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Cambridge City Council

ENVIRONMENT SCRUTINY COMMITTEE

To: Scrutiny Committee Members: Gawthrope (Chair), Perry (Vice-Chair), Moore, Pitt, Ratcliffe, Robertson, C. Smart and M. Smart

Alternates: Councillors Sinnott and Tunnacliffe

Executive Councillor for Environment, Waste and Public Health:
Councillor Roberts

Executive Councillor for Planning Policy and Transport: Councillor Blencowe

Despatched: Friday, 19 December 2014

Date: Tuesday, 13 January 2015

Time: 5.30 pm

Venue: Committee Room 1 & 2 - Guildhall

Contact: James Goddard **Direct Dial:** 01223 457013

AGENDA – SECOND CIRCULATION

- 5 **Environment, Waste and Health Services Portfolio Revenue and Capital Budgets 2015/16 (Estimate), 2016/17, 2017/18, 2018/19 and 2019/20 (Forecast) (Pages 5 - 20)**

- 7 **Planning Policy and Transport Services Portfolio Revenue and Capital Budgets 2015/16 (Estimate), 2016/17, 2017/18, 2018/19 and 2019/20 (Forecast) (Pages 21 - 32)**



To: Executive Councillor for Environment, Waste and Public Health: Councillor Peter Roberts
 Report by: Director of Environment and Head of Finance
 Relevant scrutiny committee: Environment Scrutiny Committee
 Wards affected: All Wards
 13 January 2015

Environment Services - Environment, Waste and Public Health Portfolio Revenue and Capital Budget Proposals for 2014/15 to 2018/19

Key Decision

1. Executive summary

Revenue and Capital Budgets

1.1 The following report details the budget proposals relating to this portfolio that are included in the Budget-Setting Report (BSR) 2015/16 which will be considered at the following meetings.

Date	Committee	Comments
19 January 2015	Strategy & Resources	Consider proposals / recommendations from all Scrutiny Committees in relation to their portfolios
22 January 2015	The Executive	Budget amendment may be presented
13 February 2015	Strategy & Resources	Consider any further amendments including opposition proposals
26 February 2015	Council	Approves General Fund Budget and sets Council Tax

1.2 The report also includes consideration of any recommendations concerning the review of charges and project appraisals for schemes in the capital plan for this portfolio.

2. Recommendations

The Executive Councillor is recommended to:

Review of Charges:

- a) Approve the proposed charges for this portfolio's services and facilities, as shown in Appendix A to this report.

Revenue:

- b) Consider the revenue budget proposals as shown in Appendix B.

Capital:

- c) Consider the capital budget proposals as shown in Appendix C.
- d) Delete some schemes from the Capital Plan as shown in Appendix C.
- e) Approve, where relevant, project appraisals as shown in Appendix D.
- f) Adjust capital funding for items 2 (c) to 2 (e) as appropriate.

3. Background

- 3.1 At its meeting on 6 November 2014, Council gave initial consideration to the budget prospects for the General Fund for 2015/16 and future years in the Mid-Year Financial Review (MFR) 2014.
- 3.2 The overall Budget-Setting Report (BSR) to Strategy & Resources Scrutiny Committee on 19 January 2015 will include a review of all the factors relating to the overall financial strategy that were included in the MFR.
- 3.3 The report to The Executive on 22 January 2015 may include details of the Government's Final Settlement for 2015/16. The announcement is likely to be made shortly after the conclusion of the consultation period, which ends in January 2015.
- 3.4 Further work may be required on detailed budgets so delegation to the Head of Finance will be sought from Council for authority to finalise changes relating for example to the reallocation of departmental administration, support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

Budget 2015/16 - Overall Revenue Budget Position

- 3.5 The budget proposals for this portfolio, as summarised in table 1, will be considered by the Executive at its meeting on 22 January 2015.

Table 1: Overall Revenue Proposals (see Appendix B)

Savings and Bids	2014/15 Budget £	2015/16 Budget £	2016/17 Forecast £
Savings:			
Increased Income	-	(80,000)	(80,000)
Programme Office	-	-	-
Savings	-	-	-
Total	-	(80,000)	(80,000)
Bids:			
Unavoidable Revenue Pressures	-	124,000	199,000
Reduced Income	-	-	-
Total	-	124,000	199,000
Net (savings)/bids	-	44,000	119,000

External Bids	-	-	-
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Priority Policy Fund (PPF) Bids	-	-	-
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Capital

- 3.6 The 2014 Mid-Year Financial Review proposed a review of the capital plan to address its size and complexity. A number of concerns were identified, including:
- Capacity to deliver projects to time, cost and quality;
 - Dependency on revenue funding; and
 - Inclusion of items, such as unallocated funds, projects at an early stage of development, and items more properly treated as small enhancements or maintenance spend.
- 3.7 Phase 1 of the review examined the current plan in order to release internal funding (e.g. DRF, R&R, capital receipts, etc), by identifying projects that are not yet ready for delivery, are no longer required, or are not true capital projects. This will make the plan more deliverable.
- 3.8 The funding identified will be released into General Fund reserves where it will be available for use on current priorities.
- 3.9 The review has also piloted a method of prioritising capital spending. Table 2 summarises, and Appendix C sets out in detail, any schemes for this portfolio that

are recommended for closure, deletion or require further development, and the funding released as a result.

- 3.10 The Council now maintains two lists of projects which may become capital proposals in due course. The hold list contains projects that have been approved in principle but are awaiting funding. A new list, the projects under development list, has been set up following Phase 1 of the capital plan review. It lists projects which are subject to feasibility studies and outline project planning, including timescales, milestones and indicative costings. When ready, these projects will be proposed for funding and approval in line with revised capital processes and procedures.

