufficient risk assessments for their activities and Health and Safety training, such as Personal Safety and Conflict Management. Currently, the Health and Safety team is part of a small working group of Councillors and officers involving Democratic Services and Legal Services to identify gaps in support and share intelligence about common experiences. The group will consider the needs of individual Councillors and proactively identify risks through dynamic and periodic risk assessments.</p> <p>Any incidents experienced by elected Members whilst undertaking their roles should be reported to Democratic Services, so they can be reported on the Council's Incident reporting system to enable the Health and Safety team to follow these up and provide appropriate support.</p>	
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			<ul style="list-style-type: none"> <li>- provide flexibility in council business by regularly reviewing and staggering meeting times, whilst ensuring the need for council business to be quorate.</li> <li>- ensure that all members take up the allowances and salaries to which they are entitled, particularly any reimbursement for costs of care.</li> <li>- ensure the council's adopted leave policy is accessible, setting out members' entitlement to sick, maternity, paternity, shared parental and adoption leave and relevant allowances.</li> <li>- provide opportunities for councillors from under-represented groups to be appointed or elected to high profile or senior roles and explore all opportunities for providing support to enable a diverse, skilled and locally representative leadership team in the Council.</li> </ul>	<p>The Constitution and Ethics Committee has also considered an action plan to mitigate measures to address the issue of intimidation and abusive behaviour towards Members.</p> <p>The Council's meetings' card is approved by Group Leaders on an annual basis – this is shared with Groups ahead of it being signed off by Group Leaders.</p> <p>On induction, all Members receive guidance on how to access all allowances.</p> <p>The Members' Allowances Scheme (<a href="#">Part 6 of the Council's constitution</a>) covers all these requirements.</p> <p>To be discussed by Group Leaders</p>	
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186 c)	Councillor Alex Bulat	Director of Public Health	Working closely with our Integrated Care Boards (ICB), who have a new responsibility to commission NHS dentistry, to improve local services in Cambridgeshire and address the inequalities of access in dental care.	Update: 5 February 2024  A meeting with the lead commissioner has been requested.	Ongoing
			Working with the "Toothless in England" resident campaign group, who have members across Cambridgeshire including a local branch in Huntingdon, to bring local lived experiences in any discussion around dental health in our county.	Update: 5 February 2024  A meeting was held with Toothless to discuss their concerns and to discuss options to address them. This may be addressed as a health scrutiny topic. A further meeting is to be arranged with Toothless and the NHS commissioner for dentistry.	Ongoing
		Director of Education	Continue to work with Cambridgeshire schools to promote education on oral health where possible, focusing on prevention targeting children and young people.	Update: 5 February 2024  Information has been shared as part of the regular updates to schools.	Complete
	Dentists	Director of Public Health	Encourage the ICB to explore the feasibility of mobile dentistry in our county, especially in areas which are less served by public transport.	Update: 5 February 2024  A meeting with the NHS commissioner has been requested	Ongoing
			Call on government for reform including the Units of Dental Activity (UDA) contracts which are pushing NHS dentists into private practice.	Update: 5 February 2024  A letter to the government is being drafted.	Ongoing

186 e)	Councillor Neil Shailer  Flexible working	Executive Director of Strategy and Partnerships	Use available opportunities to highlight best practice including that of the Council, with local employers, to promote the benefits of flexible working arrangements for both employers and employees.	Update: 5 February 2024  A letter was sent to the Combined Authority in the week commencing 29 January 2024, asking for this to be raised with the Business Board and asking for feedback on how best the Council can share its good practice with the business community.	Ongoing
			Write to the Cambridgeshire and Peterborough Combined Authority to ask the Business Board to encourage local employers to create more flexible working opportunities by advertising jobs as flexible, unless there are solid business reasons not to.	Update: 5 February 2024  A letter was sent to the Combined Authority in the week commencing 29 January 2024, asking for this to be raised with the Business Board and asking for feedback on how best the Council can share its good practice with the business community.	Complete
			Use the 'Happy to Talk Flexible Working' logo and strapline on the Council's job vacancy portal which also lists the type of flexible working options on offer including the right to request flexible working from day one of employment.	Update: 5 February 2024  The 'Happy to Talk Flexible Working' logo has been added to the Recruitment Hub and the jobs pages on the Council's websites.	Complete

			<p>Encourage recruiting managers to reference the flexibility that each role can offer when advertising council jobs as flexible, unless there are solid business reasons not to.</p>	<p>Update: 5 February 2024</p> <p>The benefits of offering and supporting flexible working arrangements are covered in recruitment training. Information has now been added to the Council's advertising guide to encourage managers to include specific references to the degree of flexibility they can offer in the wording of their adverts to give it more impact and credence.</p>	<p>Complete</p>
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## Appointment of Honorary Alderman

To: County Council

Date: 13th February 2024

From: Chief Executive

Purpose: To consider a nomination for the post of Honorary Alderman.

