

HIGHWAYS AND INFRASTRUCTURE COMMITTEE



Tuesday, 08 October 2019

Democratic and Members' Services

Fiona McMillan
Monitoring Officer

10:00

Shire Hall
Castle Hill
Cambridge
CB3 0AP

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

AGENDA

Open to Public and Press

- 1 Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>
- 2 Minutes and Action Log of the Highways & Infrastructure Committee meeting held 10th September 2019** **5 - 18**
- 3 Petitions and Public Questions**

DECISIONS

- 4 Finance Monitoring Report - August 2019** **19 - 52**
- 5 Review of Risk Register for Place and Economy** **53 - 62**
- 6 Service Committee Review of Draft Revenue Business Planning Proposals for 2020-21 to 2024-25** **63 - 84**

7	Service Committee Review of the Draft 2020-21 Capital Programme	85 - 92
8	Highways and Infrastructure Committee Agenda Plan and Appointments to Outside Bodies	93 - 94

The Highways and Infrastructure Committee comprises the following members:

Councillor Mathew Shuter (Chairman) Councillor Bill Hunt (Vice-Chairman)

Councillor Ian Gardener Councillor Mark Goldsack Councillor Lynda Harford Councillor Simon King Councillor Ian Manning Councillor Tom Sanderson Councillor Jocelyne Scutt and Councillor Graham Wilson

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

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<https://tinyurl.com/CommitteeProcedure>

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HIGHWAYS AND INFRASTRUCTURE POLICY AND SERVICE COMMITTEE:
MINUTES

Date: Tuesday 10th September 2019

Time: 10:00a.m – 11:20a.m

Present: Councillors, D Connor, M Goldsack, L Harford, W Hunt (Vice-Chairman), S King, I Manning, T Sanderson, J Scutt, M Shuter (Chairman).

Apologies: Councillor Ian Gardener (Substituted by Councillor David Connor) and Councillor Graham Wilson.

127. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were noted as recorded above. There were no declarations of interest.

128. MINUTES AND ACTION LOG

The Chairman stated that he thought the Committee would be receiving an update on a review of the concessionary fare usage policy for individuals with disabilities before 9:30am. He commented that this was important as all individuals with disabilities should be able to travel to work. The Service Director for Highways and Transport stated that he would take that away and provide the Committee with an update.

The minutes of the meeting held on the 9th July 2019 were confirmed as an accurate record and signed by the Chairman.

129. PETITIONS AND PUBLIC QUESTIONS

No petitions or public questions were received.

130. FINANCE MONITORING REPORT – JULY 2019

The Committee considered a report outlining the July 2019 Finance Monitoring Report (FMR) for Place & Economy (P&E). The Strategic Finance Manager informed the Committee that they were forecasting a bottom line underspend of £2.4m. This was mainly due to underspend in Street-lighting and Waste Management and an overachievement of income on Bus Lane and Parking Enforcement and Highways Development Management. The Capital forecast reflected a £16.7m slippage on King's Dyke, which had meant the Capital Program Variation had now been fully achieved.

Arising from the report:

- A Member queried how much of the £328k energy rebate had been paid for by Parish/Town Councils. The Strategic Finance Manager stated that she would take that away and ask officers how much of the rebate has been paid for by other organisations. **(Action Required – Strategic Finance Manager)**
- A Member sought more information regarding the impact of the new Bus Gate on Sliver Street in Cambridge. The Assistant Director of Highways confirmed that the Bus Gate had not been in place long enough to establish its effect to date, he suggested that they would have some more data by the end of the year which could be used to provide the Committee with a review.
- A Member raised her concerns regarding the positioning of the Bus Gate sign on Bridge Street in Cambridge. The Chairman commented that he wanted to ensure that road users were clearly informed about the restrictions of Bus Gates. The Assistant Director of Highways stated they had complied with all legislation and noted that they had produced a number of educational social media videos explaining the restrictions of the Bus Gates. The Assistant Director of Highways stated that he would take this away and check. **(Action Required – Assistant Director of Highways)**
- The Vice-Chairman sought clarification regarding the link between the increase in pensionable age and the potential underspend increase on Concessionary Fares. The Service Director for Highways and Transport stated that in theory with the pensionable age gradually increasing, they could see an increased underspend. However, with life expectancy increasing, individuals would be using their bus passes for a longer period of time. He also stated that Concessionary Fares was a Combined Authority (CA) function that was being levied to Cambridgeshire County Council (CCC). Therefore any savings achieved would be reflected in the CA's budget.
- The Service Director for Highways and Transport followed on from this by suggesting that this underspend was influenced by a complex mix of determinants including; age, bus availability and duration of time the bus pass was used for. The Strategic Finance Manager stated that Concessionary Fares Forecast was closely monitored as was highly likely to change.
- A Member raised her concerns regarding the road works taking place on the Fendon Road roundabout and the effect it had on bus routes to Addenbrookes Hospital. The Service Director of Highways and Transport stated that the Citi 1 and 2 buses had been affected by the work. However, after communicating with Stagecoach, they had ensured that alternative transport would be provided. He noted that residence could now travel to Addenbrookes Hospital via a connecting bus.

- The Member followed on from this and queried whether people travelling to Addenbrookes Hospital using this alternative route would have to purchase two bus tickets. The Service Director of Highways and Transport stated that bus users should not need to purchase two bus tickets but he would take this away to confirm. **(Action Required – Service Director of Highways and Transport)**
- The Chairman sought further confirmation regarding whether this alternative bus route would cost users any more money. The Service Director of Highways and Transport confirmed that this should not be the case.
- A Member sought information regarding the completion date for the work on the Fendon Road roundabout. The Service Director of Highways and Transport stated that the work had a time scale of 29 weeks but would check and then inform Members. The Chairman stated that he would like to have an update on this next meeting. **(Action Required – Service Director of Highways and Transport)**
- The Vice-Chairman raised his concerns regarding the figures found in the report relating to the difference in the number of trees planted and removed. The Chairman commented that they were entering the tree planting season. The Assistant Director, Highways stated that he had met with the appropriate officers and there was a number of steps in place to increase the number of trees planted.

It was resolved unanimously to:

Review, note and comment upon the report

131. WINTER SERVICE PLAN 2019-20

The Committee received a report providing information on the Winter Service Plan for the 2019/20 winter season. The Highways Maintenance Manager stated that it was an operational plan that they were required to update and publish every year. The Committee were informed of the key sections within the 'Cambridgeshire County Council Winter Service Policy and Operational Plan – 2019/20'. He stated that it was a live document and therefore if new infrastructure was adopted such as junction improvements taking place round the A14, they would have to update the plan to reflect this change.

In discussion:

- A Member suggested that outside of the meeting she would like an email from the Highways Maintenance Manager regarding which of her villages in her constituency were participating in the winter gritting volunteer programme. Members also commented that they should be supporting the engagement of more Parish Councils to participate in the winter gritting volunteer programme.

- The Vice-Chairman congratulated the work officers had performed in the last couple of years. He also stated that they should be pro-active with the promotion of the winter gritting volunteer programme.
- A Member raised concerns regarding the number of Parish Councils who had adopted the winter gritting volunteer program. The Highways Maintenance Manager stated that the figure in the report stated that 26 Parish's consisting of 84 volunteers had attended the training in 2018/19. The Member commented that this figure did not elude to how many Parish's had actually adopted the programme.
- A Member sought more information regarding the budget for this municipal year compared to last year. The Assistant Director of Highways confirmed that the budget for last year was £2.067m. The Chairman commented that the budget was slightly higher this year at £2.125m. The Assistant Director of Highways stated that the budget varies slightly every year.
- A Member expressed concerns regarding the number of District Councils who were doing their own gritting. The Highways Maintenance Manger suggested that it could be influenced by historic factors, such as working under an agency agreement or was just the District being more pro-active. He noted that the Council were not restricting Districts from gritting.
- A Member stated that it was positive that the gritting budget was not being reduced this year.
- The Chairman congratulated officers and stated that the gritting teams provide an effective service throughout the winter season.

It was resolved to:

Approve the Winter Service Plan for the 2019/2020 winter gritting season.

132. CAMBRIDGESHIRE HIGHWAYS CONTRACT ANNUAL REPORT 2018-19

The Committee considered a report providing an update on the performance and achievements of the Highways Team Services Contract for the period 1st April 2018 to 31st March 2019. The Highway Commission Manager drew the Committees attention to the Background and Main Issue section of the report. She then drew the Committees attention to the key sections of the Cambridgeshire Highways Annual Service Review 2018/19. She highlighted that as part of the contract with Skanska, they had clauses that set out a number of Key Performance Indicators (KPIs), in which 78% performing within their targets. They had seen a number of other improvements of KPIs, but some were still not meeting their target. Working groups had been created to help improve these specific KPIs.

In Discussion,

- A Member commented that there was a noticeable improvement in the condition of highways found in Cambridgeshire compared to neighbouring Counties.
- A Member raised his concerns regarding the draught damaged roads in Fenland and the negative impact they had on people's journeys. He suggested that they must now be more effective at repairing them.
- Members suggested that greater communication was needed with the public to inform them about what the positive work the Council and Skanska were doing to improve the roads, especially in rural areas. The Highway Commission Manager stated that they were looking to improve their communications in order to help educate the public on the work of the service
- A Member commented that he wanted to see the Dragon Patchers in Fenland villages more frequently. The Service Director, Highways and Transport stated that it was planned to notify Members when the Dragon Patchers were going to visit their constituencies. The Assistant Director of Highways stated that this information should be coming from your Local Highway Officer. He noted that he would take this away and check. **(Action Required - Assistant Director of Highways)**
- A Member sought clarification as to how people were made aware of the Social Value Fund and how her residents could participate in it. The Highway Commission Manager outlined the process of bidding for Social Value Fund projects.
- A Member requested clarification regarding the Equality and Diversity Implications statement found within the report. The Highway Commission Manager stated that the Council and Skanska both had Mental Health Ambassadors who received regular training. She noted that they could provide the Committee with some feedback on the work of the Mental Health Ambassador. **(Action Required - The Highway Commission Manager)**
- A Member queried the results of the stakeholder survey. The Highway Commission Manager stated that the survey feedback had been shared with the Joint Management Team. Feedback such as improved communication with the public would be taken back to officers, who would be able to identify the improvements made to these parts of the service.
- A Member sought information regarding the sanctions imposed on Skanska if they did not meet a deadline on a Local Highways Improvement (LHI) scheme. The Assistant Director, Highways confirmed that the highway contract was built around a suite of key performance indicators (KPIs). Performance against the KPIs

determined whether or not the contract term was reduced or increased or whether particular service areas were removed from the contract. Whilst Skanska were not penalised for poor performance on individual schemes, the performance was recorded and fed into the KPIs. Progress of LHI schemes were recorded in the monthly finance report and officers worked with Skanska to learn lessons to improve delivery against both time and budget.

- A Member expressed his concerns regarding the quality of the work performed by Skanska in his division. He stated that he had problems with getting Skanska to rectify any issues they had been raised. Going forward he would of liked to see a section in the report that outlines quality control measures taken by Skanska. The Highway Commission Manager stated that Skanska create a quality insurance plan which outlines how they were going to ensure effective quality control. The Business Director at Skanska clarified that if they did receive a complaint about their work, they would do everything in their capacity to rectify it. The Chairman informed the Committee that a more robust audit trail was being introduced next financial year that would allow for a more effective monitoring and quality control process.
- A Member commented that the online highways reporting tool was unsatisfactory as many issues reported, that had been fixed were not taken off the system. The Chairman agreed that the reporting tool was awkward to use. He stated that at the quarterly meeting with Skanska they had been investigating new technology that could be used to replace this.
- A Member asked whether the body camera for operatives was optional. The Business Director at Skanska stated that all operatives were provided with confrontation training. He noted that operatives had been assaulted by members of the public in the past. He stated that they encourage their operatives to use the camera when necessary as a safety precaution.
- A Member queried whether the service would be receiving further government funding this financial year. The Chairman confirmed that he hadn't received that information yet.
- A Member suggested that green KPIs should not be reported on as the target was already being achieved. He noted that they could be replaced with KPIs that were not meeting their targets. The Assistant Director, Highways agreed and stated that they were focusing on red KPIs. He stated that red KPIs were brought to the Skanska quarterly board meeting in order to establish action plans to fix them. The Chairman stated that he would expect to see the stakeholder survey results improve. He noted that it would be interesting to compare their survey results with other Local Authority's results.

- The Vice-Chairman congratulated officers for the work they had performed and stated that they should aim to provide a perfect service.

It was resolved unanimously to:

Note the 2018/19 annual report

133. PERFORMANCE REPORT – QUARTER 1 2019-20

The Committee received a report providing performance monitoring information on selected performance indicators. The Service Director, Highways and Transport stated that it was a self-explanatory report and would answer any questions that arose.

Arising from the report,

- The Chairman raised his concerns regarding the grading system for the performance indicators. The Service Director, Highways and Transport stated that it was an issue if they were exceeding their target significantly as it could mean they were not setting their target high enough.
- A Member asked Officers whether they had considered a door step collection service for small electrical items to allow people to recycle their unwanted items more easily. The Chairman stated that this was a District Council matter. The Service Director, Highways and Transport stated that nothing could be done regarding a county wide delivery program. He noted that the most effective way to deal with this issue would be through the Cambridgeshire and Peterborough Waste Partnership (RECAP). He noted that they could work with district colleagues to encourage them to consider this issue. The Chairman stated he would raise it at the RECAP meeting
- A Member expressed his concerns regarding the classified road conditions in Fenland. He stated that it would be beneficial to have an explanation of what measures were going to be taken to improve all red indicators. The Assistant Director of Highways agreed with the Member and stated that they were bidding for further funding from the Challenge Fund to improve this.
- A Member asked whether the Challenge Fund was used on unclassified roads. The Assistant Director of Highways confirmed that the Challenge Fund did not necessarily have to be used on classified or unclassified roads, but there were specific guidelines on its use.
- The Chairman stated that they were fully aware of the deterioration of road conditions in Fenland and were actively looking at ways to address them. He commented that the roads in Fenland were considerably worse compared to the rest of Cambridgeshire and would

require a more radical approach to fix. He suggested that he would like to see no further damage to the roads.

- A Member sought information regarding the number of N/A ratings on indicator 42. The Senior Business Intelligence Analyst stated that this was because there were no comparators for this indicator. The Member expressed his concerns as to how these indicators were being created. The Senior Business Intelligence Analyst stated that the KPIs were requested by the Committee.
- A Member sought clarification regarding indicator 148.
- A Member requested information regarding Indicator 148. The Senior Business Intelligence Analyst confirmed that a KPI was given an amber rating if it's off target by less than 10%.
- A Member raised concerns regarding the validity of the highway issue reports being received.

It was resolved unanimously to:

Note and comments on performance information and take remedial action as necessary

134. HIGHWAYS AND INFRASTRUCTURE COMMITTEE AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES

Members requested that the Highways and Infrastructure (H&I) induction presentation was brought to the induction event in November 2019.

A Member suggested that Members of the Committee should contact their Local Highways Officer to establish an effective working relationship. The Chairman suggested that they could write to all Members to arrange an introduction meeting with their Local Highways Officer. The Assistant Director, Highways stated that they had arranged a number of Local Highway Depot open days and encouraged all Members to attend.

The Chairman suggested it would be beneficial for a variety of officers to attend this induction event to answer any questions that arise. A Member stated that they needed to be provided with information regarding how much money was being spent on footways. The Chairman confirmed that they did now have a specific footways budget.

It was resolved to:

Note the Committee Agenda Plan

Chairman

**HIGHWAYS &
INFRASTRUCTURE POLICY &
SERVICE COMMITTEE**



Minutes-Action Log

Introduction:

This is the updated action log as at **30th September 2019** and captures the actions arising from the most recent Highways & Infrastructure Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 24th November 2017

34.	Parking Schemes and Charges	Richard Lumley/ Dawn Cave	Review Park & Ride parking charges in two years' time, following the removal of the £1 parking charge.	Added to Agenda Plan. Regarding timescales, officers will be reviewing charges in preparation for the 2020/21 financial year, so it will be scheduled to coincide with future business planning committee dates, i.e. Oct/Nov 2019.	A section on Park & Ride charges will be included in the Parking Charges report going to the 12 th November H&I Committee
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Minutes of 16th January 2018

45(3)	Minutes and Action Log	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an enhanced pothole repair service.	Part of a wider, longer term piece of work looking at possible delivery models (including future funding) for highway services.	In progress, to be reported on towards end of 2019/20
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Minutes of 3rd December 2018

89.	Minute and action log	Richard Lumley / Sonia Hansen	Resident & Visitor Parking Permit Charges review should be a clear action on the Action Log.	Residents parking schemes are still being implemented, whilst those schemes that have been implemented have not been in long enough to provide sufficient data for review.	Report to come to January H&I and included on forward agenda plan
b.					