Table 2: Overall Capital Proposals (see Appendix C)

	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Capital Deletions	0	675,000	125,000	112,000	100,000
Capital Bids	(246,000)	(1,676,000)	0	0	0
Net Capital Bids	(246,000)	(1001,000)	125,000	112,000	100,000

Public Consultation

- 3.11 The 2014 Budget Consultation was undertaken by MEL Research Ltd on behalf of Cambridge City Council in September 2014 and published in November 2014. The main method of collecting information was through an interactive online programme "YouChoose".
- 3.12 Details of the results of the survey will be published on the Council's website.

4. Implications

All budget proposals have a number of implications. A decision not to approve a revenue bid will impact on managers' ability to deliver the service or scheme in question and could have staffing, equal opportunities, environmental and/or community safety implications. A decision not to approve a capital or external bid will impact on managers' ability to deliver the developments desired in the service areas.

(a) **Financial Implications**

Financial implications of budget proposals are summarised in the Budget-Setting Report 2015/16.

(b) **Staffing Implications**

See text above.

(c) **Equality and Poverty Implications**

A consolidated Equality Impact Assessment for the Council's Budget Setting Report will be submitted to the Executive at its meeting on 22 January 2015. Individual Equality Impact Assessments have been conducted to support this, and will be available on the Council's website.

(d) Procurement Implications

Any procurement implications will be outlined in the Budget Setting Report 2015/16.

(e) Environmental Implications

Where relevant, officers have considered the environmental impact of budget proposals which are annotated as follows:

- +H / +M / +L: to indicate that the proposal has a high, medium or low positive impact.
- Nil: to indicate that the proposal has no climate change impact.
- -H / -M / -L: to indicate that the proposal has a high, medium or low negative impact.

(f) Consultation Consultation and Communication Implications

As outlined in 3 above, budget proposals are based on the requirements of statutory and discretionary service provision. Public consultations are undertaken throughout the year and can be seen at:

<https://www.cambridge.gov.uk/current-consultations>

(g) Community Safety Implications

Any community safety implications will be outlined in the Budget Setting Report 2015/16.

5. Background papers

These background papers were used in the preparation of this report:

- Budget Setting Report 2015/16
- Mid-Year Financial Review (MFR) 2014
- Budget Papers 2015/16
- Individual Equality Impact Assessments

6. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Scale of Fees & Charges	✓
B	Revenue Budget Proposals for this portfolio	✓
C	Capital Budget Proposals for this portfolio	✓
D	Project Appraisal	✓

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Name: Karen Whyatt, Jackie Collinwood
Authors' Phone Number: 01223 - 458145, 01223 - 458241
Authors' Email: karen.whyatt@cambridge.gov.uk,
jackie.collinwood@cambridge.gov.uk

Appendix A

Environment, Waste and Public Health Services Portfolio / Environment Scrutiny Committee
Review of Charges

Charge Type and Description	Charges 2014/15	Charges 2015/16	% Increase
Environmental Services			
Rodent control - Businesses - per hour (Half hour min. charge)*	£75.00	£76.50	2.0%
Fleas and Other - Cash*	£89.25	N/A	N/A
- Invoice*	£89.25	£90.00	0.8%
- Businesses - per hour (Half hour min charge)*	£75.00	£76.50	2.0%
Mice Treatment*	£35.00	No Charge	N/A
House / Car Alarms (fee includes administration costs)	Actual Costs	Actual Costs	0.0%
Lecture Fees - per hour	£70.00	£70.00	0.0%
Recycling Kitchen Caddy Sacks (in packs of 50). Includes VAT.	£2.50	£2.80	12.0%
Food Surrender and Disposal	Actual Costs	Actual Costs	0.0%
Food Register - single entry	£2.00	£2.00	0.0%
- register	£816.00	£816.00	0.0%
Taught CIEH courses	£76.50	£60.00	(21.6%)
Online CIEH Courses	£25.50	£25.50	0.0%
Examination following on-line courses	£20.50	£20.50	0.0%
Tailored Training	Actual Costs	Actual Costs	0.0%
Mentoring Training	Actual Costs	Actual Costs	0.0%
Primary Authority Partnership Scheme at £40 hour	Actual Costs	Actual Costs	0.0%
Contaminated Land (per Enquiry/Polygon)	£143.00	£145.00	1.4%
Scrap Metal Dealers			
Site Licence	£410.00	£410.00	0.0%
Conversion to collector's licence	£50.00	£50.00	0.0%
Change of licensee name	£50.00	£50.00	0.0%
Addition of site	£410.00	£410.00	0.0%
Removal of site	£50.00	£50.00	0.0%
Change of Site Manager	£120.00	£120.00	0.0%
Replacement of lost or damaged licence	£45.00	£45.00	0.0%
Collector's licence	£175.00	£175.00	0.0%
Conversion to site licence	£355.00	£355.00	0.0%
Change of name (e.g. status)	£50.00	£50.00	0.0%
Replacement of lost or damaged licence	£45.00	£45.00	0.0%
Taxi Vehicle Testing by the Garage			
Mechanical Fitness Test (Twice Yearly)	£56.00	£56.00	0.0%
Re-test if works carried out at a separate garage and returned within 10 days	£28.00	£28.00	0.0%
Re-test if works carried out at a separate garage and returned after 10 days	£56.00	£56.00	0.0%
Bulky domestic collections			
13 cubic metres domestic waste skip	£150.00	£150.00	0.0%
Bulky Domestic collections			
One item (Four bin bags or bundles = one item)	£22.00	£22.00	0.0%
Two or three items	£28.60	£28.60	0.0%
Four - six items	£33.00	£33.00	0.0%
Seven - 10 items	£44.00	£44.00	0.0%
10 items plus	By quote	By quote	0.0%
Hazardous domestic collections			
Domestic fridges and freezers (not from businesses),	£22.00	£22.00	0.0%
Microwave	£22.00	£22.00	0.0%
TV and computer Monitors	£22.00	£22.00	0.0%
Car batteries	£22.00	£22.00	0.0%
Other Domestic Collection Charges			
Delivery of a replacement black bin 240 litre - new bin	£50.00	£50.00	0.0%
Delivery of a replacement black bin 240 litre - reconditioned	£25.00	£25.00	0.0%
Delivery of a replacement black bin 140 litre - new	£25.00	£25.00	0.0%
Delivery of a replacement green/blue bin	FREE	FREE	0.0%
Annual 2nd green bin charge - per additional 240 litre	£30.00	£30.00	0.0%
Annual 2nd green bin charge - per additional 140 litre	£25.00	£25.00	0.0%
Delivery of a replacement 660/1100 litre container	By quote	By quote	0.0%
Delivery of a replacement 940 litre container	By quote	By quote	0.0%
Clearance of rubbish from bins stores	By quote	By quote	0.0%
Boxes of clear recycling sacks (200 sacks) *	£16.00	£16.00	0.0%
Metal recycling bin store signs *	£18.00	£18.00	0.0%
Dogs			
Statutory Fee for all stray dogs**	£25.00	£25.00	0.0%
Transportation cost of stray dog to kennel	£61.20	£62.70	2.5%
Kennels registration and vet checking fee	£48.00	£49.20	2.5%
Daily kennel charges	£11.75	£12.00	2.1%
Collection fee for stray dogs out of normal office hours	£70.00	£71.75	2.5%
* These charges are shown net of VAT			
** Externally set fees and charges			
Please note that animal businesses, skin piercing, sex establishment and taxi licences will be approved at Licensing Committee on 26th January 2015			

