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Cambridge City Council

COMMUNITY SERVICES SCRUTINY COMMITTEE

Date: Thursday, 15 January 2015
Time: 2.30 pm
Venue: Committee Room 1 & 2 - Guildhall
Contact: Toni Birkin **Direct Dial:** 01223 457013

SUPPLEMENTARY AGENDA

- 6 City Centre and Public Places Portfolio Revenue and Capital Budgets 2015/16 (Estimate) and 2016/17, 2017/18, 2018/19 and 2019/20 (Forecast) (Pages 3 - 16)**

- 9 Community, Arts and Recreation Portfolio Revenue and Capital Budgets 2015/16 (Estimate) and 2016/17, 2017/18, 2018/19 and 2019/20 - (Forecast) (Pages 17 - 28)**

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To: Executive Councillor for City Centre & Public Places:
Councillor Carina O'Reilly

Report by: Director of Customer and Community Services, Director of
Environment and Head of Finance

Relevant scrutiny
committee: Community Services Scrutiny
Committee 15 January 2015

Wards affected: All Wards

Customer and Community Services - City Centre & Public Places 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) 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	-	(117,000)	(110,000)
Programme Office	-	-	-
Savings	-	-	-
Total	-	(117,000)	(110,000)
Bids:			
Unavoidable Revenue Pressures	-	50,000	50,000
Reduced Income	-	17,000	35,000
Total	-	67,000	85,000
Net (savings)/bids	-	(50,000)	(25,000)

External Bids	-	10,000	5,000
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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	(37,000)	(225,000)	(195,000)	(195,000)	(195,000)
Capital Bids	-	85,000	378,000	378,000	570,000
Net Capital Bids	(37,000)	(140,000)	183,000	183,000	375,000

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
- 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	✓

7. Inspection of papers

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

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Review of Charges

Markets

	Charges 2014/15	Charges 2015/16	% Increase
Cambridge Retail Market			
Monday - Friday rents			
Category A	£16.62	£17.04	2.5%
Category B	£14.90	£15.27	2.5%
Category C	£13.68	£14.02	2.5%
Saturday rents			
Category A	£33.29	£34.12	2.5%
Category B	£28.89	£29.61	2.5%
Category C	£27.52	£28.21	2.5%
Rates	£2.24	£2.30	2.7%
Sunday rent	£25.02	£25.65	2.5%
Rates	£2.24	£2.30	2.7%
*Storage	£16.50	£16.91	2.5%
All Saints Craft Fair			
Monday - Friday rents	£14.79	£15.16	2.5%
Saturday rent	£30.69	£31.46	2.5%
All Markets - Administration Fees			
Variations Fee - applicable for any changes that result in the production of a new licence.	£0.00	£25.00	NEW

* Prices shown exclusive of VAT

Streets & Open Spaces - Proposed Charges - 2015/16

Charge Type and description	Charges 2014/15	Proposed Charges 2015/16	% increase 2015/16
Allotments			
Standard size is 10 rods (300 m2)			
Allotment Full size	38.50	39.50	2.6%
Allotment Half size	20.00	20.50	2.5%
Allotment starter plot	12.00	12.30	2.5%
Refundable Key Deposit (where applicable)	30.00	30.00	-
Parks, Commons & Open Spaces			
Grazing			
Horses - Other Commons	168.10	172.30	2.5%
Cows	54.00	55.40	2.6%
Cows - 10 or more (per beast)	33.80	34.60	2.4%
Parks & Open Spaces Lettings			
Application Fee (deducted from hire fee)	35.00	50.00	42.9%
Fee generating Commercial Photography and Filming rights	50.00	52.00	4.0%
Daily Hire - Fairs	385.00	400.00	3.9%
Daily Hire - Circuses	340.00	350.00	2.9%
Setting up/Pulling down days	190.00	200.00	5.3%
Ongoing business use e.g.fitness classes (per quarter)	325.00	340.00	4.6%
Non Commercial Public Events ‡	205.00	220.00	7.3%
National Charities ‡	140.00	150.00	7.1%
Local events / demos ‡	95.00	100.00	5.3%
Fun Runs and Charity Walks (under 500 participants)	95.00	100.00	5.3%
Commercial Public Events on City Centre Parks: * †			
- minimum charge for lettings up to and over 1,000 sq metres	550.00	600.00	9.1%
- additional charge per square metre for lettings over 1,000 sq metres	1.35	1.40	3.7%
Commercial Public Events on Other Parks & Open Spaces: * †			
- minimum charge for lettings up to and over 1,000 sq metres	385.00	400.00	3.9%
- additional charge per square metre for lettings over 1,000 sq metres	1.10	1.40	27.3%
Use of a Premises Licence for external event providers	171.80	180.00	4.8%
Performing Rights - Administration	50.00	55.00	10.0%
Performing Rights Fees	at cost	at cost	
Provision of Wi-Fi facility for commercial events	50.00	0.00	-100.0%
Internal Event - No Fees	95.00	100.00	5.3%
Internal Event - Fee Paying	140.00	150.00	7.1%
Mooring Fees*			
(increased by RPIX - 2.4% - October 2014)			
2 or more adults	946.00	969.00	2.4%
Single adult	709.50	726.75	2.4%
Concessions	473.00	484.50	2.4%
* provisional, subject to moorings review 2015 and to VAT at appropriate rates			