Recommendation: The Council is asked to confer the title of Honorary Alderman on the late County Councillor Mac McGuire.

**Note** in order to confer the title of Honorary Alderman on an individual, not less than two thirds of the voting Members present at the meeting of the Council will need to vote in favour of the nomination

Officer contact:

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Tel: 01223 699180

## 1.0 Background

- 1.1 A County, District or Unitary Council may, by a resolution passed by not less than two thirds of the voting Members present at a meeting of the Council, confer the title of Honorary Alderman on an individual who, in the opinion of the Council has rendered eminent service to the Council as a former Councillor.
- 1.2 At the meeting on 15th July 1997 the Council resolved to create the post of Honorary Alderman of Cambridgeshire County Council. It was agreed that former County Councillors who had served as members of the Council for a period of at least twenty years would be eligible for consideration as a potential Honorary Alderman.
- 1.3 The title Honorary Alderman does not confer any special powers on the person but is intended to acknowledge the services of past Members of the Council. An Honorary Alderman may attend and take part in such civic ceremonies as the Council may from time to time decide. They do not have an automatic right to attend meetings of the Council or a Committee of the Council, or to receive any allowances under the Members' Allowances Scheme.

## 2.0 Current Position

- 2.1 Group Leaders have agreed to recommend that the Council confer the title of Honorary Alderman on the late Councillor Mac McGuire, who was first elected as a County Councillor in 1985. In making this recommendation, it is acknowledged that it is not the usual practice to award this honour posthumously. However Group Leaders are of the view that it is an appropriate way of marking Councillor McGuire's significant and exemplary contribution to local government over many years.
- 2.2 There is a precedent for posthumous nomination as demonstrated by the award to the late John Eddy in October 2006 and the late Terry Bear in 2013.

## 3.0 Source Documents

- 3.1 [Honorary Alderman Legislation](#)



## Proposed Business Plan for 2024-29

To: Council

Meeting Date: 13 February 2024

From: Chief Executive and Executive Director of Finance and Resources

Outcome: To consider and decide on the Council's Business Plan 2024-2029 subsequent to the recommendations made at the Strategy, Resources and Performance (SR&P) Committee meeting on 30 January 2024. Link to report: [30 January SR&P Business and Financial Plan](#)

This includes setting a Council Tax precept for 2024-2025.

*(Minor amendments since Strategy, Resources and Performance Committee, in accordance with the delegation, are referred to in this report).*

Recommendations: It is recommended that Full Council:

- a) Approve the Business Plan for 2024-29, including supporting budget, business cases, consultation responses and other material, in light of all the planning activities undertaken to date. (Appendix 2 to the January S&RP report).
- b) Approve the Directorate budget allocations as set out in each Directorate table in section 3 of the Business Plan.
- c) Approve a total county budget requirement in respect of general expenses applicable to the whole county area of £1,159,273,542.
- d) Approve a recommended County Precept for Council Tax from District Councils of £396,467,953.11 (to be received in equal instalments in accordance with the fall-back provisions of the Local Authorities (Funds) (England) (Amendment) Regulations 1995).
- e) Approve a Council Tax increase for each Band of property, based on the number of "Band D" equivalent properties notified to the County Council by the Districts (244,760.5), reflecting a 2% Adult Social Care Precept increase and a 2.99% increase in basic Council Tax precept:

<b>Band</b>	<b>Ratio</b>	<b>Amount</b>
A	6/9	1,079.88
B	7/9	1,259.86
C	8/9	1,439.84
<b>D</b>	<b>9/9</b>	<b>1,619.82</b>
E	11/9	1,979.78
F	13/9	2,339.74
G	15/9	2,699.70
H	18/9	3,239.64