Minutes of 21st May 2019

116.	Finance and Performance Report-Outturn 2018-19	Richard Lumley/Sarah Heywood	Chairman requested a document outlining the various funding streams available to the Highways and Infrastructure (H&I) Committee. This document could then be circulated to the rest of the committee.		Completed
a.					
117.	Household Recycling Centre Van and Trailer E-Permit Scheme	Graham Hughes	Delegate responsibility to the Executive Direct Place and Economy in consultation with the Chair and Vice Chair of Highways and Infrastructure Committee to agree clear definition of the points made in paragraphs 1.2, 1.3 and 1.6 of the report, the amendments required to		Completed

			the waste Private Finance Initiative contract in a Deed of Variation and obtain approval from the Department for Environment, Food and Rural Affairs for the amendments through the submission of a variation business case		
Minutes of 9th July 2019					
123. a.	Finance and Performance Report – May 2019	Steve Cox	Suggested that a report was brought to the Committee every six months regarding the legacy of the A14. All local members impacted could be consulted	Discussions are ongoing with Highways England about this and the de-trunking of the existing A14. It is anticipated that the first report can be made to Committee in November	In progress for November 2019

124. a.	Road Casualty Data Annual Report	Matt Staton	Requested that a training progress report be brought back to the Committee from the Road Safety Partnership Board regarding the CRASH training received by Police officers.	Matt Staton to take to next Partnership Board meeting in September and then look to add to Agenda Plan	Raised at September 2 nd Road Safety Partnership Board and to be reviewed at March/April H&I Committee as part of the annual road safety report
124. b.	Road Casualty Data Annual Report	Matt Staton	The Chairman commented that the findings of the research project regarding likely collision sites being undertaken with Loughborough University could be brought to the committee for information and comment.	Matt Staton to liaise with Loughborough University in relation to published outputs from the project and look to coincide with appropriate date in the Agenda Plan	In progress to update at future members seminar. Date to be confirmed.
125. a.	Review of Risk Register for Place and Economy	Steve Cox	Requested that the damage the weather can have on highways and footways should be addressed within the report.	Addressed in the risk register report.	Completed
Minutes of 10th September 2019					
130. a.	Finance Monitoring Report – July 2019	Sarah Heywood	A Member queried how much of the £328k energy rebate had been paid for by	In July, Street-lighting was forecasting an underspend of £328K. In August the forecast	Completed

			Parish/Town Councils. The Strategic Finance Manager stated that she would take that away and ask officers how much of the rebate has been paid for by other organisations	underspend has reduced to £119K as a previous accrual has offset the £137K energy rebate. The proportion of the rebate that would relate to other organisations is not material.	
130. b.		Richard Lumley	A Member raised her concerns regarding the positioning of the Bus Gate sign on Bridge Street in Cambridge		Completed
130. c.		Graham Hughes	A Member queried whether people travelling to Addenbrookes Hospital using this alternative route would have to purchase two bus tickets	Officers have checked with Stagecoach who have confirmed that just one ticket will be needed, this will allow for the change of buses.	Completed
130. d.		Graham Hughes	A Member sought information regarding the completion date for the work on the Fendon Road roundabout		Completed
132. a.	Cambridgeshire Highways Contract Annual Report 2018-19	Richard Lumley	A Member commented that he wanted to see the Dragon Patchers in Fenland villages more frequently.		Completed

			<p>The Assistant Director of Highways stated that information regarding the Dragon Patches schedule should be coming from the Local Highway Officer. He noted he would take this away and check.</p>		
132. b.		Emma Murden	<p>A Member requested clarification regarding the Equality and Diversity Implications statement found within the report.</p> <p>Officers noted that they could provide the Committee with some feedback on the work of the Mental Health Ambassador</p>	<p>Mental Health Ambassadors at both CCC and Skanska work together to provide information to staff regarding current health campaigns, the last one being suicide awareness day on the 10th September. Sharing up and coming campaigns and Mental Health resources to help highlight the awareness, where to go should staff need any help and support. Encourage a good work life balance and offer support where necessary.</p>	Complete

FINANCE MONITORING REPORT – August 2019

To: **Highways and Infrastructure Committee**

Meeting Date: **8 October 2019**

From: **Steve Cox - Executive Director, Place & Economy
Chris Malyon - Chief Finance Officer**

Electoral division(s): **All**

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

Purpose: **To present to Highways & Infrastructure Committee the August 2019 Finance Monitoring Report (FMR) for Place & Economy Services.**

The report is presented to provide Committee with an opportunity to note and comment on the financial position as at the end of August.

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

<i>Officer contact:</i>	
Name:	Sarah Heywood
Post:	Strategic Finance Manager
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1. BACKGROUND

- 1.1 The appendix attached provides the financial position for the whole of Place & Economy Services, and as such, not all of the budgets contained within it are the responsibility of this Committee. To aid Member reading of the report, budget lines that relate to the Economy and Environment Committee have been shaded. Members are requested to restrict their questions to the lines for which this Committee is responsible.

2. MAIN ISSUES

- 2.1 The report attached as Appendix A is the Place & Economy Services Finance Monitoring Report for 2019/20 as at the end of August 2019.

Revenue

- 2.2 Place and Economy as a whole is forecasting a bottom line underspend of £1.9m.

The main explanations for this are:-

- Street-lighting: The forecast underspend of £119K is mainly due to an energy rebate relating to previous years but although there is some uncertainty about future energy costs and some legacy issues which mean the forecast may change.
- Bus Lane Enforcement and Parking Enforcement: a £650K over-achievement of income is forecast and is being closely monitored.
- Winter Maintenance: a projected overspend of £463K. This is because new contract with Skanska was tendered at the time the council reduced the number of gritting routes, therefore the number of drivers required was significantly less. The increased number of drivers and subsequent ongoing training required in-line with legislation, coupled with the need to replace other equipment has resulted in an increased cost for running the winter service. The gritters were also fitted with trackers and route guidance systems which help protect the council against insurance claims as well as improve the driver's efficiency when gritting. This was not evident last year as the number of runs was small by historic standards.
- Waste Management: A breakdown in the Mechanical and Biological Treatment plant meant that no waste was processed this financial year until 7th May and once the agreed threshold was exceeded the contractor was responsible for the landfill tax – creating an underspend of around £1.25m. Offsetting this is a pressure due to delays in the implementation of the planned contract savings of about £75K per month. In addition, the one-off implementation costs of the van and trailer permit scheme will be £100K. The net impact of these three factors is that waste is forecasting a £1,002K underspend.
- Highways Development Management are forecasting to generate £494K of additional income in excess of costs.

Capital

- 2.3 The revised capital budget for 2019/20 reflect the carry-forwards of funding from 2018/19 and the agreed re-phasing of schemes. The forecast now shows slippage of £16.7m on King's Dyke to reflect the re-procurement which is underway, and there is some slippage on other schemes which is explained in more detail in Appendix 7

“Commentary on Capital Expenditure”.

Performance

- 2.4 General Purposes Committee confirmed that the performance update would no longer be part of the Finance Report but would be a separate report presented to Service Committees on a quarterly basis. However, the vacancy, tree and LHI activity data continues to be reported on within the Finance Monitoring Report.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

There are no significant implications for this priority.

3.2 Thriving places for people to live

There are no significant implications for this priority.

3.3 The best start for Cambridgeshire’s children

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

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

Place & Economy Services**Finance Monitoring Report – August 2019****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

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

Forecast Variance - Outturn (Previous Month) £000	Directorate	Budget 2019/20 £000	Actual £000	Forecast Variance - Outturn (August) £000	Forecast Variance - Outturn (August) %
0	Executive Director	376	233	0	0
-1,042	Highways	19,634	5,874	-386	-2
-46	Passenger Transport	7,081	2,680	0	0
-873	Environmental & Commercial Services	38,259	5,812	-1,006	-3
-487	Infrastructure & Growth	2,044	636	-487	-24
0	External Grants	-15,293	-1,639	0	0
-2,448	Total	52,101	13,596	-1,879	-4

The service level budgetary control report for August 2019 can be found in [appendix 1](#).

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

2.2 Significant Issues**Winter**

The new contract with Skanska was tendered at the time the council reduced the number of gritting routes, therefore the number of drivers required was significantly

less. The increased number of drivers and subsequent ongoing training required in-line with legislation, coupled with the need to replace other equipment has resulted in an increased cost for running the winter service. The gritters were also fitted with trackers and route guidance systems which help protect the council against insurance claims as well as improve the driver's efficiency when gritting. This was not evident last year as the number of runs was small by historic standards.

Waste PFI Contract

Due to breakdowns at the Mechanical Biological Treatment (MBT) facility, no waste was processed in this financial year until 7th May. As the waste takes 6 to 7 weeks to complete the MBT composting process, this has resulted in a significant reduction in our expected landfill tax spend based on performance information up to the end of July. Whilst we still await data from the following months to tell us how the plant performs for the remainder of the financial year, this has resulted in an underspend of around £1,250,000.

Offsetting this, the budget was based on a set of contract savings being agreed with our PFI contractor and implemented by 1st April 2019. This has not yet occurred and it is now expected that the contract changes will not come in to effect until at least the end of October. Whilst some agreed savings have already been implemented, there will be a pressure of approximately £75,000 for every month completion of the contract change is delayed.

Following agreement at the Highways and Infrastructure committee to implement a van and trailer permit scheme at the Household Recycling Centres (HRCs), there will be additional one-off costs of approximately £100,000.

The above three elements combine to form an underspend of around £1,020,000 at present. Although this forecast could change due to MBT performance and the impact of any planned maintenance.

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

No significant issues to report this month

Funding

A further grant have been awarded from the Department for Transport since the published business plan, this being Pothole grant funding 19/20 (£0.802m).

A new grant has been awarded in 19/20 (£0.560m) via Highways England through the Department for Transports (DfT) Designated Funds Programme providing a contribution to the feasibility, design and delivery of the Northstowe Heritage Facility.

All other schemes are funded as presented in the 2019/20 Business Plan.

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

APPENDIX 1 – Service Level Budgetary Control Report

Forecast Outturn Variance (July)		Budget 2019/20	Actual August 2019	Forecast Outturn Variance	
£000's		£000's	£000's	£000's	%
Executive Director					
0	Executive Director	376	233	0	0%
0	Executive Director Total	376	233	0	0%
Highways					
-0	Asst Dir - Highways	157	66	0	0%
150	Local Infrastructure Maintenance and Improvement	6,085	2,596	150	2%
-150	Traffic Management	-95	150	-165	-174%
-50	Road Safety	528	295	-50	-9%
-328	Street Lighting	10,086	3,241	-119	-1%
-14	Highways Asset Management	407	130	-15	-4%
-650	Parking Enforcement	0	-1,034	-650	0%
0	Winter Maintenance	2,125	254	463	22%
-0	Bus Operations including Park & Ride	340	174	-0	0%
-1,042	Highways Total	19,634	5,874	-386	-2%
Passenger Transport					
20	Community Transport	2,777	830	22	1%
-66	Concessionary Fares	4,304	1,850	-22	-1%
-46	Passenger Transport Total	7,081	2,680	-0	0%
Environmental & Commercial Services					
-0	Asst Dir - Environment & Commercial Services	-6	19	-0	0%
-0	County Planning, Minerals & Waste	449	61	-0	0%
17	Historic Environment	80	46	0	0%
-0	Flood Risk Management	419	154	0	0%
0	Energy Projects Director	28	329	0	0%
0	Energy Programme Manager	58	25	-4	-7%
-890	Waste Management	37,231	5,179	-1,002	-3%
-873	Environmental & Commercial Services Total	38,259	5,812	-1,006	-3%
Infrastructure & Growth					
0	Asst Dir - Infrastructure & Growth	160	69	0	0%
0	Major Infrastructure Delivery	1,300	543	0	0%
7	Transport Strategy and Policy	33	80	7	21%
0	Growth & Development	551	244	0	0%
-494	Highways Development Management	0	-301	-494	0%
-487	Infrastructure & Growth Total	2,044	636	-487	-24%
-2,448 Total		67,395	15,235	-1,879	-3%
Grant Funding					
0	Non Baselined Grants	-15,293	-1,639	0	0%
0	Grant Funding Total	-15,293	-1,639	0	0%
-2,448 Overall Total		52,101	13,596	-1,879	-4%

APPENDIX 2 – Commentary on Forecast Outturn Position

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

Service	Current Budget for 2018/19 £'000	Actual £'000	Outturn Forecast	
			£'000	%
Local Infrastructure Maintenance and Improvement	6,085	2,596	+150	+2
The highways shared service with Peterborough City Council was originally budgeted to be implemented in 2019/20 but this will not be achieved until 2020/21. The saving is included in this budget line and so this creates a forecast overspend.				
Street Lighting	10,086	3,241	-119	-1
A refund has also been received for over payment of energy costs from a previous supplier.				
Parking Enforcement	0	-1,034	-650	0
Bus lane enforcement is providing additional income in excess of the budget set. This income is difficult to predict and therefore the budget holder will monitor the financial position on a regular basis, updating the forecast accordingly.				
Winter Maintenance	2,215	254	+463	+22
The new contract with Skanska was tendered at the time the council reduced the number of gritting routes, therefore the number of drivers required was significantly less. The increased number of drivers and subsequent ongoing training required in-line with legislation, coupled with the need to replace other equipment has resulted in an increased cost for running the winter service. The gritters were also fitted with trackers and route guidance systems which help protect the council against insurance claims as well as improve the driver's efficiency when gritting. This was not evident last year as the number of runs was small by historic standards.				
Community Transport	2,777	830	+22	+1
This service is provided on behalf of the Combined Authority. On 7th February 19 the E&E Committee agreed to fund the replacement bus services until the end of March 2020. In order to maintain all existing bus services there is a budget deficit of £22k. A projected underspend on the Concessionary fares budget has been vired to cover the costs in this area.				
Concessionary Fares	4,304	565	-22	-1

This service is being provided on behalf of the Combined Authority and is forecasting an underspend due to the change in eligibility being linked to the increased pensionable age and the reduction in the number of bus routes. Budget for this projected underspend has been vired to fund the forecast overspend on Community Transport.

Waste Management	37,231	5,179	-1,002	-3
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Due to breakdowns at the Mechanical Biological Treatment (MBT) facility, no waste was processed in this financial year until 7th May. As the waste takes 6 to 7 weeks to complete the MBT composting process, this has resulted in a significant reduction in our expected landfill tax spend based on performance information up to the end of July. Whilst we still await data from the following months to tell us how the plant performs for the remainder of the financial year, this has resulted in an underspend of around £1,250,000.

Offsetting this, the budget was based on a set of contract savings being agreed with our PFI contractor and implemented by 1st April 2019. This has not yet occurred and it is now expected that the contract changes will not come in to effect until at least the end of October. Whilst some agreed savings have already been implemented, there will be a pressure of approximately £75,000 for every month completion of the contract change is delayed.

Following agreement at the Highways and Infrastructure committee to implement a van and trailer permit scheme at the Household Recycling Centres (HRCs), there will be additional one-off costs of approximately £100,000.

The above three elements combine to form an underspend of around £1,002,000 at present. Although this forecast could change due to MBT performance and the impact of any planned maintenance.

Highways Development Management	0	-301	-494	0
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There is an expectation that section 106 and section 38 fees will come in higher than budgeted for new developments which will lead to an overachievement of income. However, this is an unpredictable income stream and the forecast outturn is updated regularly.