Fees & Charges - Bereavement Services

Appendix A3

	Charge 2014/15	Charge 2015/16	Increase	%	Charge incl VAT (where appropriate)
CAMBRIDGE CITY CREMATORIUM					
Adult					
<i>Band 1 (before 9:30am and after 4pm)</i>	£520.00	£520.00	£0.00	0.0%	£520.00
<i>Band 2</i>	£645.00	£674.00	£29.00	4.5%	£674.00
Body Part	£81.00	£85.00	£4.00	4.9%	£85.00
Child (2yrs-12yrs)	£109.00	£114.00	£5.00	4.6%	£114.00
Body Part	£17.00	£18.00	£1.00	5.9%	£18.00
Infant (under 2yrs & stillborn)	£61.00	£64.00	£3.00	4.9%	£64.00
Body Part	£8.00	£8.00	£0.00	0.0%	£8.00
Non viable foetus	£34.00	£36.00	£2.00	5.9%	£36.00
Bearer	£22.00	£23.00	£1.00	4.5%	£23.00
Organist	£70.00	£72.00	£2.00	2.9%	£72.00
Use of Organ	£21.00	£22.00	£1.00	4.8%	£22.00
Extended Service	£232.00	£238.00	£6.00	2.6%	£238.00
Over running allotted service time by more than 5 minutes	£62.00	£64.00	£2.00	3.2%	£64.00
Late arrival by more than 10 minutes fro a full service <i>(waived when traffic problems)</i>	£52.00	£53.00	£1.00	1.9%	£53.00
Saturday service by special request	£1,149.00	£1,178.00	£29.00	2.5%	£1,178.00
Child (2yrs-12yrs)	£220.00	£226.00	£6.00	2.7%	£226.00
Infant (under 2yrs & stillborn)	£125.00	£128.00	£3.00	2.4%	£128.00
Sunday service by special request	£1,435.00	£1,471.00	£36.00	2.5%	£1,471.00
Child (2yrs-12yrs)	£251.00	£257.00	£6.00	2.4%	£257.00
Infant (under 2yrs & stillborn)	£143.00	£147.00	£4.00	2.8%	£147.00
Memorial Service	£232.00	£238.00	£6.00	2.6%	£285.60
Audio (CD) Recording	£31.00	£32.00	£1.00	3.2%	£38.40
Visual (DVD) Recording	£45.00	£46.00	£1.00	2.2%	£55.20
Web Cast	£81.00	£83.00	£2.00	2.5%	£99.60
Polytainer urn	£12.00	£12.00	£0.00	0.0%	£12.00
Wooden casket	£35.00	£36.00	£1.00	2.9%	£36.00
Witnessed Charging	£21.00	£22.00	£1.00	4.8%	£22.00
Witness Strewing	£23.00	£24.00	£1.00	4.3%	£24.00
Witness Strewing (Saturday)	£34.00	£35.00	£1.00	2.9%	£35.00
Witness Strewing (Sunday)	£44.00	£45.00	£1.00	2.3%	£45.00
Strewing from another crematoria (inc witness fee)	£68.00	£70.00	£2.00	2.9%	£70.00
Strewing from another crematoria (inc witness fee) - Saturday	£79.00	£81.00	£2.00	2.5%	£81.00
Strewing from another crematoria (inc witness fee) - Sunday	£88.00	£90.00	£2.00	2.3%	£90.00
Duplicate Cremation Certificate	£38.00	£39.00	£1.00	2.6%	£46.80
Postage & Packing	£38.00	£39.00	£1.00	2.6%	£39.00
Copy Green Certificate	£38.00	£39.00	£1.00	2.6%	£39.00
Surcharge for splitting cremated remains (only part collection)	£37.00	£38.00	£1.00	2.7%	£38.00
Safe keeping of Cremated Remains (per month)	£71.00	£73.00	£2.00	2.8%	£73.00
Customs Certificate	£38.00	£39.00	£1.00	2.6%	£46.80
Cancelling service within 4 working days of the allotted time	£78.00	£80.00	£2.00	2.6%	£80.00
Late receipt of cremation papers (per day after the deadline)	£26.00	£27.00	£1.00	3.8%	£27.00
Exhumation of Cremated Remains	£108.00	£111.00	£3.00	2.8%	£133.20
CAMBRIDGE CITY & HUNTINGDON ROAD CEMETERY					
Exclusive Right of Burial – Adult					
<i>City resident</i>	£569.00	£583.00	£14.00	2.5%	£583.00
5 year top up extension to reinstate Exclusive right to 50 years	£58.00	£59.00	£1.00	1.7%	£59.00