- f) Approve the Capital Strategy as set out in Section 6 of the Business Plan including:
- Commitments from schemes already approved;
  - Expenditure on new schemes in 2024-25.
- g) Approve the Treasury Management Strategy as set out in Section 7 of the Business Plan, including:
- i. The council's policy on the making of the Minimum Revenue Provision (MRP) for the repayment of debt, as required by the Local Authorities (Capital Finance & Accounting) (England) (Amendment) Regulations 2008.
  - ii. The Affordable Borrowing Limit for 2024-25 (as required by the Local Government Act 2003).
  - iii. The Investment Strategy for 2024-25 and the Prudential Indicators as set out in Appendix 3 of Section 7 of the Business Plan.
- h) Consider the recommendations set out in the addendum, to be circulated as soon as practicable, in order to incorporate relevant updates on the final Local Government Finance Settlement.
- i) Authorise the Executive Director of Finance and Resources, as the Section 151 Officer, in consultation with the Leader and Deputy Leader of the Council, to make technical revisions to the Business Plan, including the foregoing recommendations to the County Council, so as to take into account any changes deemed appropriate including but not limited to;
- i. the final tax base, business rates and forecast local taxation receipts for 2024-25 from the billing authorities (due by 31 January 2024).
  - ii. the final Local Government Finance Settlement from Government (expected early February 2024) alongside other grant announcements, outside of the settlement.

Officer contacts:

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# 1 Creating a greener, fairer and more caring Cambridgeshire

- 1.1 The Strategic Framework sets out the council's vision to create a Greener, Fairer and more Caring Cambridgeshire. The Business and Financial Plan provides an assessment of the council's progress with, and further plans to, deliver its seven ambitions within its Strategic Framework.
- 1.2 Section 1 of the Business and Financial Plan presents a refreshed Strategic Framework, which sets out the progress made against each of the seven ambitions. Section 4 of the Business and Financial Plan sets out the business cases relating to savings and investment proposals. Each business case details the impact or the proposal on one or more of the Council's Ambitions:
- Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes.
  - Travel across the county is safer and more environmentally sustainable.
  - Health inequalities are reduced.
  - People enjoy healthy, safe, and independent lives through timely support that is most suited to their needs.
  - People are helped out of poverty and income inequality.
  - Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised.
  - Children and young people have opportunities to thrive.

## 2 Background

- 2.1 The Business and Financial Plan provides an assessment of the council's progress with, and further plans to, deliver its seven ambitions within its Strategic Framework, as well as the proposed 2024-25 precept needed, and an updated draft Medium-Term Financial Plan (MTFP) to deliver this and the council's core services.
- 2.2 It is a statutory requirement under the Local Government Finance Act 1992 for the Council to approve a balanced budget "before 1 March in the financial year preceding that for which it is set". In doing so, the Council undertakes financial planning covering a five-year timescale in order to align spending plans with the projected resources available and ensure that we recognise and provide for growth in demand for services and the impacts of inflation.
- 2.3 The financial situation, detailed in previous committee papers, is challenging. This period of business planning for 2024-29 has been impacted by the very high level of inflation we are experiencing, and that is projected to be still above recent average levels through 2024-25. We have had to allocate more than £37m of funding into budgets to mitigate the impact of inflation this year and next year, while seeing below inflation increases in our government funding. Longer-term impacts on demand for council services is causing significant pressure, and we have put £17 million into our Adult's and Children's social care services to manage growth in 2024-25. Fairer funding reforms have been pushed back again by government and is not now likely until 2025 at the earliest, with any changes to our grant therefore not happening until 2026-27 or later. This leaves Cambridgeshire at a disadvantage as it receives low funding per person. Despite these pressures, we continue to strive to support our residents and work towards our visions of creating a greener, fairer and more caring Cambridgeshire.

- 2.4 This business plan sets budgets to maintain and improve our adult and children's social care services, as well as setting out the prioritisation of £27 million being made through this financial planning update to further achieve the council's ambitions and improve outcomes. The proposals also draw on the council's first Quality of Life Survey. Funding has been allocated to providing for free school meals during school holidays, supporting those experiencing the impact of poverty across the county and strengthening and improving our highways including roads, footpaths, cycleways, signage, and drainage, to enable people to move more safely around the county. We are also funding an ambitious capital programme to invest in the infrastructure of this county. This includes provision for Children's and Adults care, schools and streetlighting to improve delivery of our Ambitions and, in a number of cases, to support longer-term efficiencies.

