



To: Executive Councillor for Environmental & Waste Services: Councillor Jean Swanson
Report by: Director of Environment and Director of Resources
Relevant scrutiny committee: Environment Scrutiny Committee 22/1/2013
Wards affected: All Wards

Environment – Environmental & Waste Services Portfolio

- Revenue and Capital Budgets 2012/13 (Revised)
- 2013/14 (Budgets) and 2014/15 (Forecast)

Key Decision

1. Executive summary

Revenue and Capital Budgets

- 1.1 The following report sets out the overall base revenue and capital budget position for the Environmental & Waste Services Portfolio. The report compares the proposed 2012/13 Revised Budget to the budget as at September 2012 and details the budget proposals for 2013/14 and 2014/15.

2. Recommendations

The Executive Councillor is recommended to:

Review of Charges:

- Approve the proposed charges for this portfolio's services and facilities, as shown in Appendix B1 to this report.
- Request that the proposed charges for this portfolio's services and facilities, as shown in Appendix B2 to this report, are submitted to Council for approval.

Revenue Budgets:

- Approve, with any amendments, the current year funding requests and savings, (shown in Appendix A) and the resulting revised revenue budgets for 2012/13 (shown in Section 3, Table 1) for submission to the Executive.
- Agree proposals for revenue savings and unavoidable bids, as set out in Appendix C.

- e) Agree proposals for bids from external or existing funding, as set out in Appendix D.
- f) Agree proposals for Priority Policy Fund (PPF) bids, as set out in Appendix E.
- g) Approve the budget proposals for 2013/14 as shown in Table 2, for submission to the Executive.

Capital:

- h) Seek approval from the Executive to carry forward resources from 2012/13, as detailed in Appendix G, to fund re-phased capital spending.
- i) Approve capital bids, as identified in Appendix H, for submission to the Executive for inclusion in the Capital & Revenue Projects Plan or addition to the Hold List, as indicated.
- j) Approve the remit and establishment of a capital programme for the purchase of bins for new developments as detailed in paragraph 3.2, for submission to the Executive.
- k) Delegate the carrying out and completion of the procurement for the provision of wheeled bins for the use in communal waste and recycling facilities for flats and individual premises for new developments to the Director of Environment, subject to the receipt of funding from developers. This delegation is intended to cover the current programme plus future years' procurement.
- l) Confirm that there are no items covered by this portfolio to add to the Council's Hold List, for submission to the Executive.
- m) Approve the following project appraisals as detailed in Appendix K:
 - (i) Bins for New Developments
 - (ii) In Cab Technology – Full Roll Out
 - (iii) Vehicle Replacement Programme 2013/14
- n) Approve the current Capital & Revenue Projects Plan, as detailed in Appendix J, to be updated for any amendments detailed in (h), (i), (j), (k), (l) and (m) above.

3. Background

- 3.1 At its meeting on 25 October 2012, Council gave initial consideration to the budget prospects for the General Fund for 2013/14 and future years. Since the Medium Term Strategy (MTS) was agreed an error was discovered in the financial forecasts used to underpin the strategy and this resulted in future spending being understated by £2.3m.
- 3.2 The overall Budget Strategy Report (BSR) to Strategy & Resources Scrutiny Committee on 21 January 2013 will include a review of all the factors relating to the overall financial strategy that were included in the MTS including re-basing the budget to address this under-forecast of expenditure.

- 3.3 The MTS set an overall savings requirement for net expenditure of £567,900 for 2013/14 and this is the savings target that has been used as a starting point for the 2013/14 budget. The expectation was that service reviews would contribute to achievement of the council's savings targets and across the Council there has been a significant overachievement against this figure. The position against any service reviews within this portfolio is shown in paragraph 3.15.
- 3.4 For 2013/14 provision was made for a Priority Policy Fund (PPF) of £500,000 to provide funding for developments that demonstrate a significant contribution to the Council's Vision Statement, as set out in the Annual Statement. Where appropriate, PPF bids are listed in Appendix E.
- 3.5 The report to The Executive on 24 January 2013 may include details of the Government's Final Settlement for 2013/14. The announcement is likely to be made shortly after the conclusion of the consultation period, which ends on 15 January 2013.
- 3.6 The Executive at its meeting on 24 January 2013 will recommend capital bids for approval by Council. Items in the existing Capital & Revenue Projects Plan and Hold List will also be reviewed to identify any which are no longer required, or where the current indicated timing for spending is no longer accurate. The Capital & Revenue Projects Plan can then be revised to take account of any changes required.
- 3.7 Further work is required on detailed budgets due to the corporate and departmental restructuring, so delegation to the Director of Resources will be sought from Council for authority to finalise changes relating to this and the reallocation of support service and central costs, in accordance with the CIPFA Best Value Accounting Code of Practice and the Service Reporting Code of Practice for Local Authorities (SeRCOP).

Revised Budget 2012/13

3.8 The following table sets out the proposed revised revenue budget for this portfolio in comparison with the September 2012 budget.

Table 1: Revised Budget 2012/13

Total Net Budget	2012/13 Budget Sept 2012 £	2012/13 Revised Budget Jan 2013 £	Variation Increase/ (Decrease) £
Environmental Services & Waste Portfolio	8,205,560	8,017,160	(188,400)
Variation represented by:			
Technical Adjustments			
Pay Restructuring			(28,570)
Adjustment for the distribution of overheads			160,290
Depreciation adjustments			11,130
Adjustment of budgets between this portfolio and the Housing portfolio			(36,160)
Adjustment of budgets between this portfolio and the Planning & Climate Change portfolio			17,260
Adjustment of budgets between this portfolio to others for the recharge of the Fleet cost centre			35,180
Other cash limit adjustments			(1,790)
Total (Savings) / Bids (as per Appendix A)			(345,740)
Total Variance			(188,400)

3.9 On 21 February 2013, Council will consider for approval the revised budget proposals for this portfolio (see Appendix A). The table above demonstrates, after budget transfers, a net reduction in the use of reserves of £188,400 compared to the position at September 2012.

3.10 Appendix F shows the resulting net revenue spending for 2012/13, including the Revised Budget items.

Review of Charges

- 3.11 Proposals for the review of charges for this portfolio are presented at Appendix B. The effects of any proposed changes have been included in the base budget projections.
- 3.12 As some charges are regulatory functions (under the Licensing Committee), the review of charges will be reported to that Committee and for Council for approval on 21 February 2013.
- 3.13 The statutory Licensing Act 2003 fees plus the Gambling Act 2005 fees which are set within parameters set by the department of Culture, Media and Sport are not shown in the appendix. These can be viewed on the City Council website.

<http://www.cambridge.gov.uk/ccm/navigation/business/licensing-and-permissions>

Budget 2013/14

- 3.14 A summary of the proposed budget for 2013/14 for this portfolio is shown in Table 2. This includes the effects of the proposed savings and unavoidable bids together with the impact of the proposed new charges.
- 3.15 The proposed savings and unavoidable bids, identified during the budget process to date, are detailed in Appendix C.

Service Reviews

- 3.16 The anticipated net savings resulting from service reviews are shown in Table 2 and detailed in Appendix C.

Overall Revenue Budget Position

- 3.17 The approved budget proposals for this portfolio will be submitted to the meeting of Environment Scrutiny Committee on 22 January 2013 and for consideration by the Executive at its meeting on 24 January 2013.
- 3.18 An overall summary of the budget proposals, as set out in this report, is shown below in Table 2.
- 3.19 Appendix F shows the resulting net revenue spending for 2013/14 and 2014/15, including the bids and savings (Appendix C) and Bids to Existing & External Revenue Funding (Appendix D) but excluding the Priority Policy Fund (PPF) bids (Appendix E), until these are approved.

