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16 January 2009

To: Councillor Dr DR Bard (New Communities Portfolio Holder) and Councillor NIC Wright (Planning Portfolio Holder)

Opposition Spokesmen: Councillor A Berent and Councillor Mrs B Smith (New Communities) and Councillor P Bear and Councillor J Williams (Planning)

: Scrutiny and Overview Committee monitors: Councillor Mrs B Smith (New Communities) and Councillor Mrs V Barrett and Councillor R Hall (Planning)

Dear Councillor

You are invited to attend the next meeting of **PLANNING AND NEW COMMUNITIES JOINT PORTFOLIO HOLDERS' MEETING**, which will be held in **MONKFIELD ROOM, FIRST FLOOR** at South Cambridgeshire Hall on **MONDAY, 26 JANUARY 2009 at 10.00 a.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

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| | AGENDA | PAGES |
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| 1. | Declarations of Interest | |
| 2. | Minutes of Previous Meeting | 1 - 4 |
| 3. | Revenue and Capital Estimates - Planning | 5 - 38 |
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Biodiversity SPD

The SPD chapters and appendices are attached to the online version of the agenda. A hard copy of the document is available for reference purposes in the Members' Room at South Cambs Hall.

Biodiversity Sustainability Appraisal

The document is attached to the online version of the agenda.

Listed Buildings SPD

The SPD chapters and appendices are attached to the online version of the agenda. A hard copy of the document is available for reference purposes in the Members' Room at South Cambs Hall.

Listed Buildings Sustainability Appraisal

The document is attached to the online version of the agenda.

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| 6. | Local Development Framework - Gypsy and Traveller DPD - Progress Report (Key) | 67 - 70 |
| 7. | Regional Spatial Strategy Single Issue Review - Planning for Gypsy and Traveller Accommodation in the East of England - Examination in Public - Report of the Panel (Key) | 71 - 74 |
| 8. | Forward Plans Each Portfolio Holder will maintain, for agreement at each meeting, a Forward Plan identifying all matters relevant to the Portfolio which it is believed are likely to be the subject of consideration and / or decision by the Portfolio Holder, Cabinet, Council, or any other constituent part of the Council. The plan will be updated as necessary and published on the Council's website following each meeting. Portfolio Holders will be responsible for the content and accuracy of their forward plans. | |
| 9. | Date of Next Meeting 10 March 2009 at 10.00am | |

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

Minutes of a meeting of the Planning and New Communities Joint Portfolio Holders' meeting held
on
Tuesday, 11 November 2008 at 10.00 a.m.

| | |
|-------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Portfolio Holders : | Councillor Dr DR Bard – New Communities Councillor NIC Wright - Planning |
| Scrutiny and Overview Committee monitors: | Councillors Mrs VM Barrett |
| Scrutiny and Overview Committee monitors and Opposition spokesmen | Councillor Ms BZD Smith |
| Opposition spokesmen | Councillor Mrs PM Bear, AN Berent and JF Williams |
| Officers in attendance for all or part of the meeting: | David Bevan (Conservation Manager), Gareth Jones (Corporate Manager, Planning & Sustainable Communities), Suzanne McBride (Immediate past Corporate Manager - New Communities), Keith Miles (Planning Policy Manager), Jo Mills (Corporate Manager (New Communities)) and Ian Senior (Democratic Services Officer) |
| Also in attendance | Councillors MJ Mason |

24. DECLARATIONS OF INTEREST

There were no declarations of interest.

25. DRAFT SERVICE PLAN - NEW COMMUNITIES

The immediate past Corporate Manager (New Communities) was in attendance to present this item. She highlighted the following factors

- the Service Plan was only in draft form at this stage
- the process adopted
- its dependence on appropriate resources being available and budgets agreed
- its relationship with the Planning Service Plan

The New Communities Portfolio Holder said that the draft Service Plan would have to be developed further taking into account revised forecasts in the Regional Spatial Strategy for employment growth in the district, and other issues such as the impact of climate change and the governance of Northstowe.

The Portfolio Holder noted an observation that the Council Action to increase the number of residents taking up sport or formal exercise by 1% in 2009 was a modest target, and received a call to increase that target and the proposed budget of £20,000. Those present discussed a number of issues relating to this matter, but the Portfolio Holder concluded that it conformed to national targets.

The Portfolio Holder noted an observation that a “community link” was imperative in

progressing developments such as Northstowe and Orchard Park, including where Section 106 obligations were being agreed and monies distributed. The Council's establishment would shortly be strengthened following the appointment of an officer responsible for monitoring the Section 106 process.

Those present discussed the issue of cycle paths.

The New Communities Portfolio Holder **noted** the draft Service Plan as being "work in progress", and instructed officers to prepare an updated and more detailed document for his consideration in due course.

26. CAMBRIDGESHIRE GUIDED BUSWAY

The New Communities Portfolio Holder noted that this item had been published after publication of the agenda, and had not been in the public domain for the statutory period. He admitted it to the agenda as a late item, on the grounds of urgency, because of the need to submit comments to Cambridgeshire County Council before 24 December 2008 and therefore before the next meeting on 13 January 2009.

The New Communities Portfolio Holder considered a report about the Guided Bus project. Cambridgeshire County Council was in the process of undertaking formal statutory consultation on the establishment of a Quality Partnership Scheme and Ticketing Scheme relating to the operation of the Cambridgeshire Guided Busway.

Following detailed discussion, the New Communities Portfolio Holder agreed to raise the following concerns with the County Council, namely

- the inadvisability of allowing advertising on the rear of buses
- absence of the anticipated requirement for vehicles to be double glazed
- emergency evacuation procedures
- the need to clarify the policy on no standing passengers
- location of the control centre
- ticketing issues, including integration with the railway and the use of existing bus passes and other concessionary measures
- a suggestion that the Guided Bus system might be introduced in phases rather than in one go
- the collection and distribution of fares among the various operators
- emission controls

The New Communities Portfolio Holder

1. **supported** Cambridgeshire County Council in its aims to introduce a quality bus partnership scheme (QBP).
2. **supported** the provision of multi-operator ticketing to enable flexibility for bus users, and the proposed measures through the QBP to improve the reliability, quality and therefore public perception of bus services to be operated along the Guided Busway.

27. MINUTES OF PREVIOUS MEETING

The Planning Portfolio Holder and New Communities Portfolio Holder agreed that the minutes of the meeting held on 6 October 2008 were a correct record.

28. DATES AND AGENDA ITEMS FOR FUTURE MEETINGS

The Planning Portfolio Holder and New Communities Portfolio Holder noted that the next three meetings had been scheduled for 13 January 2009, 10 March 2009 and 12 May 2009. They did not identify any agenda items for these meetings.

29. DRAFT SERVICE PLAN - PLANNING

The Corporate Manager (Planning and Sustainable Communities) presented the draft Planning Service Plan, and apologised for the non-inclusion of sections relating to Conservation, Registration (Improvement and Action plans), and Building Control (Action plan).

The Planning Portfolio Holder noted that the Development Control element of the Service Plan had been published after publication of the agenda, and had not been in the public domain for the statutory period. He admitted it to the agenda as a late item because it formed part of the Planning Service Plan.

The Planning Portfolio Holder noted an observation that the demands now being placed on the Council as Local Planning Authority were disproportionate to the resources available to it.

Those present discussed the Gypsy and Traveller Development Plan Document (GTDPD), focussing in particular on anticipated timescales. Slippage had occurred as a result of the Council taking the work back in-house, and officers then being allocated to more immediately urgent issues such as the housing shortfall and the then possibility of an eco-town being built in South Cambridgeshire. The Portfolio Holder instructed officers to bring forward the adoption of the GTDPD from the proposed 2012, if the relevant procedures allowed. He said that to wait until 2012 could prejudice the Council's efforts to identify new Traveller sites, and expose it to legal challenge in the meantime. In any event, the Corporate Manager (Planning and Sustainable Communities) confirmed that the Service Plan would make clear the stages that would take place in the coming year.

Those present discussed the issue of consultation and, in particular, the need for better co-ordination between the Local Planning Authority's dates for determination of planning applications and the timing and frequency of parish council (or parish council planning Committee) meetings. The Corporate Manager (Planning and Sustainable Communities) said that all those concerned had to be as flexible as possible.

The Portfolio Holder noted the need to ensure the effective monitoring of planning conditions. He noted the ongoing investigation into the suitability of a shared Building Control Service.

In response to positive comments about the section's improved performance from Members present, the Planning Portfolio Holder thanked officers for these improvements and the general level of performance that had resulted in an outstanding Planning Delivery Grant settlement.

The Planning Portfolio Holder **noted** the draft Service Plan as being "work in progress", and instructed officers to prepare an updated and more detailed document for his consideration in due course.

The Meeting ended at 12.20 p.m.

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Planning Portfolio Holder
AUTHOR/S: Chief Executive / Accountant

26 January 2009

**REVENUE AND CAPITAL ESTIMATES
FOR THE PLANNING SERVICES PORTFOLIO**

Purpose

1. To consider the Revenue Estimates up to the year 2009-10 and the Capital Programme up to the year 2011-12.
2. This is not a key decision. However, the report presents the relevant 2008-09 revised and 2009-10 estimates for endorsement by the Portfolio Holders, prior to being included as part of the overall estimates to be presented to the Cabinet and confirmed by Council in February 2009.

Background

3. The estimates for the Planning form part of the overall considerations for the Council's annual budget setting exercise and include the following services:
 - Planning Services Portfolio
 - Development Control
 - Building Control Service
 - Street Naming and Numbering
 - Open Space Agreement Cherry Hinton
 - Transport Initiatives
 - Concessionary Fares
 - Footpath Diversions
 - Conservation
 - Museums
 - Tourism Initiatives
4. The Cabinet approved the Staffing and Central Overhead Estimates on 11 December 2008. The recharges approved at that meeting are recharged to all services, as appropriate. These are termed as Central, Departmental and Support Services in the detailed estimates and the analysis reflects the projected service structure approved by Cabinet in September. However, the new officer structure cannot be reflected in the comparative recharge figures, so these will be shown only in total on each service. As all the recharges have been approved, individual portfolio holders cannot amend them.
5. The estimates for each portfolio are being reported to the relevant Portfolio Holder. These estimates will then be summarised in a report for examination by the Scrutiny and Overview Committee on 5 February, consideration by the Cabinet on 12 February, and finally, presentation to the Council on the 26 February for confirmation of the estimates and levels of the Council Tax and Rents.
6. The revenue estimates are set out in **Appendix A**, whilst the capital programme is shown at **Appendix B**.

7. **Appendix C** consists of capital proposal forms, for consideration alongside the capital programme being approved.
8. Provisions for inflation have been applied only in cases where price increases can be justified. No automatic inflation allowance has been applied, but the 2.5% overall assumption of inflation in the Medium Term Financial Strategy remains as the overriding level of inflation provision.
9. Where applicable, the estimates of each portfolio incorporate the approved bids agreed by Cabinet on 11 December 2008 and all other expenditure approvals made up to that date. They also take account of any virement made during the year and rollover of budget from the previous year and efficiency savings.
10. All the estimates exclude the small list 'Precautionary Items', which are listed at the back of the current estimate book. They are specific, exceptional items of expenditure that may or may not occur during the budget period, but if they did the Council would be required to meet them. An updated list will be presented to the Cabinet on 12 February 2009. However, none has been identified within this Portfolio.

Considerations

REVENUE ESTIMATES: REVISED 2008-09 AND ESTIMATES 2009-10

11. A summary of the revenue estimates for the Planning Services Portfolio is shown at **Appendix A**. The total estimates have been analysed between direct costs, transfers to and from reserves, Planning Delivery Grant transferred to capital, income, grants and recharges, so that the direct costs can be identified for comparison. This is considered appropriate because the direct costs are specifically within the control of the relevant cost centre manager. Compared with the 2008-09 original estimates, the net direct costs increased in the Revised Estimates by £150,360 and increased by £83,740 in the 2009-10 Estimates.
12. The **Appendix A** also shows a net direct costs comparison for both years, between the expected target expenditure and the new estimates that have been compiled for this meeting; the target was arrived at by taking the total direct costs in the original 2007-08 estimates and adjusting for transfers to and from other accounts, virement, any approved additional expenditure and, for next year, inflation. The result is that the Revised 2008-09 exceeded the target by £114,360, and the 2009-10 Estimate also exceeded the target by £115,230. In both cases this is mainly due to the decrease in Planning fee income and increase in the Appeals and Advice on Current Applications (in the Revised 2007-08), partly offset by the reduction in the Concessionary Fares costs.

Comments on the individual estimate headings are given in the following paragraphs.

13. ***Development Control:***

a) Hired and Contracted Legal Services:

The Appeals revised budget for 2008/09 represents an increase of £59,840 over the original estimate. Appeals costs in 2008/09 were mainly in respect of:

Church Farm, Steeple Morden
Arbury Park
Former White Horse Public House, West Wickham

Unit J Broad Lane Industrial Estate, Cottenham

Expected appeals in 2009 are:

Wadlow Wind Farm
Longstanton
Cambourne – Morrisons extension
Papworth

b) Contracted Consultants:

The revised 2008/09 budget for advice on current applications has increased by £51,890 over the original estimate.

Staffing pressures and the requirement that the Council continues to meet Government standards to determine applications has necessitated the use of consultants to process specific applications.

14. ***Recharges from staffing and Overhead Accounts - Central, Departmental and Support Services (see estimates report to Cabinet 11 December 2008):***

- (a) The estimated recharges (net of the amounts funded from the Housing and Planning Delivery Grant) from Staffing and Overhead Accounts to this portfolio increased by £50,610 (1.5%) from £3,328,020 in the original 2008-09 Estimate to £3,378,630 in the 2009-10 Estimate. The 2008-09 Revised Estimate of £3,094,640 is £233,380 (7.0%) lower than the original estimate.
- (b) In general, the level of recharges depends on the cost of the service and support officers' time, ICT, contact centre, administrative buildings (mainly Cambourne Offices), Central Expenses and Central Support Services. Over the whole Council, these costs to be recharged were £17.959m in the Original estimates 2008-09, £17.897m in the Revised Estimates 2008-09 and £18.876m in the Estimates 2009-10. These equate to a decrease of £0.062m (-0.3%) in 2008-09 and an increase of £0.979m (5.5%) in 2009-10, when compared with the original estimate 2008-09. The increase above inflation in 2009-10 is mainly due to, firstly, the salary costs of individual officers increasing by 5.1% (additional pay awards and pension costs), and secondly, the costs of additional staff appointments and other central costs approved by Cabinet as part of the bidding process.
- (c) The costs being recharged to each portfolio, however, depend on how the above sums are allocated across services. Most central overhead costs are distributed per head to each officer, whose total cost is then allocated according to the officer's latest estimate of time spent on each service.

15. ***Planning Activity***

Statutory planning fees increased by an average of 23% from 6 April 2008.

Numbers of planning applications were:

| | |
|-----------------------|-------|
| 2006-07 | 2,492 |
| 2007-08 | 2,240 |
| 2008-09 (to 22/12/08) | 1,518 |

Based on fee income to date the revised estimate for 2008/09 has decreased by £224,000 from the Original Estimate 2008-09 of £1,307,000 to £1,083,000.

The level of fee income for 2009-10 has also been budgeted at £1,083,000 due to the uncertainty created by the current economic downturn.

16. **Building Control Service**

Overall, compared to the original 2008-09 estimates, the Building Control Service shows an increase of £930 in the revised estimates and £16,870 in the 2009-10 estimates. This figure is, in effect, the cost of non fee-earning work, the fee-earning deficit or surplus being shown as a transfer to or from Reserves. The revised 2008-09 estimates include a transfer from reserves of £3,560 representing the under-recovered direct cost of fee-earning works, with £23,040 estimated for transfer in 2009-10.

