

AGENDA

CABINET

THURSDAY, 18 JULY 2019

2.00 PM

**COUNCIL CHAMBER, FENLAND HALL,
COUNTY ROAD, MARCH**

Committee Officer: Linda Albon
Tel: 01354 622229
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- 1 To receive apologies for absence
- 2 To receive members' declaration of any interests under the Local Code of Conduct or any interest under the Code of Conduct on Planning Matters in respect of any item to be discussed at the meeting
- 3 To report additional items for consideration which the Chairman deems urgent by virtue of the special circumstances to be now specified
- 4 24 High Street, Wisbech (Pages 3 - 18)

To provide Cabinet with an update on progress of demolition application for dilapidated structure at rear of 24 High St, Wisbech and to seek approval to progress with demolition with associated costs.

- 5 Council Reserves Updates (Pages 19 - 22)

To provide Cabinet with an analysis of reserves to inform future consideration of the Council's Medium Term Financial Strategy.

6 Council Tax Support Scheme 2020/21 (Pages 23 - 32)

Each year the Council is required to review its Council Tax Support (CTS) Scheme. This report is to receive the recommendations of the Overview and Scrutiny Panel's consideration of the progress of the 2019 annual review and the resultant proposals for consultation for changes to the CTS scheme to take effect from April 2020.

7 Single Use Plastics Audit - update (Pages 33 - 40)

To report to Cabinet on the audit of the disposal of single use plastics in line with Items 1 and 2 of Motion 1, 'Single Use Plastics', agreed by Council on 23 May 2019.

8 Waste & Recycling Motion - update (Pages 41 - 46)

To report to Cabinet in relation to the Motion tabled at Council on 23 May 2019 in relation to the Council's Waste Service.

9 Play Equipment - Response to motion (Pages 47 - 52)

Further to a recent motion at Council on 23 May 2019, Cabinet is asked to consider the Council's approach to play areas within our open spaces.

10 Draft 6 Month Cabinet Forward Plan (Pages 53 - 54)

For information purposes.

11 Items which the Chairman has under item 3 deemed urgent

12 Previous Minutes (Pages 55 - 64)

To confirm and sign the minutes of 27 June 2019.


CONFIDENTIAL - ITEMS COMPRISING EXEMPT INFORMATION

To exclude the public (including the press) from a meeting of a committee it is necessary for the following proposition to be moved and adopted: "that the public be excluded from the meeting for Items which involve the likely disclosure of exempt information as defined in the paragraphs 3 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) as indicated."

To confirm and sign the confidential minutes of 27 June 2019

Wednesday 10 July 2019

Members: Councillor C Boden (Chairman), Councillor Mrs J French (Vice-Chairman), Councillor I Benney, Councillor S Clark, Councillor Miss S Hoy, Councillor Mrs D Laws, Councillor P Murphy, Councillor C Seaton, Councillor S Tierney and Councillor S Wallwork

Agenda Item No:	4	
Committee:	Cabinet	
Date:	18th July 2019	
Report Title:	Dilapidated Structure at rear of 24 High Street, Wisbech	

Cover sheet:

1 Purpose / Summary

To provide Cabinet with an update on progress of demolition application for dilapidated structure at rear of 24 High St, Wisbech and to seek approval to progress with demolition with associated costs.

2 Key issues

- Dilapidated structure at rear of 24 High Street Wisbech is owned by Fenland District Council
- FDC currently has a financial commitment to on-going maintenance and inspection costs
- The front section of the site known as “The Gap” has planning consent for community space and viewing platform (F/YR17/1198/FDC), partly funded by a grant from the National Lottery Heritage Fund (NLHF)
- The rear building is not part of the above application for redevelopment and works to it would not qualify for NLHF grant
- Following members approval in March 2019 officers have progressed with an application for demolition of this structure (F/YR19/0257/F). A decision is expected 17th July 2019.
- The current condition of this structure prohibits development of The Gap and as per the planning application the space would be used for WC and storage facilities to enhance The Gap project.
- The rear building is not listed but is within a Conservation Area. It is not visible from High St or Nene Quay
- The impact of potential alternative costs to demolition have been detailed in the presented figures

3 Cabinet is requested to approve the following recommendations:

Agree to demolish the rear building to no 24 and approve the expenditure of the predicted costs contained in this report.

Wards Affected	
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Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden – Leader and Portfolio Holder for Finance Cllr Chris Seaton– Portfolio Holder for Social Mobility and Heritage
Report Originator(s)	Taleyna Fletcher - Townscape Heritage Officer Gary Garford - Corporate Director
Contact Officer(s)	Taleyna Fletcher - Townscape Heritage Officer Gary Garford - Corporate Director Neil Krajewski – Deputy Chief Accountant
Background Paper(s)	

DRAFT

1 Background / introduction

1.1 Background to the building

Fenland District Council owns a dilapidated property located at the rear of 24 High St, Wisbech (Appendix A). This rear section is all that remains of No 24 High St, a late C18th Grade II listed building which collapsed in 1988 as the result of inappropriate structural works undertaken by a contractor. At this time FDC did not own the building, however FDC stepped in to insert the supporting props and bracing into the gap to offer structural stability to the adjoining properties in 2008. The total cost of these repairs was £71,621. A charge for these works was registered on the property.

The owner was declared bankrupt around the same time (2008) and following a High Court decision ownership passed to FDC with certain legal constraints, which currently remain on the property.

Following the collapse the site was de-listed on the 25th January 1993 but still falls within the Wisbech Conservation Area.

It is believed that the rear building has not been occupied since the collapse of the front section and no longer has any known service connections. The only access is via a small alleyway off of Nene Quay which is entered through a temporary door with padlock entry. The Freehold of this access and alleyway is owned by FDC.

1.2 "The Gap" and rear building

Having collapsed 30 years ago, No. 24 has become a familiar sight on the High Street and an opportunity presented itself to bring this site back to life with the National Lottery Heritage Funds Townscape Heritage programme which awarded FDC £1.9m and permission to start in 2016.

With a grant from the National Lottery Heritage Funds Townscape Heritage programme, as part of a wider scheme of improvements to the High Street, FDC is redeveloping the derelict site fronting onto High Street to create an exciting piece of public realm. The plans for "The Gap", which received planning consent in February 2018, will include an innovative and unique space at ground floor for community use and a viewing platform at roof level offering visitors the chance to look across the historic roofscape and along North Brink and the River Nene. (F/YR17/1198/FDC).

As investigation and detailed design works have progressed for The Gap, it has become clear that the dilapidated building at the rear will require a significant investment to ensure longer term structural stability.

It should be noted that works to the rear building are not eligible for funding from the Wisbech High Street Project from the National Lottery Heritage Fund. A sum was included in the project bid for "remedial works to the rear building" – this was intended to repair and make the building watertight and repair the walls at the interface between The Gap and the rear building.

It is hoped that works will commence on The Gap project later this year. If consent for demolition of this rear building is granted then there would be a window of opportunity in the preceding months to demolish and take all materials out through the front of the site, through the gap site, into skips/lorries on the High St. Otherwise, all materials would need to go out through the narrow alleyway and onto

Nene Quay which is a busy main road and costs would significantly increase. Taking this action now would them not impact on the programme for the Gap works.

2 Building Condition and Safety

The original proposal was to make the rear building safe, weathertight, and to board up pending a longer term decision on its future use. However it was only with full accessibility in late 2018 that inspection of the building was possible and a better understanding of its condition achieved. (See photos in Appendix B).

Significant cracking has been noted following internal access, including a vertical crack which opens up at roof level, and cracking to party wall with 2 Nene Quay. The roof is collapsing as it succumbs to the effects of rain through openings where tiling is missing, and the weight of pigeon guano. This has caused ceilings to collapse. The visible roof structure is also decayed and parts are missing, undermining the integrity and strength of the structure. The inspection undertaken by a structural engineer from The Morton Partnership who visited in December 2018 concluded that that the building could be saved and renovated but the council needs to consider the cost against the long-term use and potential returns.

CNC Building Inspector visited the site on 15th January 2019 and did not consider the building to be a dangerous structure under the Building Act 1984 definition. This means that it is not considered to be at imminent risk of collapse, however he did recognise a need for a full structural assessment given there is an obvious “lean” and significant cracking on the external wall (facing into yard).

There are also safety considerations as the occupants and users of 22 and 23 High Street have right of access close to the courtyard to 24 High Street; there would also be concerns for the impact on Nos. 25 High Street and 2 Nene Quay, to which the rear building is attached, if the rear building were to collapse.

3 Background and Work undertaken so far

3.1 Surveys and Investigations

Since planning consent was granted in February 2018 for The Gap, there have been a series of site investigations and surveys undertaken to the building at the rear, all of which have been necessary to progress the scheme. These include:

- Asbestos surveys and removal in accordance with legislation (restricted to accessible areas)
- Programme of contaminated waste removal including pigeon guano, food and refuse waste (contaminated by rat urine) and asbestos. All undertaken by licenced contractor in December 2018. The completion of these works provided the first opportunity in several years to safely enter the property and assess its condition and structural stability and has since allowed for a better understanding of the costs and procedures involved remediate the building and the implications on The Gap.
- Structural Assessment by Morton Partnership (Appendix C).
- Party Wall communications, surveys and negotiations (on going)
- Drainage and service searches

3.2 Planning Application for Demolition

Following member approval in March 2019, an application for demolition has been submitted (F/YR19/0257/F).

The application was submitted by the project architects for The Gap for “Demolition of existing building in Wisbech Conservation Area and erection of 3 No. temporary storage/toilet buildings and provision of decking for site storage and visitors welfare facilities”.

As part of wider consultation, additional survey works have been required and the following reports submitted:

- Primary Ecological Survey undertaken by Greenwillows Ecology (at the request of Wildlife Officer)
- Archaeological Building Survey undertaken by Taleyra Fletcher (at the request of CCC Historic Environment Team)
- Fully costed appraisal for options for building undertaken by John Bucher (at the request of FDC Conservation Officer)

A decision on the application is expected 17th July 2019.

4 Options and Costs

4.1 Option 1: Demolish

Although a decision on the planning application has yet to be reached (pending July 17th), there have been no known objections to the demolition up to the point of preparing this report. Initial discussions with a conservation officer during by a site visit in January 2019 suggested that there would be no strong objection from conservation based on the fact that although a building of some charm, it lacks character or any noteworthy features or details.