Table 2: Overall Budget Proposals

Savings and Bids	2013/14 Budget £	2014/15 Forecast £
Savings:		
Service Reviews	(30,000)	(40,000)
Other	(10,000)	(20,000)
Total	(40,000)	(60,000)
Bids:		
Unavoidable	2,000	2,000
Other	0	0
Total	2,000	2,000
Net savings/bids (see Appendix C)	(38,000)	(58,000)
Bids to Existing & External Revenue Funding (See Appendix D)	114,000	122,800
Priority Policy Fund (PPF) Bids (See Appendix E)	119,000	119,000

Capital – 2012/13 Revised Budget, Capital Bids and 2013/14 Proposed Budget

- 3.20 Appendix G shows the latest position against the 2012/13 Capital & Revenue Projects Plan at September 2012 for projects within this portfolio, with variances explained in detail in the accompanying notes. A variance of (£995,000) is anticipated of which (£778,000) is due to slippage. The remaining variance of (£217,000) relates to forecast net underspends on individual capital schemes and programmes.
- 3.21 Appendix H details the schemes, which have been identified as possible bids for the Capital & Revenue Projects Plan.
- 3.22 It is requested that a capital programme be set up to cover the provision of waste receptacles for new developments within the City. This expenditure is to be funded from developer contributions. The capital bid reference C3161 is for 2012/13 and 2013/14 estimated spend and the project appraisal covering this is shown in Appendix K(i). Information regarding new developments and the split between the numbers of flats and housing for 2014/15 ongoing is currently unavailable however the programme projections will be updated as soon as possible. It is suggested that the programme remit is as follows.

Waste and Recycling Bins for New Developments

Approved Timescale: Ongoing

Lead Officer: Jen Robertson

Remit :

This budget is to provide waste and recycling receptacles for new developments of residential properties within the City. This expenditure is to be funded from developer contributions.

- 3.23 Appendix G (b) of the Medium Term Strategy, approved in October 2012, highlighted the need to review current Hold List items. There are currently no items on the Hold List for this portfolio.
- 3.24 Appendix J shows the Capital & Revenue Projects Plan for all the projects within this portfolio (including any approvals since the MTS was published in October 2012, but before any changes arising in paragraphs 3.20, 3.21, 3.22 and 3.23 above).

Public Consultation

- 3.25 In recent years, the Council's annual budget consultation has been conducted through quantitative surveys, such as the inclusion of relevant questions in the biennial Citizens Survey and a questionnaire in Cambridge Matters, the Council's residents' magazine. In these surveys, Cambridge residents had tended to identify the same services as priorities for Council expenditure.
- 3.26 This year the Council wanted to gain more in-depth understanding of the reasons residents regard certain services as a priority and view others as less important. The overall aim of the research was to gain a better understanding of the City Council services that local residents, businesses and voluntary groups regard as priority spending areas and those which are less important to them.
- 3.27 The 2012 Budget Consultation was undertaken by mruk research on behalf of Cambridge City Council in September 2012. It was conducted in the form of focus groups with residents – both face-to-face and online, and in depth interviews with businesses, voluntary and community groups. Questions covered the level of Council Tax, identification of those service areas that are most important and those that are less important, and those services that it was felt that the Council should not provide at all.
- 3.28 In broad terms, the results reflect previous surveys and participants regarded as essential the services covered by
- collecting rubbish and recycling,
 - cleaning the streets and removing graffiti and,
 - managing parks and public spaces
 - environmental health services
 - licensing – taxis, pubs and clubs
 - planning for the future of the city

3.29 Important areas of service provision, as in previous years, included service areas such as:

- providing and promoting affordable housing
- the provision of housing advice and helping homeless people
- working with the police to tackle anti-social behaviour
- providing support and activities for older people, young people, disabled people and people from ethnic minorities

3.30 As previously, results showed that residents placed least importance on managing services such as:

- car parks
- the Corn Exchange
- tourist information centre and services for visitors
- running events such as Bonfire Night, the Big Weekend and the Folk Festival

Many residents felt that there were some services that could easily be provided by an alternative provider to the Council. However, many residents felt these services would be more of a priority if they benefit the Council, such as through revenue generation.

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 Table 2 above (see also Budget Setting Report 2013/14 – Council 21 February 2013).

(b) Staffing Implications

See text above.

(c) Equal Opportunities Implications

An Equality Impact Assessment has been undertaken in respect of budget proposals and a consolidated Assessment will be included in the Budget Setting Report which will be submitted to the Executive at its meeting on 24 January 2013.

(d) **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.

(e) **Consultation**

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, a full list can be seen at:

<http://www.cambridge.gov.uk/ccm/content/consultations/2012-consultations.en>

(f) **Community Safety**

See text above.

5. Background papers

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

- Medium Term Strategy 2012
- Budget Papers 2013/14

6. Appendices

In this Report:

- Appendix A – Revised Budget Items (2012/13)
- Appendix B1 – Review of Charges (2013/14) – Executive Councillor
- Appendix B2 – Review of Charges (2013/14) – Council
- Appendix C – Savings and Bids (2013/14 to 2016/17)
- Appendix C (a)* – Non Cash Limit Adjustments (2013/14 to 2016/17)
- Appendix D – Bids to Existing or External Revenue Funding (2012/13 to 2016/17)
- Appendix E – Priority Policy Fund (PPF) Bids (2013/14 to 2016/17)
- Appendix F – Revenue Budget (2012/13 to 2014/15)
- Appendix G – Capital Budget (2012/13)
- Appendix H – Capital Bids (2013/14 to 2016/17)
- Appendix I * – Hold List
- Appendix J – Capital & Revenue Projects Plan
- Appendix K – Project Appraisals:
 - (1) Bins for new developments
 - (2) In Cab Technology – Full Roll Out – Phase 2
 - (3) Vehicle replacements 2013/14
- Appendix L * – Earmarked Reserves

* = Not applicable 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: Karen Whyatt and Jackie Collinwood

Authors' Phone Number: 01223 - 458145, 01223 - 458241

Authors' Email: karen.whyatt@cambridge.gov.uk,
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2013/14 Budget - Revised Budget (2012/13)

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Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Revised Budget

Environment - Environmental & Waste Services

RB3082	Electricity charges for Newmarket Road Air Quality Monitor	1,500	0	0	0	0	Jo Dicks
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Electricity supply for this site was from the local street lighting supply with the consent of the County Council. However the street lighting on Newmarket road has been upgraded recently and the supply was disconnected. The County Council are not able to reinstate this supply and therefore we need to arrange installation and supply to the monitor to maintain our air quality network. (See also UR3080)

RB3136	Recycling budget	(164,000)	0	0	0	0	Jen Robertson
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The Materials Recycling Facility (MRF) contract price is determined every 6 months based on the value of the recycle materials from the blue bin which makes predicting budgets difficult. This revised budget change reflects the saving based on the value of the basket of materials for the rest of the current year. The change also reflects additional recycling income as a result of a small increase in tonnage recycled which has resulted in additional recycling credit payments from the county council.

RB3137	Trade Refuse - Operational budget saving	(69,600)	0	0	0	0	Chloe Hipwood
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Anticipated loss of business for this financial year has not been evident; leading to an increased income from higher than inflation price increases added at the start of the financial year to mitigate against this potential loss. The trade waste mixed recycling service has continued to expand leading to an increase in customers and decrease in landfill costs, again resulting in additional income. Savings will not continue due to an increase in gate fee and the transfer of disposal costs for some waste types from the County Council due to legislative changes in the Controlled Waste Regulations 2012.