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	15,293
Non-material grants (+/- £30k)		0
Total Grants 2019/20		15,293

APPENDIX 4 – Virements and Budget Reconciliation

	£'000	Notes
Budget as per Business Plan	52,783	
Transfer of Trading Standards service to P&C	-694	
Non-material virements (+/- £30k)	+12	
Current Budget 2019/20	52,101	

APPENDIX 5 – Reserve Schedule

Fund Description	Balance at 31st March 2019	Movement within Year	Balance at 31st August 2019	Yearend Forecast Balance	Notes
	£'000	£'000	£'000	£'000	
Other Earmarked Funds					
Deflectograph Consortium	43	0	43	43	Partnership accounts, not solely CCC
Highways Searches	57	0	57	57	
On Street Parking	2,195	0	2,195	1,700	
Streetworks Permit scheme	205	0	205	205	
Highways Commuted Sums	862	1	863	900	
Streetlighting - LED replacement	31	0	31	0	
Community Transport	537	-537	0	0	
Flood Risk funding	20	0	20	0	
Real Time Passenger Information (RTPi)	0	216	216	200	
Waste - Recycle for Cambridge & Peterborough (RECAP)	121	0	121	100	Partnership accounts, not solely CCC
Travel to Work	181	0	181	180	Partnership accounts, not solely CCC
Steer- Travel Plan+	52	0	52	52	
Waste reserve	1,637	(1,053)	584	0	
Other earmarked reserves under £30k	(370)	426	56	0	
Sub total	5,571	(947)	4,624	3,437	
Capital Reserves					
Government Grants - Local Transport Plan	0	0	0	0	Account used for all of P&E
Other Government Grants	1,422	0	1,422	0	
Other Capital Funding	4,647	842	5,488	1,000	
Sub total	6,069	842	6,910	1,000	
TOTAL	11,640	(106)	11,534	4,437	

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

2019/20						
Total Scheme Revised Budget	Original 2019/20 Budget as per BP	Scheme	Revised Budget for 2019/20	Actual Spend (August)	Forecast Spend - Outturn (August)	Forecast Variance - Outturn (August)
£'000	£'000		£'000	£'000	£'000	£'000
		Integrated Transport				
375	200	- Major Scheme Development & Delivery	375	20	375	0
682	682	- Local Infrastructure Improvements	846	320	827	-19
594	594	- Safety Schemes	594	30	594	0
345	345	- Strategy and Scheme Development work	459	227	459	0
2,902	1,346	- Delivering the Transport Strategy Aims	3,007	461	2,686	-321
23	23	- Air Quality Monitoring	23	0	23	0
16,118	14,591	Operating the Network	16,662	355	16,152	-510
		Highway Services				
83,200	6,300	- £90m Highways Maintenance schemes	6,316	3,741	6,146	-170
802	0	- Pothole grant funding	802	7	802	0
0	0	- National Productivity Fund	0	10	1	1
708	0	- Challenge Fund	708	350	718	10
146	0	- Safer Roads Fund	146	19	146	0
0	0	- Additional Highways Maintenance	0	-43	-8	-8
		Environment & Commercial Services				
11,064	3,357	- Waste Infrastructure	255	39	255	0
560	0	- Northstowe Heritage Centre	560	0	560	0
1,000	250	- Energy Efficiency Fund	365	-9	365	0
		Infrastructure & Growth Services				
16,732	475	- Cycling Schemes	3,000	321	3,005	5
9,116	0	- Huntingdon - West of Town Centre Link Road	0	1	0	0
49,000	1,000	- Ely Crossing	1,469	-1,235	1,000	-469
149,791	3,460	- Guided Busway	500	105	500	0
29,982	14,176	- King's Dyke	17,300	236	570	-16,730
1,000	0	- Scheme Development for Highways Initiatives	688	80	283	-405
150	0	- A14	150	141	150	0
22	0	- Other schemes	22	19	22	0
0	0	Combined Authority Schemes	3,505	1,578	3,505	0
		Other Schemes				
36,290	8,500	- Connecting Cambridgeshire	14,133	347	14,133	0
	292	Capitalisation of Interest	292	0	292	0
410,602	55,591		72,177	7,120	53,561	-18,616
	-11,683	Capital Programme variations	-13,505	0	0	13,505
	43,908	Total including Capital Programme variations	58,672	7,120	53,561	-5,111

The increase between the original and revised budget is partly due to the carry forward of funding from 2018/19, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2018/19 financial year. The phasing of a number of schemes have been reviewed since the published business plan. This still needs to be agreed by GPC.

An additional grant has been awarded since the published business plan, this being Pothole grant funding.

A new grant has been awarded in 19/20 (£0.560m) via Highways England through the Department for Transport (DfT) Designated Funds Programme providing a contribution to the feasibility, design and delivery of the Northstowe Heritage Facility.

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

APPENDIX 7 – Commentary on Capital expenditure

Revised Budget for 2019/20	Forecast Spend - Outturn (August)	Forecast Variance (August)	Variance Last Month (July)	Movement	Breakdown of Variance	
					Underspend/ Overspend	Rephasing
£'000	£'000	£'000	£'000	£'000	£'000	£'000
Delivering the Transport Strategy Aims - Cycling Schemes						
1,188	848	-340	-340	0	-100	-240
<p>Expenditure for a number of cycling schemes, this year, will be less than the amount budgeted:-</p> <ul style="list-style-type: none"> - Fenstanton to the Busway Due to the need to work through a statutory process relating to changing a permissive footpath to a public bridleway by means of a 'Creation Order' this will delay the scheme's delivery and hence £100k will be spent in this financial year, and £100k in 20/21. - Rampton to Willingham It was originally planned to make some surface improvements to a quiet road that traverses through The Irlams. The condition of the route is such that much more than £100k is required to do this and thus a scheme will not be delivered at this time. - Girton to Oakington (funded by S106 from Northstowe) Widening and improving the existing shared use path is likely to involve piping lengths of open ditch and in other areas sheet piling. This requires more complex design and certain approvals to be obtained. This means a lengthier design phase and hence expenditure in this financial year being lower than first anticipated. 						
Operating the Network						
16,662	16,152	-510	-478	-32	0	-510
<p>Signals - C233 Cherry Hinton Rd Cambridge (At Queen Ediths Way / Robin Hood junction)</p> <p>Projected £575k underspend in 2019-20. Work on this scheme has been delayed as a nearby cycle scheme has been pushed back to start January 2020. With the Highways site so close work can begin after this work is complete. The current plan is to construct from April 2020 onwards. The revised outturn is based on work to complete modelling and get scheme to construction ready level.</p>						

King's Dyke						
17,300	570	-16,730	-16,730	0	0	-16,730
Following the E&E committee decision on 15 th August to re-tender the construction contract for Kings Dyke the profile has been updated to reflect this. The forecast outturn for 2019/20 is now currently estimated at £570k.						
Ely Crossing						
1,469	1,000	-469	-469	0	0	-469
The 19/20 budget of £1.469m is currently anticipated to be on budget. Expenditure on the scheme now relates to finalising the construction contract value for the bypass, the underpass scheme, landscaping and accommodation works, land compensation claims and statutory undertakers' final claims. These items are subject to negotiations which are currently underway. The timescales for resolution of such claims is uncertain, especially for land compensation, as claims for compensation are often significantly higher than the County Council's evaluation and negotiations can become protracted.						
Huntingdon West of Town Centre Link Road						
0	0	0	0	0	0	0
Expenditure on the scheme now relates to land compensation claims and negotiations which are currently underway. The timescales for resolution of such claims is uncertain as claims for compensation are often significantly higher than the County Council's evaluation and negotiations can become protracted.						
Scheme Development for Highway Initiatives						
688	283	-405	-405	0	0	-405
£1m was originally awarded to fund potential new schemes. This funding will be used over a number of years for this work, so some of the funding has been deferred to future years.						

Capital Funding

2019/20				
Original 2019/20 Funding Allocation as per BP	Source of Funding	Revised Funding for 2019/20	Forecast Spend - Outturn (August)	Forecast Funding Variance - Outturn (August)
£'000		£'000	£'000	£'000
17,781	Local Transport Plan	17,781	17,460	-321
0	Other DfT Grant funding	1,856	1,856	0
500	Other Grants	650	650	0
4,887	Developer Contributions	4,334	3,744	-590
15,450	Prudential Borrowing	22,784	19,755	-3,029
16,973	Other Contributions	24,772	10,096	-14,676
55,591		72,177	53,561	-18,616
-11,683	Capital Programme variations	-13,505	0	13,505
43,908	Total including Capital Programme variations	58,672	53,561	-5,111

The increase between the original and revised budget is partly due to the carry forward of funding from 2018/19, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2018/19 financial year. The phasing of a number of schemes have been reviewed since the published business plan.

Funding	Amount (£m)	Reason for Change
Revised Phasing (Specific Grant)	0.00	Rephasing of grant funding
Additional Funding (Section 106 & CIL)	-0.58	Additional developer contributions to be used for a number of schemes
Revised Phasing (Other Contributions)	3.16	Revised phasing of King's Dyke spend.
Additional Funding / Revised Phasing (DfT Grant)	2.71	Roll forward and additional Grant funding – Challenge Fund (£0.708m), Safer Roads Fund (£0.146m), Cycle City Ambition Grant (£0.494m), Pothole Action Fund (£0.802m) and Northstowe Heritage Centre (£0.560m).
Additional Funding / Revised Phasing (Prudential borrowing)	6.10	Additional funding required for increased costs for Ely Crossing (£0.469m). Rephasing of Investment in Connecting Cambridgeshire (£5.633m)

RED – Not delivered within the target completion date (financial year)
AMBER – Highlighted concerns regarding delivery by completion date
GREEN – On target to be delivered by completion date

Update as at 11.09.2019

CAMBRIDGE CITY WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/18 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2017/18

Total LHI Schemes	39
Total Completed	38
Total Outstanding	1

Cllr Taylor 30CPX01643	Queen Edith	Queen Edith Way	MVAS	RED	Issue discussed with City Cllr via email. Interim way forward agreed with CCC operating the devices until ongoing liability issue is resolved with the city council. CCC now reviewing mounting locations and permissions from BBLP with regards to utilising existing lamp columns. Waiting on response to email from Cllr Taylor regarding possible locations for locating the device. BBLP to be consulted once response from CC received. MVAS unit to be put up on site week commencing 16/09/19, County Cllr aware.
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Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2018/19

Total LHI Schemes	27
Total Completed	22
Total Outstanding	5

Cllr Jones 30CPX02274	Petersfield	Mill Road	Extend TRO operation	RED	Carried over to tie this in with the 19/20 LHI for the same proposal on the opposite side of the bridge. However County Cllr has subsequently decided to deliver the schemes separately due to lead in times. County Cllr has asked to delay work until Mill Rd Bridge works are completed, now waiting on confirmation to proceed from Cllr.
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Cllr Taylor 30CPX02278	Queen Edith's	Hills Road	Cycle Racks and hardstanding	RED	Scheme was with City Council and to be designed by them. Scheme was carried over due to design lead in times. City council chased, response and revised designs received 08/03. Design had to be revised again and then submitted for pricing. Received target cost for work back from contractor, tying in with City footway schemes, to commence on site October, following local consultation, and tied in with MID cycle team works for 5 days, County Cllr aware.
Cllr Richards 30CPX02279	Castle	Mnt Pleasant/Shelly Row/Albion Row	20 mph zone	RED	Scheme with City Council and to be delivered by them. Will be carried over due to design lead in times. Consultation running through April. Once complete this will be sent off for costing. Submitted to contractor for target costing 12/06/19, to commence on site September. County Cllr aware.
Cllr Crawford 30CPX02285	Cherry Hinton	Church End	Point closure to prevent through traffic	RED	Delays to date due to scope changes from original LHI application and investigation on suitable solutions by officers. County Cllr has reviewed responses to informal consultation and confirmed would like to proceed with formal TRO process, this will be advertised on 22/08 for 3 weeks.
Cllr Jones 30CPX02296	Petersfield	Great Northern Road	Zebra crossing	RED	BBLP design complete and safety audit returned. County Cllr aware of delivery timescales and constraints due to the location. Delivery date currently unknown, depending on the adoption of the S278 works, and streetworks allowing access as it is near Station.

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 19/20					
Total LHI Schemes		26			
Total Completed		7			
Total Outstanding		19			
Cllr Noel Kavanagh	Romsey	Mill Rd	Extension to existing parking restrictions	RED	Informal consultation delayed due to local elections, officer concerns over delivery timescale as a result of this due to Traffic Regulation Order process. County Cllr has informed officers City colleagues no longer support the scheme, this is unlikely to be delivered.
Lilian Rundblad	Arbury	Carisbrooke Road	Parking restrictions on the corners of Warwick Rd and Histon Rd and along Carisbrooke Rd	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Cambridge University Cycling and Walking Subgroup	City Wide	Citywide	Improve cyclist safety	GREEN	Site visit complete and designs approved, to be tied in with other works around the City
Christina Leadlay	Arbury	Clarendon Rd	Bollards	GREEN	Site visit complete and designs approved, to be tied in with other works around the City

Cheney-Anne Payne	Arbury	Histon Rd	MVAS	GREEN	To be tied in with similar schemes around the county and delivered as one package. Units to be operated by CCC until agreement reached with City council once they arrive in stock.
Dr Jocelynn A. Scutt	Castle/Market/Arbury	Jesus Lock Bridge	Installation of a street light and improved signage	GREEN	Site visit complete 21/05. Now designing.
Elisa Meschini	Kings Hedges	Moore Cl	Parking restrictions, DYLS proposed	RED	Scheme now withdrawn due to lack of local support for proposals.
Elisa Meschini	Kings Hedges	Middleton Cl/ Milton Rd junction	Parking restrictions, DYLS proposed	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Cllr Joan Whitehead	Abbey	Wadloes Rd	Parking restrictions (extension of DYLS past McDonalds)	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Hanover and Princess Courts Associations	Petersfield	George IV St	Parking restrictions, DYLS proposed	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Netherhall School	Queen Edith's	Queen Edith's Way	MVAS	GREEN	To be tied in with similar schemes around the county and delivered as one package. Units to be operated by CCC until agreement reached with City council once they arrive in stock.
Cllr Noel Kavanagh	Romsey	Cromwell Rd	Parking restrictions	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Cllr Mike Sargeant	Chesterton	Hurst Park Avenue	Installation of 2no. additional street lights	GREEN	Work Complete
Rosy Moore	Romsey/Petersfield	Carter Bridge	Lining works on the bridge	GREEN	Work Complete
Cllr Sandra Crawford/ various applicants	Cherry Hinton	Walpole Rd/ Cherry Hinton Rd junction	Raised table	GREEN	Site visit complete, design done and consultation shortly. With Cllr Crawford for comment 30/08/19.
Cllr Mike Sargeant	Chesterton	Chesterton Hall Crescent	New street light	GREEN	Work Complete
Cllr Mike Sargeant	Chesterton	Hurst Park Estate	Parking restrictions in the area, DYLS proposed	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Cllr Mike Sargeant	Chesterton	Springfield Rd	New street light	GREEN	Work Complete
Cllr Amanda Taylor	Queen Edith's	Holbrook Rd	Speed cushions	GREEN	Site visit with applicant completed, now designing. Consultation to follow afterwards. With Cllr Taylor for comment 20/09/19.
Cllr Noel Kavanagh	Romsey	Hobart St	Road markings and signs at Marmora Rd/Hobart Rd junction	GREEN	Site visit complete, now designing, to be tied in with the other city lining schemes. TRO advertised 22/08 for the double yellow lining extensions.
Cllr Claire Richards	Castle	Garden Walk	New street light	GREEN	Work Complete
Cllr Mike Sargeant	Chesterton	Hurst Park Estate	MVAS	GREEN	To be tied in with similar schemes around the county and delivered as one package. Units to be operated by CCC until agreement reached with City council once they arrive in stock.
Elisa Meschini	Kings Hedges	Basset Cl	New street light	GREEN	Work Complete
Elizabeth Eaton	Abbey	Newmarket Road	Improvements to the pedestrian crossing	GREEN	Design complete, now with safety team for audit from 12/08/19.
Norman Benton	Queen Edith's	Rotherwick Way	Parking restrictions	GREEN	Design complete. Out for TRO advertisement from 22/08 for 3 weeks.
Colin McGerty	Queen Edith's	Rotherwick Way	New street light	GREEN	Work Complete

SOUTH CAMBRIDGESHIRE WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	Project Update and any Issues or Variance Explanation
Carried Forward from 2018/19					

Total LHI Schemes		25*			
		20			
		5			
Total Completed					
Total Outstanding					
Cllr Batchelor 30CPX02364	Balsham	High Street	Zebra	RED	Delays due to issues with developer. Flashing school signs have been installed. TTRO booked for works. Majority of work completed, UKPN connection being done 12/09.
Cllr Howell 30CPX02351	Bourn	High Street	Footpath widening	RED	Scheme was carried over as TTRO is needed for the work. Parish and County Cllr made aware. Awaiting Target cost for work from contractor. Parish updated regarding delays. Cost received back from contractor and order raised on 09/09, waiting on start date.
Cllr Smith 30CPX02353	Elsworth	Brockley Road	40 mph buffer zones and lining refresh.	RED	PC have now requested a 20mph zone, scope agreed, speed data through village collected to evidence change in limit. Following site meeting on 19/06/19, PC and CCC agreed to go forwards with Flashing signs, Road marking refresh and Buffer zones. PC have approved revised designs and TRO advertised on 22/08. Scheme submitted 30/08 to contractor for pricing.
Cllr Joseph 30CPX02367	Grantchester	Village wide	20 limit/traffic calming/village gateways/DYs	RED	Delays due to scope changes from the parish council. Design now agreed and submitted for auditing. However the lining and 20mph zone works already delivered. Priority build outs submitted for Target cost 17/06/19. Order for work now raised and waiting on start date from contractor.
Cllr Hickford 30CPX02360	Newton	Whittlesford Road/Cambridge Road/Fowlmere Road	Speed cushions/lining adjustments	RED	Delays due to lead in times. Parish and City Cllr made aware of this. Has now been packaged together with similar schemes from 19/20 LHI process to deliver best value for money.