### 3 Overview of financial position and updates to position from January Strategy, Resources and Performance Committee

- 3.1 The draft business plan was considered by Strategy, Resources and Performance Committee on 30 January 2024. The report to committee considered feedback from consultation and scrutiny carried out through January 2024. The Committee was asked to consider this feedback, as well as changes made following the Provisional Settlement announcement and plans to bridge the previously reported £2 million gap. Strategy, Resources and Performance Committee unanimously agreed the following recommendations:
- h) To authorise the Executive Director of Finance and Resources, as the Section 151 Officer, in consultation with the Leader and Deputy Leader of the Council, to make technical revisions to the Business Plan, including the foregoing recommendations to the County Council, so as to take into account any changes deemed appropriate including but not limited to;
    - (i) the final tax base, business rates and forecast local taxation receipts for 2023-24 from the billing authorities (due by 31 January 2024)
    - (ii) the final Local Government Finance Settlement from Government (expected early February 2024) alongside other grant announcements, outside of the settlement.
    - (iii) include in published Council papers for the budget discussion in February 2024, grant and or financial settlement (estimates) announced by Government after publication of these papers, but prior to publication of Full Council papers.
  - l) To recommend to Council that any increase in funding identified in (h) (iii) above is not allocated to reserves

- 3.2 Technical revisions made to the business plan and budget since the Strategy, Resources and Performance Committee are set out in the following section of the report.

#### Final Local Government Finance Settlement

- 3.3 On 5 February 2024, the government is due to publish the final local government finance settlement, following the provisional settlement in December. This will confirm the grant allocations in the provisional settlement, on which this draft budget is based. It is anticipated

that there will be a further increase in the social care grant, as was initially announced in January 2024. However, the impact of this additional social care grant on the overall budget proposals is unknown at the time of publication of this report, and therefore an addendum noting the impact and any subsequent proposals will be published as soon as practicable following the Final Local Government Financial Settlement being received and assessed.

### Council taxbases and collection funds

- 3.4 Through January, we have had final taxbase numbers confirmed by district councils. In all cases other than for 2025-26 onwards for one district, these were as previously reported and factored into the budget. The impact of the one change is detailed below.
- 3.5 In January district councils have also updated their collection fund figures for council tax and business rates (the difference between actual and estimated tax collection for the previous year). As a matter of course, changes to collection funds that impact on the council's budgets are charged or added to the local taxation volatility reserve to prevent one off shocks to the budget. Following surpluses in reported collection funds in December, these have been offset by deficits reported in the final notifications in January. Since the published papers in January, £1.3m of deficit on collection funds has been reported and consequently budgeted to be drawn from the local taxation reserve. Overall, in the 2024-25 budget therefore contains £1.8m of net surplus on collection funds which will provide further buffer against collection fund deficits in future years.

### Changes to the business plan from Strategy, Resources and Performance Committee

- 3.6 Changes to collection fund positions outlined above alters our gross budget and therefore recommendation c has been updated.
- 3.7 The council's budget gap for the medium-term period is impacted by the change in council taxbase outlined above. This is the only change to the budget gap since the draft business plan was presented to Strategy, Resources and Performance Committee.

Item	2024-25	2025-26	2026-27	2027-28	2028-29
Budget gap as at 30 January	0	26,533	22,573	25,943	24,214
Updated Cambridge City Council taxbase	0	448	-327	15	367
<b>Final budget gap</b>	<b>0</b>	<b>26,981</b>	<b>22,246</b>	<b>25,958</b>	<b>24,581</b>

- 3.8 The changes outlined above require amendments to the draft business plan ahead of final publication. The table overleaf sets out what those changes would be and where they would impact in the papers (referring to the draft business plan (appendix 2 of item 6 at SR&P Committee on 30 January 2024)).

Section of draft BP	Change
2. Medium-term financial strategy (MTFS): Figure 1.1, figure 3.1, table 4.1. 3. Finance tables: references to budget gap/balancing items	Updated council taxbase estimate. Impacts on council tax funding projections and budget gap.
2. MTFS: Table 1.3, risk reserves line in chapter 5 3. Finance table, H/R.4.002 and consequent impacts S25 Report: Risk reserves	Updated collection fund figures and consequent change to the local government taxation volatility reserve. Impacts on council tax funding and reserve projections.

## 4 Local Government Act 2003: Section 25 Statement by the Chief Finance Officer

- 4.1 The Local Government Act 2003 (Section 25) requires that when a local authority is agreeing its annual budget, and precept, the chief finance officer must report to it on the following matters:
- the robustness of the estimates made for the purposes of the calculations; and
  - the adequacy of the proposed financial reserves.
- 4.2 This statement should be considered along with the rest of this report, and the full report and appendices forming the Business Plan considered by the Strategy, Resources and Performance Committee in January is available at the following link on our website: [Statement and Business Plan within Items 5 and 6 of the SR&P 30 January Committee](#)
- 4.3 This report is subject to minor technical amendments in respect of adjustments listed above and awaits the Final Settlement publication.