RB3166	Salary savings - Fleet cost centre	(82,000)	0	0	0	0	Michael Parsons
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This one off saving within the fleet cost centre is a result of a detailed review of the salaries and vacant posts during the current year. This is not expected to continue into 2013/14.

RB3256	Food and Occupational Safety - scores on the doors	(5,640)					Jas Lally
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Software for Scores on the doors no longer required as we have become members of the Government scheme

RB3257	Liquor Licensing additional income	(12,000)					Jas Lally
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Appendix B1

Environmental and Waste Services Portfolio / Environment Scrutiny Committee Review of Charges

Charge Type and Description	Charges 2012/13	Charges 2013/14	% Increase
Services:			
Rodent control - Businesses - per hour (Half hour min. charge)*	N/A	£75.00	NEW
Fleas and Other - Cash*	£87.50	£89.25	2.0%
- Invoice*	£87.50	£89.25	2.0%
- Businesses - per hour (Half hour min charge)*	N/A	£75.00	NEW
Mice Treatment*	£34.00	£35.00	2.9%
House / Car Alarms (fee includes administration costs)	Actual Cost	Actual Costs	0.0%
Lecture Fees - per hour	£69.00	£70.00	1.4%
Recycling Kitchen Caddy Sacks (in packs of 50) *	£2.33	£2.50	7.3%
Food Surrender and Disposal	Actual Cost	Actual Costs	0.0%
Basic Food Hygiene/Health & Safety Courses	£75.00	£75.00	0.0%
Online Food Hygiene and Health and Safety Courses	£25.00	£25.00	0.0%
Examination following on-line courses	£20.00	£20.00	0.0%
Licences:			
Contaminated Land (per Enquiry/Polygon)	£140.00	£143.00	2.1%
Waste and Recycling			
Wheelie bins			
New black domestic 240ltr bin	£50.00	£50.00	0.0%
New black domestic 140ltr bin	£25.00	£25.00	0.0%
Recondition black 240ltr bin (when available)	£25.00	£25.00	0.0%
Green and Blue 240ltr & 140ltr bins	free	free	0.0%
Charged Domestic extra collection 240ltr	N/A	N/A	N/A
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	£0.00
Dogs			
Statutory Fee for all stray dogs**	£25.00	£25.50	2.0%
Transportation cost of stray dog to kennel	£60.00	£61.20	2.0%
Kennels registration and vet checking fee	£47.00	£48.00	2.1%
Daily kennel charges	£11.50	£11.75	2.2%
Collection fee for stray dogs out of normal office hours	£60.00	£61.20	2.0%
* These charges are shown net of VAT			
** Externally set fees and charges			

Appendix B2

Environmental and Waste Services Portfolio / Environment Scrutiny Committee Review of Charges - Full Council Approval

Charge Type and Description	Charges 2012/13	Charges 2013/14	% Increase
Licences:			
Dog Breeding Establishment	£220.00	£225.00	2.3%
Animal Boarding Establishment	£220.00	£225.00	2.3%
Pet Shop	£220.00	£225.00	2.3%
Dangerous Wild Animals	£247.50	£252.50	2.0%
Sex Shop Licences	£4,820.00	£4,916.00	2.0%
Sex Shop Licence Renewal (Provisional)	£740.00	£755.00	2.0%
Riding Establishment Licence	£310.00	£317.00	2.3%
Change a Riding Establishment	£77.50	£80.00	3.2%
Zoo Licence	£415.00	£424.00	2.2%
Change to Zoo Licence	£77.50	£80.00	3.2%
Renew a Zoo Licence	£105.00	£107.00	1.9%
Food Register - single entry	£2.00	£2.00	0.0%
- register	£800.00	£816.00	2.0%
Skin Piercing, Acupuncture etc	£125.00	£125.00	0.0%
Cosmetic Piercing for Practitioners	£30.00	£30.00	0.0%
Taxi Licences			
Drivers			
Application fee for new applicants	£40.00	£40.00	0.0%
Criminal Records Bureau Check **	£44.00	£44.00	0.0%
Knowledge Test	£30.00	£30.00	0.0%
Medical	From £40	From £40	0.0%
Licence Fee	£50.00	£50.00	0.0%
Annual Renewal Fee	£50.00	£50.00	0.0%
3 Yearly Renewal Fee	£100.00	£100.00	0.0%
Replacement Badges *	£8.51	£8.51	0.0%
DVLA Data Check **	£8.00	£8.00	0.0%
Vehicles			
Mechanical Fitness Test (Twice Yearly)	£51.00	£51.00	0.0%
Hackney Carriage Licence	£195.00	£195.00	0.0%
Private Hire Licence	£195.00	£195.00	0.0%
Plate Deposit	£50.00	£50.00	0.0%
Replacement Plate *	£8.51	£8.51	0.0%
Re-test if works carried out at a separate garage and returned within 10 day	N/A	£25.50	NEW
Re-test if works carried out at a separate garage and returned after 10 day	N/A	£51.00	NEW
Change of Ownership	£50.00	£50.00	0.0%
Crest - self adhesive *	£5.28	£5.40	2.3%
Crest - magnetic *	£7.23	£7.40	2.4%
Operators Licence			
Standing Charge	£75.00	£75.00	0.0%
Each Vehicle - (up to 100 Vehicles, excluding standing charge, max £1,200)	£20.00	£20.00	0.0%
Each Vehicle - (over 100 Vehicles, excluding standing charge, max £2,250)	£15.00	£15.00	0.0%
Transponders			
Annual permit	£20.00	£20.00	0.0%
Deposit **	£80.00	£80.00	0.0%
Replacement **	£80.00	£80.00	0.0%
* These charges are shown net of VAT			
** Externally set fees and charges			

2013/14 Budget - Savings & Bids**Appendix Page 1 of 3**

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Savings**Environment - Environmental & Waste Services**

S3226	Weekly Collection Support Scheme	0	0	0	0	(130,000)	Jen Robertson
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The Council was unsuccessful in its bid for grant funding under the DCLG Weekly Collection Support Scheme which would have provided funding for 3 years for a food waste collection from flats. This saving represents cancellation of the Council's contribution under the proposed scheme from 2016/17 onwards.

S3259	Recycling credits income		(10,000)	(20,000)			Jen Robertson
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Renegotiated recycling credit rates with County Council

Total Savings in Environment - Environmental & Waste Services		0	(10,000)	(20,000)	0	(130,000)	
Total Savings		0	(10,000)	(20,000)	0	(130,000)	

2013/14 Budget - Savings & Bids

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Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Service Reviews**Environment - Environmental & Waste Services**

SR3009	Review provision of clinical waste disposal	0	0	(10,000)	(10,000)	(10,000)	Michael Parsons
	Examine how the service is provided and if there is a potential to outsource or provide in-house.						
SR3010	Increase in Garage Services income	0	(20,000)	(20,000)	(20,000)	(20,000)	Michael Parsons
	Increasing the volume of private sales work by marketing the service and seeking new contracts within the City. Hours of operation and capacity of fitters will need to be reviewed.						
SR3223	Savings following implementation of annualised hours	0	(10,000)	(10,000)	(10,000)	(10,000)	Bob Carter
	Annualised hours increase the working week when the need is at its highest the time is then compensated through shorter working arrangements during the winter months. This would have to be implemented under the Council's organisational change policy.						