If there is no viable future-use option for the building then the opportunity to remove this building should be taken now, before steelwork construction works begin on the front building and whilst there is a suitable route for the removal of demolished materials.

As the owner of the building FDC has the continuing liability for its maintenance/structural integrity. Demolition would remove this commitment.

The removal would also benefit the town project by creating additional open and tidy space rather than creating a view of a dilapidated structure from the redeveloped Gap site.

The building would need to be dismantled by hand and arising’s would be removed from the site to skips located on the High Street via temporary access scaffolding across the basement (2.2m deep) of the Gap site. The cost of demolition is estimated to be in the region of £34k + VAT with an additional c.£6k for remediating the exposed party walls. This would represent significant reduction in cost over the remediation option. There is also likely to be further unidentified asbestos within the building which would need to be removed by licenced contractors. There is also likely to be additional fees associated with the removal of pigeon guano which has built up within the structure since the last programme of removal in late 2018.

4.2 Option 2 : Remediate

Works to remediate and board up 24 High Street rear building could proceed as originally planned however structural issues have been identified now internal access has been possible. With the fully costed recommended schedule of works prepared by a structural engineer from The Morton Partnership who visited in December 2018, the council would need to spend approximately £138,000 (plus

VAT and add-ons). In addition to this the council would need to continue to bear the costs of annual inspection at an estimated cost of around £1000 per year.

This would only address the structural concerns (predominately the roof and the cracking issues) which were not apparent until the recent internal clearance of the building. It would not include any renovation works to facilitate a future use which would be significant.

4.3 Option 3: Do nothing

There is always the option to do nothing which would leave the rear building in its current condition. The council would retain its liability to maintain the rear building which will continue to deteriorate and provide a home for pigeons which are a constant nuisance to neighbours and to the town.

Whilst the building remains empty and unsecured there is also the on-going risk of rough-sleepers becoming aware of its presence and inhabiting the building which would pose a significant risk to their health and safety.

In addition to not take the demolition option at this stage would inhibit the most cost effective solution as once the Gap site is completed all arisings would be required to be removed by hand via the alleyway to Nene Quay.

4.4 Cost Comparison

In order to help inform Cabinet in making their decision, independent QS costings have been prepared showing the following financial implications for each option.

If the recommended option is chosen then the costs can be funded from within the estimates contained in the current capital programme. A report based on the latest QS information setting out the additional amount of capital funding (net of grant due from the HLF and other funding partners) which the Council would need to be allocate to complete construction works on site will be considered at a subsequent meeting of Cabinet taking account of which of the options Cabinet approve at this meeting.

Option for Rear Building, 24 High St, Wisbech	Cost excluding VAT and add-ons (costs correct as of May 2019)	Additional Costs to consider
Option 1: Demolition	£34000 for demolition £6000 for Remediation of exposed party walls £2000 for Asbestos survey and identification £10000 for licensed removal of remaining asbestos and pigeon guano TOTAL £52,000	
Option 2: Remediation (not including annual inspection and on-going maintenance)	£138,000	Annual inspection and maintenance c. £1000 per year.
Option 3: Do Nothing		Cost of annual maintenance and inspection @ £1000 p.a Financial and non-financial cost of dealing with consequences of rough-sleepers or other unauthorised access to the building. Additional costs for future removal of building via Nene Quay access.

5 Summary and recommendations

Officers recommendation is that Option 1 is approved which will allow the building to be demolished and removed thus removing any future liability for the building and taking advantage of the fact that the materials can be removed through the Gap site to the High Street. This is a much more cost effective approach in advance of the front site work.

6 Next Steps and Timing

If officer recommendations are followed it would be necessary to begin demolition as soon as consent is granted (TBC). If left any longer the structure will become a structural as well as environmental hazard as the number of pigeons continue to re-inhabit the building. The council has an ongoing commitment to inspect and maintain the property – immediate removal would reduce this cost. Removal at this time would also create a clear site ready for construction work at the front to commence, as well as providing a larger and more suitable working space for contractors.

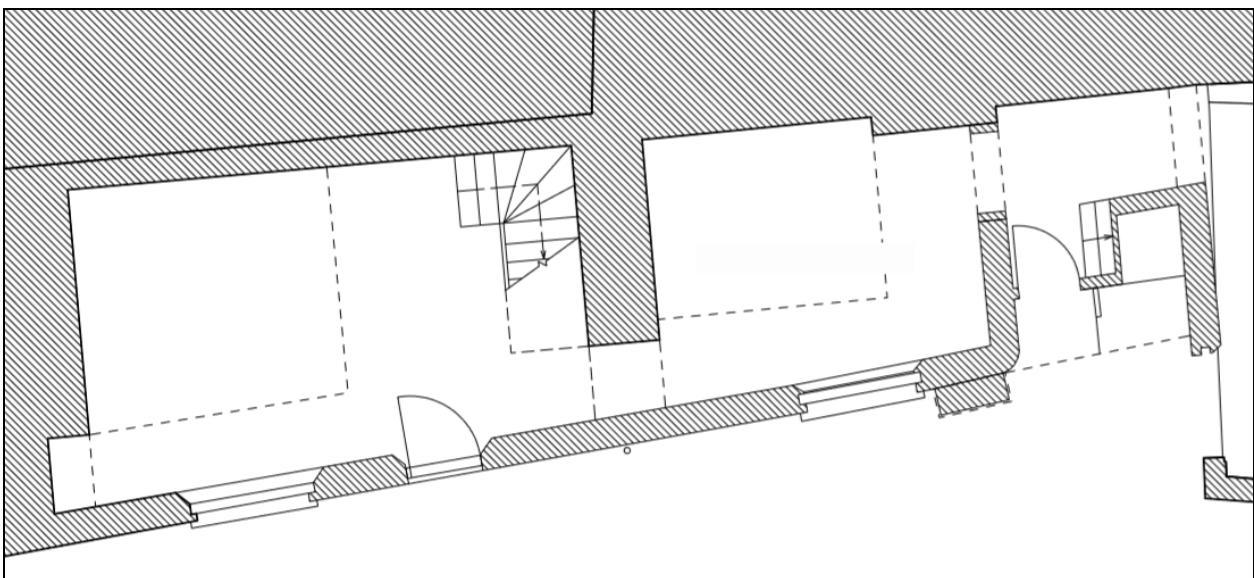
Appendix A : Site Location: Building at rear of 24 High Street, Wisbech



Appendix B : Plans and Photos of Rear Building



South-west facing elevation



Plan of ground floor showing ground building layout

Photos taken in January 2019 immediately after the removal of c.300 pigeons. The building has since been repopulated



Elevation as viewed from the courtyard



Elevation as viewed from the courtyard



Ground Floor entrance and access to stairs



Ground floor area with modern "chiller room"



Modern chiller room of breezeblock construction



Ground floor room with base of recently removed second chiller



Rear staircase



First floor room



Looking down the stairs from first floor



Second floor window



Damage to ceiling caused by missing roof covering



Damage to ceiling caused by 2nd gap in roof covering



Second floor room where significant cracking is evident on party wall with 2 Nene Quay



Bricked up chimney in 2nd floor room



Detail of cracking in 2nd floor room

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Agenda Item No:	5	
Committee:	Cabinet	
Date:	18 July 2019	
Report Title:	Council Reserves	

Cover sheet:

1 Purpose

- To provide Cabinet with an analysis of reserves to inform future consideration of the Council's Medium Term Financial Strategy.

2 Key issues

- At 31 March 2019 the Council had a General Fund Reserve balance of £2.622M and Earmarked Reserve balances of £7.681M.
- Balances are held on reserves for a range of reasons including recognising grant monies received but not yet spent and to provide funding to address spending pressures expected to arise in future. The use of reserves is budgeted as part of the budget-setting process and the Chief Finance Officer is required under legislation to provide an annual statement confirming the adequacy of reserve balances.
- It is good practice to keep reserve balances under review. The planned use of reserves over the medium-term forms part of the information feeding into the Medium Term Financial Strategy (MTFS). The MTFS is updated regularly to reflect the latest estimates and assumptions which inform the Council's understanding of its financial position.

3 Recommendations

- It is recommended that Cabinet notes the analysis of reserves provided as part of this report.

Wards Affected	All
Portfolio Holder(s)	Cllr Chris Boden, Leader and Portfolio Holder, Finance
Report Originator(s)	Peter Catchpole, Chief Finance Officer and Corporate Director Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Chief Finance Officer and Corporate Director Mark Saunders, Chief Accountant
Background Paper(s)	Medium Term Financial Strategy 2019/20 to 2023/24, Council Revenue and Capital Outturn 2018/19

Report:

4 Introduction

- 4.1 The Council presents information regarding its reserve balances throughout the year. The budgeted use of reserves is presented as part of the annual budget-setting process and the year-end balance on reserves is presented as part of the Statement of Accounts.
- 4.2 The Chief Finance Officer is responsible for ensuring the level of reserves held by the Council is adequate. The Chartered Institute of Public Finance and Accountancy (CIPFA) regularly publish guidance to assist Chief Finance Officers in fulfilling this function. In their 2016 publication on the Role of the Chief Finance Officer in Local Government, CIPFA emphasise that the Chief Finance Officer must 'take into account future commitments, resources available and the desirable levels of reserves, to ensure that the authority's finances remain sustainable'.
- 4.3 Under the Council's constitution the Chief Finance Officer is responsible for ensuring that the purpose of each reserve, its usage and the basis of transactions is clearly identified. These cannot be varied without the consent of Cabinet. The constitution provides members of Corporate Management Team with the authority to fund expenditure charged to the revenue account from reserves subject to the ultimate approval of the Chief Finance Officer.

5 Reserve Balances held by Fenland District Council

- 5.1 Reserve balances available to fund revenue expenditure are split into Earmarked Reserves and a General Fund Balance. Earmarked Reserves are those reserves established for a specific purpose. The General Fund balance reflects an amount held, on the advice of the Chief Finance Officer, to provide contingency to address financial pressures and/or emergency situations where the need for funds cannot be met from the revenue budget or any of the established earmarked reserves.
- 5.2 For many years the Council has been the beneficiary of funding from central government bodies and other funding agencies for specific projects and initiatives. Often the funding awarded is paid over before the Council incurs any expenditure relating to the project or initiative. Where this is the case, in line with accepted accounting convention, any element of a grant allocation which is not spent at the year-end is transferred to a reserve. The balance on these reserves is only used to fund expenditure incurred in relation to the funded project or initiative. If any of the grant received is unspent at the end of the project the Council may be required to repay the unspent element to the funding body. Examples of these reserves are the Homelessness Prevention, Controlling Migration Fund and Wisbech High Street Heritage Lottery Fund reserves.
- 5.3 The Council works collaboratively with many different organisations to provide a range of services. Some of the agreements with partner organisations require the Council to retain any surplus generated by a service in a reserve so that the funds can be retained by the service to address any future funding pressures specific to that service. Examples of this include reserves relating to the CCTV service, the maintenance of port buoys and the travellers sites the Council manages on behalf of Cambridgeshire County Council.