2015/16 Budget - General Fund

Page 1 of 1

Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Increased Income

Environment, Waste & Public Health

II3707	Harmonisation of the Commercial Waste Service's tariff structures.	0	(80,000)	(80,000)	(80,000)	(80,000)	Jen Robertson	Nil
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The Commercial Waste Service plans to increase two of its six tariff ranges in April 2015. The CWS is the market leader in Cambridge for commercial waste collection and it is important to retain that share whilst levelling our tariff structure and responding to increases in disposal charges. If we do this we predict further growth in the fast expanding commingled recycling market.

Total Increased Income in Environment, Waste & Public Health	0	(80,000)	(80,000)	(80,000)	(80,000)		
Total Increased Income	0	(80,000)	(80,000)	(80,000)	(80,000)		
Report Total	0	(80,000)	(80,000)	(80,000)	(80,000)		

2015/16 Budget - General Fund

Page 1 of 1

Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Unavoidable Revenue Pressure

Environment, Waste & Public Health

URP3565	North West Cambridge Collection vehicles running costs	0	0	75,000	95,000	95,000	Michael Parsons	+M
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To provide the revenue budget for collecting from Underground Bins in the North West Cambridge university site. Any additional spend over and above that of a standard collection will be met by the University in line with the section 106 agreement with them. Collections will be undertaken by the City Council for all properties on this site and a formula has been devised to ensure that any costs incurred for collections outside the boundary will be recovered from South Cambs DC. If there are available funds from Council Tax for Growth these would be used to finance this spend.

URP3741	Materials Recycling Facility (MRF) gate fee versus income	0	124,000	124,000	124,000	124,000	Jen Robertson	Nil
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The MRF contract is based on a gate fee plus a 50% share of the income from the sale of the recyclables. Analysis of the financial position took place in February and indicated a positive net income to the RECAP authorities. However, prices for recyclate have dropped (linked to global market downturns) resulting in a net cost to the authority. If the current position on material prices remains the same for the next financial year the net position to the authority is predicted to be £124,000. However, the MRF provider is investing in further sorting equipment to sort plastic recycling into the different polymer types and therefore achieve a high value for the materials.

Total Unavoidable Revenue Pressure in
Environment, Waste & Public Health

0	124,000	199,000	219,000	219,000
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Total Unavoidable Revenue Pressure

0	124,000	199,000	219,000	219,000
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Report Total

0	124,000	199,000	219,000	219,000
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2015/16 Budget - General Fund

Page 1 of 1

Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Capital Bids

Environment, Waste & Public Health

C3684	Waste and recycling bins for new developments [Developer Contributions]	0	78,000	125,000	112,000	100,000	Jen Robertson	+M
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The budget is to provide refuse and recycling bins for houses and flats in new developments. It is funded entirely from S106 developer contributions. Figures are calculated using growth trajectory build out numbers for future years.

C3720	Vehicle Replacement Programme [Close in Plan] [R & R]	(246,000)	(1,206,000)	0	0	0	Simon Payne	Nil
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Scheme completed so funding returned to reserves.

C3721	In-cab technology for Trade Waste Service [Close in Plan]	0	(33,000)	0	0	0	Jen Robertson	Nil
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Scheme completed so funding returned to reserves.

C3736	Public Conveniences PV016 [Transfer from Capital Plan to Projects Under Development (PUD)]	0	(437,000)	0	0	0	Simon Payne	Nil
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In order for this programme to be reviewed before bringing forward any items for inclusion on the capital programme it is proposed to place the programme on the 'Projects under development (PUD) list'. When plans are progressed sufficiently, they will be put back onto the Capital Plan. [Transfer releases Direct Revenue Funding (DRF) back into reserves].