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 19/20					
Total LHI Schemes		18			
Total Completed		1			
Total Outstanding		17			
Topping	Thriplow PC	Village Wide	Signage and road marking improvements	GREEN	Scheme currently in for target costing. Design approved by PC. Submitted for costing on 31/08/19
Batchelor	Horseheath PC	Horseheath Bypass	Speed limit reduction to 50mph, crossing points improvements, unsuitable for HGVs at Howards Lane	GREEN	Works to tie in with wider GCP scheme for the A1307 route. Dependent to some extent on GCP delivery timescale. TRO currently being advertised from 22/08.
Harford	Hardwick PC	Village Wide	MVAS	GREEN	Tied into countywide MVAS package. Design returned by Parish, who are currently arranging permissions with SCDC for mounting on existing lamp columns.
Jenkins	Histon and Impington PC	Village Wide	Footpath Improvements	GREEN	Work Complete
Smith	Swavesey PC	Rose and Crown Road	30mph speed limit extension + 40mph buffer zone + dragon's teeth marking	GREEN	Scheme currently in for target costing. Design approved by PC. Submitted for costing on 31/08/19
Wotherspoon	Cottenham PC	Histon Road	Soft traffic calming	GREEN	Scheme currently in for target costing. Design approved by PC. Submitted for costing on 31/08/19
Hickford	Fowlmere PC	Village Wide	20mph Speed Limit in village with speed cushions	GREEN	Design complete, sent back to the PC on 17/08 for comments and review.
Topping	Whittlesford PC	Duxford Road	School solar powered flashing signs and various road markings.	GREEN	Scheme currently in for target costing. Design approved by PC. Submitted for costing on 31/08/19
Van Den Ven	Bassingbourn - cum - Kneesworth PC	Guisse Lane	Modifications to traffic island and parking restrictions	GREEN	Site visit complete, scheme designed, Pc approved, next stage is TRO advertisement which will begin shortly for the proposed parking restrictions.
Hudson	Oakington and Westwick PC	Dry Drayton Road	40mph Speed Limit	GREEN	Scheme currently in for target costing. Design approved by PC. Submitted for costing on 31/08/19
Howell	Cambourne PC	Eastgate	Zebra Crossing	GREEN	Road to be adopted by the end of 19/20 - advised by Development team. No impact on scheme delivery, currently designing.
Topping	Pampisford PC	Brewery Road	Central Island	GREEN	Scheme currently with safety audit team for review following approval by PC.
Hickford	Sawston PC	Church Lane	Parking Restrictions	GREEN	Following TRO consultaiton and the number of objections the PC are reviewing the comments and deciding how they wish to proceed with the scheme on 25/09 at next meeting.
Bradman	Fen Ditton PC	Wright's Close	Parking Restrictions	GREEN	Scheme currently in for target costing. Design approved by PC. Submitted for costing on 31/08/19
Batchelor	Linton PC	The Grip	Sign and line improvements plus passive traffic calming. Plus MVAS.	GREEN	Scheme to commence on site in November as Essex CC have works on the proposed diversion route in preceeding months.

Hickford	Newton PC	Harston Road	Round top speed table	GREEN	Design complete, scheme now in for safety audit, to be tied in with 18/19 scheme. PC aware and happy to do this.
Topping	Ickleton PC	Frogge End	Priority Build Out	GREEN	Scheme approved by PC and safety audit complete. Tying in with similar schemes around district for target cost submission.
Smith	Fen Drayton PC	The Rosary	Removal of existing central kerbed feature and new junction layout	GREEN	Scheme approved by PC. Tying in with similar schemes around district for target cost submission.

HUNTINGDONSHIRE WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/18 completion date)	Project Update and any Issues or Variance Explanation
Carried Forward from 2017/18					

Total LHI Schemes	24
Total Completed	23
Total Outstanding	1

Cllr Wisson 30CPX01574	St Neots	Loves farm	Managed parking control scheme for the whole estate	RED	Scheme was implemented in August 2019. Some locations still to be completed due to cars not being moved off of the streets.
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Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	
Carried Forward from 2018/19					

Total LHI Schemes	23*
Total Completed	17
Total Outstanding	6

*includes 1 x A14 community funded schemes

Cllr Wells 30CPX02335	Little Paxton	Mill Lane	Zebra crossing	RED	Scheme likely to cost over x2 original budget estimate. Additional £26k of funding obtained from HDC CIL. Order now raised. Scheme to be constructed during October half term 2019.
Cllr Sanderson 30CPX02329	Huntingdon	Various Streets	Various parking restrictions	RED	Target Cost requested 15/05/19 Delegated Decision carried-out & completed. Work originally programmed for August but now re-programmed for September 2019 to fit in with other lining works.

Cllr Giles 30CPX02337	St Neots	Nelson Road / Bushmead Road	Junction widening and improvements	RED	Trial holes complete. Need to serve notice on utility companies as they are at incorrect depths. Detailed design almost complete. Additional Trial Hole expected during this summer and then undertake a review as to whether this scheme will achieve its objectives.
Cllr Costello 30CPX02332	Ramsey Heights	Uggmere Court Road	MVAS, gateways and improved signing/lining	RED	"Gateways and lining complete.
Cllr Downes 30CPX02334	Brampton	Village area	20mph limit around village	RED	Skanska organising & coordinating the works alongside other MVAS around the county"
Cllr Rogers 30CPX02345	Abbots Ripton	B1090 / Station Rd / Huntingdon Rd	MVAS and 40mph buffer zones on each village approach	RED	Target cost received 27th August 2019. Order to be raised with a view to implementing the scheme in November 2019.

Current 19/20 LHI Schemes					
Total LHI Schemes		20			
Total Completed		1			
Total Outstanding		19			
Julie Wisson	Waresley-cum-Tetworth	B1040 Gamlingay Road/ B1040 Manor Farm Road	40mph Buffer Zones	GREEN	Target cost to be produced and agreed during October 2019
Steve Criswell	Earith	Meadow Lane/ Colne Road/ High Street	MVAS	GREEN	Procurement of MVAS being managed as a group purchase covering many projects across the whole county.
Steve Criswell	Pidley	B1040 High Street/ Oldhurst Road	Give Way feature	GREEN	Site Inspection undertaken and now in Preliminary Design
Julie Wisson	St Neots	Loves Farm	Removal and relocation of Give Way features	GREEN	Preliminary consultation and design during October 2019
Peter Downes	Buckden	B661 Perry Road	40mph Buffer Zone and gates	GREEN	Site Inspection undertaken and now in Preliminary Design
Steve Criswell	Bluntisham	Bluntisham Heath Road, Wood End	Relocate 30mph speed limit, install Give Way feature, install 40mph Buffer Zone	GREEN	Site Inspection undertaken and now in Preliminary Design. Further site survey work to be undertaken 12/09/19.
Kevin Reynolds	Needingworth		New Footway	RED	Site Inspection undertaken and commenced Design Phase. Liaising with various proprietary product suppliers for bank stabilisation products for the side of the ditch. Detailed survey undertaken on 30-Jul-19. Cost exceeds available budget. Currently exploring alternative design in order to provide options for decision going forward.
Ian Bates	Hilton	B1040 St Ives Roa/ Potton Road	MVAS	GREEN	Procurement of MVAS being managed as a group purchase covering many projects across the whole county.
Ian Gardener	Hail Weston	High Street	Speed Reduction	GREEN	Target cost to be produced and agreed during October 2019
Ian Gardener	Tilbrook	Station Road	30mph speed limit	GREEN	In prelim design phase.

Graham Wilson	Godmanchester	B1044 Cambridge Road	Parking Restrictions	GREEN	Delegated decision required due to objections. Target cost to be produced and agreed October 2019
Simon Bywater	Folkesworth & Washingley	Village Area	7.5t Weight Limit	GREEN	Scheme modified to a junction realignment. Will not achieve objective. Further investigations to be undertaken to ascertain HCV companies and movements, during autumn 2019.
Kevin Reynolds	St Ives	Needingworth Road	Pedestrian Crossing	GREEN	Site visit and speed survey undertaken.
Ian Gardener	Winwick	B660	30mph speed limit	GREEN	Final scheme to be agreed with Parish Council and police in October 2019. Parish Council assisting with local informal consultation.
Julie Wisson	Abbotsley	B1046 High Street/Pyms Garden/ High Green/ Blacksmith Lane/ Pitsdeam Road	20mph Speed Limit	GREEN	Delegated decision required due to an objection. Target cost to be prepared and agreed October 2019.
Terence Rogers	Upwood & The Raveleys	Raveley Road	Give Way Feature Great Raveley	GREEN	RSA Stage 1/2 Audit received and response to be sent September 2019. Awaiting feedback from Parish following informal local consultation
Ian Bates	Hemingford Abbots	High Street	Parking Restrictions	GREEN	TRO out to advert August 19th 2019
Simon Bywater	Elton	Village Area	Replace and renovate conservation lighting columns	GREEN	Invoice received from Elton Parish Council.
Terence Rogers	Warboys	B1040 Fenton Road	Give Way Feature and warning signs	GREEN	Target cost to be produced and agreed during October 2019
Terence Rogers	Abbots Ripton	Wennington Village Area	MVAS	GREEN	Procurement of MVAS being managed as a group purchase covering many projects across the whole county.

FENLAND WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	Project Update and any Issues or Variance Explanation
Carried Forward from 2018/19					
Total LHI Schemes		13			
Total Completed		12			
Total Outstanding		1			

Cllr King 30CPX02321	Wisbech St Mary	Leverington Common	Lining/ coloured surfacing at Bellamy's Bridge	RED	Due to vehicle breakdown lining undertaken but in incorrect material. Meeting has taken place with county, parish, district councillors. Resolution discussed and works to be undertaken alongside Fenland surfacing package (end Sept) and bridge repairs.
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Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 2019/20					
Total LHI Schemes		17			
Total Completed		1			
Total Outstanding		16			
Cllr Tierney	Wisbech	Cherry Road	Parking restrictions (Possible DYs)	GREEN	Design completed. Sent to Applicant 13/06 however Cllr is discussing with Residents/School as the entrance has now been moved and unsure if it is still needed. Chased Cllr mid August, still awaiting response.
Cllr French / Cllr Count / Cllr Gowing	March	Various	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Site visit completed and locations agreed.
Cllr Connor	Doddington	Benwick Road	Footway improvements	GREEN	Works started 09/09.
Cllr Connor / Cllr Costello	Pondersbridge	B1040 (Ramsey Road, Herne Road) & Oilmills Road	Traffic calming	GREEN	Preliminary designs have been done, Road Safety Audit completed, minor design changes required and in progress.
Cllr King	Tydd St Giles	Broad Drove East	Speed limit reduction (buffer zone)	GREEN	Design and costing agreed by Parish Council. Order raised. Traffic regulations order to be advertised 09/09 for 3 weeks
Cllr King	Newton	Various	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Skanska have made contact and agreed requirements, will be ordering units as 1st batch order.
Cllr Hoy	Wisbech	Station Drive	Parking restrictions (Possible DYs)	GREEN	Parish Council approve costing and design. Traffic regulations order to be advertised 09/09 for 3 weeks. Order raised.
Cllr Boden	Whittlesey	Stonald Road	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Hoy	Wisbech	Rectory Gardens	Motorcycle prohibiton & signs	GREEN	Policy & Regulation do not support the prohibition, further design options to be discussed with applicant, meeting applicant end October (timescale due to applicants commitments).
Cllr French / Cllr Count	Wisbech St Mary	Station Rd & High Rd	Mobile Vehicle Activated Sign & Soft traffic calming	GREEN	Working with Skanska to deliver as a package throughout the county. Skanska in discussions with Parish.
Cllr Gowing	Wimblington	Sixteen Foot Bank	Warning signs & SLOW markings	GREEN	Design agreed by Parish Council, awaiting approval email from Middle Level. Being paired with Boots Bridge resurfacing works under closure. Been sent to Skanska for costing. Being paired with Boots Bridge resurfacing works (Bridges).
Cllr French / Cllr Count	March	Hundred Road	Footpath extension	GREEN	Design agreed by Town Council, sent for Target Cost 29/08, contacted Network Rail for approvals. Sent for Road Safety Audit 29/08

Cllr King	Parson Drove	Sealeys Lane	New footway connecting with northern housing	GREEN	Works completed
Cllr Boden / Cllr Connor	Whittlesey	Various	Double yellow lines at numerous locations throughout the town	GREEN	Parish Council approved. Traffic Regulation Order submitted on 23/08/19
Cllr King	Leverington	A1101 & Various	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Initial contact made with Parish, meeting to be arranged after 23/07/19
Cllr French / Cllr Count	Christchurch	Mobile Vehicle Activated Sign	Speeding throughout the village	GREEN	Working with Skanska to deliver as a package throughout the county. Site meeting undertaken, requirements agreed, will be ordering units as 1st batch order.
Cllr King	Gorefield	High Road	40mph buffer zone	GREEN	Preliminary design complete. Cambridgeshire Constabulary will not support the extension to the 30mph limit, but will the 40mph buffer. Will contact applicant to discuss further options.

EAST WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/18 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2017/18

Total LHI Schemes		13			
Total Completed		12			
Total Outstanding		1			
Cllr Schuman 30CPX01610	Fordham	Isleham Road	40mph speed limit from Barrowfield Farm. Raised Zebra crossing outside the school.	RED	Works predominantly complete, further lining to be completed. Balfour Beatty need to make permanent connection, seeking permission from school.

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2018/19

Total LHI Schemes		12			
Total Completed		11			
Total Outstanding		1			
Cllr Dupre 30CPX01609	Witchford	Main Street	Raised table	RED	Raised table being moved outside of Post Office / Uncontrolled crossing. Preliminary design started as requested by Parish. Change of scope.

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 2019/20					

Total LHI Schemes		12			
Total Completed		0			
Total Outstanding		12			
Cllr Goldsack	Soham Primary School	Kingfisher Drive	Pedestrian crossing facility - possible zebra crossing	GREEN	No longer zebra crossing, as agreed with applicant. Contact made with applicant and in preliminary design. Site visited 20/08/19, now in detailed design.
Cllr Shuter	Cheveley	Ashley Rd / Centre Dr / Duchess Dr	Speed limit reductions with traffic calming	GREEN	Preliminary Design. Cambridgeshire Constabulary will not support Duchess Drive, further design options to be considered and discussed with applicant, meeting 12/09
Cllr Every	Ely	Cam Drive	School wig-wags	GREEN	Target cost received and work ordered 23/08/19. School and Cllr Every have been notified.
Cllr Schumann	Chippenham	New Street	Warning signs and SLOW marking	RED	Applicant has requested scheme is removed.
Cllr Ambrose Smith	Littleport	Various	Mobile Vehicle Activated Sign*2	GREEN	Working with Skanska to deliver as a package throughout the county. Contact has been made with Parish and requirements discussed.
Cllr Hunt	Wilburton	A1123 & Various	Methyl Methacrylate lining and Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June, lining to be tied in with signals upgrade. Site visit to be made in August.
Cllr Dupre	Coveney	Park Close / School Lane / Gravel End	40mph buffer zone	GREEN	Preliminary design sent to Parish Council for review 18/06/19, parish meeting week commencing 15/07/19, chased applicant 15/08 for update.
Cllr Shuter	Burrough Green	Brinkley Road (Burrough End)	Bend improvements - signing & lining	GREEN	Preliminary Design. Sent to Parish, Parish meeting 30/09
Cllr Every / Cllr Bailey	Ely	Various	Mobile Vehicle Activated Sign*3	GREEN	Working with Skanska to deliver as a package throughout the county. Contact made with City Council, Skanska meeting early Sept.
Cllr Goldsack	Isleham	Beck Road & Maltings Lane	20mph zone & traffic calming	GREEN	Preliminary Design sent to Parish Council 09/08
Cllr Dupre	Mepal	Witcham Rd & Sutton Rd	Improve speed limit entry visibility - signs & lines	GREEN	Preliminary Design. Sent to Parish. Parish meeting on 09/09/2019
Cllr Schumann	Burwell	Various	Mobile Vehicle Activated Sign*2	GREEN	Working with Skanska to deliver as a package throughout the county. Locations agreed, awaiting Balfour Beatty consent.