- 5.4 Each of the remaining reserves was established to provide funding to address expected future funding pressures impacting on the Council’s revenue budget and capital programme. Typically these reserves will have been established as part of the budget-setting process in previous years or at the year-end. The budget report provided guidance to full Council of the types of cost pressures faced by the Council which might lead to a reserve being established. Examples include:
- significant increased costs of providing statutory services;
 - significant increased contractual costs;
 - an unexpected and/or significant event or disaster, e.g. civil emergency;
 - an unexpected major liability in law; and
 - the need to make significant payments in relation to prior year adjustments under the direction of the external auditor.
- 5.5 In some cases the use of reserves will be budgeted for within the Council’s MTFS. Examples at this time include the use of the Council’s Local Plan Reserve or the Capital Contribution Reserve. However, in other scenarios estimating the extent to which a reserve balance might be needed in any given year is more difficult. A primary example of this is the Repairs and Maintenance Reserve which exists to fund necessary repairs and maintenance to the Council’s estate which arise during the year but were not built into the base budget.
- 5.6 Taking account of the three types of earmarked reserve set out in paragraphs 5.2 to 5.5 above the reserves held by the Council at 31 March 2019 can be analysed as follows:

Type of Reserve	Balance Held at 31 March 2019 (£000)
General Fund (see para 5.1)	2,622
Specific Grants (see para 5.2)	1,680
Service-Specific Reserves (see para 5.3)	630
Other Reserves (see para 5.4-5.5)	5,371
Total	10,303

- 5.7 For the reasons set out above the Council has very limited discretion to review the basis for maintaining specific grant and service-specific reserves. It is appropriate, however, to revisit the Other Reserves to understand whether any of the amounts held could be re-designated or re-allocated as part of future updates to the Council’s Medium Term Financial Strategy. The table on the following page sets out the reserves held and discloses the extent to which balances held at 31 March 2019 have been committed as part of the current MTFS.

Reserve	Balance at 31 March 2019 (£000)	Balance Committed in current MTFS (£000)	Available Balance for Re-Allocation or Re-Designation (£000)
Conservation Reserve	4	0	4
Management of Change	1,202	(262)	940
Neighbourhood Planning Reserve	185	(185)	0
Community Projects	12	0	12
Personal Search Fees	115	0	115
Housing Benefit Reforms and Subsidy Claims	149	0	149
Warm Homes	17	0	17
Local Government Resource Review	1,056	(556)	500
Capital Contribution Reserve	420	(420)	0
Repairs & Maintenance Reserve	643	(643)	0
Property Development Fund	1,000	0	1,000
Local Plan Reserve	451	(451)	0
Solid Wall Remediation	100	(100)	0
Brexit Preparation Reserve	17	0	17
TOTAL	5,371	(2,617)	2,754

Agenda Item No:	6	
Committee:	Cabinet	
Date:	18 July 2019	
Report Title:	Council Tax Support – 2020/21 Scheme	

Cover sheet:

1 Purpose / Summary

Each year the Council is required to review its Council Tax Support (CTS) Scheme. This report is to receive the recommendations of the Overview and Scrutiny Panel's consideration of the progress of the 2019 annual review and the resultant proposals for consultation for changes to the CTS scheme to take effect from April 2020.

2 Key issues

- The Overview and Scrutiny Panel met on 15 July 2019 to consider proposals for consultation for changes to the CTS scheme to take effect from April 2020.
- The report as presented to Overview and Scrutiny Panel on 15 July 2019 is attached.
- Cabinet will be updated with the recommendations from this Panel at the meeting.

3 Recommendations

- It is recommended that members consider the recommendations from the Overview and Scrutiny Panel and determine any changes to the 2020-21 CTS scheme which will require consultation to be undertaken.

Wards Affected	All
Portfolio Holder(s)	Cllr Chris Boden, Leader & Portfolio Holder, Finance Cllr Mrs Jan French, Deputy Leader
Report Originator(s)	Sam Anthony, Head of HR & OD Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Corporate Director and Chief Finance Officer Sam Anthony, Head of HR & OD Mark Saunders, Chief Accountant
Background Paper(s)	None

Agenda Item No:		
Committee:	Overview and Scrutiny Panel	
Date:	15 July 2019	
Report Title:	Council Tax Support – 2020/21 scheme	

Cover sheet:

1 Purpose / Summary

Each year the Council is required to review its Council Tax Support (CTS) Scheme. This report advises Overview and Scrutiny of the progress of the 2019 annual review and the resultant proposals for consultation for changes to the CTS scheme to take effect from April 2020.

2 Key issues

- We are now in the seventh year of CTS; a locally set scheme that replaced the nationally set Council Tax Benefits (CTB) scheme from April 2013.
- In 2013-14 we were able to take advantage of a one-off Government grant that compensated in part for the reduction in Government funding that year. This meant that the maximum CTS awarded was the amount calculated, less 8.5% (Pensioners are protected by legislation and receive up to 100% CTS).
- In 2014-15, we initially proposed this reduction be increased to 20%. However a reduction in demand meant that we were able to revise this reduction to 14%.
- For 2015-16 and 2016-17 we kept the same scheme as 2014-15, except that allowances and premiums (the amounts of income from state-administered benefits such as Jobseekers' Allowance) were increased in line with other benefits such as Housing Benefit. This means that customers have a higher income before losing CTS.
- For the 2017-18 scheme, as part of the Council's Comprehensive Spending Review (CSR1), we consulted customers on a proposal to increase the CTS reduction for working age customers from 14% to 20% starting from 1 April 2017. Based upon feedback from customers and the potential impact on collection rates, Overview and Scrutiny members at their meeting on 28 November 2016, recommended to Cabinet and Council that the 14% reduction level be maintained. This recommendation was subsequently approved and the scheme contribution rate remained unchanged.

- For the 2018-19 scheme we consulted on a proposal to harmonise the scheme to DWP welfare reforms introduced for Housing Benefit and CTS for Pensioners, and introducing closer links to Universal Credit data share for claims, thereby removing the stipulation to make a separate claim. This was subsequently approved and introduced.
- For 2019-20 we kept the same scheme as for 2018-19.
- Councils are required to consider whether to review their LCTRS schemes annually. Where it is determined to retain the existing scheme this must be decided by 11 March of the preceding year.
- Where Councils seek to amend their scheme it will be necessary to consult preceptors and stakeholders prior to a wider consultation to inform a final scheme design by 28 February of the preceding year. Therefore work has commenced to allow sufficient time to consult, approve and implement changes prior to 28 February 2020.
- The current Fenland CTS scheme provides a maximum benefit of 86% for working age claimants and our scheme also fully protects War Pensioners. The aim in designing the scheme was to achieve a balance in charging an amount of Council Tax to encourage customers back into work whilst setting the amount charged at an affordable and recoverable level.
- Two options are presented for consideration:
 - (i) to increase the customer contribution rate to 20% and
 - (ii) to introduce a fluctuating earnings rule to the treatment of Universal Credit.

3 Recommendations

The Panel is requested to:

- Review the CTS scheme for 2020-21 as outlined in this report and recommend to Cabinet any changes to the scheme which will require consultation to be undertaken.

Wards Affected	All
Forward Plan Reference	This item is included in the Forward Plan
Portfolio Holder(s)	Cllr Chris Boden, Leader & Portfolio Holder, Finance Cllr Mrs Jan French, Deputy Leader
Report Originator(s)	Sam Anthony, Head of HR & OD Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Corporate Director and Chief Finance Officer Sam Anthony, Head of HR & OD Mark Saunders, Chief Accountant
Background Paper(s)	None

Report:

1 Introduction

- 1.1 Before April 2013, Council Tax Benefit (CTB) was a nationally controlled scheme administered by District and Unitary Councils that give reductions from Council Tax to people on low incomes according to set criteria specified by regulations. The maximum reduction was 100% of a person's Council Tax bill.
- 1.2 The costs of CTB were fully reimbursed to the Council by the DWP, so that if demand rose or fell, the Council did not bear the costs of these changes.
- 1.3 CTB was localised and replaced by CTS in April 2013. At the same time, Government funding was reduced and CTS was localised, coming under the control of District and Unitary Councils. Whilst pensioners were protected and regulations specified that they must still receive up to 100% CTS, this protection did not apply to working age people.
- 1.4 Unlike CTB, the costs of CTS are borne by Councils. Funding is given by the Government within the overall finance settlement, but this has reduced significantly over the years so that Councils bear the costs of an increase in demand but gain from reduced demand.
- 1.5 The implementation of CTS left Fenland with a funding gap, that potentially saw working age customers only being entitled to 80% CTS. However, Members considered the options available to help increase CTS and were able to implement a scheme in 2013-14 that saw working age customers be entitled to up to 91.5% of CTS; in two ways.
- 1.6 Members primarily met the funding shortfall by revising Council Tax exemptions on empty properties, permitted by regulations that changed in 2013. This meant that the Council would no longer give a Council Tax reduction for most empty domestic properties.
- 1.7 The funding shortfall was further closed by a one-off transitional Government grant that applied in 2013-14 only.
- 1.8 In 2014-15 this grant was not available. With demand for CTS not growing as much as was predicted for 2013-14, Members were able to revise the CTS scheme to feature a reduction of 14% CTS for working age customers.
- 1.9 Councils are required to review the operation of their CTS schemes annually. They are required to make any revisions no later than 28 February in the financial year preceding that for which the scheme will be revised (i.e. 28 February 2020 for the scheme relating to the 2020-21 financial year).
- 1.10 Further annual reviews determined that the CTS reduction remained at 14% since 2015-16, with further links to Welfare Reform and Universal Credit introduced for 2018-19. That scheme was retained for 2019-20.
- 1.11 We are now reviewing our CTS scheme for the 2020-21 financial year.