C3749	Vehicle Fleet Replacement [R & R]	0	597,000	0	0	0	David Cox	Nil
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The Project is the purchase of the Council's fleet vehicles, plant and equipment scheduled and required for replacement in 2015/16, as part of a rolling programme necessary to replace out of life vehicles that would otherwise significantly increase maintenance costs.

Total Capital Bids in Environment, Waste & Public Health	(246,000)	(1,001,000)	125,000	112,000	100,000		
Total Capital Bids	(246,000)	(1,001,000)	125,000	112,000	100,000		
Report Total	(246,000)	(1,001,000)	125,000	112,000	100,000		



Cambridge City Council

To: Executive Councillor for Environment, Waste and Public Health, Peter Roberts
Report by: David Cox
Scrutiny committee: ENVIRONMENT SCRUTINY COMMITTEE
Wards affected: None

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Vehicle replacements 2015/16

Recommendation/s

Financial recommendations –

- The Executive Councillor is asked to approve the commencement of the 2015/16 Vehicle Replacement programme (PR017) which is already included in the Council's Capital & Revenue Project Plan
- The total cost of the project is £597,000, funded from R&R funds
- There are no ongoing revenue cost implications arising from the project.

Procurement recommendations:

- The Executive Councillor is asked to approve the carrying out and completion of the procurement of the Vehicle Replacement programme (PR017) for 2015/16
- Subject to:
 - The permission of the Director of Business Transformation being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
 - The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

1 Summary

1.1 The project

The purchase and replacement of life expired vehicles and items of plant and equipment

Target Dates:

Start of procurement	1 st April 2015
Award of Contract	
Start of project delivery	
Completion of project	31 st March 2016
Date that project output is expected to become operational (if not same as above)	

1.2 Anticipated Cost

Total Project Cost	£597,000
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Cost Funded from:

Funding:	Amount:	Details:
Reserves	£	
Repairs & Renewals	£597,000	R&R cost centre number 03702 from departments: Refuse & Environment; Streets & Open Spaces and Estates & Facilities
Developer Contributions	£	
Climate Change Fund	£	
Other	£	

1.3 Procurement process

The Project is the purchase of the Council's fleet vehicles, plant and equipment scheduled for replacement in 2015/16, as part of a rolling programme necessary to replace out of life vehicles that would otherwise significantly increase maintenance costs.

All replacement vehicles and items of plant or equipment will be procured using The Procurement Partnership Ltd (PPL), The Government Procurement Service (GPS) or ESPO (Eastern Shires Purchasing Organisation), using R&R funding. All the vehicles and items of plant and equipment are available on framework agreements held by the three procurement bodies listed above all of which are OJEU compliant. All of the vehicle supply framework contracts are nationwide and offer the best value for money and largest discounts available.

Refuse collection vehicles are also procured collaboratively through the Joint Vehicle Procurement Group with our partnering authorities, South Cambs, Fenland District, Hunts DC and East Cambs. In 2013/14 a joint procurement for refuse vehicles was carried out with the partners. The procurement framework agreement which arose from this joint venture will expire at the end of 2017.

The replacements, in fleet number order, are:

Fleet number	Description	Year of purchase	Replacement cost
42	Beaver tail truck	2012	26,000
89	RCV Green	2007	175,000
107	Trailer	2006	3,500
109	Ride-on mower	2009	30,000
160	Ride-on mower	2010	7,000
163	Ride-on mower	2009	30,000
166	Ride-on mower	2009	30,000
188	Truck loader	2009	6,500
197	Trailer	2009	4,000
238	RCV Recycling	2008	110,000
280	RCV Green	2008	175,000

597,000

2 Project Appraisal & Procurement Report

2.1 Project Background

The Project is the purchase of the Council's fleet vehicles, plant and equipment scheduled for replacement in 2015/16, as part of a rolling programme necessary to replace out of life vehicles. After purchase all vehicles and items of plant and equipment are given a set life of between five and seven years depending on type and usage. The item is then depreciated for the life period before the asset is again replaced.

Alternative options considered were:

- not replacing vehicles, but this could lead to increased maintenance costs;
- leasing vehicles, but this is cost prohibitive, as the monthly rentals would be higher than current depreciation costs;
- the purchase of second hand vehicles, but again maintenance costs could be high and procurement is difficult.

2.2 Aims & objectives

The project contributes towards the Council's vision for a city:

- in the forefront of low carbon living and minimising its impact on the environment from waste and pollution

The replacement vehicles will be more fuel-efficient and will therefore use less fuel and in turn produce less carbon dioxide. The replacement vehicles will all be Euro VI compliant as opposed to Euro III and IV for those they are replacing. Euro IV emission standard led to a legal requirement of 50% reductions in oxides of nitrogen (NOx) and 40% reductions in particulates compared to Euro III levels. Euro V emission standard lowered the limits even further with another reduction of 55% of nitrogen oxide (NOx). The comparison between the original Euro I emissions and Euro VI emissions is a 95% reduction in NOx and a 97% reduction in particulate matter.

2.3 Major issues for stakeholders & other departments

The main impact on departments is that of finance as new vehicles cost less to maintain. By replacing the vehicles at the correct intervals, maintenance costs are controlled and manageable within current revenue budgets.

2.4 Summarise key risks associated with the project

Service delivery is at risk without the replacement programme. Without adequate and reliable transport and equipment the workforce may not be able to provide an efficient and effective service.

Older vehicles are also less reliable than newer ones; therefore there is a strong possibility of increased vehicle downtime leading to customer dissatisfaction. As per 2.3 above this will also lead to increased maintenance costs. It may also lead to the need for hiring replacements due to vehicle downtime.

2.5 Financial implications

- a. Appraisal prepared on the following price base: 2015/16
- b. Specific grant funding conditions are:
 - None

c. Other comments

The planned replacement of all vehicles and items of plant and equipment is provided for by budgeted contribution to an R&R fund.