## 5 Significant Implications

### 5.1 Finance Implications

The proposals set out the response to the financial context and the need to review our service offer and model to maintain a sustainable budget. The full detail of the financial proposals and impact on budget will be described in the financial tables of the business plan. Proposals will seek to ensure that we make the most effective use of available resources and are delivering the best possible services given the reduced funding.

### 5.2 Legal Implications

In each financial year the Council must make its budget calculation in accordance with sections 42A and 42B of the Local Government Finance Act 1992. In particular, it must calculate the total of:

- The expenditure the authority estimates it will incur in the year in performing its functions and will charge to a revenue account for the year
- Such allowance as the authority estimates will be appropriate for contingencies in relation to expenditure to be charged to a revenue account for the year

- The financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure
- Such financial reserves as are sufficient to meet any estimated revenue deficit for previous financial years which has not already been provided for.

Those calculations are then used to determine the council tax requirement for the year.

The Council is required to set a balanced budget and in considering the budget the Council must have regard to the advice of its Chief Finance Officer appointed under section 151 of the Local Government Act 1972.

The Council must issue any precept or precepts in accordance with section 40 of the Local Government Finance Act 1992. The section prescribes what must be included in the issue of the precept. It must be issued before 1 March in the financial year preceding the year for which it is issued but is not invalid merely because it is issued on or after that date.

Under section 25 of the Local Government Act 2003, the Chief Finance Officer (section 151 officer) is required to report to the authority on the robustness of the estimates made for the purposes of the calculations required to be made by the Council. These are the estimates which the relevant committee is required to determine and submit to Full Council and are contained within this report. The Chief Finance Officer is also required to report on the level of reserves.

In deciding its Capital Programme for the year, the Council must have regard to the 'Prudential Code' established by the Local Government Act 2003. This is addressed in the report.

The budget makes provision on the basis that a number of changes to Council services which are under consideration may be made. The budget does not itself authorise any changes to services and does not assume that changes will be made. Any changes to services will need to be the subject of appropriate consideration by the Committee, where appropriate, consultation and a full report setting out options for change, the impact of the proposed changes on service users, including in particular the impact on different equality groups. Where a decision is made not to implement any changes then budgetary adjustments may need to be made but the Council is confident that whilst savings over the 2024/25 budget are assumed, each can be implemented in a number of ways, thus no particular changes are assumed.

The setting of the budget is a function reserved to the Full Council, but the Strategy, Resources and Partnerships Committee is required to make recommendations it wishes to make to Full Council.

Once the budget is agreed by Full Council, the Service Committees cannot make any decisions which conflict with that budget, although variations and in year changes may be made in accordance with the Council's Financial Regulations. Similarly, any decision made by an officer exercising delegations must be made in accordance with the policies, plans and strategies agreed by Full Council.

Section 106 of the Local Government Finance Act 1992 restricts any member of the Council from voting on the budget or council tax requirement if they owe any amount of council tax



to any local authority which has been outstanding for more than two months. If this applies to a member and they attend a meeting at which the council tax requirement is to be set, they must declare this fact and they cannot vote. It is an offence to vote or to fail to make this declaration.

Section 52ZB of the Local Government Finance Act 1992 requires the Council, when setting council tax, to determine whether or not the increase is 'excessive'. An increase is excessive unless it is within parameters determined by the Secretary of State. If an increase is 'excessive' it can only be implemented if supported by a referendum.

Social care authorities are permitted to levy a 'social care precept' of 2% or less. There is no legal requirement for the money raised to be used for adult social care services, but the Secretary of State has previously indicated that he will ask local authorities how they have spent the money. If an authority is unable to demonstrate usage for social care purposes, he may restrict that authority's ability to raise council tax in future years.

Any increase by Cambridgeshire County Council of 5% or more would trigger a referendum. The recommendations in this report would not trigger a referendum.

### 5.3 Risk Implications

Services have considered risk in developing the proposals for investment and savings shown in the financial plan and these will be reflected in their usual risk management arrangements.

There is a risk that budget proposals will impact on delivery of the council's Strategic Framework, but this will be monitored, and appropriate action taken.

There is a risk that assumptions within these proposals are incorrect. Due diligence has been undertaken, as well as assessment within the reserves to mitigate such risks.

### 5.4 Equality and Diversity Implications

The Strategic Framework sets out Cambridgeshire's approach to strengthening the county and how it will interact with its customers and improve access to services and information. It contains specific investment to support vulnerable adults and children in Cambridgeshire. The equalities implications of the long-term strategies already approved were considered as part of the development of those strategies.