Fees & Charges - Bereavement Services

Appendix A3

	Charge 2014/15	Charge 2015/16	Increase	%	Charge incl VAT (where appropriate)
Non-City resident	£1,982.00	£2,032.00	£50.00	2.5%	£2,032.00
5 year top up extension to reinstate Exclusive right to 50 years	£200.00	£205.00	£5.00	2.5%	£205.00
Exclusive Right of Burial – Infant					
City resident	£69.00	£71.00	£2.00	2.9%	£71.00
5 year top up extension to reinstate Exclusive right to 50 years	£7.00	£7.00	£0.00	0.0%	£7.00
Non-City resident	£199.00	£204.00	£5.00	2.5%	£204.00
5 year top up extension to reinstate Exclusive right to 50 years	£22.00	£23.00	£1.00	4.5%	£23.00
All Interments					
Adult	£575.00	£601.00	£26.00	4.5%	£601.00
Adult - Saturday	£864.00	£903.00	£39.00	4.5%	£903.00
Adult - Sunday	£1,152.00	£1,204.00	£52.00	4.5%	£1,204.00
Child (2-12yrs)	£109.00	£114.00	£5.00	4.6%	£114.00
Child (2-12yrs) - Saturday	£164.00	£171.00	£7.00	4.3%	£171.00
Child (2-12yrs) - Sunday	£218.00	£228.00	£10.00	4.6%	£228.00
Infant (under 2 & stillborn)	£61.00	£64.00	£3.00	4.9%	£64.00
Infant (under 2 & stillborn) - Saturday	£93.00	£97.00	£4.00	4.3%	£97.00
Infant (under 2 & stillborn) - Sunday	£124.00	£130.00	£6.00	4.8%	£130.00
Non-viable foetus	£34.00	£36.00	£2.00	5.9%	£36.00
Non-viable foetus - Saturday	£52.00	£54.00	£2.00	3.8%	£54.00
Non-viable foetus - Sunday	£70.00	£73.00	£3.00	4.3%	£73.00
Cremated remains	£162.00	£169.00	£7.00	4.3%	£169.00
Cremated remains - Saturday	£243.00	£254.00	£11.00	4.5%	£254.00
Cremated remains - Sunday	£325.00	£340.00	£15.00	4.6%	£340.00
Burial within 24 hours notice	£56.00	£57.00	£1.00	1.8%	£57.00
Assignment of grave ownership	£46.00	£47.00	£1.00	2.2%	£56.40
Transfer of Ownership	£46.00	£47.00	£1.00	2.2%	£56.40
Duplicate Deed of Grant	£26.00	£27.00	£1.00	3.8%	£32.40
Late receipt of burial papers (waived for burial within 24 hours)	£26.00	£27.00	£1.00	3.8%	£27.00
Permit for cleaning and renovation only	£26.00	£27.00	£1.00	3.8%	£27.00
Amendment to original instructions	£26.00	£27.00	£1.00	3.8%	£27.00
Cancelling service after the grave has been dug	£156.00	£160.00	£4.00	2.6%	£160.00
Exhumation	£1,082.00	£1,109.00	£27.00	2.5%	£1,330.80
Exhumation (non-viable foetus)	£63.00	£65.00	£2.00	3.2%	£78.00
Additional Burial Service Fees					
Use of chapel - Funeral service	£83.00	£85.00	£2.00	2.4%	£85.00
Memorial service	£232.00	£238.00	£6.00	2.6%	£285.60
Use of organ	£21.00	£22.00	£1.00	4.8%	£22.00
Use of chapel - Saturday	£165.00	£169.00	£4.00	2.4%	£169.00
Use of chapel - Sunday	£207.00	£212.00	£5.00	2.4%	£212.00
Late arrival charge	£52.00	£53.00	£1.00	1.9%	£53.00
Commercial photography (per hour or part thereof)	£166.00	£170.00	£4.00	2.4%	£170.00
Minor filming or video recording (per hour or part thereof)	£291.00	£298.00	£7.00	2.4%	£298.00
Major filming (per hour or part thereof)	£416.00	£426.00	£10.00	2.4%	£426.00
Photograph of floral tributes	£21.00	£22.00	£1.00	4.8%	£22.00
Permanent (Wooden) Shoring (single depth grave)	£520.00	£212.00	n/a	2.5%	£212.00
Topsoil (single depth grave)		£321.00	n/a	2.5%	£321.00
Permanent (Wooden) Shoring (double depth, closed boarding) (for use with oversized coffin)		£972.00	new	n/a	£972.00