2.6 Net revenue implications (costs or savings)

Revenue	£	Comments
Maintenance	0	Servicing and inspection costs are provided for within current maintenance budget
R&R Contribution		No change to contributions to R&R funds
Developer Contributions		See Appendix B
Energy savings	()	See below
Income / Savings	()	
Net Revenue effect	0	Cost/(Saving)

2.7 VAT implications

There are no adverse VAT issues with the purchase of these fleet and equipment items.

2.8 Energy and Fuel Savings

(a) Is this project listed in the Carbon Management Plan?	No
	If 'No', move to Section 2.9.

(b) Estimated Annual Energy Cost Savings

Year 1	
Ongoing (£ per year)	
Anticipated project lifetime (years)	
On what basis have you specified this project lifetime?	

(c) Which cost centre energy budget should these savings be retrieved from?

Cost Centre Name	Cost Centre Number	Account code	Cost Centre Manager

(d) Monitoring of Savings

2.9 Climate Change Impact

Positive Impact		No effect	Negative Impact		
	+M				

2.10 Other implications

Positive implications on the environment as the replacement vehicles emit less CO₂, less nitrogen oxide and less particulates.

Review will be carried out in 2014/15 with Asset Management and Audit to look at the methods of vehicle procurement and replacement with a view to increasing life and utilisation of vehicles. A review of R&R funding is also planned.

In 2014/15 the purchase of ten light commercial vehicles and three items of plant and equipment were deferred. This has led to a saving on capital spend on fleet replacements of £286,000.

It is planned for the forthcoming financial year that a further twenty six light commercial vehicle replacements are deferred, leading to a further saving on capital spending of £563,000.

The above vehicles will of course require replacement at some time in the future, however it is planned that each vehicle is assessed individually and a business case put forward to Fleet Management before any vehicle can be procured.

2.11 Staff required to deliver the project

Project will be delivered within existing staff resources

Service	Skills	Total Hours

2.12 Dependency on other work or projects

None

2.13 Background Papers

None

2.14 Inspection of papers

Author's Name	David Cox
Author's phone No.	01223 - 458265
Author's e-mail:	david.cox@cambridge.gov.uk
Date prepared:	19 November 2014

Capital Project Appraisal - Capital costs & funding - Profiling

	2013/14	2014/15	2015/16	2016/17	2017/18	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works						
Purchase of vehicles, plant & equipment			597,000			
Professional / Consultants fees						
Other capital expenditure: <i>insert rows as needed</i>						
Total Capital cost	0	0	597,000	0	0	
Capital Income / Funding						
Government Grant						
Developer Contributions						
R&R funding			597,000			
Earmarked Funds						
Existing capital programme funding						
Revenue contributions						
Total Income	0	0	597,000	0	0	
Net Capital Bid	0	0	0	0	0	



To: Executive Councillor for Environment, Planning Policy & Transport – Councillor Kevin Blencowe
 Report by: Director of Environment and Head of Finance
 Relevant scrutiny committee: Environment Scrutiny Committee 13 January 2015
 Wards affected: All Wards

**Environment - Planning Policy & Transport Portfolio
 Revenue and Capital Budget Proposals for 2014/15 to 2018/19**

Key Decision

1. Executive summary

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1.2 The report also includes consideration of any recommendations concerning the review of charges and project appraisals for schemes in the capital plan for this portfolio.

2. Recommendations

The Executive Councillor is recommended to:

Review of Charges:

- a) Approve the proposed charges for this portfolio’s services and facilities, as shown in Appendix A to this report.

Revenue:

- b) Consider the revenue budget proposals as shown in Appendix B.

Capital:

- c) Consider the capital budget proposals as shown in Appendix C.
- d) Delete some schemes from the Capital Plan as shown in Appendix C.
- e) Adjust capital funding for items 2 (c) to 2 (d) as appropriate.

3. Background

- 3.1 At its meeting on 6 November 2014, Council gave initial consideration to the budget prospects for the General Fund for 2015/16 and future years in the Mid-Year Financial Review (MFR) 2014.
- 3.2 The overall Budget Setting Report (BSR) to Strategy & Resources Scrutiny Committee on 19 January 2015 will include a review of all the factors relating to the overall financial strategy that were included in the MFR.
- 3.3 The report to The Executive on 22 January 2015 may include details of the Government's Final Settlement for 2015/16. The announcement is likely to be made shortly after the conclusion of the consultation period, which ends in January 2015.
- 3.4 Further work may be required on detailed budgets so delegation to the Head of Finance will be sought from Council for authority to finalise changes relating for example to the reallocation of departmental administration, support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

Budget 2015/16 - Overall Revenue Budget Position

- 3.5 The budget proposals for this portfolio, as summarised in table 1, will be considered by the Executive at its meeting on 22 January 2015.

Table 1: Overall Revenue Proposals (see Appendix B)

Savings and Bids	2014/15 Budget £	2015/16 Budget £	2016/17 Forecast £
Savings:			
Increased Income	-	(200,000)	(200,000)
Programme Office	-	-	-
Savings	-	(28,800)	(28,800)
Total	-	(228,800)	(228,800)
Bids:			
Unavoidable Revenue Pressures	-	-	-
Reduced Income	-	-	-
Total	-	-	-
Net (savings)/bids	-	(228,800)	(228,800)

External Bids	-	-	-
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Priority Policy Fund (PPF) Bids	-	-	-
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Capital

- 3.6 The 2014 Mid-Year Financial Review proposed a review of the capital plan to address its size and complexity. A number of concerns were identified, including:
- Capacity to deliver projects to time, cost and quality;
 - Dependency on revenue funding; and
 - Inclusion of items, such as unallocated funds, projects at an early stage of development, and items more properly treated as small enhancements or maintenance spend.
- 3.7 Phase 1 of the review examined the current plan in order to release internal funding (e.g. DRF, R&R, capital receipts, etc), by identifying projects that are not yet ready for delivery, are no longer required, or are not true capital projects. This will make the plan more deliverable.
- 3.8 The funding identified will be released into General Fund reserves where it will be available for use on current priorities.
- 3.9 The review has also piloted a method of prioritising capital spending. Table 2 summarises, and Appendix C sets out in detail, any schemes for this portfolio that are recommended for closure, deletion or require further development, and the funding released as a result.