2 The 2019 review

- 2.1 Councils are required to review operation of their CTS schemes each year. Where a change is proposed, we are required to undertake customer consultation; the results of which assist in the final decision made by the Council regarding the CTS scheme next year.
- 2.2 Two proposals are presented for members consideration, to increase the contribution rate from 14% to 20% and to introduce a fluctuating earnings rule to the assessment of Universal Credit awards.
- 2.3 Members will be aware that this Council is one of five partners forming the Anglia Revenues Partnership (ARP). The other four Councils are Breckland, East Cambridgeshire, West Suffolk (formerly Forest Heath and St. Edmundsbury) and East Suffolk (formerly Waveney and Suffolk Coastal). These Councils have maintained the contribution rate in their schemes at 8.5% since 2013. They are not proposing any changes to this rate for 2020-21.
- 2.4 The other Councils within ARP will all be considering the change to introduce a fluctuating earnings rule to the assessment of Universal Credit awards as detailed in section 4 of this report.
- 2.5 Currently, apart from a different contribution rate, all other aspects of the CTS scheme are consistent across all of the ARP partners. This aids the efficient administration of the schemes across the partnership. This does not however preclude any of the partners amending their scheme independently of the others.

3 The impact of CTS to date

- 3.1 CTS with its associated gap between Council Tax payable and the maximum help working age people can receive has been in operation now for six full years and we are in the seventh year of operation.
- 3.2 The table below shows how the amount of CTS awarded and numbers of customers claiming it have changed since CTS was introduced in 2013:-

CTS cases and amount awarded			
Date	CTS awarded	Working age claims	Pensioner claims
31/3/13 (CTB)	£8.16m	4,682	4,727
31/3/14	£7.89m	4,755	4,667
31/3/15	£7.45m	4,620	4,431
31/3/16	£7.21m	4,450	4,202
31/3/17	£7.02m	4,228	3,998
31/3/18	£6.91m	4,189	3,827
31/3/19	£6.98m	4,227	3,629
Change 2013 to 2019	- £1.18m -14.46%	- 455 -9.72%	- 1,098 -23.23%

3.3 The amount of CTS awarded since 2013 has reduced as a result of both the increase in contribution rate to 14% and a significant reduction in claims.

4 Feasibility of changes to CTS for 2020-21 – increasing the contribution rate

4.1 Any potential benefit from increasing the contribution rate would be shared between the major preceptors in proportion to their Council Tax requirements in the Collection Fund. The proportions based on 2019/20 Council Tax, is detailed in the table below. This shows that any changes to the contribution rate would generate significantly more savings to the County Council, as they receives a much higher proportion of Council Tax receipts overall.

How Council Tax allocated is split	
Authority	%
Cambridgeshire County Council	68.61
Cambridgeshire Fire Authority	3.70
Cambridgeshire Police & Crime Commissioner	11.64
Fenland District Council	16.05

4.2 Changing the CTS reduction for working age customers from 14% to 20% is forecast to decrease CTS expenditure by £202,014, achieving gross savings to this Council of £32,423 (16.05%) based on the numbers of CTS claimants as at June 2019.

4.3 Changing the rate of contribution has also been shown to result in additional arrears and subsequent recovery action. Additional bad debts provision would be required for non-payment and to help maintain expected collection levels, extra resources would be required to undertake recovery work in respect of additional arrears that would accrue from working age customers having payment difficulties as a result of the proposed changes. The net additional cost is estimated to equate to 50% of the additional Council Tax raised:-

Additional Council Tax collectable @ 20%	£202,014
District share - 16.05%	£32,423
Estimated cost of additional recovery/bad debts provision	£16,211

4.4 As the Council is responsible for collecting Council Tax and administering CTS but only keeps 16.05% of the income, the potential benefit from increasing the CTS contribution rate from 14% to 20% is reduced by around 50%.

4.5 When the Council last considered increasing the contribution rate to 20% in 2016, Members asked Officers to request Cambridgeshire County Council to part-fund the above post's costs. However after considering the severe financial constraints that they were under, with the need to make significant savings, CCC felt that it would not be possible to agree to the funding request.

- 4.6 There are also options available to Members to increase the CTS contribution rate to higher amounts, possibly 30% or even 40%. This would result in correspondingly higher amounts of gross Council Tax being received but would also result in higher bad debts provision for non-payment and the possibility of further resources being required to help maintain collection levels.
- 4.7 Previous experience shows that when a significant change in the level of support given takes place, there is a spike in the level of recovery action and also the amount that becomes outstanding. The last changes of this nature was between 2012 (the last year of the old CTB system) and 2013 (the first year of the new CTS system) when the minimum working age customer's Council Tax contribution increased from zero to 8.5% and 2014 when the contribution rate increased from 8.5% to 14%.
- 4.8 The table below compares Fenland's in year Council Tax collection rate with the National average.

	Effects of changing CTS reduction percentages			
	2012-13	2013-14	2014-15	2018-19
All England Authorities- Average In Year Council Tax collection rate	97.4%	97.0%	97.0%	97.0%
Cumulative change in National Average rate since 2012-13		-0.4%	-0.4%	-0.4%
Fenland increase in CTS reduction level		8.5%	5.5%	0.0%
Fenland In Year Council Tax collection rate	98.0%	97.7%	97.3%	96.8%
Annual Change in Fenland collection rate		-0.3%	-0.4%	-0.5%
Cumulative change since 2012-13		-0.3%	-0.7%	-1.2%

- 4.9 It can be seen that there is a reduction in Council Tax collection rates after the reduction in CTS is increased. However the collection rate effects are complicated and could be caused by a variety of other factors.
- 4.10 Bearing in mind the previous consultation results from 2016, the financial constraints that prevented CCC from supporting the funding of additional recovery resources, together with data that suggests a further change in the CTS reduction at Fenland will adversely affect collection performance, Members are asked to consider whether or not they wish to recommend to Cabinet that consultation be carried out on changing the contribution rate and what rate the consultation should be carried out on.

5 Feasibility of changes to CTS for 2020-21 – fluctuating earnings rule

- 5.1 Claims dependent upon Universal Credit (UC) have become increasingly apparent since the Council entered the UC full service during summer 2018, whereby the significant majority of new claims now go through UC and are received by the ARP through the Universal Credit Data Sharing hub (UCDS).
- 5.2 UC is designed to be paid monthly, calculated on the customer's circumstances, including Real Time Information (RTI) earnings data from HMRC every month. Given customer's circumstances, especially earnings, fluctuate, this leads to monthly revised UC awards sent to the Council by the DWP.
- 5.3 The existing Council Tax Support scheme rules require the Council to revise awards when a customer's Universal Credit changes leading to reassessment of Council Tax Support. In turn this means customers receive a revised Council Tax bill for balance due for the year and have to amend their payment arrangements, typically direct debit instructions. Increasingly, this can be a monthly occurrence for customers.
- 5.4 We have seen an increase in customer contact regarding these notifications because customers are unsure as to what they have to pay due to the requirement to re-profile their Council Tax payments on receipt of UCDS files on a monthly basis. The uncertainty caused toward the customer also has an impact on Council Tax collection, as well as increased administration costs and postage associated with producing additional notification letters.
- 5.5 Within the Anglia Revenues Partnership, Waveney (East Suffolk) has been in the UC Full Service the longest, since May 2016, where we have seen a 72% increase in revised UC awards sent to the Council. Over time we expect this pattern to continue and increase for all the partner Councils, given full service has been rolled out nationally and UC is set to expand. Fenland entered the UC Full Service September 2018.
- 5.6 To ease the burden on the customer, and the Council we recommend a tolerance rule is introduced into the Council's scheme. This would have the effect of freezing a customer's assessment when a revised UCDS notification would otherwise trigger a reassessment. UCDS changes notified above the tolerance level would be processed as usual, whereas changes within the tolerance level would not be updated; no correspondence issued to the customer, and without amendment to Council Tax repayments.
- 5.7 We have analysed UCDS award notifications for the past three months. The table below shows the level of reduction in reassessments for changes in UC banded in £5 increments, were a tolerance rule to be applied:
- | | | | | | |
|----------------------------|-----|-----|-----|-----|-----|
| weekly earnings tolerance | £5 | £10 | £15 | £20 | £25 |
| reduction in reassessments | 14% | 21% | 32% | 32% | 36% |
- 5.8 We recommend a weekly tolerance level of £15 (£65 monthly) to achieve a 32% reduction in revised Council Tax adjustments. We consider a £10, 21% reduction to be less effective, whilst there is little to gain by increasing the tolerance level. Setting the tolerance level at £15 equates to less than two hours employment at national minimum hourly rates.

- 5.9 A relatively small tolerance level will ensure smoothing of customer's fluctuating UC awards and will not disadvantage those customers receiving greater or occasional beneficial changes.
- 5.10 It should be noted where customers circumstances noticeably change, for example when employment ceases, the tolerance rule will not apply, given the change will be greater than £15 per week. In these circumstances the customer's Council Tax Support will be immediately adjusted to provide extra benefit.
- 5.11 It is also recommended that the changes to the Council Tax Support Scheme include discretion to reassess entitlement where a reduction in earnings occurs and it is clear that this level of earnings have and will be likely to continue at a lower level.
- 5.12 In looking at how a tolerance would apply, a typical case would currently have 12 monthly reassessments and 12 amended Council Tax bills during the year. However, with a tolerance rule a typical customer will only have 4 monthly reassessments and the weekly difference in support would be £0.27p per week.
- 5.13 We are working with our software supplier to introduce additional functionality to enable a tolerance rule, along with automation of these assessments.
- 5.14 Should the Panel approve the recommendation to introduce a tolerance rule, the Council will be required to enter a formal public consultation to amend the scheme for 2020 - 21.
- 5.15 Consultation responses will be reported to the Panel, Cabinet and Full Council as necessary to conclude the review in time for 28th February 2020, or by 11th March 2020 if continuing with the existing scheme.

6 Expected benefits of implementing fluctuating earnings rule

- 6.1 Reduced customer notifications and contact, and stable Council Tax repayment arrangements for customers.
- 6.2 Setting the tolerance at a low level with discretion to review will minimise any implications.

7 Stakeholders / Consultation / Timescales

- 7.1 Consultation will be required if Committee agree to the recommendation. Initial discussions indicate a six to eight week preceptor, stakeholder and web based consultation. ARP will work with the Policy and Communications teams throughout the partnership to organise a consultation.
- 7.2 It is anticipated an Equality Impact Assessment is likely to be required.