- (a) The main increase in the revised estimates is £13,040 recharges relating to ICT and central overhead costs. Other adjustments include a reduction in expected income of £36,560 in 2008-09 and £42,560 in 2009-10 when compared to the original 2008-09 estimates and a reduction in engineer and local authority services of £26,610 in both years reflecting the anticipated expenditure.
- (b) The number of applications received by Building Control is showing a year on year reduction; this is primarily attributable to private sector Approved Inspectors gaining market share, the current economic downturn contributing to the overall decline. The level of income is expected to show variability over time reflecting the progression of applications from the plan to inspection stage; the decrease in Statutory/Local Fees income of £42,760 in the revised estimate when compared to the original is consistent with an over-estimate of progression and a fall in applications. Overall the distribution of applications between schedules remains consistent with the previous four years, the total number of applications decreasing by approximately 23% over the same period. The level of income and applications received will continue to be kept under review. It is noted that a rise or fall in income will have no impact on the level of Council tax, the balance being funded from the Building Control Trading Reserve.
- (c) The Building (Local Authority Charges) Regulations 1998 came into effect on 1st April 1999 replacing the 1994 national fee scales. Local Authorities are now required to set their own fee charges at a level to ensure that, over a three-year period, income from fees will cover the cost of providing the fee-earning element of the service. As a result of this legislation the Local Government Association (LGA) devised a model scheme to ensure that wide variations in fees did not occur between local authorities. Authorities had been recommended not to vary their fees by more than 10% (plus or minus) from the model scheme. As the LGA have not yet published scheme guidance for the year 2009-10, the Council will therefore set charges at levels in accordance with the Building (Local Authority Charges) Regulations 1998.
- (d) In an annex accompanying their letter of the 15th May 2001 the then Department of the Environment, Transport and the Regions (DETR) reiterated their view that 'unjustified high charges could be regarded as an indirect local taxation', and that 'building control authorities are not empowered to levy charges for the purpose of accruing a surplus to cross-subsidise other services or activities'.
- (e) In view of the economic downturn the Council could choose to support local residents and businesses by making a charge for services that recovers less than the full direct cost, the under-recovery being financed from the Building Control Reserve. It is proposed to maintain the current schedule of charges, whilst continuing to monitor levels of applications and income, should the

review indicate the requirement for a revision of fees this information will be reported to the portfolio holder for endorsement.

- (f) Maintaining the current level of charges will require a contribution from reserves in 2009-10 of £23,040 based on the current level and distribution of applications. Should the property market show an upturn; an increase in the number of applications would result in a lower or nil transfer from reserves; alternatively a decrease in applications would require an increase in the transfer from reserves.
- (g) Retaining the current charges and discount factors will result in the Authority having an estimated overall deficit of £14,280 over the three-year rolling period 2007-08 to 2009-10. This assumes a surplus on the fee-earning account of £12,910 (2007-08) and a projected deficit of £3,560 (2008-09) and £23,630 (2009-10) respectively, and is based on current levels of staffing and expenditure.

Building Control Chargeable Account (3 year rolling period net (surplus)/deficit

| 2001-2002 | 2002-2005 | 2003-2006 | 2004-2007 | 2005-2008 | 2006-2009 | 2007-2010 |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| (168,912) | | | | | | |
| | (3,023) | | | | | |
| | | (73,096) | | | | |
| | | | (119,405) | | | |
| | | | | (108,374) | | |
| | | | | | (52,866) | |
| | | | | | | 14,280 |

- (h) The constraints forced by capping have reduced the resources available to the Council to continue to improve its services, therefore, it has been agreed that the balance on the Building Control Trading Reserve be reduced by £111,000 per annum (Council, Medium Term Financial Strategy, November 2006) over a five-year period beginning in 2007-08 and transferred to the General Fund. The Building Control Trading Reserve held a balance of £472,883 at the 31st March 2008. The high level of reserves accrued in 2000 – 2002 were due to abnormally high levels of applications and associated income. Since 1st April 2002 charges have been levied to ensure the Building Control Trading Account maintains a minimal surplus balance over a three-year rolling period as required by the Building (Local Authority Charges) Regulations 1998. The uncommitted sum in reserves, after General Fund reductions and transfers from reserves in 2008-09 and 2009-10 as included in the estimates, is £2,283.

17. Concessionary Fares

- (a) A new national concessionary travel scheme was introduced on 1st April 2008, which allowed free travel for holders of English concessionary travel passes anywhere in England. It was widely anticipated that there would be increased take-up of concessionary travel, and increased reimbursement costs for councils, as a result of the new scheme. The Council therefore set a prudent budget to allow for the possibility of increased cost. However, the new scheme also introduced changes to the reimbursement arrangements with the

Council now responsible for funding all concessionary journeys originating in the District on a one-way ticket basis, rather than funded the cost of travel by South Cambridgeshire residents in other Cambridgeshire districts as under the previous scheme.

- (b) As a result of the change to reimbursement arrangements it is now estimated that actual costs will be considerably less than budgeted. However, final outturn estimates may be subject to further change because expenditure is proving to be difficult to predict for several reasons:
- Reimbursement information received from bus operators is generally subject to a delay due to the complexity of the information and is currently only available for the first four or five months of the year.
 - The Cowley Road Park and Ride site relocated to Milton in November 2008 and the Council will therefore be responsible for concessionary fares on the in-bound leg of park and ride journeys from then on.
 - Reimbursement information has not yet been provided for journeys made within South Cambridgeshire on buses operating from Stagecoach's Peterborough Depot.
- (c) In addition the introduction of the guided bus is likely to increase costs from 2009-10 onwards since concessionary travel passes will be valid on these journeys. This increase is reflected in the Medium Term Financial Strategy.

18. ***Footpath Diversions***

Cambridgeshire County Council now carries out the administration of footpath diversions under an agency arrangement. The only future costs that are likely to fall on this Council will be in connection with the additional administration costs arising from opposed orders submitted to the Secretary of State for determination. These are not recoverable under the regulations.

19. ***Planning Delivery Grant/Housing & Planning Delivery Grant***

- (a) The Planning Delivery Grant (PDG) is an additional sum of money granted to each planning authority to facilitate the delivery of service improvements important to the Government i.e. speed and quality in Development Control decision-making and the provision of an up to date high quality Development Plan System. Of the grant received, 25% is required to be used for capital purposes.
- (b) The grant was replaced by the Housing and Planning Delivery Grant on the 1 April 2008. The grant awarded is based on improved plan making and increased housing delivery. The level of grant received for 2008-09 was £1,318,768 of which £428,600 (32.5%) is for capital. The revenue element of the grant, £890,168 (67.5%) is used to fund a number of posts within the Portfolio and a post in the New Communities Portfolio. The unused balance will be transferred to a reserve account and used to offset the estimated shortfall in planning and land charges fees from 2009-10 onwards to smooth out the effect on the Medium Term Financial Strategy.
- (c) It is unlikely that the same level of grant will be received in 2009-10. Therefore, the grant has been budgeted for at the 2007-08 amount received, £450,280 in accordance with the provision made in the Medium Term Financial Strategy.
- (d) The grant and estimated balances available are shown in **Appendix A (1)**. In this Appendix, the revenue element of the net grant received/used in the year

shows a net estimated reduction of £102,004 in 2009/10 and this net deficit during the year is likely to continue in the years beyond 2009/10.

CAPITAL ESTIMATES: REVISED 2008-09 AND ESTIMATES 2009-10 TO 2011-12

20. The capital programme for the Planning Services Portfolio is attached at **Appendix B**. Members attention is drawn to the following capital items:

(a) **Planning IT Systems**

Budget provision has been made in 2008-09 revised and 2009-10 for the development of spatially enabled software to bring together information on land, people and property. This will be funded from the capital element of the planning delivery grant. The capital proposal form at **Appendix C5** gives further details.

(b) **Conservation**

The capital proposal forms at **Appendix C1 to C4** give details of the grant funded schemes.

Use of resources

21. The Use of Resources assessment requires an organisation to have a sound understanding of its costs. The costs per head of population are shown below for two of the major services of this portfolio compared to fifteen other local authorities which are our nearest statistical neighbours in terms of population, age profile of population, density, sparsity, etc. There may be alternate unit costs; for example, unit costs per application for Building Control may be more appropriate but the costs per head shown below give a preliminary indication of services where further understanding of our costs, combined with performance, may be needed. The information used to determine the unit costs in the table below includes services which are not reported in this Portfolio for example Travellers Issues, Sustainability and Community Development.

| | Planning Policy, Building & Development Control | Economic Development ⁽¹⁾ & Community Development ⁽²⁾ |
|-------------------------------|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2008-09 £ per head | 24.80 (21.60*) | <div style="display: flex; align-items: center; justify-content: center;"> <div style="margin-right: 10px;"> ⁽¹⁾ 0.64 (0.64*) ⁽²⁾ 9.25 (9.15*) </div> <div style="font-size: 2em; margin-right: 10px;">}</div> <div style="text-align: center;"> 9.89 (9.79*) </div> </div> |
| Average £ per head | 19.19 | 2.70 |
| Ranking against | | |

| | | |
|------------------------------------------------|---------------------|--------------------------------|
| nearest neighbour group | 12 lowest out of 16 | 15 lowest out of 16 |
| 2009-10 £ per head* | 20.11* | (1) 0.82 (2) 10.50 } 11.32* |
| Ranking against nearest neighbour group | Not available | Not available |

* excludes pension

Implications

22. Financial:

- (a) The estimates for the General fund services of the Planning Services Portfolio will be included in the General Fund Summary of estimates along with the expenditure of other Portfolios.
- (b) The Capital Estimates for the Planning Services Portfolio will be included in the Council's Capital Programme.

| | | |
|-----|---------------------|---------------------------------------------------------------------------------------------------------------|
| 23. | Legal | No additional implications. The estimates show the financial effect of decisions that have already been made. |
| | Staffing | As above |
| | Risk Management | As above |
| | Equal Opportunities | As above |

Consultations

24. The relevant cost centre managers, who are responsible for setting the level of their respective budgets and controlling the expenditure within them, have been consulted in the compilation of the estimate figures.

Effect on Annual Priorities and Corporate Objectives

| | | |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 25. | <p>Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future</p> <p>Deliver high quality services that represent best value and are accessible to all our community</p> <p>Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work</p> | To determine detailed New Communities budgets to provide the resources for the Council to continue and improve its services to achieve its corporate objectives as far as possible within the current financial constraints. |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

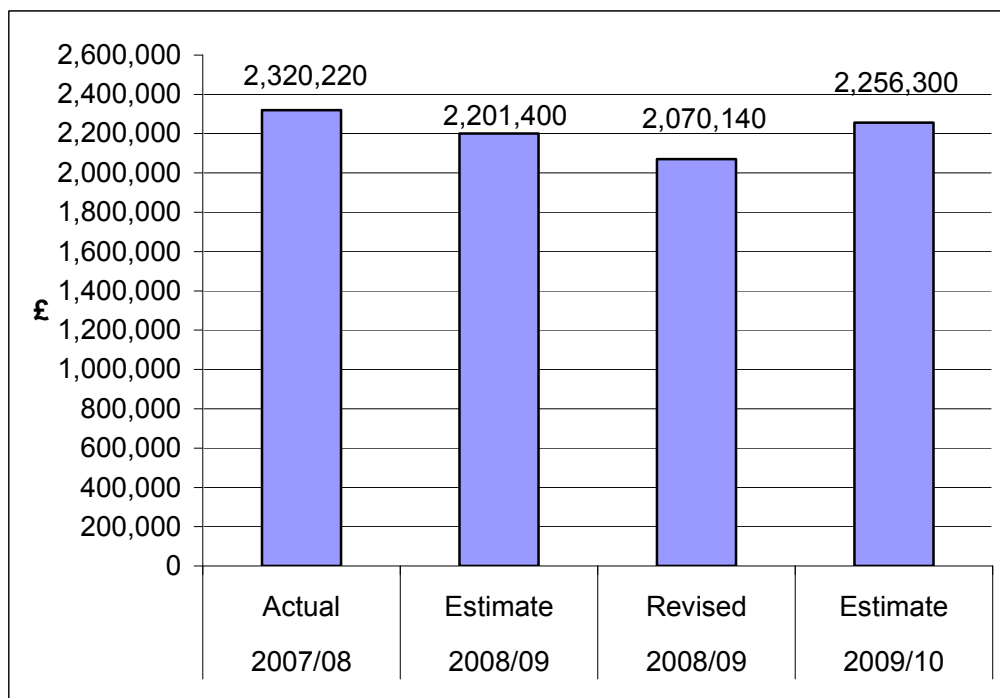
Conclusions / Summary

26. The total net expenditure as shown at **Appendix A** is reproduced below to show the percentage increase between budgets.

| Year | Amount £ | £ | Increase % |
|------------------|-------------|----------|---------------|
| 2007-08 Actual | 2,320,220 | | |
| | | -118,820 | -5.1% |
| 2008-09 Estimate | 2,201,400 | | |
| | | -131,260 | -6.0% |
| 2008-09 Revised | 2,070,140 | | |
| | | +186,160 | +9.0% |
| 2009-10 Estimate | 2,256,300 | | |

These comparisons are shown diagrammatically below:

PLANNING SERVICES PORTFOLIO



Recommendations

27. The Portfolio Holder for Planning is requested to endorse:
- the Revenue Estimates as shown at **Appendix A**,
 - the Housing & Planning Delivery Reserve at **Appendix A(1)**,
 - the Capital Programme as shown at **Appendix B**, and associated proposal forms **Appendix C1 to C5**,
 - the level of Building Control fees for 2009-10 (paragraph 16)

and recommend them for consideration by the Cabinet.