Trees

COUNTRYWIDE SUMMARY

Removed 1st January 2017 to Date

94

Planted 1st January 2017 to Date

108

Percentage of replaced trees Countywide

87%

Update as at the

11.09.2019

Comparism to previous month

Jul-19

Removed

Planted

City

0

0

South

0

0

East

0

0

Fenland

0

0

Hunts

0

0

Aug-19

Removed

Planted

City

0

0

South

0

0

East

0

0

Fenland

1

0

Hunts

0

0

KEY

= Tree Replaced

CAMBRIDGE CITY TREE WORKS

Total Removed in Current Month	AUG	0
Total Planted in Current Month	AUG	0

Ward	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Number of trees Replaced
Coleridge	Sandra Crawford	Coldhams Lane	6	Subsidence	Y	
Castle	Jocelynn Scutt	Frenchs Road	1	Obstruction	Y	
Castle	Claire Richards	Mitchams Corner	3	Obstruction	Y	
Newnham	Lucy Nethsingham	Skaters Meadow	1	Obstruction	Y	3
			11			3

SOUTH TREE WORKS

Total Removed in Current Month	AUG	0
Total Planted in Current Month	AUG	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced
Comberton	Lina Nieto	Kentings	1	Diseased / Dead	Y	Y	
Cottenham	Tim Wotherspoon	Twentypence Road	2	Natural Disaster	2017-12-02	2017-12-02	
Duxford	Peter Topping	Ickleton Road	1	Diseased / Dead	2017-02-02	2017-02-02	
Sawston	Roger Hickford	Mill Lane	12	Diseased / Dead	2017-12-02	2017-12-02	
Little Shelford	Roger Hickford	Whittlesford Road	1	Obstruction	2018-10-25	2018-10-25	
Longstowe	Mark Howell	High Street	1	Diseased / Dead	2017-10-10	2017-10-10	
Oakington	Peter Hudson	Queensway	3	Diseased / Dead	2018-10-25	2018-10-25	
Sawston	Roger Hickford	Resbury Close	1	Diseased / Dead	2018-10-25	2018-10-25	
Bassingbourn	Susan van de Ven	North End	2	Diseased / Dead	2018-10-29	2018-10-29	
Bourn	Mark Howell	Riddy Lane (behind 3 Baldwins Close)	1	Diseased / Dead	2018-10-29	2018-10-29	
Grantchester	Lina Nieto	Barton Road	1	Diseased / Dead	2018-10-29	2018-10-29	
Histon	David Jenkins	Parlour Close	1	Damaged	2017-12-02	2017-12-02	
Girton	Lynda Harford	Thornton Close	1	Diseased / Dead	2018-10-25	2018-10-25	
Grantchester	Lina Nieto	Mill Way	1	Subsidence	2018-10-29	2018-10-29	
Little Wilbraham	John Williams	O/s 89 High Street	1	Obstruction	2018-06-01	2018-06-01	1
Waterbeach	Anna Bradnam	Clayhithe Road	1	Diseased / Dead	2019-03-11	2019-03-11	
			31				1

EAST TREE WORKS

Total Removed in Current Month	AUG	0
Total Planted in Current Month	AUG	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced
Ely	Anna Bailey	The Gallery	1	Diseased / Dead	2017-09-01	2017-09-01	1
Littleport	David Ambrose Smith	Queens Road no.5	1	Diseased / Dead	2017-03-24	2017-03-24	1
Ely	Anna Bailey	Angel Drove	1	Diseased / Dead	2017-09-01	2017-09-01	1
Ely	Bill Hunt	Main St, Lt Thetford No.16	1	Diseased / Dead	2018-09-20	2018-08-02	
Ely	Anna Bailey	St Catherines	1	Diseased / Dead	2018-07-11	2018-07-11	1
Ely	Anna Bailey & Lis Every	Lynn Road 83a/85	1	Natural Disater	2018-07-11	2018-07-11	
Ely	Anna Bailey	The Gallery	1	Diseased / Dead	2017-09-01	2017-06-22	1
Burwell	Josh Schumann	Causeway	1	Diseased / Dead	2018-11-19	2018-11-19	
Snailwell	Josh Schumann	The Street	1	Natural Disater	2019-05-11	2019-05-11	
			9				5
						Plus Additional Trees =	101

Additional Trees

Parish	Cllr name	Location	Number of trees	Replaced Date	Planted Narrative - Which trees are being replaced (Location)
Witchford	Lorna Dupre	plot of land	70	On-going	70 Trees agreed to be planted following initiative between the Parish Council and CCC to help reduce the deficit of trees that had been lost countywide.
Witchford	Lorna Dupre	plot of land	26	On-going	26 further trees agreed to be planted following initiative between the Parish Council and CCC to help reduce the deficit of trees that had been lost countywide.
			96		

FENLAND TREE WORKS

Total Removed in Current Month	AUG	1
Total Planted in Current Month	AUG	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced
Wisbech	Samantha Hoy	Westmead Avenue	1	Diseased / Dead	2018-02-20	2018-02-20	
March	Janet French	Elliott Road (Avenue Jct with)	1	Diseased / Dead	2018-02-20	2018-02-20	
Wisbech	Simon Tierney	Southwell Rd	1	Natural Disaster	2018-02-20	2018-02-20	
March	Janet French	Elwyndene Road	1	Diseased / Dead	2018-05-21	2018-10-23	
Wisbech	Samantha Hoy	Rochford Walk	1	Diseased / Dead	2019-08-01	2019-08-01	
			5				0

HUNTINGDON TREE WORKS

Total Removed in Current Month	AUG	0
Total Planted in Current Month	AUG	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced
Eaton Ford	Derek Giles	Orchard Close	2	Diseased / Dead	2018-03-27	2018-10-29	
Elton	Simon Bywater	Back Lane	1	Subsidence	2018-03-27	2018-10-29	
Fenstanton	Ian Bates	Harrison Way	1	Diseased / Dead	2018-03-27	2018-10-29	
Godmanchester	Graham Wilson	Cambridge Villas	3	Diseased / Dead	2018-03-27	2018-10-29	3
Hartford	Mike Shellens	Longstaff Way	1	Subsidence	2018-03-27	2018-10-29	
Hemingford Grey	Ian Bates	The Thorpe	1	Natural Disaster	2018-03-27	2018-10-29	
Huntingdon	Graham Wilson	Coldhams North	1	Diseased / Dead	2018-03-27	2018-10-29	
Huntingdon	Mike Shellens	Norfolk Road	2	Diseased / Dead	2018-03-27	2018-10-29	
Huntingdon	Graham Wilson	Queens Drive	1	Diseased / Dead	2018-03-27	2018-10-29	
St Ives	Ryan Fuller & Kevin Reynolds	Ramsey Rd	1	Natural Disaster	2018-03-27	2018-10-29	
Wyton	Ian Bates	Banks End	1	Diseased / Dead	2018-03-27	2018-10-29	
Yaxley	Mac McGuire	Windsor Rd	1	Diseased / Dead	2018-03-27	2018-10-29	

Warboys	Terence Rogers	Mill Green	2	Subsidence	2018-03-27	2018-10-29	
Fenstanton	Ian Bates	Little Moor	1	Diseased / Dead	2018-03-27	2018-10-29	
Hartford	Mike Shellens	Arundel Rd	1	Diseased / Dead	2018-03-27	2018-10-29	
Huntingdon	Tom Sanderson	Horse Common Lane	1	Diseased / Dead	2018-03-27	2018-10-29	
St Ives	Ryan Fuller	Chestnut Rd	2	Diseased / Dead	2018-03-27	2018-10-29	
St Neots	Simone Taylor	Cromwell Rd	2	Diseased / Dead	2018-03-27	2018-10-29	
Yaxley	Mac McGuire	London Rd/Broadway	1	Natural Disaster	2018-03-27	2018-10-29	
Yaxley	Mac McGuire	Windsor Rd	1	Subsidence	2018-03-27	2018-10-29	
Hilton	Ian Bates	Graveley Way	1	Diseased / Dead	2018-03-27	2018-10-29	
Brampton	Peter Downes	Buckden Road O/S Golf Club	1	Natural Disaster	2018-10-17	2018-10-17	
Godmanchester	Graham Wilson	O/S School	1	Obstruction	2018-10-17	2018-10-17	
Huntingdon	Graham Wilson	Claytons Way O/S no 13	1	Diseased / Dead	2018-10-17	2018-10-17	
Ramsey	Adela Costello	Biggin Lane O/S 29	1	Natural Disaster	2018-10-17	2018-10-17	
Ramsey Heights	Adela Costello	Upwood Rd O/S Clad's Cottage	1	Diseased / Dead	2018-10-17	2018-10-17	
St Ives	Ryan Fuller & Kevin Reynolds	Ramsey Rd	1	Subsidence	2018-10-17	2018-10-17	
Hemingford Grey	Ian Bates	High St O/S no 2	1	Diseased / Dead	2018-10-17	2018-10-17	
St Ives	Ryan Fuller & Kevin Reynolds	Michigan Road	3	Dead	tbc	tbc	
			38				3

Summary of Place & Economy establishment (P&E)

The table below shows the number of FTE employed in P&E and the number of FTE vacancies, in order to show the percentage of vacant posts across the Directorate. Previously we reported on the numbers of 'empty' posts in the establishment, alongside the number of vacancies on the vacancy report. Please note we will now be reporting on the vacancies within the vacancy report, which provide a more accurate reflection of the 'true' vacancies.

		Sum of FTE employed	Sum of true vacancies	Total FTE on establishment	Percentage of vacancies
Grand Total		363.88	45.85	409.73	11.2%
Environmental & Commercial Services	Asst Dir - Environment & Commercial Services	1	0	1	0.0%
	Energy	5.73	0	5.73	0.0%
	Flood Risk Management	8	0.69	8.69	7.9%
	Historic Environment	8.61	1	9.61	10.4%
	County Planning Minerals & Waste	9.84	5	14.84	33.7%
	Waste Disposal including PFI	6.9	0	6.9	0.0%
	Outdoor Education (Includes Grafham Water)	85.3	18.16	103.46	17.6%
Environment & Commercial Services Total		125.38	24.85	150.23	16.5%
Highways	Asst Dir - Highways	1	0	1	0.0%
	Asset Management	13	0	13	0.0%
	Highways Maintenance	37.66	7	44.66	15.7%
	Highways Other	7	3	10	30.0%
	Highways Projects and Road Safety	33.23	1	34.23	2.9%
	Park & Ride	14	0	14	0.0%
	Parking Enforcement	14.22	0	14.22	0.0%
	Street Lighting	2	1	3	33.3%
	Traffic Management	43.38	2	45.38	4.4%
Highways Total		165.49	14	179.49	7.8%
Infrastructure & Growth	Asst Dir -Infrastructure and Growth	0	0	0	100%
	Growth and Development	11.81	0	11.81	0.0%
	Highways Development Management	16	0	16	0.0%
	Major Infrastructure Delivery	28.85	1	29.85	3.4%
	Transport &Infrastructure Policy & Funding	14.35	0	14.35	0.0%
Infrastructure & Growth Total		71.01	1	72.01	1.4%
Exec Dir	Executive Director	1	0	0	0.0%
	Business Support	1	6	7	85.7%
Exec Dir Total		2	6	8	75.0%

REVIEW OF RISK REGISTER FOR PLACE AND ECONOMY

To: **Highways & Infrastructure Committee**

Meeting Date: **8 October 2019**

From: **Steve Cox, Executive Director – Place & Economy**

Electoral division(s): **All**

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

Purpose: **To present the Place and Economy risk register to Committee for review.**

Recommendation: **The Committee is asked to note and comment on the Risk Register**

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Clare Middlehurst Post: Executive Asst for Andy Preston Asst Director: Infrastructure & Growth Email: Clare.middlehurst@cambridgeshire.gov.uk Tel: 01223 7156604	Name: Cllr Matthew Shuter/ Cllr Bill Hunt Post: Chairman/Vice-Chairman, Highways & Infrastructure Committee Email: Mathew.Shuter@cambridgeshire.gov.uk / William-hunt@hotmail.co.uk Tel: 01223 706398

1. BACKGROUND

- 1.1. Every quarter, the Risk Register for Place and Economy (P&E) is reviewed and updated by the P&E Management Team. This is an audit requirement.
- 1.2. The risks incorporated in the P&E Risk Register (Appendix 1) cover the P&E Directorate as a whole.

2. MAIN ISSUES

- 2.1 Changes to the P&E structure resulted in the Social & Educational Transport Team (SETT) moving to the People & Communities (P&C) directorate.
- 2.2 Item 3 on the Risk Register focusses on Safeguarding, specifically the social and educational transport of children and vulnerable adults. Given that the SETT team has moved directorates, it was decided to remove this risk from the P&E Risk Register and transfer it to the P&C Risk Register.
- 2.3 Service Risk Registers monitor and review operational risks that apply to specific P&E services.
- 2.4 Going forward, Service Risk Registers will be reviewed on a quarterly basis in line with the P&E Risk Register review.
- 2.5 Following a question at Committee with regard to the establishment of weather as a risk and where it should sit in the Risk Registers, it was decided that it should sit with the Highways Service. A risk will therefore be drawn up and incorporated into the Highway Service Risk Register and will address the weather risk on highways and footways.
- 2.6 The updated Risk Register for P&E is attached as Appendix 1. Members' views are sought on the Risk Register.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

There are no significant implications for this priority.

3.2 Thriving places for people to live

There are no significant implications for this priority.

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

4 SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

There are no significant implications for this priority.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications for this priority

4.3 Statutory, Legal and Risk Implications

There are no significant implications for this priority.

4.4 Equality and Diversity Implications

There are no significant implications for this priority.

4.5 Engagement and Communications Implications

There are no significant implications for this priority.

4.6 Localism and Local Member Involvement

There are no significant implications for this priority.

4.7 Public Health Implications

There are no significant implications for this priority.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	n/a
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	n/a
Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?	n/a
Have the equality and diversity implications been cleared by your Service Contact?	n/a
Have any engagement and communication implications been cleared by Communications?	n/a
Have any localism and Local Member involvement issues been cleared by your Service Contact?	n/a

Have any Public Health implications been cleared by Public Health	n/a

Source Documents	Location
n/a	

Appendix 1 – Risk Register for P&E

Risk: 01. P&E Budget												
Likelihood	5						Risk Owners	Steve Cox	Current Score	4	Last Review	11/09/2019
	4								Target Score		Next Review	10/12/2019
	3						Triggers 1. Forecast overspend of P&E budgets	Likelihood Factors (Vulnerability)		Potential Consequences 1. The Council is unable to achieve required savings and fails to meet statutory responsibilities or budget targets 2. Need for reactive in-year savings 3. Adverse effect on delivery of outcomes for communities		
	2		X									
	1											
		1	2	3	4	5	Consequence					

Controls	Adequacy	Critical Success
1. Robust service planning; priorities cascaded through management teams and through appraisal process	Good	
2. SMT review savings tracker and finance and performance report monthly	Good	
3. P&E Management Team review savings tracker and finance and performance reports monthly	Good	
4. Rigorous risk and performance management discipline embedded in all transformation programmes/projects, with escalation process to Directorate Management Teams / Programme Boards	Good	

Action Plans	Responsibility	Target Date
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5. Budget holders have monthly meetings with LGSS Finance Partner/External Grants Team, to monitor spend and produce BCR	Good	
6. Capital Programme Monitoring	Good	
7. Strong Contract Management	Good	

Risk Path: CCC P&E (revised)/Cambridgeshire County Council/Cambridgeshire County Council

Risk Category:

Linked Objective(s):

Risk		02. Staff capacity and resilience									
Likelihood	5										
	4										
	3										
	2				X						
	1										
		1	2	3	4	5					
		Consequence									
		Risk Owners					Steve Cox		Current Score		6
									Target Score		
									Previous Score		6
		Triggers					Likelihood Factors (Vulnerability)			Potential Consequences	
		1. Unable to recruit and retain staff with the right skills and experience								1. Loss of key staff and skills when staff leave 2. Not able to recruit the capacity and skills needed – possible cultural barrier i.e. public sector not attractive, inability to compete with private sector packages, shortages in the market 3. Workforce is not utilised effectively leading to low morale, lack of motivation etc. 4. Employees unable to deliver services 5. Customer/partner dissatisfaction 6. Reputational harm	

Controls	Adequacy	Critical Success
1. Restructuring of services looking at job career progression	Good	
2. Apprenticeship Scheme	Good	
3. Team, health, safety and wellbeing a key priority - discussed at team meetings and 121's	Good	
4. All team members, managers and Asst Directors invested in continuous Grow Your Own approach to train up new members to high standards and provide a continuous pool of new recruits	Good	
5. Communicate with staff - Place & Economy Roadshows	Good	
6. Shared Services with PCC	Good	

Action Plans	Responsibility	Target Date
Apprenticeship Schemes	Richard Lumley Andy Preston Emma Fitch Quinton Carroll	31/12/2019
Restructure	Richard Lumley Andy Preston Emma Fitch Quinton Carroll	30/4/2020
Job re-evaluation before restructure		
Shire Hall 2020	Richard Lumley Andy Preston Emma Fitch Quinton Carroll	30/12/2019
Assistant Directors to work with staff towards proposed new ways of working		
Staff Retention	Richard Lumley Andy Preston Emma Fitch Quinton Carroll	31/12/2019
Retain staff utilising HR initiatives		
Talent Management Programme	Richard Lumley Andy Preston Emma Fitch Quinton Carroll	31/12/2019
Develop a Talent Management Programme		

Risk Path: CCC P&E (revised)/Cambridgeshire County Council/Cambridgeshire County Council

Risk Category:

Linked Objective(s):

SERVICE COMMITTEE REVIEW OF DRAFT REVENUE BUSINESS PLANNING PROPOSALS FOR 2020-21 TO 2024-25

To: **Highways & Infrastructure Committee**

Meeting Date: **8 October 2019**

From: **Executive Director – Place & Economy
Chris Malyon - Chief Finance Officer**

Electoral division(s): **All**

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

Purpose: **This report provides the Committee with an overview of the draft Business Plan Revenue Proposals for services that are within the remit of the Highways & Infrastructure Committee.**

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

- a) Note the overview and context provided for the 2020-21 to 2024-25 Business Plan revenue proposals for the Service.**
- b) Comment on the draft revenue proposals that are within the remit of the Highways & Infrastructure Committee for 2020-21 to 2024-25.**

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1. OVERVIEW

- 1.1 The Council's Business Plan sets out how we will spend the resources we have at our disposal to achieve our vision and priorities for Cambridgeshire, and the priority outcomes we want for people.