8 Next steps

- 8.1 This report has given the Panel an update on progress of the annual review of the Council's CTS scheme, with options to change the existing customer contribution rate and to introduce a fluctuating earnings rule.
- 8.2 The recommendations from this Panel will be reported to Cabinet at their meeting on 18 July 2019. If Cabinet approve any changes that require consultation, it is anticipated that this consultation will occur over an eight week period between August and October.
- 8.3 The Overview and Scrutiny Panel will scrutinise the consultation responses and proposals after the consultation has ended, at their meeting on 2 December 2019. The final proposals will then be recommended to Cabinet and Council at their meetings on 13 December 2019.

Agenda Item No:	7	
Committee:	Cabinet	
Date:	18 July 2019	
Report Title:	Single Use Plastics Audit	

1 Purpose / Summary

To report to Cabinet on the audit of the disposal of single use plastics in line with Items 1 and 2 of Motion 1, 'Single Use Plastics', agreed by Council on 23 May 2019.

2 Key issues

- 2.1 Plastic is a durable, light, cheap and versatile material that has made huge technical innovations possible, making consumer products more affordable and efficient.
- 2.2 Single use plastics (SUP) can be defined as all products that are made wholly or partly of plastic and are typically intended to be used just once and/or for a short period of time before being disposed of. Some single use plastics can be very useful, such as medical plastics or by protecting food from damage.
- 2.3 The durability of plastic present challenges, and when littered, it can last for centuries in the natural environment. Plastic litter blights the countryside and waterways, is a threat to wildlife and is dominated by single use items containing plastic, such as cigarette butts and food and drink-related litter.
- 2.4 The Government published its 25 Year Environment Plan in 2018 which includes targets to reduce waste and to achieve zero avoidable plastic waste by the end of 2042. The recently published waste strategy consultation has focussed on reducing waste and increasing the amount of recycling taking place, especially packaging and 'on the go' waste. The strategy includes a proposed deposit return scheme (DRS) for single use drinks packaging which from 2023 places a levy on products at the point of sale with the aim of reducing litter.
- 2.5 The first stage of the agreed actions within the Motion was for the Council to audit the disposal of single use plastics used by the Council. To this end a project team has been formed and an initial audit of the "disposal of single use plastics used by this Council" has been completed.
- 2.6 For Fenland District Council, all collected plastic waste through our own operations, domestic and business blue bin recycling collections are sorted at the Waterbeach Materials Recycling Facility by contractor Amey LG Ltd before it is sent to plants in the UK for further processing/reprocessing in to new products. Therefore, we have received assurance from our contractor that single use plastics the Council is disposing of should not be entering our seas or oceans.
- 2.7 A proportion of these plastics are being transformed into new packaging within Cambridgeshire itself through a new partnership with a local packaging manufacturer producing new materials from plastics customers put in their blue bin in the Cambridgeshire and Peterborough area.
- 2.8 In many cases there are opportunities to reduce the amount of single use plastics within Council buildings and facilities. The audit also identified opportunities to improve the

recycling choices available to colleagues and Councillors within Council buildings and activities.

- 2.9 However, it also must be recognised that a proportion of the materials identified, such as clinical containers and litter collection sacks are a necessary and appropriate use of single use plastics because there are currently limited viable alternatives and they are competently and responsibly disposed of. We will continue to try and source appropriate alternatives where possible.
- 2.10 A more detailed future report will provide Members with an update on the actions of the project team delivering this work in helping the Council to adhere to the 3R's principles - Reduce, Reuse and Recycle.

3 Recommendations

- 3.1 Note the content of the audit and work completed to date.
- 3.2 Note the assurance from the Council's contractor, Amey LG Ltd that the single use plastics the Council disposes of should not be entering our seas or oceans.
- 3.3 Note the delivery of a further update report this calendar year evaluating our success or otherwise in adhering to the 3Rs principles - Reduce, Reuse and Recycle and covering points 3, 4 & 5 of the Council motion.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Councillor Peter Murphy, Portfolio Holder for Environment (Operational) Councillor Steve Tierney, Portfolio Holder for Environment (Strategic)
Report Originator(s)	Mark Mathews, Head of Environmental Services mmathews@fenland.gov.uk Carol Pilson, Corporate Director cpilson@fenland.gov.uk
Contact Officer(s)	Mark Mathews, Head of Environmental Services mmathews@fenland.gov.uk Carol Pilson, Corporate Director cpilson@fenland.gov.uk
Background Paper(s)	Council Motion 23 May 2019; Single Use Plastics

1 Background / introduction

- 1.1 Single-use plastics (SUP) can be defined as all products that are made wholly or partly of plastic and are typically intended to be used just once and/or for a short period of time before being disposed of.
- 1.2 Plastic is a remarkable material with enormous benefits. It is durable, light, cheap and versatile, and has made huge technical innovation possible. Plastic has made many consumer products more affordable, and has made it possible to reduce the weight of aeroplanes and vehicles, which reduces fuel use. Single-use plastics can also be very useful, for example in low-cost hygienic medical plastics. Plastic packaging can protect goods from damage and extend the shelf life of food. This can significantly reduce waste, including food waste ([HM Treasury](#)).
- 1.3 However, the durability of plastic also presents significant challenges. When littered, it can last centuries in the natural environment, where wildlife can become entangled in plastic or ingest small pieces of it. This damages delicate ecosystems, such as the Arctic, which is where the majority of UK marine plastic pollution ends up.
- 1.4 Plastic litter blights UK countryside and waterways, and is a major threat to wildlife as well as fish stocks in the English Channel. Litter in towns and cities are dominated by single-use items containing plastic such as cigarette butts and food and drink-related debris. In addition, plastics can eventually degrade into micro-plastics, which enter the food chain.
- 1.5 It is estimated (www.recyclenow.com) that in the UK 11,000 plastic bottles a minute are ending up in landfill or as litter, which has the potential to enter waterways and the sea.
- 1.6 Plastics can be a highly effective carrier of pollutants, giving them the ability to act as a vehicle for trace metals and other chemicals in the natural environment. This has the potential to further harm the wildlife consuming them, and might also affect water and soil conditions more than litter made up of inert materials.
- 1.7 In the 60 years since large-scale production of plastics began, it is reported that 79% of all the plastic waste globally has been disposed of in landfills or the natural environment ([Greenpeace/EIA](#)), with a total of 9% recycled. Currently in the UK recycling rates for consumer plastic packaging are 30-34%.

2 National and Local Government Action

- 2.1 The UK Government published its [25 Year Environment Plan](#) just over a year ago, which includes targets to reduce waste and increase recycling, such as to “achieve zero avoidable plastic waste by the end of 2042”. Defra’s new [Waste and Resources Strategy](#) supports this ambition and recent consultation discussed a range of options to reduce waste and increase the amount of recycling taking place, especially packaging and ‘on the go’ style waste.
- 2.2 The Strategy looks to move away from an ineffective linear economy of “take, make, use, throw” to a circular waste economy which keeps resources in use as long as possible, gaining maximum use from them.
- 2.3 Enhanced Producer Responsibility within the Strategy, states that in future the costs of disposal and treatment of packaging waste will be paid for by the producer rather than be a burden for the local authority. This will see disposal and recycling leading the design of packaging materials, leading to an anticipated reduction in the amount of packaging overall.
- 2.4 The Deposit Return Scheme (DRS) proposed for all single use drinks packaging will place a levy on the product charged to the consumer only refunded by returning the

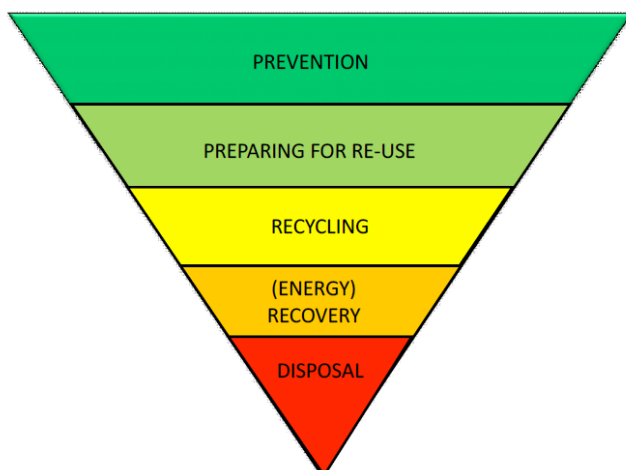
packaging to a defined collection point. When put in place this will increase the capture of this 'on the go' style waste most likely to become litter.

- 2.5 The Government has also recently declared an intention to ban plastic straws, drink stirrers and cotton buds in line with an EU directive to reduce the impact of plastics on the environment.
- 2.6 To promote the recycling industries in the UK, as part of the 2018 budget statement, the Government announced a new tax on produced and imported plastic packaging that does not include a least 30% recycled content. This commences in 2021.
- 2.7 The collection authorities across Cambridgeshire and Peterborough have a contract for the transport and onward sale of recycling collected from domestic and business premises with Amey LG at their Waterbeach Waste Management Park (www.waterbeachwastemanagementpark.co.uk.)
- 2.8 The company says, "Amey welcomes the range of recent helpful initiative in encouraging householders and businesses to reduce their waste, and reuse and recycle more of the waste they create. Plastic packaging sorted at Amey's Waterbeach Materials Recycling Facility is sent to plants in the UK for further processing/reprocessing into new products."
- 2.9 Further to this, Amey LG advise that, "The further processing is conducted in the UK and these are activities that are regulated and controlled by the UK's Environment Agency (EA) which has a robust and exhaustive permitting and monitoring regime. Amey LG are not aware of any breaches of permit by these operators that could lead to contamination of water streams and we follow a duty of care regime that is regularly audited by the EA. The possibility of a UK operator contaminating water streams without eventually being detected and prosecuted seems virtually impossible. We cannot speak for the regulator, but we do rely on the EA to carry out its duties to provide the assurance required."
- 2.10 Amey LG are working to innovate too and "plastic packaging from Cambridgeshire residents' blue bins is separated at their Waterbeach facility and transformed into new packaging manufactured within the county thanks to an innovative partnership with local councils and Huntingdon-based packaging manufacturer, Charpak."

3 Fenland District Council

- 3.1 In supporting the recent Single Use Plastics Motion, the Council agreed that "the Council should in absolutely no way be responsible, either directly or indirectly, for plastic waste entering our seas and oceans", and should be applying the waste hierarchy (See image below) to plastic usage within the Council's activities – Reduce, Reuse and Recycle. The first stage of the agreed actions was for the Council to audit the disposal of single use plastics used by the Council. To this end a project team has been formed and an initial audit of the "the disposal of single use plastics used by this Council" has been completed.