Background Papers: the following background papers were used in the preparation of this report:

Estimate files within Accountancy Services

LGA Circular 782/99 – Building (local authority charges) Regulations 1998

Contact Officers:

| | |
|------------------------------------------------------|------------------------------|
| David Grimster, Accountant (Planning) | Telephone No. (01954) 713075 |
| Sally Smart, Principal Accountant (Building Control) | Telephone No. (01954) 713076 |
| Peter Harris, Principal Accountant (Conservation) | Telephone No. (01954) 713073 |

APPENDIX A

| Actual 2007/08 £ | PLANNING PORTFOLIO | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ | | | | | | | | | | | | | | | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|------------------------------------|-------------|-------------|-------------------|--------|---|----------------------------------------------------------|--|----------|----------------------------------------------|--------------------|--------------------|---------------------------------------------------------------|-------------|-------------|-----------------------------------------------------|---------|---------|
| NET EXPENDITURE SUMMARY | | | | | | | | | | | | | | | | | | | | | | |
| 1,322,714 | Development Control | 1,241,460 | 1,359,550 | 1,388,390 | | | | | | | | | | | | | | | | | | |
| 39,374 | Building Control Service | 38,520 | 39,450 | 55,390 | | | | | | | | | | | | | | | | | | |
| 70,998 | Street Naming and Numbering | 83,170 | 65,570 | 66,580 | | | | | | | | | | | | | | | | | | |
| 39,828 | Open Space Agreement Cherry Hinton | 0 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| 4,803 | Transport Initiatives | 3,630 | 3,660 | 3,730 | | | | | | | | | | | | | | | | | | |
| 603,579 | Concessionary Fares | 589,780 | 351,160 | 472,550 | | | | | | | | | | | | | | | | | | |
| 219 | Footpath Diversions | 230 | 230 | 230 | | | | | | | | | | | | | | | | | | |
| 166,889 | Conservation | 170,900 | 177,550 | 195,270 | | | | | | | | | | | | | | | | | | |
| 33,398 | Museums | 34,310 | 34,120 | 34,380 | | | | | | | | | | | | | | | | | | |
| 38,416 | Tourism Initiatives | 39,400 | 38,850 | 39,780 | | | | | | | | | | | | | | | | | | |
| <u>2,320,218</u> | TOTAL NET EXPENDITURE (carried to General Fund Summary) | <u>2,201,400</u> | <u>2,070,140</u> | <u>2,256,300</u> | | | | | | | | | | | | | | | | | | |
| Analysis of Total Net Expenditure | | | | | | | | | | | | | | | | | | | | | | |
| 916,983 | Direct Costs - Expenditure | 1,030,740 | 901,510 | 862,050 | | | | | | | | | | | | | | | | | | |
| 50,456 | Direct Costs - Transfers to Reserves | 4,490 | 0 | 0 | | | | | | | | | | | | | | | | | | |
| (1,507,730) | Direct Costs - Income from Fees & Charges | (1,832,200) | (1,578,050) | (1,586,830) | | | | | | | | | | | | | | | | | | |
| (57,740) | Direct Costs - Transfers from Reserves | (78,230) | (41,110) | (23,040) | | | | | | | | | | | | | | | | | | |
| (310,375) | Direct Costs - Grants | (384,210) | (391,400) | (427,850) | | | | | | | | | | | | | | | | | | |
| <u>(908,406)</u> | Net Direct Costs | <u>(1,259,410)</u> | <u>(1,109,050)</u> | <u>(1,175,670)</u> | | | | | | | | | | | | | | | | | | |
| (56,979) | Deferred Capital Grant | (103,160) | (100,940) | (166,490) | | | | | | | | | | | | | | | | | | |
| 3,285,603 | Recharges from Staffing and Overhead Accounts | 3,563,970 | 3,280,130 | 3,598,460 | | | | | | | | | | | | | | | | | | |
| <u>2,320,218</u> | | <u>2,201,400</u> | <u>2,070,140</u> | <u>2,256,300</u> | | | | | | | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td style="width: 60%;">Net direct costs original estimate</td> <td style="width: 20%; text-align: right;">(1,259,410)</td> <td style="width: 20%; text-align: right;">(1,259,410)</td> </tr> <tr> <td>Approved virement</td> <td style="text-align: right;">36,000</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Inflation allowance of 2.5% on 2008/09 original estimate</td> <td></td> <td style="text-align: right;">(31,490)</td> </tr> <tr> <td>Adjusted Original Estimate - TARGET ESTIMATE</td> <td style="text-align: right;"><u>(1,223,410)</u></td> <td style="text-align: right;"><u>(1,290,900)</u></td> </tr> <tr> <td>Direct costs in Revised Estimate 2008/09 and Estimate 2009/10</td> <td style="text-align: right;">(1,109,050)</td> <td style="text-align: right;">(1,175,670)</td> </tr> <tr> <td>Net (SURPLUS)/DEFICIT compared with approved target</td> <td style="text-align: right;">114,360</td> <td style="text-align: right;">115,230</td> </tr> </tbody> </table> | | | | | Net direct costs original estimate | (1,259,410) | (1,259,410) | Approved virement | 36,000 | 0 | Inflation allowance of 2.5% on 2008/09 original estimate | | (31,490) | Adjusted Original Estimate - TARGET ESTIMATE | <u>(1,223,410)</u> | <u>(1,290,900)</u> | Direct costs in Revised Estimate 2008/09 and Estimate 2009/10 | (1,109,050) | (1,175,670) | Net (SURPLUS)/DEFICIT compared with approved target | 114,360 | 115,230 |
| Net direct costs original estimate | (1,259,410) | (1,259,410) | | | | | | | | | | | | | | | | | | | | |
| Approved virement | 36,000 | 0 | | | | | | | | | | | | | | | | | | | | |
| Inflation allowance of 2.5% on 2008/09 original estimate | | (31,490) | | | | | | | | | | | | | | | | | | | | |
| Adjusted Original Estimate - TARGET ESTIMATE | <u>(1,223,410)</u> | <u>(1,290,900)</u> | | | | | | | | | | | | | | | | | | | | |
| Direct costs in Revised Estimate 2008/09 and Estimate 2009/10 | (1,109,050) | (1,175,670) | | | | | | | | | | | | | | | | | | | | |
| Net (SURPLUS)/DEFICIT compared with approved target | 114,360 | 115,230 | | | | | | | | | | | | | | | | | | | | |

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| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|------------------|
| 1 | Service | Conservation | | | |
| 2 | Service Manager | Conservation Manager | | | |
| 3 | Brief Details of Proposal | Historic Building/War Memorial/Area Enhancement Scheme Grants | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £42,600 | £42,600 | £42,600 | £127,800 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | The scheme supports the restoration and enhancement of historic buildings (including War Memorials which previously were dealt with under a separate budget heading). The minimum life of the grant aided works would be 30 years for a re-thatching scheme, with an expectation of considerably longer. | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | The historic fabric of the villages, which help define the attraction and character of the district, will be maintained. War Memorials are for the benefit of all. | | | |
| 8 | How many individuals /properties will benefit from the expenditure? | Average number of repair schemes for properties supported annually is expected to be 12. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | Grant schemes are all subject to consultation with the local member and approximately a third support Parish Council or community led and initiated projects. | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | A i. Listening and engaging with our local community A ii. Working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership A iv. Achieving improved customer satisfaction with our services E i. Protecting existing communities, villages and the countryside | | | |
| 11 | How will performance indicators be affected? | The grant scheme directly supports the achievement of the following Performance Indicators: <ul style="list-style-type: none"> SP904 – Number of historic buildings repaired with the support of SCDC grants SP903 – Number of listed buildings taken off the buildings at risk register NI 7 – Environment for a thriving third sector is also relevant | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | The Council has a legislative responsibility under the Planning (Listed Building & Conservation areas) Act 1990 to help secure the future of historic buildings in its area. Grant Aid is one method of securing their future. | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | <ol style="list-style-type: none"> 1. Failure to meet duties under the planning acts. 2. Potential loss of historic buildings and local vernacular materials/traditions. 3. General decline in the appearance and attraction of the villages. 4. Loss of legibility of wording on War Memorials | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | Could not be achieved. Many of the other major sources of grant aid for historic buildings are either not available for private residential properties or have a threshold which precludes action on these smaller schemes. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | The grant scheme generates significant investment by voluntary bodies and the private sector in the repair of individual heritage assets and the quality of the built environment. The SCDC grant is often the essential leverage to generate more extensive funds. On average the total investment in repairs is at least 7 times the amount of grant. | | | |

| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|---------|---------|--------------------|
| Financial Year in which contribution is expected to be received | | N/A | N/A | N/A | N/A |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | N/A | N/A | N/A |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | No | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | N/A | | | |

| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|------------------|
| 1 | Service | Conservation | | | |
| 2 | Service Manager | Conservation Manager | | | |
| 3 | Brief Details of Proposal | Wildlife Enhancement Scheme | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £10,500 | £10,500 | £10,500 | £31,500 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | 20 years | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | Across the whole community | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | Approximately 10 schemes are supported by the scheme each year. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | Strong support from parish councils and positive feedback from Local Members to the scheme. Schemes are often community lead or parish initiatives. | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | <p>A i. Listening and engaging with our local community</p> <p>A ii. Working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership</p> <p>A iv. Achieving improved customer satisfaction with our services</p> <p>C vii. Taking account of climate change in all the services that we deliver</p> <p>E i. Protecting existing communities, villages and the countryside</p> | | | |
| 11 | How will performance indicators be affected? | <p>NI 197 Improved local biodiversity – active management of local sites</p> <p>Other relevant indicators are:</p> <p>NI 6 – Participation in regular volunteering</p> <p>NI 7 – Environment for a thriving third sector</p> <p>NI 188 – Planning to adapt to climate change</p> | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | Yes- statutory duty set out in the NERC Act 2006 (Duty to Biodiversity) | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | Failure to deliver a positive biodiversity outcome. | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | It cannot. The District Council could only offer advice. The council's funding is often key in bringing forward matched funding. Without the initial SCDC offer of grant aid, other bodies would not provide financial support. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | Yes. All Wildlife Enhancement Schemes attract additional grant aid from other sources. The SCDC funding usually levers matched funding, but can deliver significantly greater support. | | | |

| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|---------|---------|--------------------|
| Financial Year in which contribution is expected to be received | | N/A | N/A | N/A | N/A |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | N/A | N/A | N/A |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | No | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | N/A | | | |

| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|------------------|
| 1 | Service | Conservation | | | |
| 2 | Service Manager | Conservation Manager | | | |
| 3 | Brief Details of Proposal | Tree and Hedge Partnership/ Parish planting | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £14,500 | £14,500 | £14,500 | £43,500 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | Minimum of 50 years, but if well managed these trees and hedges could last for over 200 years | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | The community as a whole benefits from the planting of new trees and hedgerows, as well as biodiversity. The scheme is targeted at high profile sites. | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | Between 20 and 40 schemes are supported annually, depending on the size of the schemes. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | Strong support from Parish Councils and positive feedback from Local Members. | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | <p>A i. Listening and engaging with our local community</p> <p>A ii. Working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership</p> <p>A iv. Achieving improved customer satisfaction with our services</p> <p>C vii. Taking account of climate change in all the services that we deliver</p> <p>E i. Protecting existing communities, villages and the countryside</p> | | | |
| 11 | How will performance indicators be affected? | <p>SP905 Metres of hedges and hedgerow trees created with the support of SCDC grants</p> <p>Other relevant indicators are:</p> <p>NI 6 – Participation in regular volunteering</p> <p>NI 7 – Environment for a thriving third sector</p> <p>NI 188 – Planning to adapt to climate change</p> | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | No. | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | The scheme, which has run successfully for a number of years, would terminate. Cambridgeshire is one of the least treed counties in the country and there is wide recognition of the merits of the programme. | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | It could not be achieved. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | No. There are no equivalent grants on offer from other sources | | | |

| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|---------|---------|--------------------|
| Financial Year in which contribution is expected to be received | | N/A | N/A | N/A | N/A |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | N/A | N/A | N/A |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | No | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | N/A | | | |

| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|------------------|
| 1 | Service | Conservation | | | |
| 2 | Service Manager | Conservation Manager | | | |
| 3 | Brief Details of Proposal | Parish Paths Initiative | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £11,600 | £11,600 | £11,600 | £34,800 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | The parish paths initiative funds the provision of ‘kissing gates’ and other similar features including gates to improve access for the disabled or parents with pushchairs etc. These features have a life expectancy of c 20 years. | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | Community wide within the participating parishes | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | 45 Parishes within South Cambridgeshire are currently partners in the initiative | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | Support from 45 parishes, positive feedback from Local Members | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | A i. Listening and engaging with our local community A ii. Working with voluntary organisations, Parish Councils and Cambridgeshire County Council to improve services through partnership A iv. Achieving improved customer satisfaction with our services B iii. Promoting active lifestyles and increasing sport and recreation to improve the health of all age groups | | | |
| 11 | How will performance indicators be affected? | Relevant national indicators are: NI 6 – Participation in regular volunteering NI 7 – Environment for a thriving third sector NI 8 – Adult participation in sport and active recreation | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | No | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | The District Council would have to withdraw from the Initiative (which is run by the County Council and includes participation from neighbouring District Councils). | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | It couldn't. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | No. | | | |

| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|---------|---------|--------------------|
| Financial Year in which contribution is expected to be received | | N/A | N/A | N/A | N/A |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | N/A | N/A | N/A |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | No | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | N/A | | | |

| | | | | | |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|-------------------------|
| 1 | Service | Planning and Sustainable Communities – Planning Services/Development Control | | | |
| 2 | Service Manager | Gareth Jones, Corporate Manager – Planning and Sustainable Communities | | | |
| 3 | Brief Details of Proposal | Development of e-GIS compliant software | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £128,000 | £88,000 | £48,000 | |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | These bids were agreed by Cabinet in November 2008. With continued support for 10 to 15 years but the core code will remain for the foreseeable future. | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | As web enabled integrated software modules it will help to meet service delivery and efficiency goals by: (1) transforming the way information (bringing together land, people and property) is handled within development services and across the whole authority, (2) increasing efficiency of citizen and stakeholder engagement. | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | All residents of South Cambridgeshire and all businesses and individuals contacting the Council. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | Response to Government's e-initiatives as part of national projects, priority outcomes, efficiency savings reports and Housing & Planning Delivery Grant (HPDG). Earlier modules have high web hits (60,000 per month) with good feedback from staff and the public. | | | |
| 10 | Which of the 2008/09 priorities will the proposal address and how? | Work to be focused towards HPDG yearly targets, while retaining wider service improvements for the future. Development Control priorities within the Planning service. High quality services that represent best value and are accessible to all our community. Improved customer satisfaction with our service. Commitment to improvement and good quality services. Provide an efficient effective planning service, achieving improved public satisfaction. | | | |
| 11 | How will performance indicators be affected? | Efficiency gains will help performance with all Development Services BVPI's. Immediate emphasis on SP936, SP937, SP938 targets, determination of planning applications and SP944 customer satisfaction. | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | Development services has a number of statutory requirements covering the full range of planning work. It includes the provision of public application registers, consultation, committee processes and monitoring as well as the 1APP schema. | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | Failure to meet Government targets including loss of HPDG, a reduced service likely to be considered a 'poor' service. Impact on staff morale with a lack of investment to help with their work. | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | Without expenditure the outcome cannot be achieved. Retention of a paper-based system is unsustainable. It will require more staff and more costs to service and meet targets. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written | The proposal will be funded from the HPDG Capital Reserve. | | | |

| confirmation) | | Page 28 | | | |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------|---------|---------|--------------------|
| Financial Year in which contribution is expected to be received | | 2008/09 | 2009/10 | 2010/11 | Total contribution |
| 16 Costs | | £128,000 | | | |
| 17. Revenue impact (£000s) | | Reason | 2008/09 | 2009/10 | 2010/11 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income | | | |
| | | expenditure | | | |
| | | Reduction in: income | | | |
| | | expenditure | | | |
| Total for year | | | | | |
| 18 | Are any revenue changes likely to continue after 2010/11? If so, please complete the attached schedule? | | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | | | | |

APPENDIX A (1)

Housing and Planning Delivery Grant Reserve

| | Capital £ | Revenue £ | Total £ |
|-------------------------------------------------------------------------------------------------------|------------------|------------------|--------------------|
| Balance brought forward 1st April 2008 | (156,680) | (145,468) | (302,148) |
| 2008/09 | | | |
| Grant received 2008/09 | (428,600) | (890,168) | (1,318,768) |
| Grant used 2008/09 - revised estimate | | | exceptional |
| Planning Portfolio | | | 32.5% capital |
| Development Control | 128,000 | 184,480 | 67.5% revenue |
| Conservation | | 23,920 | |
| New Communities Portfolio | | | |
| Growth Agenda / New Communities | | 105,750 | |
| Planning Policy | | 26,700 | |
| Net amount received/used in year | <u>(300,600)</u> | <u>(549,318)</u> | <u>(849,918)</u> |
| Estimated balance brought forward 1st April 2009 | <u>(457,280)</u> | <u>(694,786)</u> | <u>(1,152,066)</u> |
| 2009/10 | | | |
| Estimated grant received 2009/10 estimate (assumed to be same as 2007/08) | (146,340) | (303,936) | (450,276) |
| Estimated grant used 2009/10 - revised estimate | | | same as 2007/08 |
| Planning Portfolio | | | 32.5% capital |
| Development Control | 88,000 | 218,840 | 67.5% revenue |
| Conservation | | 22,010 | |
| New Communities Portfolio | | | |
| Growth Agenda / New Communities | | 137,030 | |
| Planning Policy | | 28,060 | |
| Net amount received/used in year | <u>(58,340)</u> | <u>102,004</u> | <u>43,664</u> |
| Use of grant (in General Fund summary) to cover reduction in income on planning fees and land charges | | 337,000 | 337,000 |
| Estimated balance brought forward 1st April 2010 | <u>(515,620)</u> | <u>(255,782)</u> | <u>(771,402)</u> |