Total Service Reviews in Environment - Environmental & Waste Services

0	(30,000)	(40,000)	(40,000)	(40,000)
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Total Service Reviews

0	(30,000)	(40,000)	(40,000)	(40,000)
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2013/14 Budget - Savings & Bids

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Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Unavoidable Revenue Bids**Environment - Environmental & Waste Services**

UR3080	Electricity charges for Newmarket Road Air Quality Monitor	0	2,000	2,000	2,000	2,000	Jo Dicks
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Electricity supply for this site was from the local street lighting supply with the consent of the County Council. However the street lighting on Newmarket road has been upgraded recently and the supply was disconnected. The County Council are not able to reinstate this supply and therefore we need to arrange a new installation and supply to the monitor to maintain our air quality network. (See also RB3082)

Total Unavoidable Revenue Bids in Environment - Environmental & Waste Services	0	2,000	2,000	2,000	2,000	
Total Unavoidable Revenue Bids	0	2,000	2,000	2,000	2,000	
Report Total	0	(38,000)	(58,000)	(38,000)	(168,000)	

2013/14 Budget - Bids to External or Existing Funds

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Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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External Bids

Environment - Environmental & Waste Services

X3072	Cambridge Real Emissions Project (DEFRA Funded)	30,000	30,000	0	0	0	Jo Dicks
	<p>The City Council Environmental Quality and Growth Team successfully bid to the DEFRA Air Quality Grant fund to develop a real time local vehicle emission project. The aim of the project is to understand actual vehicle emissions so that current actions can be evaluated and (more) effective actions designed for the future. It will show which vehicles and which vehicle categories are contributing significantly to poor air quality. Funding from DEFRA of £60k will be paid by the end of November and the project will run from November 2012 to November 2013 with an intense period of field work in April and May 2013. (See also X3079) [Bid to specific Grant]</p>						
X3147	Street cleaning of new growth sites	0	75,000	100,000	100,000	125,000	Bob Carter
	<p>To provide street cleaning operatives on new adopted growth sites to include Accordia, CB1, Trumpington Meadows, Clay Farm, Glebe Farm, & NIAB 1 & 2 [Bid to Growth Fund]</p>						
X3162	R&R contributions for waste and recycling bins for new developments		300	5,500	5,500	5,500	Jen Robertson
	<p>This R&R bid is linked to a capital bid for refuse and recycling bins for new developments. (See also C3161) [Bid to Growth Fund]</p>						
X3165	R & R contribution for underground recycling banks	0	7,200	15,300	15,300	15,300	Jen Robertson
	<p>New developments need to have mini recycling points for residents to recycle materials that are not currently possible to recycle in the blue bins. Developers are installing underground recycling banks in the Southern Fringe - one site for Glebe, two for Clay and one for Trumpington Meadows. However the R & R contribution needs to be funded by the Authority. [Bid to Growth Fund]</p>						
X3168	Maintenance of Street Cleansing vehicles and plant	0	1,500	2,000	3,000	3,000	Bob Carter
	<p>To cope with the extra demand of new development and our legal obligation for street cleansing there is a requirement to add one additional medium sized mechanical sweeper, 1 transit type vehicle and 2 mechanical pedestrian sweepers to our existing fleet. [Bid to Growth Fund]</p>						

2013/14 Budget - Bids to External or Existing Funds**Appendix Page 2 of 2**

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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External Bids

Total External Bids in Environment - Environmental & Waste Services	30,000	114,000	122,800	123,800	148,800	
Total External Bids	30,000	114,000	122,800	123,800	148,800	
Report Total	30,000	114,000	122,800	123,800	148,800	

2013/14 Budget - Bids to Priority Policy Fund

Appendix Page 1 of 1

Reference	Item Description	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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PPF Bids

Environment - Environmental & Waste Services

PPF3075	Proposals for increasing recycling	0	5,000	5,000	0	0	Jen Robertson
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Resources for recycling champions and the communications team to work with students and those living in houses in multiple occupancy to improve recycling rates.

PPF3076	In-cab technology for trade and domestic waste service	0	14,000	14,000	14,000	14,000	Michael Parsons
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Introduction of In-cab technology will provide a more efficient and customer focussed service. It will show up to date rounds, essential for a growing city, and the current day's collections on a display in the collection vehicle. The Customer Service Centre will receive accurate real-time information and be able to answer residents' queries more accurately and speedily. Information from residents requesting assisted collections will be logged directly on the system. (See also C3071)

PPF3143	Rapid Response Team	0	100,000	100,000	100,000	100,000	Toni Ainley
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To introduce a Rapid Response street cleaning team following population increase in the City's residential areas and outside the area covered by the BID. The team will respond flexibly and quickly to issues that reduce environmental cleanliness by removing chewing gum, washing seats, bins etc. using specialist equipment. They will support existing teams with fly tipping and extra deep cleaning of shopping parades as needed. The work will enhance current cleanliness standards by responding rapidly to reported issues across a wide area. They will cover the week on a rota system, including early evenings. The bid includes staffing, PPE, training, small plant and tools, vehicle running costs, R&R and on-costs. (See also C3142)

Total PPF Bids in Environment - Environmental & Waste Services	0	119,000	119,000	114,000	114,000
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Total PPF Bids	0	119,000	119,000	114,000	114,000
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Report Total	0	119,000	119,000	114,000	114,000
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Environmental and Waste Services Portfolio / Environment Scrutiny Committee
Revenue Budget - 2012/13 to 2014/15

Service Grouping	2012/13 Original Budget £	2012/13 Budget Sept 2012 £	2012/13 Revised Budget Jan 2013 £	Variation Increase / (Decrease) £	2013/14 Budget £	2014/15 Forecast £
Environment - Streets and Open Spaces						
Abandoned Vehicles	30,540	23,230	24,860	1,630	24,590	24,590
Conveniences	665,320	603,380	613,840	10,460	613,270	613,270
Street Cleansing	1,901,480	1,840,790	1,803,360	(37,430)	1,915,930	1,941,430
Rangers - Direct	365,810	333,750	340,320	6,570	344,480	344,480
Public Realm Enforcement	179,790	180,240	181,180	940	181,600	181,600
Control of Dogs	61,540	66,080	68,110	2,030	69,190	69,190
Recharges	297,330	297,330	297,330	0	303,300	303,300
Building Cleaning - to be allocated	0	0	0	0	(3,520)	(53,580)
	3,501,810	3,344,800	3,329,000	(15,800)	3,448,840	3,424,280
Environment - Environmental Services						
Control of Disease	77,000	76,190	81,460	5,270	80,250	80,250
Environmental Protection	305,550	265,760	123,760	(142,000)	0	0
Out of Hours	110,380	108,280	102,190	(6,090)	106,780	106,780
Small Projects	4,200	4,200	4,200	0	4,280	4,280
Scientific Team	192,810	204,800	240,210	35,410	290,760	291,860
Liquor Licensing	(73,850)	(75,020)	(39,700)	35,320	(14,290)	(14,290)
Gambling Act	(13,280)	(13,170)	(9,510)	3,660	(8,640)	(8,640)
Food & Occupational Safety	321,050	346,820	350,730	3,910	356,270	356,270
Enforcement	0	0	72,080	72,080	124,140	124,140
Miscellaneous Licensing	2,870	3,010	0	(3,010)	0	0
Taxi Licensing	7,240	1,790	0	(1,790)	0	0
	933,970	922,660	925,420	2,760	939,550	940,650
Environment - Waste Management and Fleet Services						
Green Waste Recycling - operational	583,130	477,160	457,020	(20,140)	556,160	556,160
Domestic Refuse - operational	852,870	923,830	941,050	17,220	888,540	888,540
Trade Waste - Operational	(340,770)	(372,510)	(463,690)	(91,180)	(412,530)	(407,530)
Dry Recycling - Operational	468,780	747,370	574,010	(173,360)	601,050	601,050
College/Bring Bank Recycling - Operational	215,020	0	199,310	199,310	195,110	195,110
Bin Deliveries - Operational	45,610	37,050	33,070	(3,980)	41,470	41,470
Recycling Strategy	69,240	106,460	(72,980)	(179,440)	65,710	45,870
Waste Development	167,690	160,290	167,540	7,250	167,230	167,230
Fleet saving to be allocated	0	0	(34,000)	(34,000)	0	0
	2,061,570	2,079,650	1,801,330	(278,320)	2,102,740	2,087,900
Environment - Refuse & Env Departmental Budgets						
Administration	239,090	277,680	0	(277,680)	0	0
Operational Support	223,650	227,650	631,440	403,790	484,300	484,300
Recharges	1,353,120	1,353,120	1,329,970	(23,150)	1,356,570	1,356,570
	1,815,860	1,858,450	1,961,410	102,960	1,840,870	1,840,870
Total Net Budget	8,313,210	8,205,560	8,017,160	(188,400)	8,332,000	8,293,700