2015/16 Budget - Revenue proposals

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Reference	Item Description	-01/00 Budget £	00/01 Budget £	01/02 Budget £	02/03 Budget £	03/04 Budget £	Contact	Climate Effect Rating
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City Centre & Public Places

External Bids

X3557	Mill Road Coordinator - Phased withdrawal of funding	0	10,000	5,000	2,500	0	Emma Thornton	Nil
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Funding for the Mill Road Coordinator post was approved in 2012 for 3 years and this runs out at the end of August 2015. A Business Plan is under development with the businesses in Mill Road which would enable this activity to be self-funding within 3 years. To facilitate this the business community are requesting a phased withdrawal of funding over the next 3 years. Continued support of this role will directly benefit the new Chesterton/Mitcham's Corner Coordinator as it will be key in supporting and mentoring this new role. [Fund from Fixed-Term Priority Project Fund, FTPPF]

External Bids

0	10,000	5,000	2,500	0
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Increased Income

113713	Ground rent re University Arms redevelopment	0	(100,000)	(75,000)	0	0	Alistair Wilson	Nil
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Ground rent received from the lease of part of Parkers Piece to facilitate the renovation of University Arms Hotel. The total income of £200,000 has been assumed to run from January 2015 to December 2016. It is anticipated that £25,000 will be received in 2014/15, £100,000 in 2015/16 and £75,000 in 2016/17. One half of this income will be spent on improvements to Parker's Piece and other open spaces in the city during 2015/16 and 2016/17 (see URP3714).

113743	New moorings income	0	(17,000)	(35,000)	(35,000)	(35,000)	Alistair Wilson	Nil
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This budget proposal is to reflect the current income budget being understated and can also be considered in the context of the forecast income from the review of pricing (Summer 2015), with any subsequent changes to fees and charges, being made during 2015, for effect April 2016. [Linked to R13742]

Increased Income

0	(117,000)	(110,000)	(35,000)	(35,000)
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Reduced Income

R13742	Reduced income from Moorings	0	17,000	35,000	35,000	35,000	Alistair Wilson	Nil
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It is proposed to remove the additional moorings income budget from 2015/16, recommended in the 2014/15 budget round (S3408). The proposed saving will now be met from an overachievement at income at current rates together with a growth in the number of mooring licences, which is dependent on a full review of moorings to be held in 2015. [Linked to 113743].

Reduced Income

0	17,000	35,000	35,000	35,000
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Unavoidable Revenue Pressure

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2015/16 Budget - Revenue proposals

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Reference	Item Description	-01/00 Budget £	00/01 Budget £	01/02 Budget £	02/03 Budget £	03/04 Budget £	Contact	Climate Effect Rating
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City Centre & Public Places

URP3714	Improvement works on Open Spaces	0	50,000	50,000	0	0	Alistair Wilson	Nil
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To commit 50% of the ground rent accruing from the University Arms redevelopment, various revenue projects are proposed to improve all open spaces, focussing on improvements for cyclists, including cycle parking, to the cricket and other sports pitches, new fencing, seats and signage. Other improvements will come forward during the two years of expenditure to ensure that the funds available in this proposal are used to improve the green space infrastructure on the city's open spaces