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Cost Centre Managers for Planning Portfolio

**Cost Centre
Manager**

Services

Planning Service
Building Control Service
Street Naming and Numbering
Open Spaces Agreement Cherry Hinton
Transport Initiatives
Concessionary Fares
Footpath Diversions
Conservation
Museums
Tourism Initiatives

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A. Beyer
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D Bevan
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| Actual 2007/08 £ | PLANNING PORTFOLIO | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|-----------------------------------|-------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| NET EXPENDITURE SUMMARY | | | | |
| 1,322,714 | Development Control | 1,241,460 | 1,359,550 | 1,388,390 |
| 39,374 | Building Control Service | 38,520 | 39,450 | 55,390 |
| 70,998 | Street Naming and Numbering | 83,170 | 65,570 | 66,580 |
| 39,828 | Open Space Agreement Cherry Hinton | 0 | 0 | 0 |
| 4,803 | Transport Initiatives | 3,630 | 3,660 | 3,730 |
| 603,579 | Concessionary Fares | 589,780 | 351,160 | 472,550 |
| 219 | Footpath Diversions | 230 | 230 | 230 |
| 166,889 | Conservation | 170,900 | 177,550 | 195,270 |
| 33,398 | Museums | 34,310 | 34,120 | 34,380 |
| 38,416 | Tourism Initiatives | 39,400 | 38,850 | 39,780 |
| <u>2,320,218</u> | TOTAL NET EXPENDITURE (carried to General Fund Summary) | <u>2,201,400</u> | <u>2,070,140</u> | <u>2,256,300</u> |
| Analysis of Total Net Expenditure | | | | |
| 916,983 | Direct Costs - Expenditure | 1,030,740 | 901,510 | 862,050 |
| 50,456 | Direct Costs - Transfers to Reserves | 4,490 | 0 | 0 |
| (1,507,730) | Direct Costs - Income from Fees & Charges | (1,832,200) | (1,578,050) | (1,586,830) |
| (57,740) | Direct Costs - Transfers from Reserves | (78,230) | (41,110) | (23,040) |
| (310,375) | Direct Costs - Grants | (384,210) | (391,400) | (427,850) |
| (56,979) | Direct Costs - Deferred Capital Grant | (103,160) | (100,940) | (166,490) |
| (965,385) | Net Direct Costs | (1,362,570) | (1,209,990) | (1,342,160) |
| 3,285,603 | Recharges from Staffing and Overhead Accounts | 3,563,970 | 3,280,130 | 3,598,460 |
| <u>2,320,218</u> | | <u>2,201,400</u> | <u>2,070,140</u> | <u>2,256,300</u> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|----------------------------|--------------------------------------------------|--------------------------|-------------------------|--------------------------|
| DEVELOPMENT CONTROL | | | | |
| EXPENDITURE | | | | |
| | Transport Related Expenses | | | |
| 260 | Coach Expenses | 360 | 360 | 360 |
| | Services (Appendix) | | | |
| | Hired & Contracted Legal Services | | | |
| 63,197 | Appeals | 47,000 | 106,840 | 48,170 |
| 336 | Costs Awarded Against the Council | 1,030 | 0 | 1,050 |
| 2,064 | Judicial Review Costs | 0 | 6,330 | 0 |
| | Contracted Consultants | | | |
| 3,348 | D.C. Agricultural Appraisals | 1,880 | 2,720 | 1,930 |
| 37,688 | Advice on Current Applications | 33,490 | 85,380 | 34,330 |
| 0 | Archaeology Advisory Service | 0 | 7,730 | 7,920 |
| 20,072 | Database Design Consultancy | 14,790 | 11,500 | 11,500 |
| 0 | Digital Photography | 0 | 2,080 | 0 |
| | Grants and Subscriptions | | | |
| 618 | Ordnance Survey | 890 | 890 | 890 |
| 0 | Plan Vetting Group | 1,600 | 1,600 | 1,600 |
| | Miscellaneous Expenses | | | |
| 21,260 | Advertising | 21,520 | 17,500 | 19,000 |
| | Central, Departmental and Support Services | | | |
| 2,566,091 | Total services on previous basis | 2,799,450 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 34,390 | 36,510 |
| 0 | Community & Customer Services | 0 | 2,620 | 3,800 |
| 0 | Corporate Services | 0 | 227,480 | 235,550 |
| 0 | New Communities | 0 | 54,490 | 75,140 |
| 0 | Planning Services | 0 | 2,052,580 | 2,274,400 |
| 0 | Health & Environmental Services | 0 | 130,720 | 138,060 |
| <u>2,714,934</u> | TOTAL EXPENDITURE | <u>2,922,010</u> | <u>2,745,210</u> | <u>2,890,210</u> |
| INCOME | | | | |
| (4,365) | Sales - Miscellaneous | (5,530) | (2,010) | (2,060) |
| (933) | Sales - Local Plan | (930) | (930) | (930) |
| (6,234) | Section 106 Costs Recoverable | (5,840) | (10,620) | (10,000) |
| (21,916) | Legal Costs Recoverable | 0 | (3,680) | 0 |
| (1,002,835) | Fees | (1,307,000) | (1,083,000) | (1,083,000) |
| 0 | Pre-application fees | 0 | 0 | (20,500) |
| 0 | Cambridge Horizons Growth Area Grant | (27,100) | 0 | 0 |
| (241,218) | Planning Delivery Grant | (152,760) | (184,480) | (218,840) |
| (47,740) | Transfer from Planning Delivery Grant Reserves | (78,230) | 0 | 0 |
| (56,979) | Planning Delivery Grant - Deferred Capital Grant | (103,160) | (100,940) | (166,490) |
| (10,000) | Transfer from Millenium Cycleway Reserve | 0 | 0 | 0 |
| <u>(1,392,220)</u> | TOTAL INCOME | <u>(1,680,550)</u> | <u>(1,385,660)</u> | <u>(1,501,820)</u> |
| <u>1,322,714</u> | NET EXPENDITURE | <u>1,241,460</u> | <u>1,359,550</u> | <u>1,388,390</u> |
| | carried to Portfolio summary | | | |

| Actual 2007/08 £ | BUILDING CONTROL SERVICE | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|------------------------|----------------------------------------------|--------------------------|-------------------------|--------------------------|
| | EXPENDITURE | | | |
| | Premises Related Expenditure | | | |
| | Services | | | |
| 3,210 | Engineering Consultants Fees | 18,000 | 7,000 | 7,000 |
| 932 | Other Local Authorities | 16,610 | 1,000 | 1,000 |
| | Miscellaneous Expenses | | | |
| 168 | Advertising | 1,300 | 200 | 200 |
| 0 | Other | 0 | 130 | 200 |
| 12,910 | Transfer to Reserves | 17,530 | 0 | 0 |
| | Central, Departmental and Support Services | | | |
| 482,775 | Total services on previous basis | 489,640 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 3,180 | 3,330 |
| 0 | Community & Customer Services | 0 | 660 | 950 |
| 0 | Corporate Services | 0 | 35,630 | 40,150 |
| 0 | Planning Services | 0 | 463,210 | 487,600 |
| <u>499,995</u> | TOTAL EXPENDITURE | <u>543,080</u> | <u>511,010</u> | <u>540,430</u> |
| | INCOME | | | |
| 0 | Transfer from Reserves | 0 | (3,560) | (23,040) |
| (2,760) | Sale of Plans | (1,800) | (8,000) | (2,000) |
| (457,861) | Statutory / Local Fees | (502,760) | (460,000) | (460,000) |
| <u>(460,621)</u> | TOTAL INCOME | <u>(504,560)</u> | <u>(471,560)</u> | <u>(485,040)</u> |
| <u>39,374</u> | NET EXPENDITURE | <u>38,520</u> | <u>39,450</u> | <u>55,390</u> |
| | carried to Portfolio summary | | | |
| | Analysis of NET EXPENDITURE | | | |
| (12,910) | Fee - earning deficit/(surplus) for the year | (17,530) | 3,560 | 23,040 |
| 12,910 | Transfer from/to Reserves | 17,530 | (3,560) | (23,040) |
| 0 | Fee - earning (net) | 0 | 0 | 0 |
| 39,374 | Non Fee - earning for the year | 38,520 | 39,450 | 55,390 |
| <u>39,374</u> | | <u>38,520</u> | <u>39,450</u> | <u>55,390</u> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|-------------------------------------------|----------------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| STREET NAMING AND NUMBERING | | | | |
| EXPENDITURE | | | | |
| | Supplies and Services | | | |
| 24,081 | Materials | 15,080 | 15,080 | 15,460 |
| | Central, Departmental and Support Services | | | |
| 46,917 | Total services on previous basis | 68,090 | 0 | 0 |
| 0 | Corporate Services | 0 | 50,490 | 51,120 |
| <u>70,998</u> | NET EXPENDITURE carried to Portfolio Summary | <u>83,170</u> | <u>65,570</u> | <u>66,580</u> |
| OPEN SPACE AGREEMENT CHERRY HINTON | | | | |
| EXPENDITURE | | | | |
| | Premises Related Expenses | | | |
| 6,140 | Maintenance of Grounds | 6,140 | 6,140 | 6,140 |
| 39,828 | Additional Maintenance to Trees & Shrubs | 0 | 0 | 0 |
| <u>45,968</u> | TOTAL EXPENDITURE | <u>6,140</u> | <u>6,140</u> | <u>6,140</u> |
| | INCOME | | | |
| (6,140) | Interest on Balances | (6,140) | (6,140) | (6,140) |
| <u>39,828</u> | NET EXPENDITURE carried to Portfolio summary | <u>0</u> | <u>0</u> | <u>0</u> |
| TRANSPORT INITIATIVES | | | | |
| EXPENDITURE | | | | |
| | Central, Departmental & Support Services | | | |
| 4,803 | Total services on previous basis | 3,630 | 0 | 0 |
| 0 | Planning Services | 0 | 3,660 | 3,730 |
| <u>4,803</u> | TOTAL EXPENDITURE excluding Capital Grants carried to Portfolio Summary | <u>3,630</u> | <u>3,660</u> | <u>3,730</u> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|----------------------------|--------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| CONCESSIONARY FARES | | | | |
| EXPENDITURE | | | | |
| | Employees | | | |
| 8,464 | Agency Staff | 5,250 | 15,220 | 0 |
| | Communications and computing | | | |
| 3,479 | Postage | 2,390 | 4,050 | 1,560 |
| 0 | Database Input | 2,960 | 6,290 | 0 |
| 0 | Database Management | 11,220 | 10,100 | 16,500 |
| | Supplies and Services | | | |
| 25,713 | Post Office Fees | 0 | 0 | 0 |
| 18,911 | Bus Card Production | 12,340 | 35,860 | 7,240 |
| 0 | Printing and Publicity | 0 | 0 | 800 |
| 556,186 | Contribution to County Scheme | 734,000 | 469,000 | 588,000 |
| | Central, Departmental and Support Services | | | |
| 21,680 | Total services on previous basis | 17,660 | 0 | 0 |
| 0 | Community & Customer Services | 0 | 4,020 | 4,280 |
| 0 | Corporate Services | 0 | 26,150 | 40,120 |
| 0 | Planning Services | 0 | 1,020 | 1,050 |
| <u>634,433</u> | TOTAL EXPENDITURE | <u>785,820</u> | <u>571,710</u> | <u>659,550</u> |
| INCOME | | | | |
| (68,400) | Grant for new scheme set up costs | 0 | 0 | 0 |
| 37,546 | Transfer to/from Reserves | (13,040) | (37,550) | 0 |
| 0 | Specific Government Grant | (183,000) | (183,000) | (187,000) |
| <u>(30,854)</u> | TOTAL INCOME | <u>(196,040)</u> | <u>(220,550)</u> | <u>(187,000)</u> |
| <u>603,579</u> | NET EXPENDITURE carried to Portfolio summary | <u>589,780</u> | <u>351,160</u> | <u>472,550</u> |
| FOOTPATH DIVERSIONS | | | | |
| EXPENDITURE | | | | |
| | Supplies and Services | | | |
| 219 | Contractors | 230 | 230 | 230 |
| 0 | Advertising | 0 | 0 | 0 |
| <u>219</u> | TOTAL EXPENDITURE | <u>230</u> | <u>230</u> | <u>230</u> |
| | INCOME | | | |
| 0 | Fees | 0 | 0 | 0 |
| <u>219</u> | NET EXPENDITURE carried to Portfolio summary | <u>230</u> | <u>230</u> | <u>230</u> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|--------------------------------------------|------------------------------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| CONSERVATION | | | | |
| EXPENDITURE | | | | |
| Premises Related Expenses | | | | |
| 5,661 | Maintenance of Buildings & Grounds | 5,500 | 7,000 | 13,840 |
| 472 | Insurance | 840 | 540 | 570 |
| Supplies and Services | | | | |
| 5,670 | Biodiversity Group | 5,800 | 5,800 | 5,800 |
| 706 | Conservation Awards - Publicity etc. | 510 | 510 | 510 |
| 0 | Biological Records Service | 0 | 5,000 | 0 |
| Central, Departmental and Support Services | | | | |
| 159,823 | Total services on previous basis | 181,800 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 4,720 | 5,020 |
| 0 | Corporate Services | 0 | 15,840 | 14,820 |
| 0 | Planning Services | 0 | 164,380 | 177,520 |
| 0 | Health & Environmental Services | 0 | 1,350 | 1,400 |
| <u>172,332</u> | TOTAL EXPENDITURE | <u>194,450</u> | <u>205,140</u> | <u>219,480</u> |
| INCOME | | | | |
| (1,108) | Sales | (1,000) | (1,000) | (1,000) |
| (1,200) | Other Recoverable Charges(Duxford Chapel) | (1,200) | (1,200) | (1,200) |
| (2,378) | Other Recoverable Charges | 0 | (1,470) | 0 |
| (757) | Planning Delivery Grant | (21,350) | (23,920) | (22,010) |
| <u>(5,443)</u> | TOTAL INCOME | <u>(23,550)</u> | <u>(27,590)</u> | <u>(24,210)</u> |
| <u>166,889</u> | TOTAL NET EXPENDITURE (excluding capital grants) carried to Portfolio Summary | <u>170,900</u> | <u>177,550</u> | <u>195,270</u> |
| MUSEUMS | | | | |
| EXPENDITURE | | | | |
| Supplies and Services | | | | |
| 32,800 | Grants | 33,620 | 33,620 | 33,620 |
| Central, Departmental and Support Services | | | | |
| 598 | Total services on previous basis | 690 | 0 | 0 |
| 0 | Planning Services | 0 | 500 | 760 |
| <u>33,398</u> | NET REVENUE EXPENDITURE carried to Portfolio Summary | <u>34,310</u> | <u>34,120</u> | <u>34,380</u> |
| TOURISM INITIATIVES | | | | |
| EXPENDITURE | | | | |
| Supplies & Services | | | | |
| Grants and Subscriptions | | | | |
| 35,500 | Tourism Initiatives | 36,390 | 35,810 | 36,630 |
| Central Departmental and Support Services | | | | |
| 2,916 | Total services on previous basis | 3,010 | 0 | 0 |
| 0 | Corporate Services | 0 | 1,030 | 1,080 |
| 0 | Planning Services | 0 | 2,010 | 2,070 |
| <u>38,416</u> | | <u>39,400</u> | <u>38,850</u> | <u>39,780</u> |

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 26 January 2009

AUTHOR/S: Chief Executive / Principal Accountant (General Fund and Costing)

**REVENUE AND CAPITAL ESTIMATES FOR THE
NEW COMMUNITIES PORTFOLIO****Purpose**

1. To consider the Revenue Estimates up to the year 2009-10 and the Capital Programme up to 2011-12.
2. This is not a key decision. However, the report presents the relevant 2008-09 revised and 2009-10 estimates for endorsement by the Portfolio Holder, prior to being included as part of the overall estimates to be presented to the Cabinet and confirmed by Council in February 2009.