Environment & Waste Services Portfolio / Environment Scrutiny Committee

2012/13 Capital Budget Position

Capital Ref	Description	Lead Officer	Original Budget 2012/13		Current Budget 2012/13	Spend to end September 2012		Anticipated Spend October 2012 to March 2013		Anticipated Variance	Re-phase Spend		Forecast Over / (Under) Spend		Comments
			£000			£000		£000			£000		£000		
SC423	Recycling Bins for Flats	J Robertson	0	90	43	47	0	0	0	0	0	0	0	0	On target for predicted spend.
SC530	Street Cleaning Planning Software	B Carter	15	15	0	15	0	0	0	0	0	0	0	0	Initial work started with Nick Burton's team.
SC531	In-cab Technology for Trade Waste Service	J Robertson	16	16	0	16	0	0	0	0	0	0	0	0	On target for predicted spend.
SC511	Route Optimisation Software	C Hipwood	0	7	2	0	(5)	0	(5)	0	0	0	(5)	0	Scheme completed under budget
	Total Projects		31	128	45	78	(5)	(5)	(5)	0	0	0	(5)	0	
PR016	Public Conveniences	B Carter	450	799	1	20	(778)	778	0	0	0	0	0	0	Design and delivery work now started for Silver St and Lion Yard Toilet Refurbishment Projects. Both projects will be delivered jointly, with completion expected in Spring/Summer 2014.
PR017	City Services - Vehicle Replacement Programme	D Cox	540	884	148	524	(212)	0	(212)	0	0	0	(212)	0	Largely due to Fleet 279 not being replaced due to route optimisation programme, therefore saving of £160k.
PR028	Litter Bin Replacement Programme	B Carter	125	125	4	121	0	0	0	0	0	0	0	0	Still anticipating completion of first phase before March 2013
	Total Programmes		1,115	1,808	153	665	(990)	778	(212)	0	0	0	(212)	0	
	Total for Environment & Waste Services Portfolio		1,146	1,936	198	743	(995)	778	(217)	0	0	0	(217)	0	

2013/14 Budget - Capital Bids & Funding

Appendix: Page 1 of 3

Reference	Description / Justification	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Environment - Environmental & Waste Services

Capital Bids

Bids requiring funding

C3071	In-cab technology for trade and domestic waste service	0	50,000	0	0	0	Michael Parsons
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Requirement for Capital Funding (included above)

0	50,000	0	0	0
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Introduction of In-cab technology will provide a more efficient and customer focussed service. It will show up to date rounds, essential for a growing city, and the current day's collections on a display in the collection vehicle. The Customer Service Centre will receive accurate real-time information and be able to answer residents' queries more accurately and speedily. Information from residents requesting assisted collections will be logged directly on the system.

(See also PPF3076) [Bid to Reserves]

Total Bids requiring funding	0	50,000	0	0	0
Requirement for Funding : Bids requiring funding	0	50,000	0	0	0

2013/14 Budget - Capital Bids & Funding

Appendix: Page 2 of 3

Reference	Description / Justification	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Environment - Environmental & Waste Services

Bids to existing funding

C3142	Rapid Response Team vehicle and equipment	0	75,000	0	0	0	Toni Ainley
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Requirement for Capital Funding (included above)

0	0	0	0	0
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A revenue bid for a rapid response team has been submitted and this is the capital bid for the vehicle for the team together with associated equipment for the delivery of the service. (See also PPF3143)
[Bid to existing R&R Funds]

C3151	Purchase of Street Cleansing vehicles and plant	0	70,000	0	0	0	Bob Carter
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Requirement for Capital Funding (included above)

0	0	0	0	0
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To cope with the extra demand of new development and our legal obligation for street cleansing there is a requirement to add one additional medium sized mechanical sweeper, 1 transit type vehicle and 2 mechanical pedestrian sweepers to our existing fleet.
[Bid to Growth Fund]

C3161	Waste and recycling bins for new developments	3,000	79,190	0	0	0	Jen Robertson
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Requirement for Capital Funding (included above)

0	0	0	0	0
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The bid is for the provision of waste and recycling bins as a result of new developments within the City. This is to be funded from Developer Contributions. The bid is linked to a PPF bid for an R&R contribution to replace the bins in the future. (See also X3162)
[Bid to Developer Contributions]

2013/14 Budget - Capital Bids & Funding

Appendix: Page 3 of 3

Reference	Description / Justification	2012/13 Budget £	2013/14 Budget £	2014/15 Budget £	2015/16 Budget £	2016/17 Budget £	Contact
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Environment - Environmental & Waste Services

Total Bids to existing funding	3,000	224,190	0	0	0
<i>Requirement for Funding : Bids to existing funding</i>	0	0	0	0	0
Total Environment - Environmental & Waste Services	3,000	274,190	0	0	0
<i>Requirement for Funding : Environment - Environmental & Waste Services</i>	0	50,000	0	0	0

Environment & Waste Services Portfolio / Environment Scrutiny Committee

Appendix J

Capital and Revenue Projects Plan

Capital-GF Projects												
Capital Ref - Cost Centre	Description	Lead Officer	Capital Scheme Approval (£000's)	Spend in Prior Years (£000's)	Current Year Budget (£000's)	2013/14 (£000's)	2014/15 (£000's)	2015/16 (£000's)	2016/17 (£000's)	Spend To September 2012 (£000's)	Comments	
SC423 - 39121	Recycling Bins for Flats	J Robertson	185	95	90	0	0	0	0	0	Approved Council 26.2.09. £185k from UOR.	43
SC511 - 39144	Route Optimisation Software	C Hipwood	15	8	7	0	0	0	0	0	Approved as Urgent Decision 30.12.10. £15k funded from the Efficiency Fund.	2
SC530 - 38173	Street Cleaning Planning Software	B Carter	15	0	15	0	0	0	0	0	Approved at Council Feb-2012. Funded from use of Reserves.	0
SC531 - 39148	In-cab Technology for Trade Waste Service	J Robertson	16	0	16	0	0	0	0	0	Approved at Council Feb-2012. Funded from use of Reserves.	0
	Capital-GF Projects		231	103	128	0	0	0	0	0		45
Capital-Programmes												
Capital Ref - Cost Centre	Description	Lead Officer	Capital Scheme Approval (£000's)	Spend in Prior Years (£000's)	Current Year Budget (£000's)	2013/14 (£000's)	2014/15 (£000's)	2015/16 (£000's)	2016/17 (£000's)	Spend To September 2012 (£000's)	Comments	
PR016 - 39024	Public Conveniences	B Carter	0	2,299	799	0	0	0	0	0	Since approved at Council 2008 - Addtl £6k for Rainwater Harvesting funded from reserves & £110.9k for addl expenditure on Chesterton Road WCs funded from £69.4k Reserves, £40k Reserves & £1.5k Other. Also Romsey Rec £150k funded from S106.	1
PR017 - 43008	Vehicle Replacement Programme	D Cox	0	7,977	884	960	750	0	0	0	Apprvd C/Bd 29/07/01 funded from R&R. Further apprvs at C/Bd 26/11/01. Ext of prog apprvd in 03/04 MTS. £338.5k. 03/04 apprvd 28/01/03. £95k Refuse Veh. apprvd at Strat. 7/7/03. £338k apprvd Strat. 26/1/04. Tfird 2 PVCu vans from 05/06 Co	148
PR028 - 38174	Litter Bin Replacement Programme	B Carter	500	0	125	125	125	125	0	0	Approved at Council Feb-2012. Funded from use of Reserves.	4
	Capital-Programmes		500	10,276	1,808	1,085	875	125	0	0		153
	TOTAL CAPITAL PLAN		731	10,379	1,936	1,085	875	125	0	0		198