In order for the council to fulfil its legal requirements under the Public-Sector Equality Duty, individual Equality Impact Assessments will be done on the delivery plans for the respective budget decisions at the stage when plans for implementation are drawn up. These can be made available to all elected members during the decision-making process so that the full equality implications of proposals are understood, inform final decisions and due regard is paid to the Equality Duty.

## 5.5 Climate Change and Environment Implications

The climate and environment implications will vary depending on the detail of each of the proposals. Any positive or negative impacts will have been considered for each proposal as part of its development.

## 6 Source Documents

6.1 Strategy, Resources & Performance Committee Agenda, 30 January 2024, contains the Business Plan contents as follows:

Appendix 2: Business Plan Section 1	Strategic Framework
Appendix 2: Business Plan Section 2	Medium Term Financial Strategy
Appendix 2: Business Plan Section 3	Finance Tables
Appendix 2: Business Plan Section 4	Business Cases
Appendix 2: Business Plan Section 5	Public Consultation
Appendix 2: Business Plan Section 6	Capital Strategy
Appendix 2: Business Plan Section 7	Treasury Management Strategy

Links

[Committee Papers from 30 January Strategy, Resources and Performance Committee](#)

[The Referendums relating to Council Tax Increases \(Principles\) \(England\) Report 2024/5](#)

## Independent Remuneration Panel – Review of Indexation of Members’ Allowances

To: County Council

Date: 13th February 2024

From: Service Director: Legal and Governance

Purpose: To consider the report prepared by the Independent Remuneration Panel at Appendix 1 on Members’ Allowances and to make changes to the existing scheme of allowances in relation to indexation which will take effect from 1 April 2023 and 1 April 2024 respectively.

Recommendation: Full Council is asked to:

- (a) formally receive the report of the Independent Remuneration Panel.
- (b) consider the Panel’s recommendations and determine whether to accept the recommendations as they stand or with amendments.
- (c) confirm the dates on which the recommendations will come into effect.
- (d) authorise the Service Director: Legal and Governance to revise the existing scheme to reflect the outcome of the Council’s deliberations and to take any consequential action arising therefrom.

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# 1. Background

- 1.1 Local authorities are legally obliged to establish a scheme of allowances for their elected members. The regulations governing this set out a range of requirements in relation to the content of the scheme itself and to the process by which councils should follow when making their schemes of allowances.
- 1.2 One of the key requirements of the process is that the council must, before determining the content of its scheme of allowances, have considered the report of an Independent Remuneration Panel (IRP), established for this purpose.
- 1.3 In accordance with the Council's constitution, the current IRP was appointed by Constitution and Ethics Committee at its meeting on 18 May 2021.
- 1.4 Following its appointment, the IRP was asked to prepare a report as it had been four years since the last review. The report was presented to Council on 20 July 2021 where all the recommendations were approved without amendment - [Council Minutes - 20 July 2021](#).
- 1.5 In this report, recommendation (g) was as follows "ask the Independent Remuneration Panel to undertake a review of the allowances for the new Policy and Service Committee Chairs and Vice-Chairs in twelve to eighteen months' time."
- 1.6 The IRP therefore undertook a mini review of Members' Allowances. It was also asked to reconsider its recommendation to increase the basic allowance, each of the Special Responsibility Allowances and the Co-optees' Allowance annually in line with the percentage increase in staff salaries (non-management band) from 10th May 2021 for a period of up to four years, as the pay award had been a lump sum rather than a percentage. The report was presented to Council on 13 December 2022 where the recommendations were approved without amendment - [Council Minutes - 13 December 2022](#).
- 1.7 The Panel recommended that the indexation should now be based on the median Professional and Management Scale, £50,838. This equated to an indexation of 3.8% per annum. Unfortunately, this was just for 2022/23. The Panel have therefore been asked to review the indexation for 2023/24 and 2024/25.
- 1.8 The attached report at Appendix 1 has been prepared by the IRP.
- 1.9 Full Council is now required to make changes to its existing scheme of allowances having considered the attached recommendations.
- 1.10 It is open to Full Council to accept the recommendations of the panel in full, in part or to amend them.