Background

3. The estimates for the New Communities Portfolio form part of the overall considerations for the Council's annual budget setting exercise and include the following services:
 - Community Development
 - Sports Development
 - Arts Development
 - Sustainability
 - Economic development
 - Growth Agenda
 - Planning Policy
4. The Cabinet approved the Staffing and Central Overhead Estimates on 11 December 2008. The recharges approved at that meeting are recharged to all services, as appropriate. These are termed as Central, Departmental and Support Services in the detailed estimates and the analysis reflects the projected service structure approved by Cabinet in September. However, the new officer structure cannot be reflected in the comparative recharge figures, so these will be shown only in total on each service. As all the recharges have already been approved, individual portfolio holders cannot amend them.
5. The estimates for each portfolio are being reported to the relevant Portfolio Holder. These estimates will then be summarised in a report for examination by the Scrutiny and Overview Committee on 5 February, consideration by the Cabinet on 12 February, and finally, presentation to the Council on the 26 February for confirmation of the estimates and levels of the Council Tax and Rents.
6. The revenue estimates are set out in **Appendix A**, whilst the capital programme is shown at **Appendix B**.
7. **Appendix C (1 – 4)** consists of capital proposal forms, for consideration alongside the capital programme being approved.

8. Provisions for inflation have been applied only in cases where price increases can be justified. No automatic inflation allowance has been applied, but the 2.5% overall assumption of inflation in the Medium Term Financial Strategy remains as the overriding level of inflation provision.
9. Where applicable, the estimates of each portfolio incorporate the approved bids agreed by Cabinet on 11 December 2008 and all other expenditure approvals made up to that date. They also take account of any virement made during the year, rollover of budget from the previous year and any efficiency saving.
10. All the estimates exclude the small number of 'Precautionary Items', which are listed at the back of the current estimate book. They are specific, exceptional items of expenditure that may or may not occur during the budget period, but if they did the Council would be required to meet them. An updated list will be presented to the Cabinet on 12 February 2009. However, none has been identified within this Portfolio.

Considerations

REVENUE ESTIMATES: REVISED 2008-2009 AND ESTIMATES 2009-10

11. The revenue estimates for this Portfolio are shown at **Appendix A**. The total estimates have been analysed between direct costs, capital charges and recharges, so that the direct costs can be identified for comparison. This is considered appropriate because the direct costs are specifically within the control of the relevant cost centre manager. By contrast, the Staffing and Overhead Estimates determine the recharges and the capital charges are notional charges that do not affect the overall expenditure of the Council. Compared with the 2008-09 original estimates, the net direct costs decreased by £10,600 (1.8%) in the Revised Estimates and increased by £102,290 (17.5%) in the 2009-10 Estimates. The decrease in 2008-09 is mainly due to a large reduction in Planning Policy expenditure, partly offset by rollovers from 2007-08 and approved expenditure bids. The increase in 2009-10 arises from approved bids and re-phased rollover expenditure (see further below).
12. The **Appendix A** also shows a net direct costs comparison for both years, between the expected target expenditure and the new estimates that have been compiled for this meeting; the target was arrived at by taking the total direct costs in the original 2008-09 estimates and adjusting for virement, any approved additional expenditure and, for next year, inflation. The targets have been further adjusted to allow some re-phasing of growth area rollovers, due to slippage on major developments caused by the recession. The result is that the Revised 2008-09 Estimate is £229,980 within the target, almost entirely due to Planning Policy direct expenditure being £230,100 lower than the target; similarly, the 2009-10 Estimate is within the adjusted original estimate by £32,920, due to a reduction £27,300 in Planning Policy expenditure and the remaining £5,620 saving is as a result of inflation not being applied unless absolutely necessary.
13. Comments on the individual estimate headings are given in the following paragraphs. All comparisons therein are made with the original 2008-09 estimates. All the 2009-10 estimates include an element of inflation, where necessary. A general overview of recharges is given in paragraph 21.
14. **Community Development:**
 - (a) In 2008-09, there was a rollover of £31,000 from 2007-08 for the Community Facilities Audit and also a virement of £6,000 from Community Development

Projects to the staffing accounts. However, reductions in recharges partly offset the increase in 2008-09 and cause a marked decrease in the 2009-10 net expenditure.

- (b) Phased Section 106 contributions from Gallagher Estates continue to be used for the development of Orchard Park. Provision for matching expenditure and income has been made, so the transactions do not affect the net expenditure of the Council.

15. **Sports Development:**

Provision has been included in 2009-10 for the approved bids for Sports Performers Grants (£20,000) and Additional Try Sport Events (£20,000).

16. **Arts Development:**

- (a) In 2008-09, virement of £5,000 from the staffing accounts has been completed to meet the cost of the Arts Service Review.
- (b) Phased Section 106 and other contributions from Gallagher Estates, other property developers and Arts and Business are being used for public art in Orchard Park and other sites in both years. As above, provision for matching expenditure and income has been made, so the transactions do not affect the net expenditure of the Council.

17. **Sustainability:**

- (a) In 2008-09, a rollover of £5,500 has been added to the consultancy budget.
- (b) The Climate Change Group budget of £3,000 has been included here.
- (c) In 2009-10, the recharges include the costs of a Parish Energy Project Officer, which was approved in the bidding process.
- (d) Phased Section 106 contributions from Gallagher Estates continue to be used for the development of Orchard Park in both years. As above, provision for matching expenditure and income has been made, so the transactions do not affect the net expenditure of the Council.

18. **Growth Agenda:**

- (a) Most of the Growth expenditure consists of recharges, which are increasing each year due to more staff becoming involved and allocating part of their staff cost to this area. However, some posts are funded by Cambridgeshire Horizons, which is shown as income.
- (b) The only continuing direct cost within the original budget was the Cambridgeshire Horizons core funding of £30,000 per annum.
- (c) All other direct expenditure has either originated from approved bids from this and previous years or must be funded by Cambridge Horizons. Approved rollovers from 2007-08 have now been phased over both years, owing to slippage on major developments caused by the recession. These funds are intended to be used on viability work on the next phase at Cambourne, Northstowe Development Trust and community facilities on major sites, as well as additional legal advice, if required.
- (d) Some provision has been included in both years in respect of the approved bid for community engagement.

19. **Economic Development:**

- (a) Provision has been included for approved bids in 2009-10 in respect of improved banding (£13,000) and in both years for the business forum (£15,000 and £17,500) and economic development business strategy (£20,000 and £20,000).

- (b) A further £25,000 expenditure in the current year has been included for the economic development business strategy, but this is fully funded by Cambridgeshire Horizons.
- (c) The above increases arising from the above bids are partly offset by lower recharges in both years.

20. **Planning Policy:**

- (a) Budget rollovers totalling £124,000 from 2007-08 to 2008-09 were approved in July, but these are no longer required. The estimates for direct costs on Planning Policy have been reduced from £244,400 in the Original 2008-09 Estimates to £120,300 in the Revised and £217,000 in the Estimates 2009-10.
- (b) The reductions of £124,100 on the original estimate and £124,000 for unused rollovers in 2008- 09 are due to numerous external factors outside the control of the Council, which have once again combined to result in a very large deviation from the original plans. Recently, the timing and cost of a number of projects have been pushed off course by such factors as the Planning Inspectorate revising its examination/reporting processes (which had the effect of reducing costs), the examination inspectors programming their examinations of individual development plan documents (DPD's) over a prolonged period of time, the examination inspectors requesting additional work (resulting in adjournment and hence long delays), delays in the adoption of the East of England Plan in turn delaying South Cambridgeshire's plan-making, the Government's Eco-Town initiative diverting resources and most recently responding to changes introduced by the Planning Act 2008. These result in some delays into later years. There were also specific savings of £36,000 on the Cambridge North West DPD, due to the City Council agreeing bear the full cost rather than half, and £20,000 as a result of the claimant withdrawing from a High Court action. £18,000 of the total reduction has been vired to the staffing accounts to fund additional work done by the Programme Officer.
- (c) The 2009-10 direct cost figure is a reduction of £27,000. However, this is consistent with previous projections for Planning Policy, which has been recognised in the recent past as an area where expenditure can fluctuate over the medium term. However, it is anticipated that annual expenditure over the next few years should remain reasonably steady.
- (d) The remainder of the reduction on Planning Policy is due to lower recharges.

21. **Recharges from Staffing and Overhead Accounts - Central, Departmental and Support Services (see estimates report to Cabinet 11 December 2008):**

- (a) The estimated recharges from Staffing and Overhead Accounts to this portfolio increased by £333,480 (14.2%) from £2,335,350 in the original 2008-09 Estimate to £2,668,830 in the 2009-10 Estimate. The 2008-09 Revised Estimate of £2,357,740 is £22,390 (1.0%) higher than the original estimate. The increases are due to considerably higher allocations of officer time and central services to the Growth Agenda. This is partly due to the fact that all posts that are funded by Cambridgeshire Horizons are now charged 100% to Growth, so that the income can be set against the full cost. The change in recharges to this portfolio may be compared with the Council's overall recharges to services, as below.
- (b) In general, the level of recharges depends on the cost of the service and support officers' time, ICT, contact centre, administrative buildings (mainly Cambourne Offices), Central Expenses and Central Support Services. Over the whole Council, these costs to be recharged were £17.959m in the Original Estimates 2008-09, £17.897m in the Revised Estimates 2008-09 and £18.876m in the Estimates 2009-10. These equate to a decrease of £0.062m

(-0.3%) in 2008-09 and an increase of £0.979m (5.5%) in 2009-10, when compared with the original estimate 2008-09. The increase above inflation in 2009-10 is mainly due to, firstly, the salary costs of individual officers increasing by 5.1% (additional pay awards and pension costs), and secondly, the costs of additional staff appointments and other central costs approved by Cabinet as part of the bidding process.

- (c) The costs being recharged to each portfolio, however, depend on how the above sums are allocated across services. Most central overhead costs are distributed per head to each officer, whose total cost is then allocated according to the officer's latest estimate of time spent on each service.

CAPITAL ESTIMATES:

REVISED 2008-09 AND ESTIMATES 2009-10 TO 2011-12

22. The capital programme for this portfolio, which is attached at **Appendix B**, can be divided into two categories of capital expenditure, according to how they are to be funded. Firstly, Climate Change initiatives totalling £200,000, aimed at energy conservation and efficiency, will be fully funded through the Local Strategic Partnership Board. Secondly, annual fixed allocations of grant expenditure relating to Village Sports, Community Facilities and Arts Capital Grants have been included, but can only be funded from usable capital receipts. The provision for Dual Use ended last year. Members will be aware, however, that at some point in the future, reductions in the total capital programme will have to be made from 2010-11 onwards, as there are insufficient capital receipts available to fund the full programme.
23. In order that all significant capital items may be evaluated consistently throughout the Council, those items in the capital programme in 2009-10 or later that are over £25,000 in value are subject to the completion of a proposal form, for consideration alongside the capital programme being approved. Accordingly, the three relevant proposal forms for this portfolio are attached at **Appendix C (1-4)**.

Implications

24. Financial:
- (a) The estimates for the General Fund Services of this Portfolio will be included in the General Fund Summary of estimates along with the expenditure of other Portfolios.
- (b) The Capital Estimates for this Portfolio will be included in the Council's Capital Programme.

| | |
|---------------------|---------------------------------------------------------------------------------------------------------------|
| 25. Legal | No additional implications. The estimates show the financial effect of decisions that have already been made. |
| Staffing | As above. |
| Risk Management | As above. |
| Equal Opportunities | As above. |

Consultations

26. The relevant cost centre managers, who are responsible for setting the level of their respective budgets and controlling the expenditure within them, have been consulted in the compilation of the estimate figures.

Effect on Annual Priorities and Corporate Objectives

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>27. Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future</p> <p>Deliver high quality services that represent best value and are accessible to all our community</p> <p>Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work</p> | <p>To determine detailed New Communities budgets to provide the resources for the Council to continue and improve its services to achieve its corporate objectives as far as possible within the current financial constraints.</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

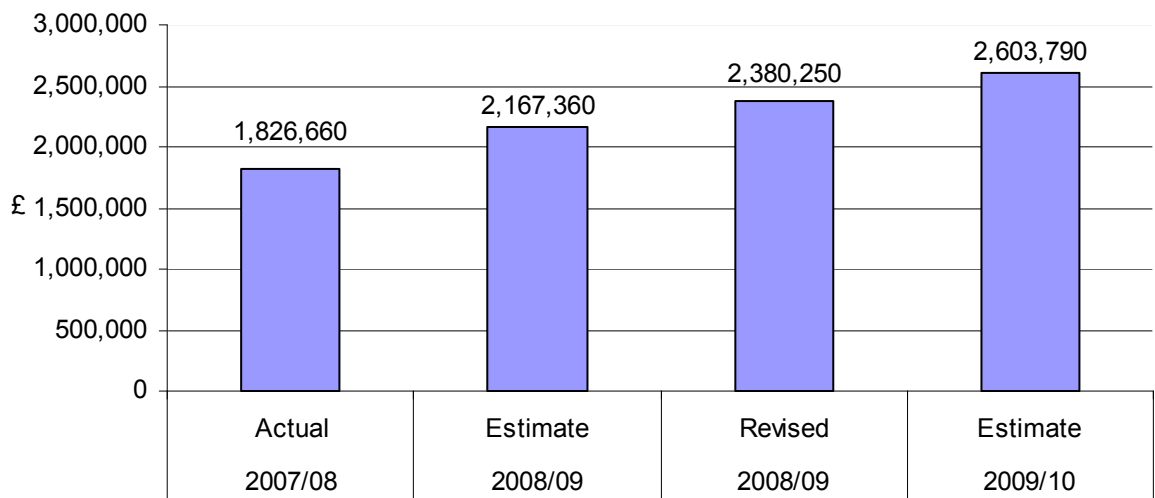
Conclusions / Summary

28. The total net expenditure as shown at **Appendix A** is reproduced below to show the percentage increase between budgets.

| Year | Amount £ | £ | Increase % |
|------------------|-------------|-----------|---------------|
| 2007-08 Actual | 1,826,660 | | |
| | | + 340,700 | + 18.7% |
| 2008-09 Estimate | 2,167,360 | | |
| | | + 212,890 | + 9.8% |
| 2008-09 Revised | 2,380,250 | +436,430 | + 20.1% |
| | | + 223,540 | + 9.4% |
| 2009-10 Estimate | 2,603,790 | | |

These comparisons are shown diagrammatically below:

NEW COMMUNITIES PORTFOLIO



29. The increase in expenditure from 2007-08 to the 2008-09 original estimates of £340,700 was mainly due to additional recharges to Growth (partly offset by additional grant), Economic Development and Planning Policy, and also higher direct costs in Planning Policy.
30. The increase of £212,890 in the revised 2008-09 estimate compared with the original estimate in 2008-09 was mainly due to less recharges being recoverable from Cambridge Horizons or from Housing and Planning Delivery Grant, whilst the total recharges remained at around the same level. This was because several Cambridge Horizons funded posts were not filled immediately, but increased time allocations from other Council officers meant that the total recharges to this portfolio did not reduce.
31. There was an increase of £436,430 in 2009-10 compared with the original estimate in 2008-09. This was largely as a result of an overall increase in recharges to this portfolio of £333,480, whilst the amount recoverable from Cambridge Horizons and Housing and Delivery Grant remained almost constant. Increases in direct costs resulted from approved bids, inflation and some re-phased rollovers in respect of Growth. These changes in direct costs are set out in detail on the table on **Appendix A**.
32. With regard to direct costs only, it can be seen from the comparison of estimates with the savings target on **Appendix A**, that the estimated direct costs in the 2009-10 Estimates are £32,920 within the required target and the Revised 2008-09 Estimate is below the adjusted original estimate by £229,980. These variations are almost entirely due to changes to the Planning Policy estimates, which are explained in paragraph 20.