Priority Outcomes for Cambridgeshire Citizens

A good quality of life for everyone	Thriving places for people to live	The best start for Cambridgeshire's children
<ul style="list-style-type: none"> ◆ Keeping vulnerable people safe in a way that draws on their own strengths and those of their communities. ◆ Nurturing healthily communities that have access to resources that enable them to support themselves, connect with others and become sustainable. ◆ Improving social and economic equality so that life expectancy, opportunity and social mobility are not determined by wealth or background. ◆ Encouraging and supporting people to choose healthy lifestyles to prevent problems in later life - focusing our help on those communities most at risk of poor health outcomes. ◆ Using our public assets wisely and raising money in a fair and businesslike way to generate social return for all citizens of Cambridgeshire. 	<ul style="list-style-type: none"> ◆ Growing financial and social capital place-by-place by stewarding local resources including public, private and voluntary contribution. ◆ Continuing to invest in the environment, infrastructure and services that are a vital part of everyday life for everyone in the county and for a thriving local economy. ◆ Putting more choice and more independence directly into the hands of individuals and communities. ◆ Working with District and Parish Councils, Public Sector Partners and other community organisations to provide local services which build supportive, resilient communities and great places to live. 	<ul style="list-style-type: none"> ◆ Focusing on what happens to children in their earliest years as the key to influencing positive outcomes in adult life. ◆ Working with children, their families and carers to develop positive attitudes to learning and health and wellbeing. ◆ Joining services across health, education and social care to address social inequalities in our most deprived communities. ◆ Intervening early and effectively to support and safeguard vulnerable children, young people and their families. ◆ Increasing stability in placements for children in care. ◆ Providing ongoing support for care leavers to help achieve positive educational outcomes and access to quality work opportunities.

- 1.2 To ensure we deliver our agenda, the focus will continue to be on getting the maximum possible value for residents from every pound of public money we spend, and doing things differently to respond to changing needs and new opportunities. The Business Plan therefore sets out how we aim to provide good public services and achieve better outcomes for communities, whilst also responding to the challenge of reducing resources.
- 1.3 Like many Councils across the country, we are facing a major financial challenge. Demand is increasing and funding is reducing at a time when the cost of providing services continues to rise significantly due to inflationary and demographic pressures. Through our FairDeal4Cambs campaign we are currently linking with the 36 Shire County areas who make up membership of the County Councils Network and who are raising the issue of historic underfunding of Shire Counties with our MPs and through them with Government. As one of the fastest growing Counties in the country, this financial challenge is greater in Cambridgeshire than elsewhere. We have already delivered £178m of savings over the last five years and have a strong track record of value for money improvements which protect front line services to the greatest possible extent. However, we know that there will be diminishing returns from existing improvement schemes and that the substantial pressure on public finances remains. It is therefore clear that we need to continue to work alongside local communities to build independence and co-produce solutions at pace.
- 1.4 We recognise the scale of change needed and propose a significant programme of change across our services, with our partners and, crucially, with our communities. To support this we have a dedicated transformation

fund as part of the Business Plan, providing the resource needed in the short term to drive the change we need for the future.

- 1.5 As the scope for traditional efficiencies diminishes, our plan is increasingly focused on a range of more fundamental changes to the way we work. Some of the key themes driving our thinking are;
- Income and Commercialisation - identifying opportunities to bring in new sources of income which can fund crucial public services without raising taxes significantly and to take a more business-like approach to the way we do things in the council.
 - Strategic Partnerships – acting as ‘one public service’ with our partner organisations in the public sector and forming new and deeper partnerships with communities, the voluntary sector and businesses. The aim being to cut out duplication and make sure every contact with people in Cambridgeshire delivers what they need now and might need in the future.
 - Demand Management – this is fundamentally about supporting people to remain as healthy and as independent as possible, for as long as possible. It is about working with people to help them help themselves or the person they care for e.g. access to advice and information about local support and access to assistive technology. Where public services are needed, it is about ensuring support is made available early so that people’s needs don’t escalate to the point where they need to rely heavily on public sector support in the long term.
 - Commissioning – ensuring all services that are commissioned to deliver the outcomes people want at the best possible price – getting value for money in every instance.
 - Modernisation – ensuring the organisation is as efficient as possible and as much of the Council’s budget as possible is spent on front line services and not back office functions, taking advantage of the latest technologies and most creative and dynamic ways of working to deliver the most value for the least cost.
- 1.6 The Council continues to undertake financial planning of its revenue budget over a five year period which creates links with its longer term financial modelling and planning for growth. This paper presents an overview of the proposals being put forward as part of the Council’s draft revenue budget, with a focus on those which are relevant to this Committee. Increasingly the emerging proposals reflect joint proposals between different directorate areas and more creative joined up thinking that recognise children live in families and families live in communities, so some proposals will go before multiple Committees to ensure appropriate oversight from all perspectives.
- 1.7 Funding projections have been updated based on the latest available information to provide a current picture of the total resource available to the Council. At this stage in the year, however, projections remain fluid and will be reviewed as more accurate data becomes available.
- 1.8 Equally, as our proposals become more ambitious and innovative, in many instances they become less certain. Some proposals will deliver more or less

than anticipated, equally some may encounter issues and delays and others might be accelerated if early results are promising. We have adapted our approach to business planning in order to manage these risks, specifically;

- Through the development of proposals which exceed the total savings/income requirement – so that where some schemes fall short they can be mitigated by others and we can manage the whole programme against a bottom-line position
- By establishing a continual flow of new proposals into the change programme – moving away from a fixed cycle to a more dynamic view of new thinking coming in and existing schemes and estimates being refined
- Taking a managed approach to risk – with clarity for members about which proposals have high confidence and certainty and which represent a more uncertain impact

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

1.10 Committees will receive an update to the revenue business planning proposals in December at which point they will be asked to endorse the proposals to GPC as part of the consideration for the Council's overall Business Plan.

2. BUILDING THE REVENUE BUDGET

2.1 Changes to the previous year's budget are put forward as individual proposals for consideration by committees, General Purposes Committee and ultimately Full Council. Proposals are classified according to their type, as outlined in the attached Table 3, accounting for the forecasts of inflation, demand pressures and service pressures, such as new legislative requirements that have resource implications, as well as savings and investments.

2.2 The process of building the budget begins by identifying the cost of providing a similar level of service to the previous year. The previous year's budget is adjusted for the Council's best forecasts of the cost of inflation, the cost of changes in the number and level of need of service users (demand) and proposed investments. Should services have pressures, these are expected to be managed within that service where possible, if necessary being met through the achievement of additional savings or income. If this is not possible, particularly if the pressure is caused by legislative change, pressures are considered corporately. It should be noted, however, that there are no additional resources and therefore this results in an increase in the level of savings that are required to be found across all Council Services. The total expenditure level is compared to the available funding and, where this is insufficient to cover expenditure, the difference is the savings or income requirement to be met through transformational change and/or savings projects in order to achieve a set of balanced proposals.

- 2.3 The budget proposals being put forward include revised forecasts of the expected cost of inflation following a detailed review of inflation across all services at an individual budget line level. Inflation indices have been updated using the latest available forecasts and applied to the appropriate budget lines. Inflation can be broadly split into pay, which accounts for inflationary costs applied to employee salary budgets, and non-pay, which covers a range of budgets, such as energy, waste, etc. as well as a standard level of inflation based on government Consumer Price Index (CPI) forecasts. All inflationary uplifts require robust justification and as such general inflation is assumed to be 0%. Key inflation indices applied to budgets are outlined in the following table:

Inflation Range	2020- 21	2021- 22	2022- 23	2023- 24	2024- 25
Non-pay inflation (average of multiple rates) where applicable	3.6%	2.7%	2.8%	2.7%	2.7%
Pay (admin band)	2%	2%	1%	1%	1%
Pay (management band)	2%	2%	1%	1%	1%

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

Service Block	2020- 21	2021- 22	2022- 23	2023- 24	2024- 25
People and Communities (P&C)	5,665	5,748	4,475	4,171	4,251
Place and Economy (P&E)	1,961	2,053	2,222	2,259	2,361
Commercial and Investments (C&I)	238	147	138	141	143
Public Health	51	51	24	24	24
Corporate and Managed Services	-275*	174	103	104	104
LGSS Operational	277	277	139	139	139
Total	7,917	8,450	7,101	6,838	7,022

*Includes reduction of additional pension contribution in relation to vacancies to be apportioned between Service Blocks

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

Service Block	2020- 21 £'000	2021- 22 £'000	2022- 23 £'000	2023- 24 £'000	2024- 25 £'000
People and Communities (P&C)	10,771	11,252	12,811	13,295	13,008

Place & Economy (P&E)	199	225	179	192	202
Total	10,970	11,477	12,990	13,487	13,210

- 2.6 The Council is facing some cost pressures that cannot be absorbed within the base funding of services. Some of the pressures relate to costs that are associated with the introduction of new legislation and others as a direct result of contractual commitments. These costs are included within the revenue tables considered by service committees alongside other savings proposals and priorities:

Service Block / Description	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000
New Pressures Arising in 20-21					
P&C: Increase in Older People's placement costs	4,458				
P&C: Home to School Transport - Special	800				
P&C: SEND Specialist Services – loss of grant	300				
P&C: SEND Specialist Service – underlying pressures	201				
C&I: East Barnwell Community Centre		100			
Existing Pressures Brought Forward					
P&C: Impact of National Living Wage on Contracts	3,367	3,091	3,015	3,015	3,015
P&C: Dedicated Schools Grant Contribution to Combined Budgets	1,579	1,500			
P&C: Libraries to serve new developments		49			
P&C: Supervised contact (numbers of children)	-35				
P&C: Independent reviewing officers		-85			

(numbers of children)					
P&E: Minerals and Waste Local Plan	-54	-54			
P&E: Guided Busway Defects	-1,300				
C&I: Renewable energy – Soham	4	5	40		
C&I: LGSS Law dividend expectation		-96			
Impact of Local Government Pay offer on CCC Employee Costs (combined)	174	174			
Total	9,494	4,684	3,055	3,015	3,015

3. SUMMARY OF THE DRAFT REVENUE BUDGET

- 3.1 In order to balance the budget in light of the cost increases set out in the previous section and reduced Government funding, savings or additional income of £24.6m are required for 2020-21, and a total of £74m across the full five years of the Business Plan. The following table shows the total level of savings necessary for each of the next five years, the amount of savings attributed from identified savings and the residual gap for which saving or income has still to be found:

Service Block	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000
Total Saving Requirement	24,561	14,916	12,280	12,697	9,050
Identified Savings	- 10,711	-2,256	920	206	558
Identified additional Income Generation	-1,285	-2,225	-3,542	-365	133
Residual Savings to be identified	12,565	10,435	9,658	12,538	9,741

- 3.2 As the table above shows, there is still a significant level of savings or income to be found in order to produce a balanced budget for 2020-21. While actions are being taken to close the funding gap, as detailed below, it must be acknowledged that the proposals already identified are those with the lower risk and impact profiles and the further options being considered are those considered less certain, or with greater impact.
- 3.3 The actions currently being undertaken to close the gap are:

- Reviewing all the existing proposals to identify any which could be pushed further – in particular where additional investment could unlock additional savings

- Identifying whether any longer-term savings can be brought forward
- Reviewing the full list of in-year and 2020-21 pressures – developing mitigation plans wherever possible to reduce the impact of pressures on the savings requirement
- Bringing more ideas into the Transformation Pipeline – this work will continue to be led across service areas with support from the Transformation team – recognising that it is the responsibility of all areas of the Council to keep generating new proposals which help meet this challenge.

3.4 There are also a number of additional risks and assumptions with potential impacts on the numbers above and accompanying tables. These will be monitored closely and updated as the Business Plan is developed to ensure that any financial impacts are accurately reflected in Council budgets:

- The Business Plan includes a 2% inflationary uplift for administrative and management band staff pay. The National Joint Council pay scales have not been confirmed for 2020-21 onwards and it is possible that an uplift of greater than 2% will be agreed. A number of other groups of public sector workers including teachers, armed forces and police officers are expected to receive pay increases in excess of 2% in 2020-21.
- The result of schools funding reforms, in particular the control of the Dedicated Schools Grant shifting further toward individual schools, potential additional funding to be announced by government, and the local situation with a deficit held within the high needs block is still under discussion and the significant current pressure will be updated as the outcome of this discussion becomes clear.
- Movement in current year pressures – Work is ongoing to manage our in-year pressures downwards however any change to the out-turn position of the Council will impact the savings requirement in 2020-21. This is particularly relevant to demand led budgets such as children in care or adult social care provision.
- The inflationary cost increases set out in section 2.4 assume that inflation on the cost of bed-based care within Adults & Older People's Services will continue to be higher than general inflation in 2020-21. Additionally, the pressures within Older People's services included in section 2.6 assume that the local NHS continues to contribute funding to joint health and social care initiatives at current levels in 2020-21.
- The Government has confirmed that the introduction of 75% business rates retention and the review of relative needs and resources (fair funding review) will be delayed until 2021 to coincide with the next multi-year spending review. There is therefore a significant level of uncertainty around the accuracy of our funding assumptions from 2021/22 onwards.
- The Council has worked closely with local MPs in campaigning for a fairer funding deal for Cambridgeshire. The Chancellor announced the

Government's spending plans for 2020-21 on 4th September, which included an additional £1bn of grant funding for social care. The financial implications for the Council are still as yet unclear as individual local authority allocations are yet to be announced. Notwithstanding any additional funding the Council may receive, it is expected that significant savings are required to balance the budget for 2020-21 and services continue to develop plans at pace.

- The Government has confirmed that The Winter Pressures and Social Care Support Grants, announced for the first time in 2019-20, will continue in 2020-21. These grants now support £4.4m of permanent spending across Adults and Children's Services as well as contributing £1.9m to the 2020-21 budget gap. We have assumed, in line with other Shire Counties, that these grants continue at their current levels throughout the period of the current Medium Term Financial Strategy (2020-21 – 2024-25). However, the Council will continue to develop options for further savings which will allow the authority to operate on a sustainable basis should this funding not be forthcoming in future years.

- 3.5 In some cases, services have planned to increase income to prevent a reduction in service delivery. For the purpose of balancing the budget these two approaches have the same effect and are treated in the same way.
- 3.6 This report forms part of the process set out in the Medium Term Financial Strategy whereby the Council updates, alters and refines its revenue and capital proposals in line with new savings targets. New proposals are developed across Council to meet any additional savings requirement and all existing schemes are reviewed and updated before being presented to service committees for further review during December.
- 3.7 The level of savings required is based on a 2% increase in the Adults Social Care precept and a 0% increase in Council tax. The Government has confirmed that Local Authorities will be granted the continued flexibility to levy the ASC precept in 2020-21, however the Government has not yet announced the Council tax referendum limit for 2020-21. Local Authorities were permitted to increase general Council tax by a maximum of 2.99% in 2018-19 and 2019-20 without the requirement for approval from residents through a positive vote in a local referendum. It is likely, although not confirmed, that the Council will be presented with the option to increase Council tax by up to a further 2.99% in 2020-21. It is estimated that the cost of holding a referendum for increases deemed to be excessive would be around £100k, rising to as much as £500k should the public reject the proposed tax increase (as new bills would need to be issued).
- 3.9 Following October and December service committees, GPC will review the overall programme in December, before recommending the programme in January as part of the overarching Business Plan for Full Council to consider in February.