Cambridge City Council

To: Executive Councillor for Environmental & Waste Services
Report by: Chloe Hipwood
Scrutiny committee: ENVIRONMENT
Wards affected: All

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Bins – New Developments

Recommendation/s

Financial recommendations –

- The Executive Councillor is asked to recommend this scheme (which is not included in the Council's Capital & Revenue Project Plan) for approval by Council, subject to resources being available to fund the capital and revenue costs.
 - The total cost of the project is £82,190, funded from Developer Contributions. (C3161)
 - There is a linked R & R bid for future replacement of bins (X3162)

Procurement recommendations:

- The Executive Councillor is asked to approve the carrying out and completion of the procurement for the provision of wheeled bins for the use in communal waste and recycling facilities for flats and individual premises for new developments. The annual value dependant on the size of developments becoming occupied.
- Subject to:
 - The permission of the Director of Resources 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 purpose of the project is to purchase bins to enable us to provide new wheeled bins to individual premises at new developments and implement communal refuse and recycling areas in high density housing such as flats on new developments to ensure these residents have an equal service to those in the rest of the city. The project is fully funded by Developer Contributions.

Target Dates:

Start of procurement	15 th January 2013
Award of Contract	Ongoing through ESPO
Start of project delivery	15 th January 2013
Completion of project	Ongoing

1.2 Anticipated Cost

Total Project Cost	£ 82,190
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Cost Funded from:

Funding:	Amount:	Details:
Reserves	£	NA
Repairs & Renewals	£	NA
Developer Contributions	£82,190	See Appendix B
Other	£	NA

Ongoing Revenue Cost

Year 1	£300	R & R fund contributions
Ongoing	£5,500	

1.3 Procurement process

The ESPO Frameworks contract 860 and 860DD provide a robust and competitive mechanism for purchasing for this project and it is expected that the majority of purchases will be made using one of these frameworks. For smaller ad-hoc purchases where the ESPO framework cannot provide the required bins the Council's procurement procedures will be followed and three quotes obtained.

2 Project Appraisal & Procurement Report

2.1 Project Background

The Government's Waste Strategy 2007 sets out recycling targets of 45% by 2015 and 50% by 2020. Cambridge City Council has also signed up to the Cambridgeshire and Peterborough Waste Strategy that has aspirational targets of recycling and composting 50 – 55% of household waste by 2015 and 55 - 60% by 2020. It is necessary to provide new residencies with the same ability to dispose of waste and recycle as existing residents and therefore this project aims to provide a three stream service to all new developments.

2.2 Aims & objectives

This project promotes 'A city in the forefront of low carbon living and minimising its impact on the environment from waste and pollution'

2.3 Major issues for stakeholders & other departments

- Security of assets, Some bins are not currently covered under a stock control system due to a lack of storage space at Mill Road Depot and the lack of availability of funds for the refurbishment of the Cheddars Lane storage compound.

2.4 Summarise key risks associated with the project

Failure to procure bins for this project would cause damage to the reputation of the Council. Existing households have this provision and the Environmental Protection Act 1990 ensures that the Council has a duty to collect waste. We would be unable to provide recycling facilities for new build premises. There is a significant increase in our population due to new build premises, if they were unable to participate it would make reaching our recycling targets even more difficult to achieve.

2.5 Financial implications

- a. Appraisal prepared on the following price base: 2012/13
- b. Specific grant funding conditions are:
 - N/A
- c. Other comments

Regular and frequent purchase of bins will take place in order for timely delivery to properties to occur. Therefore, we do not foresee that the return of any S106 developer contributions will be necessary.

2.6 Capital & Revenue costs

(see also Appendix B for spread across financial years)

(a) Capital	£	Comments
Building contractor / works		
Purchase of vehicles, plant & equipment	£82,190	
Professional / Consultants fees		
IT Hardware/Software		
Other capital expenditure		
Total Capital Cost	£82,190	

(b) Revenue	£	Comments
Maintenance		
R&R Contribution	300	£5,500 in future years
Developer Contributions		See Table B
Total Revenue Cost	300	

2.7 VAT implications

There are no adverse VAT implications

2.8 Environmental Implications

Climate Change impact	+L
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2.9 Other implications

Implications include storage capacity, which is currently managed through space at the Mill Road Depot and a site at Cheddars Lane, Cambridge the latter of which is in need of maintenance. We expect to require the ability to store larger than normal quantities of bins when we anticipate large new developments becoming occupied. Improved occupancy information would mitigate this. There are some H & S risks associated with the offloading and movement of bins this is to be mitigated against by the use of trained staff from City Service Stores section. This section will also maintain security of stock where space for storage provision allows.

2.10 Staff required to deliver the project

This procurement of the bins will be managed in house. The procurement exercise will require the input of staff from the Refuse & Environment service. Refuse and Environment will manage the role out of bins to specific sites in-house as required.

2.11 Dependency on other work or projects

Delivery of legal duties under the Environmental Protection Act 1990 is dependant on this project.

2.12 Background Papers

2.13 Inspection of papers

Author's Name	Chloe Hipwood
Author's phone No.	01223 - 458079
Author's e-mail:	chloe.hipwood@cambridge.gov.uk
Date prepared:	10 th December 2012

Table B – Developer Contributions

Developer Contribution Cost Centre	Planning Reference	Contribution Type (Formal Open Space, Informal Open Space etc)	Address	Amount (£)
35840	08/0048/OUT	Waste Facilities	Former Monsanto Site, Hauxton Road, Cambridge	£28,634.00
35838	09/1140/FUL	Waste Facilities	Glebe Farm (Land East Of Hauxton Road), Trumpington	£16,733.00
35900	10/0312/FUL	Waste Facilities	104 Stanley Road, Cambridge	£75.00
35900	10/0367/FUL	Waste Facilities	Citygate, Woodhead Drive, Cambridge	£1,239.00
35900	10/0396/FUL	Waste Facilities	17 Norfolk Street, Cambridge	£458.00
35837	10/0404/FUL	Waste Facilities	Land Between 59 And 63 Histon Road And Land Rear Of 59, Histon Road, Cambridge	£380.00
35900	10/0421/FUL	Waste Facilities	La Mimosa Restaurant, Thompsons Lane, Cambridge	£300.00
35900	10/0485/FUL	Waste Facilities	102 Glebe Road, Cambridge	£75.00
35900	10/0490/FUL	Waste Facilities	54 St Thomas's Square, Cambridge	£75.00
35900	10/0520/FUL	Waste Facilities	20 Seymour Street, Cambridge	£75.00
35900	10/0522/FUL	Waste Facilities	35 Barton Road, Cambridge	£603.00
35900	10/0523/FUL	Waste Facilities	43 Parkside, Cambridge	£14,916.00
35900	10/0561/FUL	Waste Facilities	39 Shelford Road, Cambridge	£154.00
35900	10/0594/FUL	Waste Facilities	Land Between 20 - 24 Cambridge Place, Cambridge	£750.00
35900	10/0672/FUL	Waste Facilities	56 Green End Road, Cambridge	£75.00