Unavoidable Revenue Pressure	0	50,000	50,000	0	0
City Centre & Public Places	0	(40,000)	(20,000)	2,500	0
Report Total	0	(40,000)	(20,000)	2,500	0

2015/16 Budget - Capital proposals

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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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City Centre & Public Places

Capital Bids

C3566	Drainage and resurfacing works at the Crematorium/Huntingdon Road Cemetery and Newmarket Road Cemetery [R and R]	0	20,000	208,000	208,000	400,000	Tracy Lawrence	+L
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Drainage - preliminary investigations have revealed collapsed drains at the Crematorium/Huntingdon Road Cemetery and Newmarket Road Cemetery. The 2015/16 bid is to provide funding for further investigations and specifications to establish a programme of works phased over three years. Following the completion of these works, resurfacing of the car parks and other affected areas will need to take place. Implications of not doing the work are that the car parks at the crematorium regularly flood resulting in a costly pumping out process and flooding of grave spaces at Huntingdon Road.
[Funded from Bereavement Services Business Plan]

C3567	Supply and install generator at the Crematorium [R and R]	0	50,000	0	0	0	Tracy Lawrence	Nil
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To provide continuity of service in the event of a power failure. To ensure funeral services are able to continue - lighting/music etc. To also ensure the cremation process is not interrupted and to meet the regulators requirement and conditions of our permit to operate. Avoid pollution should the system need to go to bypass mode (the mercury abatement plant will not operate).
[Funded from Bereavement Services Business Plan]

C3621	Extension of the Environmental Improvement Programme	0	0	170,000	170,000	170,000	Andy Preston	Nil
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Proposal to extend the existing Environmental Improvement Programme by a further 3 years from 2016/17 onwards. The one year break will allow the considerable number of existing approved schemes to be completed, before commencement of the new programme. It is proposed that the scheme eligibility criteria for the programme be reviewed with a view to restricting the number of projects that relate to the function of the highway. A separate capital bid has been submitted to create a new programme to fund such highway-related projects, in partnership with the County Council's Local Highway Improvement Programme.
[Linked to C3623]

C3700	Review of Local Centres Improvement Programme [Transfer from Capital Plan to Projects Under Development (PUD)]	0	(195,000)	(195,000)	(195,000)	(195,000)	n/a	Nil
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2015/16 Budget - Capital proposals

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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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City Centre & Public Places

In order for this programme to be delivered promptly and appropriately, proper plans and business cases need to be brought forward before it is included fully on the capital programme. As a result, it is proposed to place the programme on the 'Projects under development (PUD) list' while the first two proposals, related to Cherry Hinton High Street and Arbury Court, are drawn up in detail and further work is progressed on the other schemes, such as for Mitcham's Corner. When the plans are progressed sufficiently, they will be put back onto the Capital Plan. [Transfer releases Direct Revenue Funding (DRF) back into reserves].

C3723	Corn Exchange Heating Management System [Close in Plan] [R and R]	(20,000)	0	0	0	0	Debbie Kaye	Nil
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Scheme completed so funding returned to reserves.

C3724	Kings Hedges Learner Pool Electricity [Close in Plan] [R and R]	(17,000)	0	0	0	0	Debbie Quincey	Nil
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Scheme completed so funding returned to reserves.

C3725	Cambridge Crematorium - Staff room refurbishment [Close in Plan] [R and R]	0	(30,000)	0	0	0	Tracy Lawrence	Nil
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Scheme completed so funding returned to reserves.

C3728	Far East Prisoners of War Commemorative Plaque [External £5k]	0	15,000	0	0	0	Andy Preston	Nil
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A bespoke designed bronze plaque to commemorate the Cambridge and Cambridgeshire Far East Prisoners of War, particularly the 1000 or more that did not return. The plaque is proposed to be located in a prime city centre location and unveiled as part of the WWII 70th anniversary commemoration on VJ Day on 15th August 2015. It is envisaged that external funding of at least £5k will be secured, with a City Council capital contribution of £10k. The project will be led by the project delivery team in the streets & open spaces service, both in terms of design and implementation, with input as required from other specialists.