Image 1 Waste Hierarchy



4 Audit

- 4.1 The table at appendix 2 provides information on the SUP identified within the initial audit and the opportunities to apply the waste hierarchy.
- 4.2 In many cases there are opportunities to reduce the amount of single use plastics within Council buildings and facilities, such as providing reusable water bottles rather than the existing plastic containers at drinks fountains, replacing plastic stirrers with other materials and providing cups for meetings.
- 4.3 The audit also identified opportunities for improvement with the recycling choices available to colleagues and councillors, which was recognised within the most recent staff survey.
- 4.4 All materials from recycling bins within FDC premises are sorted and sent for onward recycling as part of the Cambridgeshire and Peterborough contract with Amey LG Ltd at Waterbeach. The contractor is bound within the contract and monitored by a contract compliance officer and the Environment Agency. As noted previously, we are informed that plastic packaging sorted at Amey's Waterbeach Materials Recycling Facility is sent to plants in the UK for further processing/reprocessing into new products and some of the plastic resource is used through a direct arrangement with a Huntingdon based plastics manufacturer.
- 4.5 A proportion of the materials identified within the audit, such as clinical waste containers and residual sacks provided to customers, are necessary and appropriate use of single use plastics because there are limited viable alternatives, however we will continue to review. The Council has worked to reduce the levels of customers using bags for their residual and other waste and encourages the use of wheeled bins wherever possible. Disposal routes for these materials are again provided through competent and legally compliant contractors through County Council contracts.
- 4.6 The County Council is responsible through their PFI contractor for the disposal of all residual domestic and commercial waste collected within Fenland.

Appendix 1: Council Motion

- 1.1 Council recognises that many Fenland residents have very real concerns about the use of Single Use Plastics (SUPs), especially following David Attenborough's recent television series about our seas and oceans.
- 1.2 Anecdotal evidence suggests somewhere in the region of eight million tonnes of plastic waste enters the sea each year. David Attenborough urged: "a plastic crisis is engulfing our seas and we need to stop the problem urgently".
- 1.3 It was agreed that the Council should in absolutely no way be responsible, either directly or indirectly, for plastic waste entering our seas and oceans.

2 THE COUNCIL RESOLVED

- 2.1 that an audit of the disposal of single use plastics used by this Council be conducted and presented to the July meeting of Cabinet to give assurance (or otherwise) that no plastic waste produced by FDC is entering our seas or oceans.
- 2.2 that if any evidence is found that single use plastic waste produced by FDC is entering our seas or oceans, immediate action be taken by Officers to change our disposal methods to stop any of FDC's plastic waste entering our seas or oceans.

The disposal and use of SUPs is but a part of a much wider problem. FDC should be adhering to the "REDUCE, RE-USE and RECYCLE" principles (often called the "3Rs") when considering all of its activities.


THE COUNCIL RESOLVED

- 2.3 that a comprehensive report be prepared and considered by Cabinet this calendar year evaluating our success or otherwise in adhering to the 3Rs principles in all of FDC's activities, proposing improvements to current practice wherever possible. In that context, specific consideration should be given to how the direct use of any SUPs by FDC can be consistent with FDC's adherence to the 3Rs.
- 2.4 that the comprehensive report in item 3 above should consider how FDC can, via its procurement of goods, services and supplies, wherever feasible and appropriate minimise if not eliminate its indirect use of SUPs via its procurement of goods, services and supplies.
- 2.5 that, once FDC is able to display a high level of compliance with the 3Rs principles, we should seek to lead by example and influence the behaviour of the District's other institutions, businesses, tenants and citizens.

Appendix 2: Single Use Plastics Audit

SUP Item	Used by	Typical disposal route	Reduce/Reuse/Recycle Action	Option for alternative
Drink cups - water	Visitors, staff and councillors	Residual Bin	REDUCE and RECYCLE	Can be replaced with alternatives or recycled
Plastic Spoons	Visitors, staff and councillors	Residual Bin	REDUCE	Can be replaced with alternatives
Coffee Sticks	Visitors, staff and councillors	Residual Bin	REDUCE	Provide coffee urns
Biscuit Wrappers	Conference users	Residual Bin	REDUCE	Recycle bin in conference rooms or loose biscuits
Business Centre Milk	Tenants and visitors	Residual Bin	RECYCLE	Encourage use of Recycling bins
Orange juice cartons	Conference users	Residual Bin	RECYCLE	Encourage use of Recycling bins
Bin Liners	Staff and Tenants	Residual Bin	REDUCE	Reduce number of bins used
Vending Drinks Cups	Various locations	Residual Bin	RECYCLE	Encourage use of Recycling bins
Vending machine bottles and cans	Staff, tenants and visitors	Recycling Bin	RECYCLE	Encourage use of Recycling bins
Vending machine stock	Staff, visitors and tenants	Residual Bin	REDUCE	Consider alternatives
Franking machine label backing	Staff	Residual Bin	RECYCLE	Encourage use of Recycling bins
Cash Bags	Staff	Contractor	REDUCE	Minimal use
Copier Paper Reams	Staff	Residual Bin	REDUCE	Investigate alternatives
Post Bag Blue security discs	post room	Residual bin	REDUCE	Investigate alternatives

SUP Item	Used by	Typical disposal route	Reduce/Reuse/Recycle Action	Option for alternative
Packaging Materials via deliveries	post room	Residual bin	REDUCE	Investigate alternatives
Black Waste Sacks	Customers and staff	Residual bins	MANAGE	Encourage use of recycling bins
Orange Cleansing Sacks	Cleansing staff	Residual bin	MANAGE	Encourage use of recycling bins
Clear Recycling Sacks	Customers and staff	Recycling bin	RECYCLE	Encourage use of recycling bins
Blue Commercial Waste Sacks	Trade Waste	Residual bin	MANAGE	Encourage use of recycling bins
Clinical Waste Containers	Customers	Specialist contractor	MANAGE	Designated collection points
Evidence and sample bags	Enforcement officers	Law enforcement	MANAGE	Limited use

Agenda Item No:	8	
Committee:	Cabinet	
Date:	18 July 2019	
Report Title:	Waste Collection Motion	

1 Purpose / Summary

1.1 To report to Cabinet in relation to the motion tabled at Council on 23 May 2019 in relation to the Council's waste service.

2 Key issues

2.1 The Fenland Garden Waste Service has since 2017 generated sufficient income to provide a year-round 2 weekly collection of organic materials from the 20,000 properties choosing to subscribe.

2.2 At £36 for a direct debit in advance, or £40 for cash payment, Fenland's service remains one of the cheapest services across the region.

2.3 Customers using the service are satisfied, customer numbers are increasing, the quality of the materials collected is very good, each year 3,000 fewer tonnes of waste are collected overall and concerns around the fly-tipping of garden waste increasing costs were unfounded.

2.4 Fenland is contracted to deliver waste in a specified manner through the Partnering Agreement with the County Council. Any changes to collections may require the County Council to renegotiate their contract with their PFI providers and funders at cost to the Council.

2.5 Through its Waste and Resources Strategy, the Government has recently consulted upon a range of proposals in support of its 25 year Environment Plan. This included proposals on kerbside sorted recycling, food waste recycling and free garden waste collections across the Country.

2.6 A further consultation is due from government by December 2019. It is important the Council closely tracks the outcomes of this consultation and any associated new legislation which may give effect to changes in the Council's waste service.

2.7 Given the timeline for this consultation it is important to work together regarding any national changes with partner authorities in RECAP and to revise the Waste Strategy for Cambridgeshire and Peterborough to fit the changing waste and recycling future.

3 Recommendations

- That within the Council's forthcoming budgetary plans, there should be a staged review of waste collection services for consideration in keeping with the Government's evolving Waste and Resources Strategy objectives and timeline.
- Given the integrated nature of waste collection and the potential impact on partner authorities, that any changes to waste collection services should be made, where practicable, in cooperation with Cambridgeshire and Peterborough Waste Partnership (Recap) partners, including the County Council.

- That Cabinet note the existing commitment within the Council’s Business Plan to deliver an updated Waste Strategy for Cambridgeshire and Peterborough through the Recap Partnership.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Cllr Steve Tierney Portfolio Holder for Transformation and Communication Cllr Peter Murphy Portfolio Holder for Environment
Report Originator(s)	Mark Mathews Head of Environmental Services mmathews@fenland.gov.uk Carol Pilson Corporate Director cpilson@fenland.gov.uk
Contact Officer(s)	Carol Pilson Corporate Director cpilson@fenland.gov.uk Mark Mathews Head of Environmental Services mmathews@fenland.gov.uk
Background Paper(s)	Council Motion 23 May 2019; Garden Waste

4 Background / introduction

- 1.1 The Fenland Garden Waste Service has, since 2017, generated more than £2 million of income for the Council to provide a 2 weekly garden waste collection directly to the properties in Fenland who have made the choice to fund the service.
- 1.2 Of the 20,000 customers subscribing, 72% have paid in advance by direct debit at a rate of £36, with the remainder paying £40 for the year-long service. This makes the Fenland Garden Waste Service one of the cheapest in the region.
- 1.3 In the past 12 months the service has recorded a customer satisfaction of 99%, with total customer numbers increasing year-on-year.
- 4.1 In the first 2 full years of the Garden Waste Service, the Council has collected in the region of 13,500 tonnes of good quality garden waste for composting. This material is composted in the open air within Cambridgeshire and goes on to make compost that is used by local landscaping and horticultural customers.