Recommendations

33. The Portfolio Holder for New Communities is requested to:
 - (a) confirm the proposals for capital expenditure shown at **Appendix C(1-4)**, for inclusion in the capital programme.
 - (b) endorse the Revenue Estimates and Capital Programme shown at **Appendices A and B** and recommend them for consideration by the Cabinet

Background Papers: the following background papers were used in the preparation of this report:

Estimate files within Accountancy Services

Contact Officer: Peter Harris – Principal Accountant (General Fund and Costing)
Telephone: (01954) 713073

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APPENDIX A

| Actual 2007/08 £ | NEW COMMUNITIES PORTFOLIO | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|------------------------|---------------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| | NET EXPENDITURE SUMMARY | | | |
| 179,026 | Community Development | 175,510 | 183,840 | 141,990 |
| 178,740 | Sports Development | 149,000 | 146,990 | 192,720 |
| 136,927 | Arts | 148,760 | 149,320 | 148,120 |
| 91,383 | Sustainability | 94,670 | 109,410 | 116,040 |
| 534,472 | Growth Agenda | 665,660 | 1,038,080 | 1,116,310 |
| 7,583 | Economic Development | 89,100 | 99,540 | 113,910 |
| 698,529 | Planning Policy | 844,660 | 653,070 | 774,700 |
| <u>1,826,660</u> | TOTAL NET REVENUE EXPENDITURE (carried to General Fund Summary) | <u>2,167,360</u> | <u>2,380,250</u> | <u>2,603,790</u> |
| | Analysis of Total Net Expenditure | | | |
| 465,459 | Net Direct Costs | 583,560 | 572,960 | 685,850 |
| 1,625,285 | Recharges from Staffing and Overhead Accounts | 2,335,350 | 2,357,740 | 2,668,830 |
| (218,324) | Grants towards recharges (HPDG and Camb H) | (751,550) | (547,520) | (747,960) |
| (45,760) | Deferred Capital Grant/Capital charges | 0 | (2,930) | (2,930) |
| <u>1,826,660</u> | TOTAL NET REVENUE EXPENDITURE | <u>2,167,360</u> | <u>2,380,250</u> | <u>2,603,790</u> |

| | | |
|---------------------------------------------------------------|----------------|----------------|
| Net direct costs original estimate | 583,560 | 583,560 |
| Approved additional expenditure (bids) | | |
| Sports Development - Performers Grants | | 20,000 |
| Sports Development - Additional Try Sport Events | | 20,000 |
| Growth Agenda - Community Engagement | 2,500 | 8,000 |
| Economic Development - Business Forum | 15,000 | 17,500 |
| Economic Development - Improved Branding | | 13,000 |
| Economic Development - Business Strategy | 20,000 | 20,000 |
| Approved virement | | |
| Community Development - Projects | (6,000) | |
| Arts Development - Arts Service Review | 5,000 | |
| Growth Agenda - Orchard Park Consultants | 15,000 | |
| Planning Policy - Local Development Framework | (18,000) | |
| Approved Rollovers | | |
| Community Development - Community Facilities Audit | 31,000 | |
| Growth Agenda | 84,500 | |
| Planning Policy - Local Development Framework | 124,000 | |
| Sustainability - Consultants | 5,500 | |
| Rephasing of rollovers - Growth | (59,120) | 59,120 |
| One-off expenditure removed - Northstowe Trust | | (37,000) |
| | | <u>704,180</u> |
| Inflation allowance of 2.5% on 2008/09 original estimate | | 14,590 |
| Adjusted Original Estimate - TARGET ESTIMATE | <u>802,940</u> | <u>718,770</u> |
| Direct costs in Revised Estimate 2008/09 and Estimate 2009/10 | <u>572,960</u> | <u>685,850</u> |
| Net SURPLUS/(DEFICIT) compared with approved target | 229,980 | 32,920 |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|--------------------------------------------|--------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| COMMUNITY DEVELOPMENT | | | | |
| EXPENDITURE | | | | |
| Supplies and Services | | | | |
| 9,990 | Community Development | 10,250 | 10,250 | 10,250 |
| 24,440 | Community Development Projects | 19,400 | 13,400 | 19,880 |
| 8,109 | Consultancy | 10,500 | 9,120 | 10,500 |
| 0 | Community Facilities Audit | 0 | 32,380 | 0 |
| 35,000 | Section 106 Costs | 0 | 15,000 | 12,000 |
| Central, Departmental and Support Services | | | | |
| 136,487 | Total services on previous basis | 135,360 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 2,360 | 2,510 |
| 0 | Community & Customer Services | 0 | 14,300 | 50 |
| 0 | Corporate Services | 0 | 23,390 | 15,020 |
| 0 | New Communities | 0 | 68,870 | 72,140 |
| 0 | Planning Services | 0 | 4,380 | 4,540 |
| 0 | Affordable Homes | 0 | 4,080 | 5,710 |
| 0 | Health & Environmental Services | 0 | 1,310 | 1,390 |
| <u>214,026</u> | | <u>175,510</u> | <u>198,840</u> | <u>153,990</u> |
| INCOME | | | | |
| (35,000) | Section 106 Costs Recoverable | 0 | (15,000) | (12,000) |
| <u>179,026</u> | NET EXPENDITURE carried to Portfolio Summary | <u>175,510</u> | <u>183,840</u> | <u>141,990</u> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|--------------------------------------------|-------------------------------------------------|--------------------------|-------------------------|--------------------------|
| SPORTS DEVELOPMENT | | | | |
| EXPENDITURE | | | | |
| Supplies and Services | | | | |
| 52,495 | Dual Use Operational Projects | 53,840 | 53,840 | 55,190 |
| 0 | Sport Performers Grants | 0 | 0 | 20,000 |
| 70,808 | Sports Development Projects (net) | 43,080 | 43,080 | 64,160 |
| 3,100 | Equipment (grant plaques) | 0 | 0 | 0 |
| Central, Departmental and Support Services | | | | |
| 52,337 | Total services on previous basis | 52,080 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 410 | 430 |
| 0 | Corporate Services | 0 | 4,110 | 4,160 |
| 0 | New Communities | 0 | 40,700 | 43,720 |
| 0 | Planning Services | 0 | 2,840 | 2,920 |
| | Health & Environmental Services | 0 | 2,010 | 2,140 |
| <u>178,740</u> | NET EXPENDITURE carried to Portfolio Summary | <u>149,000</u> | <u>146,990</u> | <u>192,720</u> |
| ARTS DEVELOPMENT | | | | |
| Supplies and Services | | | | |
| 13,216 | Arts Partnership Support | 15,380 | 6,000 | 10,380 |
| 33,427 | Arts Development Projects | 35,950 | 29,450 | 28,770 |
| 45,000 | Dual Use Arts Programme | 46,120 | 62,000 | 59,750 |
| 69,496 | Section 106 / Public Art Costs | 90,000 | 55,000 | 55,000 |
| 0 | Arts Service Review | 0 | 5,000 | 0 |
| Central, Departmental and Support Services | | | | |
| 45,284 | Total services on previous basis | 51,310 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 410 | 430 |
| 0 | Corporate Services | 0 | 3,940 | 3,970 |
| 0 | New Communities | 0 | 42,520 | 44,820 |
| <u>206,423</u> | | <u>238,760</u> | <u>204,320</u> | <u>203,120</u> |
| INCOME | | | | |
| (69,496) | Section 106 / Public Art Costs Recoverable | (90,000) | (55,000) | (55,000) |
| <u>136,927</u> | NET EXPENDITURE carried to Portfolio Summary | <u>148,760</u> | <u>149,320</u> | <u>148,120</u> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|------------------------|-----------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| | SUSTAINABILITY | | | |
| | EXPENDITURE | | | |
| | Supplies & Services | | | |
| 0 | Climate Change Group | 3,000 | 3,000 | 3,000 |
| 22,335 | Professional and Consulting - LA21 | 23,580 | 29,080 | 23,600 |
| 7,918 | Professional and Consulting - Travel | 8,200 | 8,200 | 8,200 |
| 0 | Licences | 360 | 830 | 850 |
| 939 | Miscellaneous Other | 1,800 | 1,300 | 1,300 |
| 0 | Arbury Park Development (S.106) | 38,000 | 70,000 | 73,400 |
| | Other | | | |
| 0 | Contribution to reserves | 0 | 22,500 | 0 |
| | Central Departmental and Support Services | | | |
| 69,191 | Total services on previous basis | 57,730 | 0 | 0 |
| 0 | Chief Officers and Housing Futures | 0 | 410 | 430 |
| 0 | Community and Customer Services | 0 | 3,880 | 80 |
| 0 | Corporate Services | 0 | 4,700 | 4,170 |
| 0 | New Communities | 0 | 43,730 | 59,620 |
| 0 | Planning Services | 0 | 7,390 | 7,450 |
| 0 | Health and Environmental Services | 0 | 6,890 | 7,340 |
| <hr/> | 100,383 TOTAL EXPENDITURE | <hr/> | <hr/> | <hr/> |
| | INCOME | | | |
| (9,000) | Other contributions | 0 | 0 | 0 |
| 0 | Area Based Grant | 0 | (22,500) | 0 |
| 0 | Transfer from Reserves (S.106) | (38,000) | (70,000) | (73,400) |
| <hr/> | 91,383 NET EXPENDITURE carried to Portfolio Summary | <hr/> | <hr/> | <hr/> |
| | GROWTH AGENDA | | | |
| | EXPENDITURE | | | |
| | Services | | | |
| 159,927 | Consultancy | 97,700 | 97,360 | 67,120 |
| | Grants | | | |
| 30,000 | Cambridgeshire Horizons | 30,000 | 30,000 | 30,000 |
| | Central Departmental & Support Services | | | |
| 737,137 | Total services on previous basis | 1,327,610 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 43,100 | 51,870 |
| 0 | Community & Customer Services | 0 | 17,820 | 0 |
| 0 | Corporate Services | 0 | 84,780 | 87,310 |
| 0 | New Communities | 0 | 1,183,930 | 1,471,490 |
| 0 | Planning Services | 0 | 71,010 | 73,260 |
| 0 | Affordable Homes | 0 | 2,870 | 2,260 |
| 0 | Health & Environmental Services | 0 | 52,740 | 55,830 |
| | Capital Financing Costs | | | |
| 0 | Capital Charges | 0 | 42,830 | 42,830 |
| <hr/> | 927,064 TOTAL EXPENDITURE | <hr/> | <hr/> | <hr/> |
| | INCOME | | | |
| (69,542) | Planning Delivery Grant - Salaries & Oncosts | 0 | (105,750) | (137,030) |
| (7,500) | Planning Delivery Grant - transfer from reserves | (137,750) | 0 | 0 |
| (115,092) | Cambridgeshire Horizons Grant - Salaries & Oncosts | (586,900) | (415,070) | (582,870) |
| (154,698) | Cambridgeshire Horizons Grant - Direct Costs | (65,000) | (12,780) | 0 |
| (45,760) | Cambridgeshire Horizons Grant - Deferred Capital | 0 | (45,760) | (45,760) |
| 0 | English Partnerships | 0 | (9,000) | 0 |
| <hr/> | 534,472 NET EXPENDITURE carried to Portfolio Summary | <hr/> | <hr/> | <hr/> |

| Actual 2007/08 £ | | Estimate 2008/09 £ | Revised 2008/09 £ | Estimate 2009/10 £ |
|--------------------------------------------|------------------------------------------------------------------------------|--------------------------|-------------------------|--------------------------|
| ECONOMIC DEVELOPMENT | | | | |
| EXPENDITURE | | | | |
| Services | | | | |
| 0 | Business Forum | 0 | 15,000 | 17,500 |
| 0 | Improved Branding | 0 | 0 | 13,000 |
| 0 | Economic Development Business Strategy | 0 | 45,000 | 20,000 |
| Grants and Subscriptions | | | | |
| 5,000 | Greater Cambridgeshire Partnership | 5,000 | 5,150 | 5,300 |
| Central, Departmental and Support Services | | | | |
| 2,583 | Total services on previous basis | 84,100 | 0 | 0 |
| 0 | Community & Customer Services | 0 | 11,410 | 80 |
| 0 | Corporate Services | 0 | 880 | 430 |
| 0 | New Communities | 0 | 45,760 | 54,750 |
| 0 | Health & Environmental Services | 0 | 1,340 | 2,850 |
| <u>7,583</u> | TOTAL EXPENDITURE | <u>89,100</u> | <u>124,540</u> | <u>113,910</u> |
| INCOME | | | | |
| 0 | Cambridgeshire Horizons Grant - re Economic Development Business Strategy | 0 | (25,000) | 0 |
| <u>7,583</u> | NET EXPENDITURE carried to Portfolio summary | <u>89,100</u> | <u>99,540</u> | <u>113,910</u> |
| PLANNING POLICY | | | | |
| EXPENDITURE | | | | |
| Services | | | | |
| 127,453 | Local Development Framework | 167,400 | 80,300 | 147,100 |
| 15,000 | Housing Market Assessment | 5,000 | 10,000 | 10,000 |
| 0 | Retail Assessment | 22,000 | 20,000 | 0 |
| 0 | Strategic Flood Risk Assessment | 0 | 0 | 40,000 |
| 0 | Regional Planning | 30,000 | 10,000 | 20,000 |
| 0 | Joint Work & Statutory Consultation | 20,000 | 0 | 0 |
| Central, Departmental and Support Services | | | | |
| 582,266 | Total services on previous basis | 627,160 | 0 | 0 |
| 0 | Chief Officers & Housing Futures | 0 | 3,880 | 4,090 |
| 0 | Corporate Services | 0 | 35,820 | 37,040 |
| 0 | New Communities | 0 | 4,120 | 9,720 |
| 0 | Planning Services | 0 | 455,020 | 470,710 |
| 0 | Affordable Homes | 0 | 9,290 | 9,700 |
| 0 | Health & Environmental Services | 0 | 51,340 | 54,400 |
| <u>724,719</u> | TOTAL EXPENDITURE | <u>871,560</u> | <u>679,770</u> | <u>802,760</u> |
| INCOME | | | | |
| (26,190) | Planning Delivery Grant | (26,900) | (26,700) | (28,060) |
| <u>698,529</u> | NET EXPENDITURE carried to Portfolio summary | <u>844,660</u> | <u>653,070</u> | <u>774,700</u> |

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APPENDIX B

CAPITAL PROGRAMME

| Actual 2007-08 £ | | | Estimate 2008-09 £ | Revised 2008-09 £ | Estimate 2009-10 £ | Estimate 2010-11 £ | Estimate 2011-12 £ |
|----------------------------------|----------------------------------|-------|--------------------------|-------------------------|--------------------------|--------------------------|--------------------------|
| NEW COMMUNITIES PORTFOLIO | | | | | | | |
| CAPITAL EXPENDITURE | | Notes | | | | | |
| 162,023 | Dual Use Facilities Grants | 1 | 0 | 0 | 0 | 0 | 0 |
| 30,448 | Village Sports Facilities Grants | 2 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 9,860 | Community Facilities Grants | 2 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 39,009 | Arts Capital Grants | 2 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| 0 | Climate Change | 3 | 0 | 0 | 25,000 | 100,000 | 75,000 |
| 137,280 | Growth Areas | 4 | 0 | 0 | 0 | 0 | 0 |
| <u>378,620</u> | TOTAL CAPITAL EXPENDITURE | | <u>240,000</u> | <u>240,000</u> | <u>265,000</u> | <u>340,000</u> | <u>315,000</u> |
| FINANCED BY: | | | | | | | |
| 241,340 | Capital Receipts | 5 | 240,000 | 240,000 | 240,000 | 240,000 | 240,000 |
| 0 | Government Grant (LSP) | 3 | 0 | 0 | 25,000 | 100,000 | 75,000 |
| 137,280 | Growth Area Grant | 4 | 0 | 0 | 0 | 0 | 0 |
| <u>378,620</u> | TOTAL FINANCING | | <u>240,000</u> | <u>240,000</u> | <u>265,000</u> | <u>340,000</u> | <u>315,000</u> |

NOTES:

- 1 The Dual Use programme finished last year.
- 2 All estimate provisions for grants have been continued at this stage, but as the Council's total current programme cannot be fully funded after 2009/10, the figures will be subject to further review at some point.
- 3 Provision is now included over the next three years for climate change projects that will be fully funded through the Local Strategic Partnership Board.
- 4 GIS development/partnership expenditure funded by Cambridgeshire Horizons has now been included in the ICT capital programme.
- 5 All new capital expenditure is now funded from capital receipts, unless funded externally.