- 3.10 The Council now maintains two lists of projects which may become capital proposals in due course. The hold list contains projects that have been approved in principle but are awaiting funding. A new list, the projects under development list, has been set up following Phase 1 of the capital plan review. It lists projects which are subject to feasibility studies and outline project planning, including timescales, milestones and indicative costings. When ready, these projects will be proposed for funding and approval in line with revised capital processes and procedures.

Table 2: Overall Capital Proposals (see Appendix C)

	2014/15 £	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Capital Deletions	(11,000)	(1,700,000)	(1,700,000)	0	0
Capital Bids	0	171,500	130,000	130,000	130,000
Net Capital Bids	(11,000)	(1,528,500)	(1,570,000)	130,000	130,000

Public Consultation

- 3.11 The 2014 Budget Consultation was undertaken by MEL Research Ltd on behalf of Cambridge City Council in September 2014 and published in November 2014. The main method of collecting information was through an interactive online programme "YouChoose".
- 3.12 Details of the results of the survey will be published on the Council's website.

4. Implications

All budget proposals have a number of implications. A decision not to approve a revenue bid will impact on managers' ability to deliver the service or scheme in question and could have staffing, equal opportunities, environmental and/or community safety implications. A decision not to approve a capital or external bid will impact on managers' ability to deliver the developments desired in the service areas.

(a) Financial Implications

Financial implications of budget proposals are summarised in the Budget-Setting Report 2015/16.

(b) Staffing Implications

See text above.

(c) Equality and Poverty Implications

A consolidated Equality Impact Assessment for the Council's Budget Setting Report will be submitted to the Executive at its meeting on 22 January 2015. Individual Equality Impact Assessments have been conducted to support this, and will be available on the Council's website.

(d) **Procurement Implications**

Any procurement implications will be outlined in the Budget Setting Report 2015/16.

(e) **Environmental Implications**

Where relevant, officers have considered the environmental impact of budget proposals which are annotated as follows:

- +H / +M / +L: to indicate that the proposal has a high, medium or low positive impact.
- Nil: to indicate that the proposal has no climate change impact.
- -H / -M / -L: to indicate that the proposal has a high, medium or low negative impact.

(f) **Consultation and Communication Implications**

As outlined in 3 above, budget proposals are based on the requirements of statutory and discretionary service provision. Public consultations are undertaken throughout the year and can be seen at:

<https://www.cambridge.gov.uk/current-consultations>

(g) **Community Safety Implications**

Any community safety implications will be outlined in the Budget Setting Report 2015/16.

5. Background papers

These background papers were used in the preparation of this report:

- Budget Setting Report 2015/16
- Mid-Year Financial Review (MFR) 2014
- Budget Papers 2015/16
- Individual Equality Impact Assessments

6. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Scale of Fees & Charges	✓
B	Revenue Budget Proposals for this portfolio	✓
C	Capital Budget Proposals for this portfolio	✓
D	Project Appraisal	X

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Name: Richard Wesbroom, Jackie Collinwood
Authors' Phone Number: 01223 - 458141, 01223 - 458241
Authors' Email: richard.wesbroom@cambridge.gov.uk,
jackie.collinwood@cambridge.gov.uk

PROPOSED OFF-ST PARKING CHARGES 2015/16

MULTISTOREY CAR PARKS (Pay on foot)	2015/16	2015/16	2014/15	2014/15
	Weekdays	Saturdays	Weekdays	Saturdays
	Mon-Fri 8am to 5pm	Sat 9am to 5pm	Mon-Fri 8am to 5pm	Sat 9am to 5pm
Grand Arcade				
1hr	£2.30	£2.60	£2.20	£2.50
2hrs	£4.60	£5.10	£4.50	£5.00
3hrs	£6.90	£7.60	£6.80	£7.50
4hrs	£10.20	£11.70	£10.00	£11.50
5hrs	£19.50	£20.50	£19.00	£20.00
over 5 hrs	£25.00	£26.00	£25.00	£26.00
evenings & overnight	£1.20	£1.20	£1.20	£1.20

2015/16	2015/16
% change (Weekday)	% change (Saturday)
4.5%	4.0%
2.2%	2.0%
1.5%	1.3%
2.0%	1.7%
2.6%	2.5%
0.0%	0.0%
0.0%	0.0%

Queen Anne Terrace	Mon-Fri 8am to 5pm	Sat 9am to 5pm	Mon-Fri 8am to 5pm	Sat 9am to 5pm
	1hr	£1.50	£1.50	£1.40
2hrs	£3.00	£3.00	£2.80	£2.80
3hrs	£4.20	£4.20	£4.00	£4.00
4hrs	£5.00	£5.00	£5.00	£5.00
5hrs	£6.60	£6.60	£6.50	£6.50
6hrs	£10.00	£10.00	£10.00	£10.00
over 6 hrs	£13.30	£13.30	£13.00	£13.00
evenings & overnight	£0.80	£0.80	£0.80	£0.80