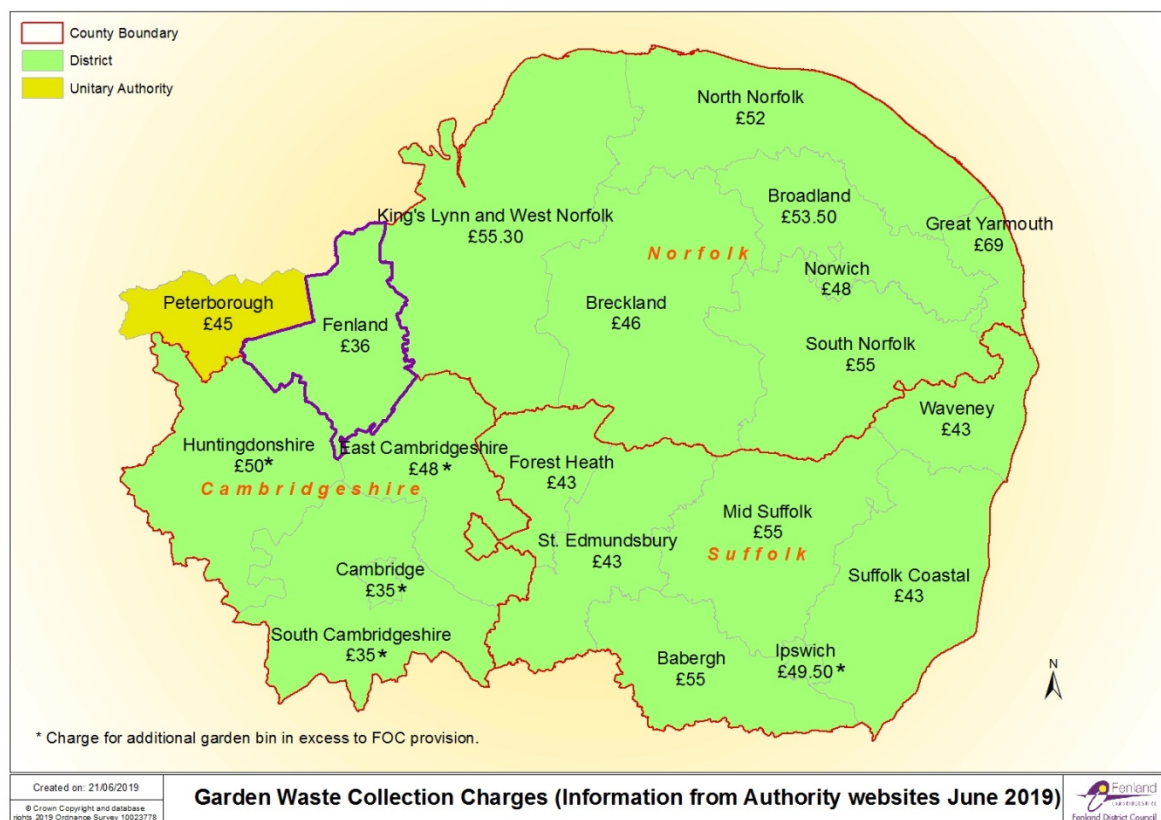


Image 1 –Advertised Garden Waste Fees

Environmental Improvements

- 1.4 There have been environmental improvements as a result of the new service and overall the amount of waste has reduced, recycling rates for the area have remained similar, the quality of the materials collected has been improved and good quality compost is produced from the materials collected.

County Council Impacts

- 4.2 Reports from the County Council show that introducing the garden waste service has reduced the total waste customers in Fenland produce and including household waste sites this reduction is more than 3,000 tonnes each year. This demonstrates that as a result of the new service, less waste is being transported and treated, there is a better quality end product and as a result has reduced costs of treatment and disposal.
- 4.3 To allow Fenland to provide the new service from 2017, the County Council went through a contractual change process with their PFI contractor, AmeyCespa, along with seeking the permission of Defra and the PFI funders. We are informed that any changes to waste services, including a return to free garden waste services, would require the consideration of the impacts on the County Council and their PFI Contract funders. This is set out in the Partnering Agreement that Fenland is contractually bound to deliver. Without any national changes to legislation the legal costs of changes with each of the separate providers and funders are likely to be borne by Fenland.

Fly-tipping

- 4.4 The potential for increases in fly tipping were of concern to customers prior to the implementation along with the additional costs of managing this. The levels of fly tipping across the District have remained broadly similar, with some increases, against a background of fly tipping increasing nationwide. The numbers of instances of garden waste related fly tipping in the past year was on average two a month more than prior to the garden waste service and is managed within existing resources.

National Picture

- 4.5 As part of the [Waste and Resources Strategy](#), in support of the [25 Year Environment Plan](#), the Government has consulted recently on a range of proposals including offering free garden waste collections. These are subject to future consultation later in 2019 and any resulting changes are expected to form future legislation. The Government have set out in this strategy that any net costs to local authorities of the changes will be funded.
- 4.6 Given the likely need for strategic changes to Fenland's waste service in line with an evolving national and local picture, the Council should consider adopting a re-evaluation of Fenland's Waste Collection Service as an element of the Council's forthcoming budgetary plans; incorporating national changes from the Waste and Resources Strategy in collaboration with partner authorities in Recap and a revised Waste Strategy for Cambridgeshire and Peterborough.

Appendix 1 - Waste Service Motion

During the consultation with residents regarding garden waste, sixty two percent of respondents agreed they would prefer to keep the service at a reasonable cost rather than the only other option, to have no service at all.

The Government is consulting on garden waste, and considering options including the abolition of all such charges. This Council would welcome such a move, which would increase recycling rates and efficiency. In the meantime, this Council supports the fundamental re-evaluation of the whole of our waste collection service, including potential revision of garden waste collection charges, potential economies of scale in better co-operation with neighbouring District Councils and possible advantages of vertical integration with the waste disposal function currently provided by County.

This Council resolves to:

- refer this matter for consideration by Cabinet; and

if the resolution at 1 is agreed, that Cabinet considers taking the following steps:

- awaiting the outcome of the re-evaluation of the waste collection service and thereby reviewing all Garden Waste contributions paid by the residents of Fenland;
- awaiting the outcome of the re-evaluation of the waste collection service and then reviewing the financial impact and impact on recycling of discontinuing or reducing the garden waste charge;
- following the Council's re-evaluation of the waste collection service advise Councillors of any budget requirements necessary to give effect to any recommendations coming from the Cabinet review including the circa net £700K income the Council derives from the current scheme.

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Agenda Item No:	9	
Committee:	Cabinet	
Date:	18 July 2019	
Report Title:	Open Spaces - Play Area Equipment	

1 Purpose / Summary

1.1 Further to a recent motion at Council on 23 May 2019, Cabinet is asked to consider the Council's approach to play areas within our open spaces.

2 Key issues

- 2.1 The Council recognises the importance of play areas for our local communities, for both health and community cohesion.
- 2.2 Fenland manages many open spaces throughout the District - around 135 hectares in total. This includes 5 open cemeteries, 56 play areas, 6 skate parks and 20 closed churchyards.
- 2.3 Play areas receive a weekly safety inspection from a qualified member of the grounds maintenance contractor. Additionally, FDC commissions an annual comprehensive ROSPA (Royal Society for the Prevention of Accidents) inspection of the play areas. As a result of weekly inspections, maintenance is carried out on issues raised.
- 2.4 Fenland continues to replace individual items of equipment in play areas as and when required from the revenue funded repair budget.
- 2.5 A programme of play area replacement continues. Since 2015, the Council has facilitated the spending of £622,577. In this financial year, 2019/20, this will be further supplemented by spending of circa £350,000 on further improvements. These improvements have been funded mainly by Section 106 funding, as well as leveraging in supplementary third party grants from bodies such as WREN and Amey Cespa Community Fund.

3 Recommendations

- 3.1 Cabinet notes the report recognising that the Council manages many play areas, maintains them safely and is continuing to invest in replacement play areas as and when suitable funding is available.
- 3.2 Cabinet to comment on whether any further work is desirable in this area aligned to the motion attached at Appendix A.

Wards Affected	All Wards
Forward Plan Reference	
Portfolio Holder(s)	Cllr Peter Murphy, Portfolio Holder for Environment

Report Originator(s)	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p> <p>Carol Pilson, Corporate Director cpilson@fenland.gov.uk</p>
Contact Officer(s)	<p>Carol Pilson, Corporate Director cpilson@fenland.gov.uk</p> <p>Phil Hughes Head of Leisure Services phughes@fenland.gov.uk</p>
Background Paper(s)	<p>Council Motion 23 May 2019; Fenland District Council Play Equipment</p>

1 Day to day management of Fenland's Play Areas

1.1 The Council manages and maintains many play areas on our open spaces. Further information may be found on the council's website at:

<https://www.fenland.gov.uk/playareas>

1.2 Each play area has an average of 5 pieces of equipment available - the Council is looking after hundreds of different pieces of equipment. A weekly safety inspection is carried out at all play areas and skate parks, with any significant issues attended to promptly.

1.3 The Council uses a revenue budget to maintain the play areas safely and replace minor items. In the past 5 years the council has spent £139,037 on play park maintenance.

2 Improvement or Replacement of Play Areas

2.1 Fenland saw a significant programme of key play area replacements take place 10 years ago. Whilst the replacement programme has slowed down since then, significant investment continues, as highlighted by investment over the past 4 years in the following table:

2.2 Open Spaces capital spend in the past 4 years:

	2015/16	2016/17	2017/18	2018/19	Total
Wenny Rec', Chatteris		131,072			
Manor Play area, Whittlesey	111,491				
The Avenue, Gaul Road, March		45,039			
Wisbech Park - Bandstand			62,113		
Benwick Play Park			103,375		
Bath Road Skate Park				75,000	
Jasmin Park, Wisbech				13,607	
Wisbech Park				23,880	
Water Tower Play Area, Whittlesey				57,000	
Total	£111,491	£176,111	£165,488	£169,487	£622,577

2.3 Improvement and replacement works are now reliant on Section 106 contributions, often supplemented by third party grant applications. In the past Fenland has been successful with attracting matched funding from Amey Cespa Community Fund, WREN (now renamed FCC Communities Foundation) and Clarion Futures.

2.4 The Council works with Town and Parish Councils, often allowing them to take the lead on decisions and design in order to incorporate local knowledge of the area to ensure new provision closely meets local needs.

2.5 We work together with our partners to ensure that equipment has a reasonable geographic spread, focusing on key areas that the whole area can benefit from, trying to ensure that no wards are left behind in terms of their provision.

3 2019 / 2020 programmed works

3.1 In the coming months Fenland will be:

- Replacing play equipment in Wenny Rec, Chatteris (£45,000)
- Replacing the skate park in West End Park, March (£130,000)

- Adding equipment into Wisbech play areas (c. £60,000)
- Supporting Manea Parish with a skate park replacement (£75,000)
- Enhancing a play area in Doddington (c.£40,000)

Total investment planned in 2019/20: £350,000

(note that c. indicates an estimate and is dependent on matched third party funding).