4.0 BUSINESS PLANNING CONTEXT FOR PLACE AND ECONOMY

- 4.1 Place & Economy (P&E), as the focus for the Council's place based work, provides a very wide and diverse range of services to the people and

businesses of Cambridgeshire. Much of what is provided by the Directorate is experienced by residents on a daily basis.

- 4.2 A broad overview of the services provided by the Directorate includes highway maintenance and improvement, winter operations, the delivery of all major transport infrastructure schemes, the management of a series of major contracts such as highways, waste and street lighting, tackling rogue and other illegal trading and providing business advice, delivery of non-commercial superfast broadband services, waste disposal, heritage and cultural services, planning, enforcement, s106 negotiation, economic development, floods and water management, development of transport policy, funding bids, cycling, commissioning of community transport and contracted bus services, operation of the Busway and the park and ride sites, and energy investment programmes.
- 4.3 Transformation of the way we do things has been the main focus in developing new savings proposals for the new financial year. There are also some savings proposals that are already identified in the business plan and are due to be made in 2020/21. As we move towards financial year 2020/21, one of the big opportunities for the Place and Economy Directorate is closer working with Peterborough City Council. The Executive Director is now a joint role and other senior management posts are being shared too and this will allow further join up of services where appropriate.
- 4.4 The full list of P&E proposals can be seen below and the associated Business Cases and Equality Impact Assessments (EIA's) for this Committee are contained in Appendix 1 in draft form and these will be updated as the savings proposals develop.
- 4.5 Given the level of savings required by the Council as a whole for 2020/21, the P&E list contains all current and new proposals that are considered achievable. Members are asked to consider and comment on that list. Members should bear in mind that any savings removed will increase the pressure on the Council as a whole. Therefore, thought should also be given to what could replace removed savings.

5. OVERVIEW OF PLACE AND ECONOMY'S DRAFT REVENUE PROGRAMME

- 5.1 The list below includes the draft 2020/21 P&E business planning proposals. In each case the reference to the business planning table is included along with the anticipated level of financial saving or additional income. It is important for the Committee to note that the proposals and figures are draft at this stage and that work on the business cases is ongoing. Updated proposals will be presented to Committee again in December at which point business cases and the associated impact assessments will be final for the Committee to endorse.

SUMMARY OF P&E PROPOSALS:

FOR HIGHWAYS & INFRASTRUCTURE COMMITTEE

- 5.3 **B/R.7.119 Bus Lane Enforcement (-650k)**

5.4 **B/R.7.120 Park & Ride / Civil Parking Enforcement (-340k)**

6. LONGER TERM TRANSFORMATION TO CREATE A SUSTAINABLE SERVICE MODEL

- 6.1 This programme of work includes innovative approaches that will improve outcomes whilst continuing to deliver a further level of efficiency and significant savings.
- 6.2 A Transformation resource was established in 2016 to enable investment in longer term initiatives, identifying opportunities where better outcomes can be delivered at reduced cost and demand for services can be reduced. To date, savings of £23.8m have been released as a result of services using this resource.

7. NEXT STEPS

7.1 The high level timeline for business planning is shown in the table below.

December	Updated business cases and any additional business cases to be considered by committee
January	General Purposes Committee will review the whole draft Business Plan for recommendation to Full Council
February	Full Council will consider the draft Business Plan

8. ALIGNMENT WITH CORPORATE PRIORITIES

8.1 A good quality of life for everyone

There are no significant implications for this priority.

8.2 Thriving places for people to live

The impact of these proposals are summarised in the Equality Impact Assessments (included within the business cases) which are attached as an appendix.

8.3 The best start for Cambridgeshire's children

The impact of these proposals is summarised in the community impact assessments, attached as an appendix.

9. SIGNIFICANT IMPLICATIONS

9.1 Resource Implications

Resource Implications – All implications are detailed in the Business Cases and EIAs within Appendix 1

9.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no procurement implications.

9.3 Statutory, Legal and Risk implications

All implications are details in the Business Cases and EIAs in Appendix 1.

9.4 Equality and Diversity Implications

The Equality Impact Assessments describe the impact of each proposal, in particular any disproportionate impact on vulnerable, minority and protected groups.

9.5 Engagement and Consultation Implications

Draft Equality Impact Assessments (EIAs) for the savings proposals are attached to this paper for consideration by the Committee, and where applicable these will be developed based on consultation with service users and stakeholders. (See Appendix 1)

9.6 Localism and Local Member Involvement

As the proposals develop, we will have detailed conversations with Members about the impact of the proposals on their localities. We are working with members on materials which will help them have conversations with Parish Councils, local residents, the voluntary sector and other groups about where they can make an impact and support us to mitigate the impact of budget reductions.

9.7 Public Health Implications

Any implications are detailed in the Business Cases and EIAs in Appendix 1.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus de Silva
Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?	Yes Monitoring Officer: Fiona McMillan, LGSS Law
Are there any Equality and Diversity implications?	Covered in business case impact assessment Julia Turner
Have any engagement and communication implications been cleared by Communications?	Yes Sarah Silk
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Julia Turner
Have any Public Health implications been cleared by Public Health	Yes Iain Green

SOURCE DOCUMENTS GUIDANCE

It is a legal requirement for the following box to be completed by the report author.

Source Documents	Location
Strategic Framework	https://ccc-live.storage.googleapis.com/upload/www.cambridgeshire.gov.uk/council/finance-and-budget/Section%201%20-%20Strategic%20Framework%20-%202019-20.pdf?inline=true

APPENDIX 1: Draft Business Cases for business planning proposals within the remit of Highways & Infrastructure Committee

Please note that these are early drafts and Quality Assurance work is underway

APPENDIX 2: Financial summary – table 3

Business Case

B/R.7.120 – Deployment of current surpluses in civil parking enforcement to transport activities

Project Overview

Project Title	B/R.7.120 - Civil Parking Enforcement Fees and Charges		
Project Code	TR001525	Business Planning Reference	B/R.7.120
Business Planning Brief Description	Review of on-street car parking charges and hours / days of charging and implementation of any changes for the purposes of effective traffic management.		
Senior Responsible Officer	Richard Lumley		

Project Approach

Background

Why do we need to undertake this project?

There is a committee agreement in place to carry out a review of parking charges every two years to assist in effective traffic management.

What would happen if we did not complete this project?

Less effective traffic management.

Approach

Aims / Objectives

To review the data from current parking activity. Analyse and propose the best method of adjusting charges to support the traffic management objectives.
The objective is to effectively manage traffic.

Project Overview - What are we doing

Review the data from current parking activity. Analyse and propose the best method of adjusting charges to support the traffic management objectives

What assumptions have you made?

Ongoing congestion and traffic issues in Cambridge.
Changing demands of public and businesses.

What constraints does the project face?

Legislation for setting charges on-street Road Traffic Regulation Act 1984

Delivery Options

Has an options and feasibility study been undertaken?

no action
no variation on days
different tariffs

Scope / Interdependencies

Scope
What is within scope?
On-street parking charges, days and times of charges,
What is outside of scope?
City Council owned off street car parks Park and Ride car parks

Project Dependencies
Title

Cost and Savings
See accompanying financial information in Table 3

Non Financial Benefits
Non Financial Benefits Summary
<ul style="list-style-type: none"> Traffic management controlling vehicle movement supporting public transport improved air quality reduced congestion
Title

Risks
Title
Public perception

Project Impact
Equality Impact Assessment
Who will be affected by this proposal?
The general public using off street parking in Cambridge
What positive impacts are anticipated from this proposal?
<ul style="list-style-type: none"> Cleaner air Better traffic management Support of public transport
What negative impacts are anticipated from this proposal?
Increased cost and increase in days and times of charging. financial impact
Are there other impacts which are more neutral?
Blue Badge Holders will still be able to park as they currently do

Disproportionate impacts on specific groups with protected characteristics
Details of Disproportionate Impacts on protected characteristics and how these will be addressed
<div>Page 78 of 94</div>

Business Case

B/R.7.119 - Income from Bus Lane Enforcement

Project Overview

Project Title	B/R.7.119 - Bus Lane Enforcement		
Project Code	TR001526	Business Planning Reference	B/R.7.119
Business Planning Brief Description	Replacement of bollard restriction at Worts Causeway with DFT approved device camera enforcement. The primary aim is to enforce restriction to limit private vehicle access and prioritise public transport. Funding to be provided from internal On street account or GCP. Project group established with objectives and timescales identified. Prepare site, completed signs and lines review and implementation. Install cameras and complete full comms operation.		
Senior Responsible Officer	Sonia Hansen		

Project Approach

Background

Why do we need to undertake this project?

The Primary aim is to ensure the priority of public transport in order to support the overarching transport strategy.

What would happen if we did not complete this project?

There would be continued delays to public transport and excessive private vehicle activity in central Cambridge.

Approach

Aims / Objectives

To support public transport by enforcing the restrictions on private vehicle access in central Cambridge

Project Overview - What are we doing

- Meeting the Authority's strategy to control traffic movement in Cambridge.
- Replacing costly restriction infrastructure and installing effective controls which are not a financial burden on the Authority.

Schedule:

- Feasibility and liaison with Development regarding Worts Causeway by August 2019. Response has indicated developments will not materially impact on the project.
- Scheme design and request target cost by September 2019.
- Target costs from Skanska to be agreed/implemented with Skanska by December 2019
- Scheme implementation by Skanska by March 2020
- Go live April 2020

What assumptions have you made?

Motorists will be sufficiently dissuaded, in order to improve traffic movements in the key areas.

What constraints does the project face?

Legislation, negative media and public perceptions.
Development activities in the area.

Delivery Options

Has an options and feasibility study been undertaken?

Scope / Interdependencies

Scope

What is within scope?

Worts Causeway bus gate

What is outside of scope?

other bus lane sites

Project Dependencies

Title

Cost and Savings

See accompanying financial information in Table 3

Non Financial Benefits

Non Financial Benefits Summary

- Improved vehicular movement
- limited congestion
- faster public transport
- improved air quality

Title

Risks

Title

Project Impact

Equality Impact Assessment

Who will be affected by this proposal?

Public, public transport, Local Authority

What positive impacts are anticipated from this proposal?

Compliance with restriction supporting Authority Transport strategy with sufficient income to cover costs and operation.

What negative impacts are anticipated from this proposal?

Public perception of enforcement can be seen as negative and critical of the Authority.

Are there other impacts which are more neutral?

NA

Disproportionate impacts on specific groups with protected characteristics
Details of Disproportionate Impacts on protected characteristics and how these will be addressed
No specific risks identified

Section 3 - B: Place and Economy

Table 3: Revenue - Overview

Budget Period: 2020-21 to 2024-25

		Detailed Plans		Outline Plans				
Ref	Title	2020-21 £000	2021-22 £000	2022-23 £000	2023-24 £000	2024-25 £000	Description	Committee
1	OPENING GROSS EXPENDITURE	92,125	88,356	91,713	95,234	98,805		
B/R.1.001	Base adjustments	1,038	-	-	-	-	- Adjustment for permanent changes to base budget from decisions made in 2019-20.	E&E, H&CI
B/R.1.002	Cultural & Community Services transferred to P&C	-8,762	-	-	-	-	- Transfer of Cultural & Community Services from P&E to Communities & Safety within P&C.	E&E, H&CI
1.999	REVISED OPENING GROSS EXPENDITURE	84,401	88,356	91,713	95,234	98,805		
2	INFLATION							
B/R.2.001	Inflation	2,125	2,170	2,338	2,379	2,484	Some County Council services have higher rates of inflation than the national level. For example, this is due to factors such as increasing oil costs that feed through into services like road repairs. This overall figure comes from an assessment of likely inflation in all P&E services.	E&E, H&CI
2.999	Subtotal Inflation	2,125	2,170	2,338	2,379	2,484		
3	DEMOGRAPHY AND DEMAND							
B/R.3.007	Waste Disposal	199	225	179	192	202	Extra cost of landfilling additional waste produced by an increasing population.	H&CI
3.999	Subtotal Demography and Demand	199	225	179	192	202		
4	PRESSURES							
B/R.4.008	Impact of National Living Wage (NLW) on CCC Employee Costs	14	14	-	-	-	- The extra cost of the National Living Wage on directly employed CCC staff.	E&E, H&CI
B/R.4.009	Cambridgeshire and Peterborough Minerals and Waste Local Plan	-54	-54	-	-	-	- This is the removal of the short-term investment made in previous years. Work was undertaken on a new Minerals and Waste Plan with Peterborough City Council.	E&E
B/R.4.013	Guided Busway Defects	-1,300	-	-	-	-	- This is the removal of the short-term investment made in previous years. The Council is in dispute with the contractor over defects in the busway construction. This was to fund repairs to defects and legal costs in support of the Council's legal action against the Contractor. The Council expects to recover these costs.	E&E
4.999	Subtotal Pressures	-1,340	-40	-	-	-		
5	INVESTMENTS							
B/R.5.104	Investment in Highways Services	3,000	1,000	1,000	1,000	-	- Investment in Highways Services to increase funding for proactive treatment and maintenance of roads, bridges and footpaths.	H&CI
5.999	Subtotal Investments	3,000	1,000	1,000	1,000	-		
6	SAVINGS H&CI							
B/R.6.204	Road Safety	-50	-	-	-	-	- At the March H&CI committee members approved the implementation of a new transformative model for delivering all elements of road safety (education, engineering, school crossing patrols, safety cameras, audits etc). The approach is an integrated model with Peterborough, built around core and commercial activities. The £50k will be achieved through more efficient working practices (moving resource online and co-location)	H&CI

Section 3 - B: Place and Economy

Table 3: Revenue - Overview

Budget Period: 2020-21 to 2024-25

		Detailed Plans		Outline Plans				
Ref	Title	2020-21 £000	2021-22 £000	2022-23 £000	2023-24 £000	2024-25 £000	Description	Committee
B/R.6.214	Street Lighting - contract synergies	21	2	4	-	-	Every year the budget is changed to reflect the level of synergy savings which will be achieved from the joint contract. This will not lead to any reduction in street lighting provision.	H&CI
6.999	Subtotal Savings	-29	2	4	-	-		
	TOTAL GROSS EXPENDITURE	88,356	91,713	95,234	98,805	101,491		
7	FEES, CHARGES & RING-FENCED GRANTS							
B/R.7.001	Previous year's fees, charges & ring-fenced grants	-34,621	-33,732	-33,905	-34,198	-34,499	Previous year's fees and charges for the provision of services and ring-fenced grant funding rolled forward.	E&E, H&CI
B/R.7.002	Fees and charges inflation	-164	-117	-116	-120	-123	Additional income for increases to fees and charges in line with inflation, not including the effect of the Combined Authority Levy.	E&E, H&CI
B/R.7.002	Changes to fees, charges & ring-fenced grants	2,322	-	-	-	-	Adjustment for changes to fees, charges & ring-fenced grants reflecting decisions made in 2019-20.	E&E, H&CI
B/R.7.004	Inflation on Levy charged to the Combined Authority	-279	-176	-177	-181	-185	Inflation of the Combined Authority Levy - this is matched to the inflation in P&E expenditure for which the Combined Authority are billed.	E&E, H&CI
B/R.7.119	Income from Bus Lane Enforcement	-650	-	-	-	-	Utilising additional bus lane enforcement income to fund highways and transport works as allowed by current legislation.	H&CI
B/R.7.120	Deployment of current surpluses in civil parking enforcement to transport activities	-340	-	-	-	-	Deployment of current surpluses in civil parking enforcement to transport activities, including a contribution to Park & Ride, as allowed by current legislation.	H&CI
B/R.7.202	Change in Public Health Grant	-	120	-	-	-	Change in ring-fenced Public Health grant to reflect change of function and treatment as a corporate grant from 2019-20 due to removal of ring-fence.	E&E, H&CI
7.999	Subtotal Fees, Charges & Ring-fenced Grants	-33,732	-33,905	-34,198	-34,499	-34,807		
	TOTAL NET EXPENDITURE	54,624	57,808	61,036	64,306	66,684		
FUNDING SOURCES								
8	FUNDING OF GROSS EXPENDITURE							
B/R.8.001	Budget Allocation	-54,624	-57,808	-61,036	-64,306	-66,684	Net spend funded from general grants, business rates and Council Tax.	E&E, H&CI
B/R.8.002	Public Health Grant	-120	-	-	-	-	Funding transferred to Service areas where the management of Public Health functions will be undertaken by other County Council officers, rather than directly by the Public Health Team.	E&E, H&CI
B/R.8.003	Fees & Charges	-27,057	-27,350	-27,643	-27,944	-28,252	Fees and charges for the provision of services.	E&E, H&CI
B/R.8.004	PFI Grant - Street Lighting	-3,944	-3,944	-3,944	-3,944	-3,944	PFI Grant from DfT for the life of the project.	H&CI
B/R.8.005	PFI Grant - Waste	-2,611	-2,611	-2,611	-2,611	-2,611	PFI Grant from DEFRA for the life of the project.	H&CI
8.999	TOTAL FUNDING OF GROSS EXPENDITURE	-88,356	-91,713	-95,234	-98,805	-101,491		