## 2. Budget implications of IRP Recommendation

2.1 The recommendation proposed by the IRP will cost as follows:

### Special Responsibility

Group Leaders and Deputy SRAs	Current Allowance	Increase reflecting IRP recommendation
Leader of the Council	£33,484.66	£1,299.20
Deputy Leader of the Council	£21,764.39	£844.46
Leader of the main opposition	£11,049.59	£428.72
*Leader of Minor Opposition (4 seats or more)	£3,347.94	£129.90
<b>Total</b>	<b>£69,646.58</b>	<b>£2,702.28</b>

\*[The Leader of the Labour Group will not receive this allowance as she can only receive one allowance as Deputy Leader of the Council]

SRAs	Current Allowance	Increase reflecting IRP recommendation
Policy and Service Committee Chairs	£20,090.49 x 6 = £120,542.94	£779.51 x 6 = £4,677.07
Policy and Service Committee Vice-Chairs	£10,045.76 x 6 = £60,274.56	£389.77 x 6 = £2,338.65
<b>Total</b>	<b>£180,817.50</b>	<b>£7,015.72</b>

SRAs	Current Allowance	Increase reflecting IRP recommendation
Audit and Accounts Committee Chair	£8,371.16	£324.80
Pension Fund Committee Chair	£8,371.16	£324.80
Planning Committee Chair	£8,371.16	£324.80
<b>Total</b>	<b>£25,113.48</b>	<b>£974.40</b>

SRAs	Current Allowance	Increase reflecting IRP recommendations
*Combined Authority Board Member	£3,348.14	£129.90
Combined Authority Overview and Scrutiny Committee Member	£1,674.02 x 2 = £3,348.04	£64.95 x 2 = £129.90
*Combined Authority Audit and Governance Committee Member	£1,674.02	£64.95
<b>Total</b>	<b>£8,370.20</b>	<b>£324.75</b>

\*[The Leader will not receive the Combined Authority Board allowance as she can only receive one allowance. The Council's representative on the Audit and Governance Committee is also the Chair of Audit and Accounts Committee so the same rule applies]

Special Responsibility Allowance total including increases and excluding where the Member does not receive an allowance because they are already receiving one £286,270.06

(This does not include the Fostering Panel or the Chair and Vice-Chair of Council)

### Basic Allowance

Current allowance £11,133.53 x 61	£679,145.33
Increase £431.98	£26,350.84
<b>Total</b>	<b>£705,496.17</b>

### Other Allowances funded from the SRA budget

The allowance for the Fostering Panel Member of £140 per day or £70 per half day remains unchanged as it will increase in line with the allowances for all Fostering Panel Members.

The financial loss allowance paid to non-elected members of committees or sub-committees - Co-opted members serving on committees are eligible to claim a £52.81 flat fee per half day attended in addition to travel and subsistence allowances. This will increase by £2.05 to £54.86.

The Co- Opted Member of Audit and Accounts Committee receives £1,500 per member. This will increase by £58.20.

Council agreed at its meeting on 10 May 2022 to increase the level of remuneration for its two independent persons to £1000 per annum to be increased annually in line with the percentage increase in staff salaries (non-management band). The Constitution and Ethics Committee met on 2 May 2023 and agreed that the annual increase in remuneration for Independent Person(s) be based on an indexation of 3.8% per annum. It is therefore proposed to increase the remuneration for 2023/24 by 3.8% to £1,038.

The IRP process is also funded from this budget.

## Chair and Vice-Chair of Council

The allowances for the Chair and Vice-Chair of Council are not part of the Members' Allowances Scheme and are funded from a separate budget managed by the Chief Executive's office. The allowance is currently £11,049.59 for the Chair and £3,348.04 for the Vice-Chair, which will increase to £11,478.31 and £3,477.94 respectively.

- 2.2 At the start of the financial year, the following budget figures were set for Basic and SRA budgets of £679,145.33 and £275,577.66 respectively based on current arrangements. However, it is important to note that provision is also made for any proposed changes and for other payments set out above. The total budget is £956,648.
- 2.3 The changes proposed by the IRP include £705,496.17 for Basic and £286,270.06 for SRA budgets totalling £991,766.23. (This does not include the allowance to the Chair and Vice-Chair of Council, which is not part of the Members' Allowances Scheme, the Fostering Panel, which is claimed for as and when the member sits on the panel, the Independent Persons, Co-opted Members, and IRP payments).

## 3. Source Documents

- 3.1 [Councillors' allowances - Cambridgeshire County Council](#)

[Constitution and Ethics Committee - 18 May 2021](#)

[Council - 20 July 2021](#)

[Council - 13 December 2022](#)

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**The report of the Independent Remuneration Panel  
appointed to review the allowances paid to Councillors.  
of Cambridgeshire County Council**

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December 2023



## 1. INTRODUCTION AND BACKGROUND

- 1.1.1 The Local Authorities (Members' Allowances) (England) Regulations 2003 ("the 2003 Regulations"), as amended, require all local authorities to appoint an independent remuneration panel (IRP) to advise on the terms and conditions of their scheme of councillors' allowances.
- 1.1.2 Cambridgeshire County Council formally appointed the following persons to undertake this process and make recommendations on its future scheme.