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| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|------------------|
| 1 | Service | New Communities Portfolio – Sports Development | | | |
| 2 | Service Manager | Jane Lampshire | | | |
| 3 | Brief Details of Proposal | Village Sports Facilities Grants | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £100,000 | £100,000 | £100,000 | £300,000 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | The expected life of a pavilion or similar building is a minimum of 25 years. The expected life of outdoor skatepark equipment, tennis courts, multi-use games areas etc. is between 10-15 years. | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | Improved opportunities to help increase levels of physical activity, reduce obesity and improve mental health and general well-being. Also increased potential involvement for volunteers to be part of a social setting or train to become a sports coach/official and increase qualifications and knowledge. | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | A large proportion of the people in the district will benefit. Local sports clubs would hire the majority of facilities that are grant-aided by SCDC. Therefore any resident from the age of 5+ could potentially benefit. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | All projects are needs driven and proof of consultation is provided. Club development plans are also required with the majority of grants and prove both current demand and plans to increase opportunities for particular target groups. | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | The following Council Aims, Approaches and Actions are addressed through this scheme:- A). Being a Listening Council, providing first class services accessible to all, especially Approach v. and Action 6. B). Ensuring that South Cambridgeshire continues to be a safe and healthy place to live, especially Approaches iii and iv. And Actions 5 and 6. C). Making South Cambridgeshire a place where residents can feel proud to live. | | | |
| 11 | How will performance indicators be affected? | The current PI relates to the amount of external funding being attracted as a result of SCDC capital grant aid. PI targets will not be met if SCDC capital grants are reduced further. PI NI8 (No of residents taking up sports and formal exercise). | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | These grants are not a statutory requirement but they help considerably to bring in external funding to villages, allowing communities to continue to develop and enhance village life. The budget has already been cut in 2007/08 by £65,900; this is a permanent on-going saving. In addition a one off reduction of £69,000 was also made in 07/8. Further cuts would undermine the scheme. Guidelines have been amended to ensure that funds are distributed more evenly. | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | The majority of the projects would not even get off the ground without SCDC funding as it not only helps to bring in external funding but also provides a major contribution in reaching the target figure to make the project achievable. SCDC is therefore helping communities to become healthy, happy and sustainable. | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | The same outcome could not be achieved. More and more pressure would be placed on communities/people to give up their voluntary time to apply for grants and more money would have to be raised locally which would extend the timescale of projects or make them completely unachievable especially in the majority of villages which do not have a large population. | | | |
| 15 | Is there likely to be any | These grants have been very successful in securing external funding | | | |

| | | | | | |
|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|----------------------------------|----------------------------------|
| | external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | from Lottery, Football Foundation, LTA and various other governing bodies including local sponsorship. All completed projects complete a form detailing external funding which are retained for reference. All funding received will go directly to the grant applicant. | | | |
| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
| Financial Year in which contribution is expected to be received | | Nil to Council | Nil to Council | Nil to Council | Nil to Council |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | No revenue implications for SCDC | No revenue implications for SCDC | No revenue implications for SCDC |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | N/A | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | N/A | | | |

| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|------------------|
| 1 | Service | New Communities Portfolio – Community Development | | | |
| 2 | Service Manager | Jane Thompson | | | |
| 3 | Brief Details of Proposal | Community Facilities Grants | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £100,000 | £100,000 | £100,000 | £300,000 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | The expected life of most community buildings is at least 35 years. The expected life of outdoor play equipment is estimated at 10 years. | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | New and improved community facilities help improve the quality of village life and provide the opportunity for a wide range of community activities. From 07/8 these grants also cover community mini bus projects, which will directly address Aim C, Approach iv. | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | Potentially all residents living in any village receiving grant aid will enjoy the benefit of local community amenities. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | The Council’s policy of enabling support to the villages is well recognised and supported by members and Parish Councils alike. In most cases, capital projects developed in villages are the result of need being identified in local surveys and Parish Plans. Parish Councils and community groups are well placed to identify these very local requirements. | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | The following Council Aims, Approaches and Actions are addressed through this scheme:- A). Being a Listening Council, providing first class services accessible to all, especially Approach v. and Action 6. B). Ensuring that South Cambridgeshire continues to be a safe and healthy place to live, especially Approaches iii and Actions 5. C). Making South Cambridgeshire a place where residents can feel proud to live. | | | |
| 11 | How will performance indicators be affected? | These grants are reactive to requests so it is difficult to apply pi’s. Information is collected on the amount of external funding being attracted as a result of SCDC capital grant aid. | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | These grants are not a statutory requirement but they help considerably to bring in external funding to villages, allowing communities to continue to develop and enhance village life. The budget has already been cut by £85,200 in 2007/08; these are on-going savings . In addition, there has also been a one-off reduction to the budget of £91,000 in 07/8 . Any further cuts would undermine the scheme. As a result, we expect to be unable to meet demand for village projects in 07/8. Guidelines have been amended to ensure that funds are distributed as evenly as possible. | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | Capital grants enable many villages to develop local community facilities that meet local need. Without SCDC funding many of these important projects could not happen. | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | The same outcome could not be achieved. Other sources of grant aid are reducing and the SCDC contributions are often vital to making projects happen. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written | All capital projects attract other sources of funding. SCDC grants are generally for 20-50% total project cost, depending on the scale and type of the project. Contributions are made directly to the grant applicants. | | | |

| confirmation) | | Page 58 | | | |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|----------------------------------|----------------------------------|----------------------------------|
| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
| Financial Year in which contribution is expected to be received | | Nil to Council | Nil to Council | Nil to Council | Nil to Council |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | No revenue implications for SCDC | No revenue implications for SCDC | No revenue implications for SCDC |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | N/a No revenue implications for SCDC. The Council only provides capital grant aid. | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | N/a | | | |

| | | | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|------------------|
| 1 | Service | New Communities Portfolio – Arts Development | | | |
| 2 | Service Manager | Andy O’Hanlon | | | |
| 3 | Brief Details of Proposal | Arts Capital Grants | | | |
| 4 | Financial Year in which expenditure is expected to be incurred | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| 5 | Costs | £40,000 | £40,000 | £40,000 | £120,000 |
| 6 | What is the estimated life expectancy of the asset related to the proposal? | Varies from 5 to 50 years as applications cover a range of proposals from building development to equipment/instrument purchase. | | | |
| 7 | What benefit will service users or residents experience as a result of the expenditure? | Residents’ benefit directly in a variety of ways depending on the nature of the capital items ranging from a new community facility to playing a new musical instrument. | | | |
| 8 | How many individuals/properties will benefit from the expenditure? | Over 100,000 individuals will benefit from this expenditure. | | | |
| 9 | What evidence is there of public, tenant and/or user support for the proposal? | Arts capital allocations are only made to those organisations that can demonstrate user support in their proposals. They also need to raise at least 50% of funding for the proposal from other sources. | | | |
| 10 | Which of the 2009/10 Council Aims will the proposal address and how? | <p>The following Council Aims, Approaches and Actions are addressed through this scheme:-</p> <p>A). Being a Listening Council, providing first class services accessible to all, especially Approach v. and Action 6.</p> <p>B). Ensuring that South Cambridgeshire continues to be a safe and healthy place to live.</p> <p>C). Making South Cambridgeshire a place where residents can feel proud to live.</p> | | | |
| 11 | How will performance indicators be affected? | The Audit Commission have just released information on arts pi’s as part of the national indicators, including NI11 (Engagement in the Arts). | | | |
| 12 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | <p>These grants are not a statutory requirement but they help considerably to bring in external funding to villages, allowing communities to continue to develop and enhance village life.</p> <p>The budget has been cut in 2007/08 by £44,000. This is a permanent on-going saving and any further cuts would undermine the scheme. Guidelines have been amended to ensure that funds are distributed more evenly.</p> | | | |
| 13 | What will be the implications for the Council of not proceeding with the proposed investment? | No assessment has been made but disinvestment in local communities on such a scale is likely to prove unpopular. | | | |
| 14 | How could the same outcome be achieved without the proposed expenditure? | No outcome would be likely without the proposed expenditure. | | | |
| 15 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | Yes – to applicants - none directly to the Council. Applicants need to raise at least 50% of funding for the proposal from other sources. | | | |

| 16. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|----------------|----------------|--------------------|
| Financial Year in which contribution is expected to be received | | Nil to Council | Nil to Council | Nil to Council | Nil to Council |
| 17. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | None | None | None |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 18 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | No | | | |
| 19 | Brief description of the reasons for any revenue changes shown in 16 | None | | | |

| | | | | | |
|----------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|---------|------------------|
| 1 | Service | New Communities Portfolio – Sustainability | | | |
| 2 | Service Manager | Tom Barrance | | | |
| 3 | Brief Details of Proposal | Climate Change - Local Strategic Partnership Board Projects | | | |
| 4. Costs (All £000s) | | 2009/10 | 2010/11 | 2011/12 | Total gross cost |
| Financial Year in which expenditure is expected to be incurred | | £25,000 | £100,000 | £75,000 | £200,000 |
| 5 | What is the estimated life expectancy of the asset related to the proposal? | Up to 36 parish councils will have adopted a leadership and ownership role as regards energy conservation and efficiency within their boundaries – it is hoped this will stand as a permanent asset. In the process of doing this significant substantive energy efficiency and conservation measures will have been implemented in properties in participating parishes (typically insulation) – such measures should last for as long as the properties are standing. Each parish, however, will establish its own scheme(s) – the precise nature of asset improvement will emerge as these schemes are developed. Two parishes will extend their sustainable energy work into the installation of renewable energy technologies. Such technologies have a life expectancy of at least 20 years and some fund recycling should allow additional microgeneration to be installed in further properties. | | | |
| 6 | What benefit will service users or residents experience as a result of the expenditure? | Reduced energy bills, greater resilience to energy price and availability instability, contribution to tackling climate change (reduced carbon emissions). | | | |
| 7 | How many individuals/properties will benefit from the expenditure? | Re. (5) above – this will be subject to sustainable energy schemes developed in partnership with the participating parish councils. | | | |
| 8 | What evidence is there of public, tenant and/or user support for the proposal? | Public requests from South Cambs residents to SCDC and EST as to how to save energy and secure grants for efficiency and microgeneration measures. | | | |
| 9 | Which of the 2009/10 Council Aims will the proposal address and how? | C12: work with Parish Councils on schemes for renewable energy and low carbon living | | | |
| 10 | How will performance indicators be affected? | Will contribute directly to NI 186 (per capita CO2 emissions) which is a formally adopted LAA performance indicator) plus local indicator on parish engagement. | | | |
| 11 | Is this expenditure required to enable the Council to meet a statutory requirement? If so, please give a description of the relevant requirement. | No. N.B. duty to work with County Council under LAA to meet national indicator targets (NI 186 is an LAA NI), plus significant reputational risk of not taking actions to deliver target. | | | |
| 12 | What will be the implications for the Council of not proceeding with the proposed investment? | SC LSP, Cambs Together Board and County Council Cabinet have already agreed the project (N.B. project is not directly SCDC capital funded) | | | |
| 13 | How could the same outcome be achieved without the proposed expenditure? | By parish councils choosing to work together and pool their own funds to take work forward. This is not a reasonable or feasible option within current capacities for tackling climate change at this level and within existing budgets. | | | |
| 14 | Is there likely to be any external funding contribution? If so, from where? (Please attach a copy of any written confirmation) | Wholly funded by Local Strategic Partnership Board (confirmation attached). | | | |

| 15. Contribution (£000s) | | 2009/10 | 2010/11 | 2011/12 | Total contribution |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|----------------------------------|----------|---------|--------------------|
| Financial Year in which contribution is expected to be received | | £25,000 | £100,000 | £75,000 | £200,000 |
| 16. Revenue impact (£000s) | | Reason | 2009/10 | 2010/11 | 2011/12 |
| Estimated consequential financial impact on net revenue expenditure of the proposal | | Additional: income expenditure | None | None | None |
| | | Reduction in: income expenditure | | | |
| | | Total for year | | | |
| 17 | Are any revenue changes likely to continue after 2011/12? If so, please complete the attached schedule? | No | | | |
| 18 | Brief description of the reasons for any revenue changes shown in 16 | N/A | | | |

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

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|-------------------|----------------------------------------------------------------------------------|-----------------|
| REPORT TO: | Planning Portfolio Holder and New Communities Portfolio Holder | 26 January 2009 |
| AUTHOR/S: | Executive Director / Corporate Manager (Planning and Sustainable Communities) | |

**LOCAL DEVELOPMENT FRAMEWORK -
CONSULTATION ON SUPPLEMENTARY PLANNING DOCUMENTS****Purpose**

1. The purpose of this report is to seek agreement for a number of Supplementary Planning Documents (SPD) to be published for consultation. The SPDs to be consulted on are as follows:
 - Biodiversity
 - Listed Buildings: works to or affecting the setting of

Background

2. The purpose of Supplementary Planning Documents is to expand on policies set out in Development Plan Documents and to provide additional detail. The Council has adopted a number of Development Plan Documents (DPD) that form part of the Local Development Framework. The two SPDs that have been currently prepared relate to policies contained within the adopted Development Control Policies DPD, and in the adopted Area Action Plans for Northstowe; Cambridge East; and Cambridge Southern Fringe.