Capital Bids	(37,000)	(140,000)	183,000	183,000	375,000
City Centre & Public Places	(37,000)	(140,000)	183,000	183,000	375,000
Report Total	(37,000)	(140,000)	183,000	183,000	375,000



To: Executive Councillor for Community, Arts and Recreation – Councillor Richard Johnson

Report by: Director of Customer and Community Services,
Director of Environment and Head of Finance

Relevant scrutiny committee: Community Services
Scrutiny Committee 15 January 2015

Wards affected: All Wards

Customer and Community Services - Community, Arts and Recreation Portfolio
Revenue and Capital Budget Proposals for 2015/16 to 2018/19

Key Decision

1. Executive summary

Revenue and Capital Budgets

- 1.1 The Budget-Setting Report (BSR) 2014/15 will be considered, firstly, by Strategy & Resources on 19 January 2015. The following report details the budget proposals which relate to this portfolio that are included in the BSR.
- 1.2 The BSR will be considered at the following meetings:

Date	Committee	Comments
19 January 2015	Strategy & Resources	Scrutiny committees go through proposals for their own 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

- 1.3 The following report also includes any recommendations concerning review of charges or project appraisals for schemes in the Capital & Revenue Projects Plan for this portfolio.
- 1.4 The report details the budget proposals for 2015/16.

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.

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 will be considered by the Executive at its meeting on 22 January 2015.

Table 1: Overall Revenue Proposals (see Appendix B)

Savings and Bids	2015/16 Budget £	2016/17 Forecast £
Savings:		
Savings	(15,500)	(15,500)
Total	(15,500)	(15,500)
Bids:		
Unavoidable Revenue Pressures	134,000	204,000
Total	134,000	204,000
Net (savings)/bids	118,500	188,500
External Bids	96,000	155,000
Priority Policy Fund (PPF) Bids	-	-

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 1: Overall Capital Proposals (see Appendix B)

	2015/16 £	2016/17 £	2017/18 £	2018/19 £
Capital Bids	2,160,000	-	-	-

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:

- Mid-Year Financial Review (MFR) 2014
- Budget Setting Report 2015/16

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	✓

7. Inspection of papers

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

Authors' Name: Chris Humphris
Authors' Phone Number: 01223 - 458141
Authors' Email: chris.humphris@cambridge.gov.uk

Community Services Scrutiny Committee
Community, Arts & Recreation Portfolio

Appendix A

Charge Type and description	Charges 2014/15	Proposed Charges 2015/16	% increase 2015/16
Sports Development			
Sports Facilities			
Cricket			
Per pitch	£39.50	£40.50	2.5%
Including Pavilion	£53.60	£55.00	2.6%
Junior per pitch	£25.50	£26.00	2.0%
Including Pavilion	£31.60	£32.50	2.8%
Football/Rugby/Hockey			
Per pitch including Pavilion	£51.00	£52.50	2.9%
Junior per pitch including Pavilion	£28.50	£29.00	1.8%
8-a-side pitch	£20.50	£21.00	2.4%
American Football			
Per pitch including Pavilion	£65.50	£67.00	2.3%
Junior per pitch including Pavilion	£40.00	£41.00	2.5%
Rounders			
Per Pitch	£21.00	£22.00	4.8%
Per Pitch - junior	£11.00	£11.50	4.5%
Tennis			
Jesus Green - Per hour	Free	FREE	-
Nightingale Avenue, Lammas Land, Coleridge, Barnwell, Christs	Free	FREE	-
Abbey Artificial Pitch			
Peak Time			
Mon-Fri 17.00-22.00/Sat 11.00-19.00/Sun 12.00-16.00			
Whole Pitch	£53.00	£54.50	2.8%
Whole Pitch - Junior	£29.50	£30.00	1.7%
Half Pitch	£34.50	£35.50	2.9%
Half Pitch - Junior	£19.00	£20.00	5.3%
Off-Peak Time			
Whole Pitch	£41.50	£42.50	2.4%
Whole Pitch - Junior	£27.50	£28.50	3.6%
Half Pitch	£27.00	£30.00	1.1%
Half Pitch - Junior	£16.50	£17.00	3.0%
Lighting per hour			
Whole Pitch max lux	£15.50	£16.00	3.2%
Half Pitch max lux	£8.50	£9.00	5.9%
Swimming Services			
The charges relating to the swimming services are the HEADLINE prices			
These charges are the MOST the Leisure Contractor can charge for an activity			
The Leisure Contractor can REDUCE any or all of the activity prices BELOW the headline price if they wish.			
Juniors are 17 years and under; Under 3's are FREE			
Parkside Pools			
Adult	£4.30	£4.40	2.3%
Junior	£2.20	£2.30	4.5%
Main Pool Hire - per hour (Non Commercial)	£117.50	£120.50	2.6%
Main Pool Hire - per hour (Commercial)	£285.00	£292.00	2.5%
Lane Hire	£21.50	£22.00	2.3%
Diving Pool	£67.50	£69.00	2.2%
Children's Pool Hire	£44.00	£45.00	2.3%
Flumes	£52.50	£54.00	2.9%
Non-City LEA School Swim	£1.70	£1.80	5.9%