% change (Weekday)	% change (Saturday)
7.1%	7.1%
7.1%	7.1%
5.0%	5.0%
0.0%	0.0%
1.5%	1.5%
0.0%	0.0%
2.3%	2.3%
0.0%	0.0%

Park Street	Mon-Fri 8am to 5pm	Sat 9am to 5pm	Mon-Fri 8am to 5pm	Sat 9am to 5pm
	1hr	£2.10	£2.30	£2.00
2hrs	£3.80	£4.60	£3.70	£4.50
3hrs	£5.70	£6.50	£5.60	£6.40
4hrs	£9.60	£10.50	£9.50	£10.40
5hrs	£17.00	£18.00	£17.00	£17.50
over 5 hrs	£24.00	£24.00	£24.00	£24.00
evenings & overnight	£0.80	£0.80	£0.80	£0.80

% change (Weekday)	% change (Saturday)
5.0%	4.5%
2.7%	2.2%
1.8%	1.6%
1.1%	1.0%
0.0%	2.9%
0.0%	0.0%
0.0%	0.0%

Grafton East	Mon-Fri 8am to 5pm	Sat 9am to 5pm	Mon-Fri 8am to 5pm	Sat 9am to 5pm
	1hr	£2.10	£2.30	£2.00
2hrs	£3.60	£4.40	£3.60	£4.30
3hrs	£5.60	£6.20	£5.50	£6.10
4hrs	£9.20	£10.50	£9.10	£10.40
5hrs	£17.00	£18.00	£16.50	£17.50
over 5 hrs	£24.00	£24.00	£24.00	£24.00
evenings & overnight	£0.80	£0.80	£0.80	£0.80

% change (Weekday)	% change (Saturday)
5.0%	4.5%
0.0%	2.3%
1.8%	1.6%
1.1%	1.0%
3.0%	2.9%
0.0%	0.0%
0.0%	0.0%

Grafton West	Mon-Fri 8am to 5pm	Sat 9am to 5pm	Mon-Fri 8am to 5pm	Sat 9am to 5pm
	1hr	£2.10	£2.30	£2.00
2hrs	£3.60	£4.40	£3.60	£4.30
3hrs	£5.60	£6.20	£5.50	£6.10
4hrs	£9.20	£10.50	£9.10	£10.40
5hrs	£17.00	£18.00	£16.50	£17.50
over 5 hrs	£24.00	£24.00	£24.00	£24.00
evenings & overnight	£0.80	£0.80	£0.80	£0.80

% change (Weekday)	% change (Saturday)
5.0%	4.5%
0.0%	2.3%
1.8%	1.6%
1.1%	1.0%
3.0%	2.9%
0.0%	0.0%
0.0%	0.0%

Sundays

Price per hour Sundays 10am to 5pm	2015/16	2014/15	% change
Grand Arcade	£2.00	£2.00	0.0%
Queen Anne Terrace	£1.20	£1.20	0.0%
Park Street	£2.00	£2.00	0.0%
Grafton East	£2.00	£2.00	0.0%
Grafton West	£2.00	£2.00	0.0%

SURFACE CAR PARKS

ADAM AND EVE STREET		Pay and display		
Monday to Friday	8am to 7pm			
Monday to Saturday	9am to 7pm			
Sunday	10am to 5pm			
Maximum stay 2 hours	2015/16	2014/15	% change	Evenings and overnight
Charges	70p for 20 mins (£2.10/hr)	£1 for 30 mins (£2/hr)	5.0%	Free

CASTLE HILL CAR PARK		Pay and display		
Monday to Friday	8am to 7pm			
Saturday	9am to 7pm			
Sunday	10am to 5pm			
Charges	2015/16	2014/15	% change	Evenings and overnight
Up to 2 hours	£2.50	£2.50	0.0%	Free
2-4 hours	£4.80	£4.50	6.7%	
over 4 hours	£8.00	£8.00	0.0%	
Sunday - all day charge	£4.00	£4.00	0.0%	
Weekly ticket (7 days) NEW	£35.00	£35.00	0.0%	

GWYDIR STREET		Pay and display		
Monday to Friday	8am to 5pm			
Saturday	9am to 5pm			
Maximum stay 2 hours	2015/16	2014/15	% change	Evenings, overnight and Sundays
Charges	90p for 30 mins (£1.80/hr)	80p for 30 mins (£1.60/hr)	12.5%	Free

RIVERSIDE CAR PARK		Pay and display		
Monday to Friday	8am to 5pm			
Saturday	9am to 5pm			
Maximum stay 8 hours	2015/16	2014/15	% change	Evenings, overnight and Sundays
Charges	50p for 30 mins (£1/hr)	50p for 30 mins (£1/hr)	0.00%	Free

SEASON TICKET CHARGES - Business Permits

New rates for 2015/16

New Options for Park Street Queen Anne and Grafton Centre car parks	Quarterly fee inclusive of VAT (15/16)	Quarterly fee inclusive of VAT (14/15)	% change
'Night Owl' 7 days 5pm-9am (one car park*)	£187.50	£187.50	0.0%
24/7 Premium (Grafton car parks, Park St, Queen Anne)	£460.00	£450.00	2.2%
Monday-Friday 24/7 access (one car park*)	£430.00	£420.00	2.4%
Monday-Friday 8am -6pm (one car park*)	£335.00	£325.00	3.1%

20% Discount for low emission [Group A]	Discounted fee (15/16)
£37.50	£150.00
£92.00	£368.00
£86.00	£344.00
£67.00	£268.00

Note * excluding Grand Arcade car park

DISABLED BADGE HOLDERS

First three hours parking free, on production of a valid Blue Badge to a City Council car park attendant at **Grand Arcade, Park Street, Grafton East, Grafton West and Queen Anne Terrace car parks.**

Three hours free parking between 8am and 7pm Monday to Friday, between 9am and 7pm on Saturday at **Adam and Eve Street car park** on display of a valid Blue Badge.