Process for preparing the Supplementary Planning Documents

3. The draft SPDs have been prepared in consultation with the relevant specialist officers within the Council. Similar to the DPDs, Sustainability Appraisals have to be carried out on the SPDs to appraise the social, environmental and economic effects of the proposals contained within each SPD. These will be consulted on alongside the draft SPDs. Consultation has been carried out with the three statutory bodies on the Sustainability Appraisal Scoping Report Addendum for the Listed Buildings SPD (this was a joint addendum with the Conservation Areas SPD).
4. As part of the process of preparing an SPD there must be an opportunity for representations to be made on their content. If agreed by the Portfolio Holder, the two SPDs and their accompanying documents will be subject to six weeks of public consultation, which is anticipated to start in February.
5. The Council will consider the representations on the draft SPDs and make any relevant changes to the SPDs as a result of comments received. A report will then be made to Cabinet on the representations submitted, and Cabinet will make the decision whether to adopt the documents.

The two SPDs being considered

- **Biodiversity SPD**

6. The SPD expands on district-wide policies in the Development Control Policies Development Plan Document (DPD), adopted in July 2007, and policies in individual Area Action Plans for major developments that may vary from the district-wide policies. Policies seek to ensure that biodiversity is adequately protected and enhanced throughout the development process, and this SPD provides additional details on how these policies will be implemented.

- **Listed Buildings: works to or affecting the setting of SPD**

7. Within South Cambridgeshire there are approximately 3,000 Listed Buildings and structures. The aim of this Supplementary Planning Document is to provide additional advice and guidance on developments affecting these Listed Buildings and to expand on the broad policy set out in the Development Control Policies DPD Policies CH/3 and CH/4 and PPG15.

Implications

| | |
|---------------------|----------------------------------------------------------------------------------------------------------------------------|
| 8. Financial | Within existing budgets |
| Legal | None |
| Staffing | Staffing will be required to manage the consultation process, although this can be accommodated within existing resources. |
| Risk Management | No significant risks. The Consultation responses will highlight any issues for further consideration by the Council. |
| Equal Opportunities | Not affected |

Consultations

9. The Council’s Legal team, Appeals, Major Development Team and Development Control officers have been consulted during the preparation of the Supplementary Planning Document.

Effect on Corporate Objectives and Service Priorities

| | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------|
| 10. | Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future |
| | The SPDs will provide a framework for planning within South Cambridgeshire and will assist in improving the environment of the district. |
| | Deliver high quality services that represent best value and are accessible to all our community |
| | The SPDs will contribute to providing good design and a quality environment for our community to live in within South Cambridgeshire. |
| | Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work |
| | The SPDs will provide a framework of planning policies to enhance the built and natural environment in South Cambridgeshire. |

Recommendations

11. It is recommended

- (a) that the Planning Portfolio Holder and New Communities Portfolio Holder agree, as affects their individual portfolios, the following documents for consultation:
- Draft Biodiversity Supplementary Planning Document
 - Draft Listed Buildings Supplementary Planning Document
 - Draft Final Sustainability Reports for both SPDs (on the website)
 - Sustainability Appraisal Scoping Report Addendum for the Listed Buildings SPD
- (b) that authority be given to the Corporate Manager (Planning and Sustainable Communities) to make minor amendments to the above documents.

Background Papers: the following background papers were used in the preparation of this report:

- Development Control Policies DPD
- Northstowe Area Action Plan
- Cambridge East Area Action Plan
- Cambridge Southern Fringe Area Action Plan
- South Cambridgeshire Biodiversity Strategy (September 2006)
- South Cambridgeshire Design Guide
- PPS9 Biodiversity and Geological Conservation
- PPG15 Planning and the Historic Environment
- PPG16 Archaeology and Planning

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 26 January 2009
AUTHOR/S: Executive Director / Corporate Manager (Planning and Sustainable Communities)

**LOCAL DEVELOPMENT FRAMEWORK -
GYPSY AND TRAVELLER DPD - PROGRESS REPORT**

Purpose

1. The purpose of this report is to provide details of progress made on production of the Gypsy and Traveller DPD.

Background

2. In response to Government guidance the Council has commenced production of a Gypsy and Traveller Development Plan Document. This will implement the emerging East of England Plan Gypsy and Traveller policy at district level and is intended to provide a vision for the future of Gypsies and Travellers in South Cambridgeshire. It will address the full range of land use and planning issues that need to be taken into account when considering proposals for Gypsy and Traveller sites. It will also identify a number of specific sites to be allocated for development as Traveller and Gypsy sites.
3. The plan making process began in October 2006 when the 'Issues and Options Report 1: General Approach' was subject to consultation. This sought feedback on the criteria the Council could use for identifying new sites. The Council considered all the representations, and developed a set of criteria to test potential new sites against. Since that time the plan programme has been subject to delay.

Timetable

4. When production of the DPD was originally commenced by the Council, it was intended that it would be prepared by independent consultants, as there was no capacity at that time in the Council's Planning Policy Team, who were committed on other LDF documents, and the Council wished to start work on this DPD as a corporate priority. The consultants appointed prepared the first Issues and Options Report on principles for the DPD which was subject to public participation.
5. The second stage of public participation on a further round of issues and options on site options was originally programmed for 2007. The consultants were to undertake this work. However, it became clear that the initial draft work was not of sufficient quality that it could be recommended by officers for publication by the Council. In response, the policy team attempted to provide a clearer steer and more assistance to the consultants. This was of a much greater level of officer involvement in guiding consultants that would normally have been expected. However, given the pressure of work for the policy team on other issues, in particular the series of 6 DPD examinations, this proved difficult.
6. In June 2008 the decision was taken to part company with the consultants, and undertake the work fully in-house. This was on the basis that work undertaken by

that time was not of sufficient quality despite the considerable officer time to steer it and it became clear it would be more efficient and produce a better quality plan to bring the plan preparation process back in-house and use consultants for other projects to free up officer capacity. The remainder of the plan is now being prepared directly by the Council's Planning Policy Team.

7. The programme was further delayed when the policy team had to address unexpected work including the Site Specific Policies housing shortfall and the Eco-Towns consultation. Resources have now been directed to the Gypsy and Traveller DPD, but it should also be noted that there are other competing demands on the policy team, including Site Specific Policies DPD Housing Shortfall, North West Cambridge AAP, East of England Plan review, and responding to the A14 Improvement proposals.

The Next Steps

8. The next stage of the plan preparation process will be consultation on an 'Issues and Options 2: Site Options' document. This will include potential site options for allocation as Gypsy and Traveller sites, and to provide a further opportunity for site options to be suggested.

9. Tasks currently being undertaken to prepare the documents include:

- Identification of site options for testing
- Testing options against detailed assessment criteria and collating information, including detailed information from other teams including Environmental Health.
- Consultation with Statutory Bodies, including for example the County Council, and the Primary Care Trust.
- Drafting new planning policies.
- Developing approaches to enable successful and inclusive public participation.

10. Once approved by Cabinet, the Issues and Options 2 document will be subject to a six-week period of public participation. The resulting representations will be considered and the preferred options identified. A draft plan will then be prepared, and published for further public consultation.

11. A detailed programme will be included in the revised Local Development Scheme that is being drafted. The emerging programme indicates that a plan could be submitted in 2010, and adopted in 2011.

Implications

| | |
|---------------------|------------------------------------------------------------------------------------------------------------------------|
| 12. Financial | Funding will be required to support the consultation and examination stages of the plan making process. |
| Legal | The DPD will include policies for consideration of planning applications. |
| Staffing | Staffing will be required to draft the DPD, undertake consultation and provide evidence at the subsequent examination. |
| Risk Management | |
| Equal Opportunities | Our Traveller population is our largest ethnic group |

Effect on Corporate Objectives and Service Priorities

| | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 13. | <p>Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future</p> <p>The Council is working to meet Traveller's needs while respecting those of the settled community</p> <p>The DPD will be prepared in consultation with a number of statutory bodies, and be subject to public participation.</p> |
| | <p>Deliver high quality services that represent best value and are accessible to all our community</p> <p>The DPD will include policies and allocate sites for Gypsy and Traveller pitches, which will need to take account of accessibility of services and facilities.</p> |
| | <p>Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work</p> <p>The DPD will provide a framework of planning policies to guide Gypsy and Traveller development in South Cambridgeshire.</p> |

Recommendations

14. It is recommended that the report is noted.

Background Papers: None

Contact Officer: Jonathan Dixon - Principal Planning Policy Officer
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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: New Communities Portfolio Holder 26 January 2009
AUTHOR/S: Executive Director / Corporate Manager (Planning and Sustainable Communities)

REGIONAL SPATIAL STRATEGY SINGLE ISSUE REVIEW - PLANNING FOR GYPSY AND TRAVELLER ACCOMMODATION IN THE EAST OF ENGLAND. EXAMINATION IN PUBLIC - REPORT OF THE PANEL

Purpose

1. The purpose of this report is to provide information on the outcome of the Examination in Public into the Regional Spatial Strategy Single Issue Review regarding provision of Gypsy and Traveller sites.

Background

2. The East of England Plan single issue review aims to provide a policy within the RSS which requires provision of a number of Gypsy and Traveller pitches across the region, with a specific level of provision for each Local Authority. The policy was submitted by EERA in February 2008, and subject to Examination in Public in October 2008. The Panel Report was published in December 2008.

Summary of Key Conclusions from the Panel Report

3. The following is a summary of the main issues addressed in the report and the Panel's key recommendations. It is not a comprehensive list of all recommendations or issues raised.
 - ***New Pitches required between 2006 and 2011***
4. The Panel consider that EERA's estimate of 1,187 pitches in draft Policy H4 is likely to be a bare minimum or even an underestimate of regional needs. They recommend an increase of 50 based on evidence of local needs.
5. Two key approaches were tested by EERA -
 - A Gypsy and Traveller Needs Assessment based approach to distribution, where additional numbers of pitches were required where there was existing provision.
 - A wider distribution, redistributing some new pitch requirements away from the districts with the highest levels of provision, with all districts required to make some provision.
6. EERA selected the wider distribution approach in its draft policy. The Panel conclude that the main principles of the wider distribution strategy are sound. The Panel accept the minimum level of 15 per district as appropriate to provide the opportunity for a wider range of locational choice for Gypsy and Traveller communities than currently exists at the moment. The Panel recommend increases in pitch provision closer to areas of greatest locally-arising needs, reflecting the desirability of enabling Gypsies and Travellers with strong local connections to be accommodated close to their existing base. The Panel recommend a change to clarify intent of the Policy to signify that the total pitch requirement figures do not indicate ceilings.

7. The Cambridgeshire Gypsy and Traveller Needs Assessment was deemed to be robust (unlike a number of the others that required benchmarking).
8. The Panel noted with regard to South Cambridgeshire that:
 - There are a number of temporary consents in the district, reflecting circular 01/2006. The current position is that the number of permanent pitches since 2006 and existing temporary consented pitches, exceeded the draft policy requirement of 59.
 - Those seeking permanent sites will have different degrees of connection with the locality but regional policy is setting overall numbers. Noted that the Needs Assessment recorded that a third of those occupying unauthorised caravans who were surveyed had been at that location for less than a year.
 - One reason for these pressures is that Circular 01/2006 is seeking to move towards a planned approach to provision when there is a backlog of need. These difficulties will only be resolved when the timing of policy and implementation is looking forward rather than making up for past omissions.
9. The Panel recommend increasing the requirement in South Cambridgeshire by 10 to 69 pitches 2006 to 2011.
10. The Panel also recommended an increase in the figures in a number of other local Districts:
 - East Hertfordshire up by 5 to 20
 - Huntingdonshire up by 5 to 25
 - Peterborough up by 15 to 30
 - Uttlesford up by 10 to 25
 - St Edmundsbury up by 5 to 20.
 - ***Provision Post 2011***
11. The panel accepted that a 3% per annum figure to allow for household growth was appropriate, and that distribution should reflect 2006 to 2011 planned distribution across the region. The Panel support the intention to take into account new evidence in reviewing post 2011 figures, but this should be done on a regional basis, rather than at a local level. The panel acknowledged that it will not be possible to review the figures as part of the current East of England Plan review.
 - ***Transit Pitch Provision***
12. The Panel recommend that provision requirements for Transit pitches should be included in the East of England Plan, but at the County rather than District level, due to:
 - substantial evidence from across the region both confirming that there is a need for some transit provision and indicating where this should be provided.
 - Unauthorised encampment is extremely undesirable and the benefits of providing an alternative should be given considerable weight.
 - There is an understandable concern about the pressure there may be for transit sites to become used to make up the shortfall of residential provision. However

they do not believe these are insurmountable difficulties, as is indicated by the continued operation of two transit sites in the region.

13. The Panel note that in Cambridgeshire a site is already proposed in Fenland, and there is evidence supporting a site in three further locations, including one site accessible to Cambridge. There is likely to be a need for joint working to progress County figures to specific local provision in most areas.

| County | Existing Transit Provision (pitches) | Additional Transit Pitches Required 2006-11 | Further Locational Guidance |
|-------------------------------|--------------------------------------|---------------------------------------------|-----------------------------------------------------------|
| Cambridgeshire & Peterborough | Nil | 40 | Cambridge area, Fenland, Huntingdonshire and Peterborough |

• **Travelling Showpeople**

14. The Panel recommend a new policy on the accommodation requirements of Travelling Showpeople, to require County groupings of local authorities to work with their local communities and The Showmen's Guild of GB to identify land sufficient for the interim estimate of plot requirements given in the table below.

| County | Existing Provision (families) | Additional Plots Required 2006-11 | Further Locational Guidance |
|-------------------------------|-------------------------------|-----------------------------------|-----------------------------|
| Cambridgeshire & Peterborough | 54 | 18 | East Cambs and elsewhere |

• **Delivery / Major Developments**

15. The Panel consider that there are locational advantages in linking some new site provision with major developments. This will help to mainstream Gypsy and Travellers site provision, seeing it as part of the affordable housing element of new residential and mixed developments.
16. The report states that in so far as some Gypsies and Travellers have a preference for some detachment and rural locations, the Panel do not agree that this precludes suitably designed provision as part of major developments. There would be little impact on density of development achieved if a development was genuinely major, and to fail to make necessary provision because of the effect this would have on density would be perverse and contrary to the overall aims of policy in relation to meeting the housing need of all households.
17. The Panel consider that it would be helpful for CLG to take any opportunities that arise to encourage developers to consider including Gypsy and Traveller accommodation as part of their affordable housing offer particularly in major new developments.

What Happens Next?

18. The report, including the Panel's recommendations, will now be considered by the Government, who will then publish the Secretary of State's decisions on the Panel's recommendations, along with any Proposed Changes to the draft policy. The proposed changes will undergo a further 12 week consultation to allow for views to be heard before the finalised plan is published in Summer 2009.

Implications

| | |
|---------------------|----------------------------------------------------------------------------------------|
| 19. Financial | The outcome of the RSS could have implications for service delivery. |
| Legal | The RSS will provide planning polices that apply to the District. |
| Staffing | Staffing will be required to prepare a report on the next consultation in Spring 2009. |
| Risk Management | |
| Equal Opportunities | Our Traveller population is our largest ethnic group |

Effect on Corporate Objectives and Service Priorities

| | |
|-----|----------------------------------------------------------------------------------------------------------------------|
| 20. | Work in partnership to manage growth to benefit everyone in South Cambridgeshire now and in the future |
| | The East of England Plan will guide development in the District. |
| | Deliver high quality services that represent best value and are accessible to all our community |
| | Nothing specific |
| | Enhance quality of life and build a sustainable South Cambridgeshire where everyone is proud to live and work |
| | Nothing specific |

Recommendations

21. It is recommended that the report is noted.

Background Papers:

The Panel Report can be viewed here:

http://www.gos.gov.uk/goeast/planning/regional_planning/687221/

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