Appendix K(i)

Developer Contribution Cost Centre	Planning Reference	Contribution Type (Formal Open Space, Informal Open Space etc)	Address	Amount (£)
35900	10/0700/FUL	Waste Facilities	71 Mill End Road, Cambridge	£77.00
35900	10/0742/FUL	Waste Facilities	2 Drayton Road, Cambridge	£306.00
35900	10/0785/FUL	Waste Facilities	Land to the rear of 9 Covent Garden, Cambridge	£767.00
35900	10/0835/FUL	Waste Facilities	1 Oak Tree Avenue, Cambridge	£77.00
35900	10/1045/FUL	Waste Facilities	Land To The Rear Of 163 - 165 Coleridge Road, Cambridge	£228.00
35900	10/1050/FUL	Waste Facilities	60 Panton Street, Cambridge	£76.00
35900	10/1067/FUL	Waste Facilities	23 - 29 Occupation Road, Cambridge	£2,147.00
35900	10/1090/FUL	Waste Facilities	Rose And Crown, 110 Newmarket Road, Cambridge	£150.00
35900	10/1219/FUL	Waste Facilities	32 Keynes Road, Cambridge	£75.00
35900	10/1242/FUL	Waste Facilities	25A Kings Road, Cambridge	£75.00
35900	11/0050/FUL	Waste Facilities	412 Milton Road, Cambridge	£77.00
35900	11/0055/FUL	Waste Facilities	1 And 2 Wellington Court, Wellington Street, Cambridge	£912.00
35900	11/0117/FUL	Waste Facilities	75 - 79 Regent Street, Cambridge	£1,356.00
35900	11/0118/FUL	Waste Facilities	Old Manor House, St Andrews Road, Cambridge	£75.00
35900	11/0264/FUL	Waste Facilities	Former Five Bells Public House, 143 High Street, Cherry Hinton, Cambridge	£450.00
35900	11/0317/FUL	Waste Facilities	92 Milton Road, Cambridge	£301.00

Appendix K(i)

Developer Contribution Cost Centre	Planning Reference	Contribution Type (Formal Open Space, Informal Open Space etc)	Address	Amount (£)
35900	11/0451/FUL	Waste Facilities	81 And 83 St Philips Road, Cambridge	£75.00
35900	11/0545/FUL	Waste Facilities	Old Maltings, Prospect Row, Cambridge	£1,500.00
35900	11/0587/FUL	Waste Facilities	121 Newmarket Road, Cambridge	£300.00
35900	11/0591/FUL	Waste Facilities	First Floor Unit, An Lac House, 280 Coldhams Lane, Cambridge	£150.00
35900	11/0656/FUL	Waste Facilities	109 Glebe Road, Cambridge	£76.00
35900	11/0665/FUL	Waste Facilities	Office Rear Of 42 Elizabeth Way, Cambridge	£227.00
35900	11/0700/FUL	Waste Facilities	Bridgacre, Manhattan Drive, Cambridge	£1,350.00
35900	11/0916/FUL	Waste Facilities	85 Bishops Road, Cambridge	£73.00
35900	11/0955/FUL	Waste Facilities	Land R/o 100 - 108 Shelford Road, Cambridge	£962.00
35900	11/1103/FUL	Waste Facilities	28 - 30 Natal Road, Cambridge	£150.00
35900	11/1116/FUL	Waste Facilities	Flat 12 & 15 Mayflower House, Manhattan Drive, Cambridge	£150.00
35900	11/1175/FUL	Waste Facilities	Land Adjacent To 5, Spens Avenue, Cambridge	£301.00
35900	11/1179/FUL	Waste Facilities	Eccho House, Franks Lane, Cambridge	£75.00
35900	11/1293/FUL	Waste Facilities	72 - 74 Newmarket Road, Cambridge	£450.00
35900	11/1421/FUL	Waste Facilities	14 - 16 Bene't Street, Cambridge	£150.00

Appendix K(i)

Developer Contribution Cost Centre	Planning Reference	Contribution Type (Formal Open Space, Informal Open Space etc)	Address	Amount (£)
35900	11/1430/FUL	Waste Facilities	7 - 9 Abbey Street, Cambridge	£3,534.00
35900	11/1444/FUL	Waste Facilities	6 Wellington Court, Wellington Street, Cambridge	£75.00
35900	11/1542/FUL	Waste Facilities	36 Parkside, Cambridge	£450.00
35900	11/1585/FUL	Waste Facilities	Rear Of 82 - 94, Richmond Road, Cambridge	£300.00
35900	12/0144/FUL	Waste Facilities	1 Cyprus Road, Cambridge	£151.00
Total (must agree to Developer Contribution lines in table 1.2 and Table A)				£82,190



Cambridge City Council

To: Executive Councillor for Environmental & Waste Services
Report by: Michael Parsons
Scrutiny committee: ENVIRONMENT
Wards affected: All

Project Appraisal and Scrutiny Committee Recommendation

Project Name: In Cab Technology - Full Roll out (Phase 2)

Recommendation/s

Financial recommendations –

- The Executive Councillor is asked to recommend this scheme (which is not included in the Council's Capital & Revenue Project Plan) for approval by Council, subject to resources being available to fund the capital and revenue costs. The total capital cost of the project is £50,000. This is to be funded from reserves. (Reference C3071)
- The revenue costs of the project are an additional £15,000 per annum (£14k – reference PPF3076 plus £1k in the base budget) on top of the £6,000 per annum approved under PPF bid (Reference PPF2798) approved at Council 23/02/12.

Procurement recommendations:

- The costs for Phase 2 roll out to all refuse vehicles were obtained as part of the procurement of the Pilot Phase.

- A waiver has been obtained so we can exercise the option to proceed to the full roll out without a further tender exercise being carried out.

1 Summary

1.1 The project

Target Start date	April 2013
Target completion date	July 2013

1.2 The Cost

Total Capital Cost	£50,000
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Capital Cost Funded from:

Funding:	Amount:	Details:
Reserves	£50,000	<i>Budget reference C3071</i>
Repairs & Renewals	£	
Section 106	£	
Other	£	

Revenue Cost

Year 1	£15,000
Ongoing	£21,000

1.3 The Procurement

The Council will expand the In Cab Technology system, following the completion of the pilot project, to cover an additional 20 refuse vehicles, including in-cab devices and system licences.

The costs are based upon prices received when procuring Phase 1 of the project.

2 Capital Project Appraisal & Procurement Report

2.1 What is the project?

On successful completion of the Pilot Phase (4 vehicles) and review (expected end of March 2013), the project will move into Phase 2 and the roll out to all Refuse vehicles (an additional 20 vehicles).

The project will build upon the pilot phase by streamlining the process of recording missed bins across the whole service and providing the collection crews with customer service information e.g. assisted collections. It will remove all unnecessary paperwork and duplication of officer time, which can be focussed upon operational delivery and improving customer service.

2.2 What are the aims & objectives of the project?

- to reduce the amount of manual administration and improve the efficiency of collecting data
- to embed new ways of working within the waste management service
- Explore further opportunities to improve the commercial waste service.