Three hours free parking between 8am and 7pm Monday to Friday, between 9am and 7pm on Saturday and between 10am and 5pm on Sundays at **Castle Hill car park** on display of a valid Blue Badge.

Three hours free parking between 8am and 5pm Monday to Friday, between 9am and 5pm Saturday at **Gwydir Street and Riverside car parks**, on display of a valid Blue Badge

For durations of stay in excess of three hours the normal car park charges will apply as if from the first hour, i.e. the fourth hour will be charged as if it were the first hour, the fifth hour as if it were the second. At all other times the normal car park charges will apply.

2015/16 Budget - General Fund

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Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Increased Income

Planning Policy & Transport

II3708	Increase in Parking income	0	(200,000)	(200,000)	(200,000)	(200,000)	Paul Necus	Nil
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Anticipated additional income in 2015/16 from increased usage of car parks, based on current trend information. This proposal is in addition to the assumed income generated by the review of charges and as projected in the Mid-Year Financial Review (MFR) 2014.

Total Increased Income in Planning Policy
& Transport

0	(200,000)	(200,000)	(200,000)	(200,000)
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Total Increased Income

0	(200,000)	(200,000)	(200,000)	(200,000)
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Report Total

0	(200,000)	(200,000)	(200,000)	(200,000)
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2015/16 Budget - General Fund

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Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Savings

Planning Policy & Transport

S3568	Electricity saving at Grafton West Car Park - LED lighting	0	(2,800)	(2,800)	(2,800)	(2,800)	Paul Necus	+M
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Climate change saving - Electricity saving at Grafton West Car Park following the installation of LED lighting as part of the refurbishment project.

S3685	Salary savings from Director & Business & Information Services (BIS) cost centre	0	(26,000)	(26,000)	(26,000)	(26,000)	Paul Boucher	Nil
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Savings from a review of salary budgets which have largely arisen from the recruitment of staff at entry zone levels of pay bands compared to the previous post holders.

Total Savings in Planning Policy & Transport

0	(28,800)	(28,800)	(28,800)	(28,800)
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Total Savings

0	(28,800)	(28,800)	(28,800)	(28,800)
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Report Total

0	(28,800)	(28,800)	(28,800)	(28,800)
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2015/16 Budget - General Fund

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Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Capital Bids

Planning Policy & Transport

C3622	Extension of Joint Cycleways Programme (+4 Years) [County 50%]	0	100,000	100,000	100,000	100,000	Andy Preston	+M
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Proposal to extend the current joint cycleways programme by a further four years. Cambridgeshire County Council has already confirmed that it is prepared to continue with its £50k contribution that it expects to be matched, otherwise it will reallocate any unmatched funding across the County as a whole. There are still a considerable number of schemes on the current approved prioritised list, which will be reviewed, updated and submitted for approval, should the programme extension be approved. Resources to deliver the programme are provided by both the City and County Council, providing a resilient efficient mechanism for delivery.

C3623	Minor Highway Improvement Programme	0	30,000	30,000	30,000	30,000	Andy Preston	Nil
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Proposal to create a capital budget to fund minor highway schemes in partnership with Cambridgeshire County Council and its Local Highway Improvement Programme, which requires a minimum 10% third party contribution to each project, traditionally provided by the Environment Improvement Programme. Budget proposed to be devolved to the Cambridge Joint Area Committee, which will prioritise scheme delivery, with subsequent City Council contributions approved by the Executive Councillor for Planning, Policy and Transport. Projects will be delivered predominantly by Cambridgeshire County Council resources; there are therefore minimal implications for service delivery. [Linked to C3621]

C3625	Street lighting/CCTV budget increase	0	41,500	0	0	0	Andy Preston	Nil
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The City Council has agreed with Cambridgeshire County Council to jointly fund improvements to the design of street lighting in the historic core. This agreement includes a 50:50 share of the £130k estimated cost of these improvements. The current capital plan budget, reference PV033B Street Lighting/CCTV, currently has a balance of £40k, an additional capital bid of £25k is therefore required to provide the City Council's 50% contribution. The City Council is also proposing to solely fund improvements to the design of street lighting in a limited number of streets in the 'Kite' area of the city, requiring additional capital of £16.5k. There are no implications for service delivery for either of these proposals, as the work will be implemented by Cambridgeshire County Council's PFI Contactor Balfour Beatty.

C3704	Refurbishment of Park Street Car Park [Transfer from Capital Plan to Projects Under Development (PUD)]	0	(1,700,000)	(1,700,000)	0	0	Sean Cleary	Nil
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In order for this scheme to be properly planned before it is included fully on the capital programme it is proposed to place the programme on the 'Projects under development (PUD) list'. When the plans are progressed sufficiently, this will be put back onto the Capital Plan. [Transfer releases Direct Revenue Funding (DRF) back into reserves].

C3719	Topographical Survey of Multi-Story Car Parks [Close in Plan] [R and R]	(11,000)	0	0	0	0	Sean Cleary	Nil
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2015/16 Budget - General Fund

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Reference	Item Description	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	Contact	Climate Effect Rating
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Capital Bids

Scheme completed so funding returned to reserves.

Total Capital Bids in Planning Policy & Transport	(11,000)	(1,528,500)	(1,570,000)	130,000	130,000
Total Capital Bids	(11,000)	(1,528,500)	(1,570,000)	130,000	130,000
Report Total	(11,000)	(1,528,500)	(1,570,000)	130,000	130,000