Nicky Blanning – Local resident  
Gerard Dempsey- Business Consultant and member of the Judiciary  
Jennifer Horn- Local Company Director  
Amanda Orchard- Marketing Consultant and Local Magistrate  
Mark Palmer – Development Director, South East Employers (Chair)

- 1.1.3 Our terms of reference were in accordance with the requirements of the 2003 Regulations, together with "Guidance on Consolidated Regulations for Local Authority Allowances" issued jointly by the former Office of the Deputy Prime Minister and the Inland Revenue (July 2003). The recommendations were based on the following information provided by the Council:

The Independent Remuneration Panel ("IRP") shall, as requested consider the following at a Panel Meeting convened by MS Teams on the **4<sup>th</sup> December 2023**:

Council agreed the following in July 2021 following a report from the IRP.

**WE RECOMMEND that the basic allowance, each of the SRAs and the Co-Optees' Allowance be increased annually in line with the percentage increase in staff salaries (non-management band) from 10th May 2021 for a period of up to four years. After this period, the Scheme shall be reviewed again by an Independent Remuneration Panel.**

However, the pay award was a lump sum rather than a percentage, so the IRP agreed to consider it as part of its mini review, which enabled Council to approve the following in December 2022.

### **Indexation**

- 1.1.4 The Panel was asked to recommend an indexation for 2023/24. As recommended in the June 2021 review the Panel recommended to index allowances in line with staff salary increases (non-management band). After consideration the Panel recommended that the indexation should now be based on the median P&M Pay Scale, £50,838. This equated to an indexation of 3.8% per annum.

**WE THEREFORE RECOMMEND that the indexation for 2023/24 should be based on the median P&M Pay Scale, £50,838. This equates to an indexation of 3.8% per annum.**

- 1.1.5 Unfortunately, the above was just the indexation for 2023/24.

The NJC award in full was:

- an increase of £1,925 (pro rata for part-time employees) to be paid as a consolidated, permanent addition on all NJC pay points 2 to 43 inclusive. For Cambridgeshire this stops at the top of SO2, currently £34,723.
- a 3.88% increase for all pay points above £34,723.

- 1.1.6 Having considered the national pay settlement, the Chief Executive agreed that for this year the principles set out in the broader NJC pay offer (above) would be applied to all those on the Council's P&M pay scales. This means that everyone on grades P1-P3 will receive an increase of £1,925 whilst those on grades P4-P6 will receive a 3.88% increase, because this is the point at which 3.88% is greater than £1,925, this will be backdated to 1 April 2023.
- 1.1.7 The Council's Staffing and Appeals Committee accepted the Chief Executive's recommendation, following consultation with the CLT, to apply a 3% increase to all points on the Council's Leadership pay scales with effect from 1<sup>st</sup> October 2023. When arriving at this decision and presenting members with this recommendation at the Staffing and Appeals Committee, the Chief Executive and CLT considered the prevailing financial situation the Council found itself in, and the responsibility it had to prevent that worsening and exceeding the total sum of £8.07 million that was budgeted for pay increases by the Council this year. Therefore, implementing the Leadership Pay Scales increase at a lower level than for other colleagues and from October instead of being backdated to 1<sup>st</sup> April enabled the Council to remain broadly within that financial envelope.

## **2. CONSIDERATIONS AND RECOMMENDATIONS**

- 2.1.1 The Panel was asked to recommend an indexation for 2023/24 and 2024/25. The Panel was of the collective view that the indexation of councillor allowances for 2023/24 should continue to be linked to the P&M Scale. The indexation will be based on grades P4-P6. For 2023/24 this equates to a percentage increase of 3.88%. The Panel is also of the view that this increase should apply from 1 April 2023 and therefore should be back dated to 1 April 2023.
- 2.1.2 The Panel further recommends that the indexation of councillor allowances for 2024/25 should also be linked to the percentage increase recommended for grade P4-P6. Any backdating for 2024-25 should also be applicable to 1 April 2024.

**WE THEREFORE RECOMMEND that the indexation for 2023/24 and 2024/25 should be based on the P&M Pay Scale, grades P4-P6. This equates to an indexation of 3.88% for 2023/24. The percentage increase for 2024/25 will also be based on the P&M Scale P4-P6. For 2023/24 and 2024/25 any backdating will be applicable to 1<sup>st</sup> April 2023 and 1<sup>st</sup> April 2024.**

**Mark Palmer (Chair of the Independent Remuneration Panel)  
Development Director, South East Employers  
December 2023**