SERVICE COMMITTEE REVIEW OF THE DRAFT 2020-21 CAPITAL PROGRAMME

To: Highways & Infrastructure Committee

Meeting Date: 8 October 2018

From: Steve Cox, Executive Director - Place and Economy
Chief Finance Officer

Electoral division(s): All

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

Purpose: This report provides the Committee with an overview of the draft Business Plan Capital Programme for Place and Economy

Recommendation: The Committee is asked to:-

- a) Note the overview and context provided for the 2020-21 Capital Programme for Place and Economy
- b) Comment on the draft proposals for Place and Economy's 2020-21 Capital Programme and endorse their development

<i>Officer contact:</i>		<i>Member contact:</i>	
Name	Steve Cox	Name:	Cllr Mathew Shuter/Cllr Bill Hunt
Post:	Executive Director, P&E	Post:	Chairman/Vice-Chairman, Highways & Infrastructure Committee
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1. CAPITAL STRATEGY

- 1.1 The Council strives to achieve its vision through delivery of its Business Plan. To assist in delivering the Plan the Council needs to provide, maintain and update long term assets (often referred to as 'fixed assets'), which are defined as those that have an economic life of more than one year. Expenditure on these long term assets is categorised as capital expenditure, and is detailed within the Capital Programme for the Authority.
- 1.2 Each year the Council adopts a ten-year rolling capital programme as part of the Business Plan. The very nature of capital planning necessitates alteration and refinement to proposals and funding during the planning period; therefore whilst the early years of the Business Plan provide robust, detailed estimates of schemes, the later years only provide indicative forecasts of the likely infrastructure needs and revenue streams for the Council.
- 1.3 This report forms part of the process set out in the Capital Strategy whereby the Council updates, alters and refines its capital planning over an extended planning period. New schemes are developed by Services and all existing schemes are reviewed and updated as required before being presented to the Capital Programme Board and subsequently Service Committees for further review and development.
- 1.4 An Investment Appraisal of each capital scheme (excluding committed schemes and schemes with 100% ring-fenced funding) is undertaken / revised, which allows schemes within and across all Services to be ranked and prioritised against each other, in light of the finite resources available to fund the overall Programme and in order to ensure the schemes included within the Programme are aligned to assist the Council with achieving its outcomes.

2. DEVELOPMENT OF THE 2020-21 CAPITAL PROGRAMME

- 2.1 Prioritisation of schemes (where applicable) is included within this report to be reviewed individually by Service Committees alongside the addition, revision and update of schemes. Prioritisation of schemes across the whole programme will also be reviewed by General Purposes Committee (GPC) in November, before firm spending plans are considered again by Service Committees in December. GPC will review the final overall programme in January, in particular regarding the overall levels of borrowing and financing costs, before recommending the programme as part of the overarching Business Plan for Full Council to consider in February.
- 2.2 The introduction of the Transformation Fund has not impacted on the funding sources available to the Capital Programme as any Invest to Save or Earn schemes will continue to be funded over time by the revenue payback they produce via savings or increased income. This is the most financially sensible option for the Council due to the ability to borrow money for capital schemes and defray the cost of that expenditure to the Council over the life of the asset. However, if a scheme is transformational, then it should also move through the governance process agreed for the transformation programme, in line with all other transformational schemes, but without any funding request to the Transformation Fund.
- 2.3 There are several schemes in progress where work is underway to develop

the scheme, however they are either not sufficiently far enough forward to be able to include any capital estimate within the Business Plan, or a draft set of figures have been included but they are, at this stage, highly indicative. The following are the main schemes that this applies to:

- The Adults Committee first considered the Older People's Accommodation Strategy in 2016, and in September 2017 agreed a blended approach for increasing capacity for residential/nursing care. One element of this was to procure an increase in capacity through a number of new build sites, which has potential for implications for the Council's capital plans through provision of land or other assets, or involvement with construction. The Council is engaged with health partners on these challenges, to maximise a 'one public estate' approach.
- The Council, in cooperation with health partners, is reviewing the care that is provided to service-users with learning disabilities, particular those placed out-of-county due to lack of suitable local provision. One option being considered is the acquisition of land and/or buildings that could provide bespoke services to groups of individuals with high needs reducing the need to source high-cost residential placements while improving outcomes. This would have an impact on the Council's capital plans through provision of land or other assets, or involvement with construction. This will only be done where the new provision is more cost-effective than current arrangements.
- On 15th August 2019 the Economy & Environment Committee considered a report detailing the outcome of the stage 1 design contract and the next steps for the King's Dyke project. It was resolved unanimously to:
 - a) Agree that Kier should not be awarded the stage 2 construction contract.
 - b) Reaffirm that route 3 remained the preferred route option.
 - c) Approve the commencement of a restricted two stage OJEU procurement of a target cost with activity schedule design and build contract in accordance with option (c) in section 2.33 of the report.
 - d) Agree the assessment of tender returns based on a 60% - 40% price/quality split.
 - e) Agree that officers should consider potential sources of further scheme funding should it be needed as the procurement proceeds.
 - f) Delegate to the Executive Director in consultation with the Chairman and Vice Chairman of the Committee, the ability to make minor changes to the procurement process and timeline.

The outcome of the tender process will be presented to the Economy and Environment Committee, following which the capital project budget will be updated.

3. REVENUE IMPLICATIONS

- 3.1 All capital schemes can have a potential two-fold impact on the revenue position, relating to the cost of borrowing through interest payments and repayment of principal and the ongoing revenue costs or benefits of the scheme. Conversely, not undertaking schemes can also have an impact via needing to provide alternative solutions, such as Home to School Transport

(e.g. transporting children to schools with capacity rather than investing in capacity in oversubscribed areas).

- 3.2 The Council is required by the Chartered Institute of Public Finance and Accountancy's (CIPFA's) Prudential Code for Capital Finance in Local Authorities 2017 to ensure that it undertakes borrowing in an affordable and sustainable manner. In order to ensure that it achieves this, GPC recommends an advisory limit on the annual financing costs of borrowing (debt charges) over the life of the Plan. In order to afford a degree of flexibility from year to year, changes to the phasing of the limit is allowed within any three-year block (starting from 2015-16), so long as the aggregate limit remains unchanged.
- 3.3 For the 2019-20 Business Plan, GPC agreed that this should continue to equate to the level of revenue debt charges as set out in the 2014-15 Business Plan for the next five years (restated to take into account the change to the MRP Policy agreed by GPC in January 2016), and limited to around £39m annually from 2019-20 onwards. GPC are due to set limits for the 2020-21 Business Plan in October.

4. SUMMARY OF THE DRAFT CAPITAL PROGRAMME

- 4.1 The revised draft Capital Programme is as follows:

Service Block	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000	Later Yrs £'000
People and Communities	56,757	73,830	72,426	77,315	48,033	50,401
Place and Economy	25,998	32,338	21,330	15,025	15,025	16,000
Commercial and Investment	66,608	55,307	6,199	800	800	4,000
Corporate and Managed Services	8,026	2,890	-	-	-	-
Total	157,389	164,365	99,955	93,140	63,858	70,401

- 4.2 This is anticipated to be funded by the following resources:

Funding Source	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000	Later Yrs £'000
Grants	51,544	37,652	31,603	28,607	32,570	58,332
Contributions	12,713	39,880	47,005	36,403	22,235	213,029
Capital Receipts	5,773	3,231	500	500	500	1,500
Borrowing	44,600	52,717	26,237	27,880	11,813	389
Borrowing (Repayable)*	42,759	30,885	-5,390	-250	-3,260	-202,849
Total	157,389	164,365	99,955	93,140	63,858	70,401

* Repayable borrowing nets off to zero over the life of each scheme and is used to bridge timing gaps between delivery of a scheme and receiving other funding to pay for it.

- 4.3 The following table shows how each Service's borrowing position has changed since the 2018-19 Capital Programme was set:

Service Block	2019-20 £'000	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000	Later Yrs £'000
People and Communities	-21,220	-21,906	22,186	-179	2,586	15,397	1,595
Place and Economy	11,875	1,935	-3,485	188	2,916	-	-
Corporate and Managed Services	-342	5,434	578	-	-	-	-
Commercial and Investment	5,652	13,621	55,778	5,399	-	-	-67,751
Corporate and Managed Services – relating to general capital receipts	-	-	-	-	-	-	-
Total	-4,035	-916	75,057	5,408	5,502	15,397	-66,156

4.4 The table below categorises the reasons for these changes:

Reasons for change in borrowing	2019-20 £'000	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000	Later Yrs £'000
New	4,442	13,068	3,075	0	0	0	0
Removed/Ended	-6,489	-35	-186	-3,785	-5,828	4,170	2,850
Minor Changes/Rephasing *	-37,990	-50,464	44,330	9,851	10,851	14,899	1,780
Increased Cost (includes rephasing)	7,627	-757	1,835	1,300	139	0	0
Reduced Cost (includes rephasing)	-2,180	-7,397	2,450	33	-195	0	1,300
Change to other funding (includes rephasing)	-1,104	1,971	-1,078	-162	0	-1,095	0
Housing schemes	-3,660	43,353	38,885	0	0	0	-68,551
Variation Budget	35,319	-655	-14,254	-1,829	535	-2,577	-3,535
Total	-4,035	-916	75,057	5,408	5,502	15,397	-66,156

**This does not off-set to zero across the years because the rephasing also relates to pre-2019-20.*

4.5 These revised levels of borrowing will have an impact on the level of debt charges incurred. The debt charges budget is also currently undergoing thorough review of interest rates, internal cash balances, Minimum Revenue Provision charges and estimates of capitalisation of interest – the results of this will be fed into the next round of committee papers on capital.

5. OVERVIEW OF PLACE AND ECONOMY'S DRAFT CAPITAL PROGRAMME

5.1 The revised draft Capital Programme for Place and Economy (P&E) is as follows:

Capital Expenditure	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000	Later Yrs £'000
Place & Economy	25,998	32,338	21,330	15,025	15,025	16,000

5.2 This is anticipated to be funded by the following resources:

Funding Source	2020-21 £'000	2021-22 £'000	2022-23 £'000	2023-24 £'000	2024-25 £'000	Later Yrs £'000
Grants	18,028	17,569	17,984	15,213	15,213	16,200
Contributions	2,906	17,716	3,238	812	812	7,500
Borrowing	5,064	-2,947	108	-1,000	-1,000	-7,700
Total	25,998	32,338	21,330	15,025	15,025	16,000

5.3 The full list of P&E capital schemes is shown in the draft capital programme at appendix one. Table 4 lists the schemes with a description and with funding shown against years. Table 5 shows the breakdown of the total funding of the schemes, for example whether schemes are funded by grants, developer contributions or prudential borrowing.

5.4 Papers on the individual schemes have been, or will be, considered separately by the appropriate Service Committee.

5.5 Changes to Existing Capital Schemes

5.5.1 Changes to existing schemes, such as rephrasing, re-costing, and revised funding are highlighted below. The Integrated Transport Schemes apply to both Economy and Environment Committee and Highways and Infrastructure Committee, so those are listed first. Following that, items are grouped by Service Committee.

5.6 Integrated Transport Schemes

5.6.1 This area is mainly funded by Local Transport Plan grant funding from the Department for Transport. The assumption is made that funding that now goes via the Combined Authority will now be passported across to Cambridgeshire. There is no change from the 2019-20 Business plan. Some of these schemes are further enhanced by the use of S106 developer contributions.

5.7 Economy and Environment Committee

5.7.1 King's Dyke

Details of this scheme are already documented in section 2.3.

5.7.2 A14

Along with other local authorities, Cambridgeshire agreed to a local contribution of £25m towards the cost of the A14. This will be paid at £1m per year for the next 25 years, 2020-21 being the first year.

5.8 Highways and Infrastructure Committee

5.8.1 Highways Maintenance

This is the £90m programme of work to enhance the highways network

agreed some years ago. This was originally programmed to be done over 5 years but the number of years was extended to best match the Highways Asset Plan. The budget was reduced from £6m to £4.3m a year in 2018/19 and the remaining years to take account of efficiencies in the new Highways contract. All of this work is funded by prudential borrowing and funding tails off in 2021-22. This funding has been critical to keep the road network up to an acceptable standard. Although we have been fortunate in previous years, in receiving further DfT grants for pothole funding, challenge fund and safer roads fund, this has been for specific schemes or to maintain infrastructure damaged by abnormal weather and currently there is no indication there will be further funding.

5.8.2 Waste – Household Recycling Centre (HRC) Improvements

The current budget is based on the need to replace 2 household recycling centres, this is funded by a mixture of S106 developer contributions and borrowing. Further work is taking place to identify the need for these new sites in the light of the overall Council's financial position. Also for one of the sites, there is an adjacent waste site for which it is expected the operator will be looking for planning permission to extend the life of the site, which would probably delay the need for the County Council to replace their existing site.

6. ALIGNMENT WITH CORPORATE PRIORITIES

6.1 Developing the local economy for the benefit of all

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

- Investing in key infrastructure schemes will promote growth in the number of jobs in our area and thus growth of the economy.
- Transport schemes are critical in allowing people to get around effectively and efficiently and to access work and other facilities they need.

6.2 Helping people live healthy and independent lives

See wording under 6.1 above.

6.3 Supporting and protecting vulnerable people

See wording under 6.1 above.

7. SIGNIFICANT IMPLICATIONS

7.1 Resource Implications

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

- There may be revenue implications associated with operating new or enhanced capital assets but equally capital schemes can prevent the need for other revenue expenditure.
- The overall scale of the capital programme has been reduced to limit the impact on the Council's revenue budget and this in turn will have beneficial impacts on the services that are provided from that source

7.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

7.3 Statutory, Risk and Legal Implications

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

- Regulations for capital expenditure are set out under Statute. The possibility of capital investment, from these accumulated funds, may ameliorate risks from reducing revenue resources.
- At this stage, there are no proposals with significant risk arising from “pay-back” expectations.

7.4 Equality and Diversity Implications

There are no significant implications within this category.

7.5 Engagement and Consultation Implications

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

- Consultation is continuous and ongoing between those parties involved to ensure the most effective use of capital funding.

7.6 Localism and Local Member Involvement

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

- Local Members will be engaged where schemes impact on their area and where opportunities for strategic investment arise.

7.7 Public Health Implications

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

- Strategic investment in some of the schemes outlined may have potential to improve Public Health outcomes. This includes schemes that encourage active travel through cycling, walking and use of public transport.

SOURCE DOCUMENTS GUIDANCE

Source Documents	Location
The 2019/20 Business Plan, including the Capital Strategy Capital Planning and Forecast: financial models	https://www.cambridgeshire.gov.uk/council/finance-and-budget/business-plans > c/o Senior Finance Business Partners 1st Floor Octagon Shire Hall Cambridge

HIGHWAYS AND INFRASTRUCTURE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 2nd September 2019



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.

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.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log;
- Finance Report;
- Agenda Plan, Appointments to Outside Bodies and Training Plan;

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
08/10/19	Risk Register Review	Steve Cox		27/09/19	30/09/19
	Service Committee Review of Draft Revenue Business Planning Proposals for 2010/21 to 2024/2025	Steve Cox			
	Service Committee Review of Draft 2020/21 Capital Programme	Steve Cox			
12/11/19	Review of withdrawal of £1 Park & Ride parking charge	Sonia Hansen	Not applicable	01/11/19	04/11/19

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Milton Household Recycling Centre	Adam Smith	2019/054		
	Business Planning (Provisional)				
04/12/19	Business Planning			25/11/19	26/11/19
	Quarterly Performance Report				
21/01/20	Risk Register Review	Steve Cox		10/01/20	13/01/20
	Resident & Visitor Parking Permit Charges Review				
<i>[18/02/20] Provisional mtg.</i>				07/02/20	10/02/20
10/03/20	Quarterly Performance Report			28/02/20	02/03/20
<i>[21/04/20] Provisional mtg.</i>	Risk Register Review	Steve Cox		10/04/20	13/04/20
26/05/20	Risk Register Review (tbc, depending on April)	Steve Cox		15/05/20	18/05/20

August/September 2020: Performance report on first year of Ely Archives