Community, Arts & Recreation Portfolio

Charge Type and description	Charges 2014/15	Proposed Charges 2015/16	% increase 2015/16
Abbey Pool			
Adult	£4.30	£4.40	2.3%
Junior	£2.20	£2.30	4.5%
Pool Hire - per hour (Non Commercial)	£75.00	£77.00	2.7%
Learner Pool Hire - per hour (Non Commercial)	£38.00	£39.00	2.6%
Gala Hire - per hour (City Clubs)	£142.50	£146.00	2.5%
Gala Hire - per hour (Commercial)	£179.00	£183.50	2.5%
Non-City LEA School Swim	£1.70	£1.80	5.9%
Kings Hedges Pool			
Pool Hire - per hour - Commercial	£56.00	£57.50	2.7%
Pool Hire - per hour - Non Commercial	£36.50	£37.50	2.7%
Jesus Green Outdoor Pool			
Adult	£4.30	£4.40	2.3%
Adult - Season Ticket	£98.00	£100.00	2.0%
Junior	£2.10	£2.30	9.5%
Junior - Season Ticket	£34.00	£35.00	2.9%
Pool hire per Hour	£77.50	£79.50	2.6%
Abbey Fitness Suite			
Casual use:			
Adult	£5.80	£5.90	1.7%
Health Suites			
Abbey Pool			
Sauna & Swim	£6.60	£6.80	3.0%
GP Referral			
Swimming Session - Abbey, Parkside, Kings Hedges			
Adult	£4.30	£4.40	2.3%
Adult - Leisurecard (A)	£1.30	£1.50	5.4%
Adult - Leisurecard (B)	£3.10	£3.20	3.2%
Adult - Leisurecard Student	£1.90	£2.00	5.3%
Non City Referral	£2.30	£2.40	4.3%
Cherry Hinton Village Centre			
Activity			
Main Hall per Hour - Adult	£42.00	£43.00	2.4%
Main Hall per Hour - Junior (17yr & Under)	£25.00	£25.50	2.0%
Large Meeting Room per hour - Community	£19.00	£19.50	2.6%
Large Meeting Room per hour - Commercial	£26.00	£26.75	2.9%
Small Meeting Room per hour - Community	£10.00	£10.50	5.0%
Small Meeting Room per hour - Commercial	£15.50	£16.00	3.2%
Admission on Sports Bookings per person	£0.30	£0.30	0.0%
Tea Dances per person	£4.25	£4.40	3.5%
(Joint working with the Meadows Centre; both sites have complementary programming and charge the same for these sessions)			
Activities - (Toddlers, Schools Out, etc.)			
Per person	£1.50	£1.50	0.0%
Badminton Court per hour - Adult	£11.80	£12.00	1.7%
Badminton Court per hour - Junior (17yr & Under)	£6.80	£7.00	2.9%

2015/16 Budget - Revenue proposals

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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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Community, Arts & Recreation

External Bids

X3572	Children & Young People's Area Engagement Project		0	46,000	46,000	0	0 Debbie Kaye	Nil
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This project aims to improve the engagement and influence of children and young people in the city in council decisions that affect and impact upon them, such as options for the use of Section 106 funding of community facilities, open space and sport, together with views on other neighbourhood issues.

The project will focus on outreach work within each of the four Area Committee areas, albeit with a focus on the four wards that experience the highest relative deprivation in the city. It is proposed that the project is run through ChYpPS, and a community engagement officer is proposed to be recruited from this budget to assist with the outreach work. Four 'Agenda Days' will be organised to bring young people together, the costs of which would be met from the budget allocated.

The project is to be funded for two years, with a project review after 18 months to explore future funding options. [Fund from Fixed-Term Priority Project Fund, FTPPF]

X3574	Junior Savers Pilot Project		0	10,000	0	0	0 Debbie Kaye	Nil
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Pilot project working with one secondary and one primary school in a deprived area of the city to encourage young people to open savings accounts with a Credit Union. It is anticipated that the project would be managed by Rainbow Savers Anglia Credit Union with some initial support from Community Development officers.