This project will contribute to achieving the following Council's Vision:

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

2.3 Summarise the major issues for stakeholders & other departments?

- Implementation to follow as soon as possible after April 2012/or completion of the pilot project.

2.4 Summarise key risks associated with the project

- Pilot Project outcome not successful, resulting in a review of approach or new procurement process.
- Availability of resources to project manage and competing demands of other projects
- Staff not adapting to new ways of working and the use of new technology.

2.5 Financial implications

- a. Appraisal prepared on the following price base: 2012/13
- b. Specific grant funding conditions were: None
- c. Other comments: None

2.6 Capital & Revenue costs

(see also Appendix B for spread across financial years)

(a) Capital	£	Comments
Building contractor / works	0	
Purchase of vehicles, plant & equipment		
Professional / Consultants fees		
IT Hardware/Software	50,000	In cab devices and software licences
Other capital expenditure		
Total Capital Cost	50,000	

(b) Revenue	£	Comments
Suppliers system and equipment annual maintenance	15,000	Support and maintenance costs, R&R provision.
		Note: existing provision of £6,000 ongoing revenue approved as part of pilot project. The additional £15k revenue cost is made up of £14k (reference PPF3076) plus £1k found from base budget provision. Total £21,000 p.a
Total Revenue Cost	15,000	

2.7 VAT implications

There are no adverse VAT implications for this project

2.8 Other implications

There are no other known implications at this stage of the project.

2.9 Estimate of staffing resource required to deliver the project

Implementation of phase 2 of the project is expected to be completed using current resources

2.10 Identify any dependencies upon other work or projects

Successful completion of Phase 1 – Pilot Project

2.11 Background Papers

None

2.12 Inspection of papers

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Date prepared:	20 November 2012

Capital Project Appraisal - Capital costs & funding - Profiling

	2010/11	2011/12	2012/13	2013/14	2014/15	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works						
Purchase of vehicles, plant & equipment						
Professional / Consultants fees						
System and software licences, hardware			16,000	50,000		16,000 (Phase 1)
Total Capital cost	0	0	16,000	50,000	0	
Capital Income / Funding						
Government Grant						
S106 funding						
R&R funding						
Earmarked Funds						
Existing capital programme funding			16,000			COST CENTRE 39148
Revenue contributions						
Total Income	0	0	16,000	0	0	
Net Capital Bid	0	0	0	50,000	0	



Cambridge City Council

To: **Executive Councillor for Environmental and Waste Services, Jean Swanson**
Report by: **David Cox**
Relevant scrutiny committee: **ENVIRONMENT SCRUTINY COMMITTEE**
Wards affected: **None**

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Vehicle replacements 2013/14

Recommendation/s

Financial recommendations –

- The Executive Councillor is asked to approve the commencement of the 2013/14 Vehicle Replacement Programme (PR017), which is already included in the Council's Capital & Revenue Project Plan, and the reduction of the approved budget to £864,000.
 - The total cost of the items identified for replacement is £864,000, to be funded from R&R funds
 - There are no ongoing revenue implications arising from the programme.

Procurement recommendations:

- The Executive Councillor is asked to approve the carrying out and completion of the procurement of the Vehicle Replacement Programme (PR017) for 2013/14
- Subject to:
 - The permission of the Director of Resources 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

The purchase and replacement of life expired vehicles and items of plant and equipment as per the Vehicle Replacement Programme PR017.

1.1 The project

Target Dates:	
Start of procurement	1 st April 2013
Award of Contract	
Start of project delivery	
Completion of project	31 st March 2014

1.2 The Cost

Total Project Cost	£864,000
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Cost Funded from:

Funding:	Amount:	Details:
Reserves	£	
Repairs & Renewals	864,000	R&R cost centre number 03702 from sections: Refuse & Environment; Streets & Open Spaces and Resources
Developer Contributions	£	
Other	£	

Ongoing Revenue Cost

Year 1	£158,500	Provided for within current maintenance budgets
Ongoing	£171,000	Maintenance costs rise each year as vehicle age increases. R&R contributions remain constant. Current maintenance provision is adequate for this.

1.3 The Procurement

All replacement vehicles and items of plant or equipment will be procured using ESPO (Eastern Shires Purchasing Organisation), The Procurement Partnership Ltd (PPL) or the Government Procurement Service, GPS 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.

2 Project Appraisal & Procurement Report

2.1 The Project

The Project is the purchase of the Council's fleet vehicles, plant and equipment scheduled for replacement in 2013/14, as part of a rolling programme necessary to replace out of life vehicles that would otherwise significantly increase maintenance costs.

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.

The replacements, in fleet number order, are:

Fleet number	Description	Year of purchase	Replacement cost
01	Panel van	2006	£20,000
26	Tipper truck	2008	£25,000
40	Utility tipper truck	2009	£25,000
90	Panel van	2006	£20,000
95	Panel van	2006	£20,000
101	Beaver tail trailer	2006	£5,000
110	Ride-on mower	2007	£25,000
112	Telescopic loading shovel	2006	£40,000
114	Ride-on mower	2007	£25,000
131	Ride-on mower	2007	£25,000
174	Ride-on mower	2002	£25,000
192	Mini digger	2006	£25,000
201	Panel van	2006	£20,000
210	Panel van	2006	£20,000
230	Car-derived van	2006	£18,000
232	Car-derived van	2006	£18,000
236	Car-derived van	2004	£18,000
245	Refuse collection vehicle	2005	£150,000
253	Panel van	2006	£20,000
256	Panel van	2006	£20,000
260	Refuse collection vehicle	2005	£150,000
268	Panel van	2006	£20,000
276	Refuse collection vehicle	2005	£130,000
			£864,000

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 V compliant as opposed to Euro II and III 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).

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.

If the project does not take place the maintenance costs on the vehicles will increase, having a negative effect on 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: 2013/14
- 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 Capital & Revenue costs

(a) Capital	£	Comments
Building contractor / works		
Purchase of vehicles, plant & equipment	864,000	Funded from R&R
Professional / Consultants fees		
IT Hardware/Software		
Other capital expenditure		
Total Capital Cost	864,000	

(b) Revenue	£	Comments
Maintenance	25,900	Inspection and servicing costs for first twelve months provided for within the current maintenance budget
R&R Contribution	132,600	No change to contributions to R&R funds which are included in base budgets
Total Revenue Cost	158,500	

2.7 VAT implications

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

2.8 Environmental Implications

Climate Change impact: +M	
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Of the replacement vehicles listed above, thirteen will be fitted with the new start/stop technology. This system allows the engine to cut out whilst the vehicle is at rest, such as traffic lights etc. The engine automatically starts again once the clutch pedal is pressed and 1st gear selected. Reported fuel savings could be as high as 15% dependant on vehicle usage and mileage. Fuel savings therefore, could be as high as £250.00 per vehicle per year. The cost of the system is £175.00 so payback will be less than 12 months

The refuse collection vehicles will be fitted with a 'Fuel Saver Pack'. This device is connected to the central processing unit of the engine and prevents it from being over revved and in turn prevents rapid acceleration. Average annual savings per vehicle are estimated at 1000 litres, leading to a reduction in the Council's carbon footprint of 2,600 kgs of CO2 and a financial saving of

approx £1,150.00. The Fuel Saver pack costs £1,500.00 so payback would be approximately 16 months.

2.9 Other implications

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

2.10 Staff required to deliver the project

Project will be delivered within existing staff resources

2.11 Dependency on other work or projects

None.

2.12 Background Papers

None.

2.13 Inspection of papers

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Date prepared:	23 October 2011