[Fund from Sharing Prosperity Fund, SPF]

X3575	North West Cambridge Growth Quadrant - Community Development Staffing		0	30,000	100,000	100,000	100,000 Debbie Kaye	Nil
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The S106 Agreements for the NW Cambridge Quadrant require developers to provide funding for Community Development, Youth Worker and Sports Development staff to help integrate and build capacity within the new communities. This funding is subject to triggers relating to build out rates over the next 6 to 7 years. Staff will be employed by the Council during this period. Recruitment will be staggered to meet the demands of new residents as they move in. The total amount of funding is £606,000. Therefore, income/expenditure profile is PROVISIONAL. [Fund from Developer Contributions].

X3649	Free swimming lessons for children, Sharing Prosperity Fund bid.		0	10,000	9,000	9,000	0 Ian Ross	Nil
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The project will focus on two groups; a) younger children from low income families and b) children who cannot swim at the key stage 2 assessment point. A term of 12-14 lessons would be offered free-of-charge to identified families or referrals via a voucher redeemed via GLL at Council-run pools. Scheme a) NEW for pre-school and key stage 1 children. Scheme b) Already exists, funded by local public health funding for one year 2014/15. This bid would enable continuation for a further 3 years.

[Fund from Sharing Prosperity Fund, SPF]

2015/16 Budget - Revenue proposals

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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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Community, Arts & Recreation

External Bids

0	96,000	155,000	109,000	100,000
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Savings

S3576	Management of Area Committee Grants within the in-house Grants Team	0	(6,000)	(6,000)	(6,000)	(6,000)	Debbie Kaye	Nil
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The area committee grants process has been brought back in-house and simplified so it can be managed within existing staff resources. This means we can save the management fee we used to pay to Cambridgeshire Community Foundation.

S3577	Removal of Community Development Officer support at Area Committees	0	(3,000)	(3,000)	(3,000)	(3,000)	Debbie Kaye	Nil
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The meet and greet and general advice giving role at area committees is now carried out by the Head of Service lead for each committee which means we no longer have to fund additional hours for Community Development Workers.

S3578	Neighbourhood Community Projects (NCP) Review - Cash Limiting Budget	0	(1,500)	(1,500)	(1,500)	(1,500)	Debbie Kaye	Nil
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Outcome of the NCP Review was to protect the budgets for the 3 projects for 2015/16 but to not increase them by inflation.

S3579	Community Engagement - Rationalisation of project budgets	0	(5,000)	(5,000)	(5,000)	(5,000)	Debbie Kaye	Nil
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Following the Community Development Service restructure, we have been able to rationalise and reduce the existing project budgets for community engagement.

Savings

0	(15,500)	(15,500)	(15,500)	(15,500)
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Unavoidable Revenue Pressure

URP3571	Clay Farm Multi-Use Centre Leasehold Management Company - Revenue Subsidy	0	50,000	120,000	120,000	120,000	Debbie Kaye	Nil
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A Leasehold Management Company has been set up between the City and County Councils to manage the facility. Costings indicate that there will be a net shortfall of around £200k p/a which will need to be met by the 2 Authorities. This shortfall will be split 60% City and 40% County Council which is the same proportion as the asset value of the Building held by each Authority.

2015/16 Budget - Revenue proposals

Page 3 of 3

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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Community, Arts & Recreation

URP3682	Arts Trust - Head of Service savings already in budget	0	84,000	84,000	84,000	84,000	Debbie Kaye	Nil
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Head of Service savings already in budget from 2012/13 and now included within the business case for the Arts Trust so this adjustment is to prevent double counting of the savings. [Linked to PROG3681].

Unavoidable Revenue Pressure	0	134,000	204,000	204,000	204,000
Community, Arts & Recreation	0	214,500	343,500	297,500	288,500
Report Total	0	214,500	343,500	297,500	288,500

2015/16 Budget - Capital proposals

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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Community, Arts & Recreation**Capital Bids**

C3693	Additional funding for Clay Farm Community Centre - Phase II [Includes Developer Contributions and Borrowing]	0	2,160,000	0	0	0	Alan Carter	+M
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Following a successful competition and final costings, the total cost for the project is anticipated to be £9.87m. This bid represents the further capital requirement. [Funding from a variety of sources including Developer Contributions and internal or external borrowing]

Capital Bids	0	2,160,000	0	0	0
Community, Arts & Recreation	0	2,160,000	0	0	0
Report Total	0	2,160,000	0	0	0