- 3.2 A programme of further improvements is being developed for 2020/21, including Whittlesey play areas and Parson Drove play area.
- 3.3 Members who are keen to explore further play equipment improvements in their areas are welcome to discuss any proposals with the Council.

Appendix 1: Motion - Play Area Equipment

Fenland District Council Play Equipment

ALTERED MOTION

Play equipment can help to improve health outcomes for children across the District by encouraging exercise, it is also important to ensure facilities cater for all age groups. Some of the play equipment owned by Fenland District Council is in need of improvement and enhancement in order to continue to be of benefit to children.

This Council resolves to:

- 1 refer this matter for consideration by Cabinet; and
- 2 if the resolution at paragraph 1 is agreed, that Cabinet considers taking the following steps:
 - a) A review of play equipment provided across the District to determine where improvements and enhancements are most needed;
 - b) Agree the most effective means of undertaking that; and
 - c) Subject to the outcome of the review, identify with input from officers any external funding that may be available to meet the cost of improvements and, where that does not meet the overall cost, to review the availability of internal funding and where necessary make recommendations to Full Council if budgetary adjustments are required;
 - d) Agree to keep members informed of the progress that is being made via the Portfolio Holders Briefing.

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**DRAFT 6 MONTH CABINET FORWARD PLAN –
Updated 10 July 2019**



(For any queries, please refer to the published forward plan)

CABINET

CABINET DATE	ITEMS	LEAD PORTFOLIO HOLDER
22 Aug 2019	<ol style="list-style-type: none"> 1. 24 High Street, Wisbech 2. Cabinet Draft Forward Plan 3. Chatteris Land Agreement – CONFIDENTIAL ITEM (to be confirmed) 	Cllr Seaton Cllr Boden Cllr Benney
18 Sep 2019	<ol style="list-style-type: none"> 1. Issues & Options – Local Plan 2. Street Lighting Motion – update 3. Growing Fenland 4. Commercial & Investment Strategy 5. Coates Conservation Area Appraisal 6. Cabinet Draft Forward Plan 	Cllr Laws Cllr French Cllr Benney Cllr Boden Cllr Seaton Cllr Boden
17 Oct 2019	<ol style="list-style-type: none"> 1. Cabinet Draft Forward Plan 	Cllr Boden
19 Nov 2019	<ol style="list-style-type: none"> 1. Treasury Management Strategy Statement & Annual Investment Strategy Mid-Year Review 2019/20 2. Cabinet Draft Forward Plan 	Cllr Boden Cllr Boden
13 Dec 2019	<ol style="list-style-type: none"> 1. Draft Business Plan 2. Draft Budget 2020/21 & Mid Term Financial Strategy 3. Local Council Tax Reduction Scheme Review 2020/21 4. Single Use Plastics – Update 5. Cabinet Draft Forward Plan 	Cllr Boden Cllr Boden Cllr Boden Cllr Tierney Cllr Boden
16 Jan 2020	<ol style="list-style-type: none"> 1. Cabinet Draft Forward Plan 	Cllr Boden

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CABINET



THURSDAY, 27 JUNE 2019 - 4.00 PM

PRESENT: Councillor C Boden (Chairman), Councillor Mrs J French (Vice-Chairman), Councillor I Benney, Councillor S Clark, Councillor Miss S Hoy, Councillor Mrs D Laws, Councillor P Murphy, Councillor C Seaton, Councillor S Tierney and Councillor S Wallwork

OBSERVING: Councillor W Sutton and Councillor F Yeulett

CAB1/19 PREVIOUS MINUTES

The minutes of the meeting of 18 April were confirmed and signed.

CAB2/19 ANNUAL REPORT 2018/19

Members considered the Annual Report of the Council for 2018/19 presented jointly by the Chief Executive and Councillor Boden, which describes the performance of the Council over the last year linked to key priorities set out in the Council's Business Plan.

Cabinet AGREED to approve the Annual Report of the Council 2018/19.

CAB3/19 TREASURY MANAGEMENT ANNUAL REPORT 2018/19

Members considered the Treasury Management Annual Review Report 2018/19 presented by Councillor Boden.

Councillor Boden requested it be placed on record that members note the comments in paragraph 3.6 of the report where it states that we are failing to comply with the gross borrowing and capital financing prudential indicator. This is for good reason as it would be imprudent of the Council to comply by paying the excessive premiums required. However, this continues to be monitored on a regular basis to ensure that we should not be taking any alternative action. Members will also note that our overall rate of achievement investments was 0.73%, this is compared with the seven day LIBID un compounded rate for the year, and it may be a matter for Corporate Governance about whether LIBID is an appropriate measure to compare our returns with, given that LIBID is not a sterling rate.

Cabinet AGREED to:

- **Note the report**
- **Recommend that Council receive the Treasury Management Annual Report.**

CAB4/19 FINANCIAL OUTTURN REPORT 2018/19

Members considered the Council Revenue and Capital Provisional Outturn 2018/19 report presented by Councillor Boden, highlighting that for at least the sixth successive year, the Council has an underspend on its income and expenditure account.

Cabinet AGREED to:

- Note the Provisional Outturn for the Council's General Fund Services 2018/19, as detailed at Appendix A and Section 2 of the report and approve the contributions to General Fund Balance detailed at paragraph 2.4 of the report
- Note the reasons for the variations from estimate
- Approve the proposed Capital Funding schedule for 2018/19 at Appendix B (i) of the report.

CAB5/19 CAPITAL PROGRAMME UPDATE

Members considered the Capital Programme update presented by Councillor Boden.

Cabinet AGREED to approve the updated capital programme and funding schedule at Appendix A of the report.

CAB6/19 FENLAND STATIONS REGENERATION PROJECT

Members considered the Fenland Stations Regeneration Project Board report presented by Councillor Seaton.

Councillor Seaton added that it has now been decided that there will be three separate meetings, one for each station, rather than one meeting for all three.

Councillor Boden asked for clarification that technically there would be three project boards given the separate representation from the three towns, with the intention that the three boards would meet consecutively as if they were one meeting. Councillor Seaton agreed this was correct.

Members asked questions, made comments and received responses as follows:

- Councillor Tierney understands that the project is being undertaken to regenerate the existing stations in Fenland but asked if Cabinet are still fully behind the Wisbech Rail Project. Councillor Seaton confirmed that the Wisbech Rail Project is certainly a high priority and a great deal of work is being undertaken looking at this project with funding from the CPCA.
- Councillor Hoy noticed that there was no representation from the County Council on the membership board and asked if they should be included, or at least be kept updated. Councillor Seaton replied that he is open to who will be on the board and agreed that this can be looked at, or at least will ensure County are kept updated.
- Councillor Boden pointed out that the purpose of the project boards is not consultative but to oversee the delivery of the project. Although involvement and support would be sought locally from the parish and town councils involved, there is no reason why County cannot be involved or informed about what is going on.

Cabinet AGREED to:

- **Approve the establishment of the Fenland Stations Regeneration Project Boards**
- **Approve the membership, objectives and Terms of Reference of the Fenland Stations Project Board as set out Appendix A of the report, with the amendment that with there being three separate boards that the representatives from the parish and two towns would only be representatives on that particular board.**

CAB7/19 TAXI TARRIFFS

Members considered the proposed increase to the current Hackney Carriage Vehicle Table of Fares in the report presented by Councillor Sam Clark.

Councillor Boden added that these are not prescribed rates, they are maximum rates and not all taxi drivers need to or will choose to increase their fares to match these particular rates.

Cabinet AGREED to approve the proposed Table of Fares as set out in Appendix B of the

report and ratified the decision made by the Licensing Committee.

CAB8/19 WISBECH GARDEN TOWN UPDATE

Members considered the Wisbech Garden Town update report presented by Councillor Boden.

Members asked questions, made comments and received responses as follows:

- Councillor Tierney is concerned with some of the terminology within the report, namely that there has been strong support for the project at every level of government. He said there had never been enough information about the future for full support, but what they have supported is further investigation of the project. He is also concerned that people in the areas affected have not been properly consulted. There is a lot to commend, but he anticipates the potential for future protests from local people who did not realise what it would mean for them. Therefore he would like to include in this recommendation a greater level of detailed consultation with local people, so they can make an informed view.
- Councillor Boden said that it is almost impossible to consult with individuals with a sufficient amount of detail at such an early stage in the project. He suggested that when the request is put forward to the CPCA, we make the point that all levels of government support seeking further information on the scheme, and also that we recognise that it is important that we do have consultation with local residents at the earliest possible opportunity when such consultation can be meaningful. Councillor Tierney stated he found this acceptable.
- Councillor Tierney added that members of the public had told him they were concerned whether the schools and health centres etc. as mentioned within the report would actually be delivered, and they were also asking when are these going to happen and are they guaranteed? Many people are worried that the homes will be built but the necessary infrastructure slow to arrive.
- Councillor Boden stated that it is extremely important to make the point that the community benefits on offer are necessary in order to have effective, efficient and sustainable communities in the areas that would be affected. A number of infrastructure changes will be required at various stages but it is important to remember that we are talking about development over a 40-year period and so many of these changes will not be immediate.
- Councillor Tierney said he is not opposed to the Wisbech Garden Town Project, but we must negotiate our requirements strongly to ensure that residents can be satisfied with the development in the future. Councillor Boden agreed and said that the points concerning infrastructure would be made at the meeting of the CPCA on 31st July.

Councillor Boden agreed a slight amendment to the recommendation to reflect the comment regarding effective consultation made by Councillor Tierney.

Cabinet AGREED to:

- **Note the progress to date contained in the report and associated documents**
- **Approve the progression of further feasibility work on a Garden Town for Wisbech, with particular consideration to effective consultation, in order to inform the consideration and approval of the CPCA Board at its 31 July 2019 meeting.**

CAB9/19 OUTSIDE BODIES APPOINTMENTS

Members considered the appointments to Outside Bodies for 2019/20 presented by Councillor Wallwork.

Councillor Mrs French queried why her name was not on the board of the March IDB as she had sat on this board for 20 years. Councillor Boden advised he had already noticed this and had included it in a list of proposed amendments and additions, which he announced as follows:

- Councillor William Rackley appointed to the Hundred of Wisbech IDB.
- Councillor David Topgood appointed to the Kings Lynn IDB.

- Councillor Mrs French appointed to the March Third IDB, March Fifth and March Sixth District Drainage Commissioners.
- The Conservatives cede their positions on the Needham & Laddus IDB and Manea & Welney Drainage Commissioners to allow the appointment of Councillor Sutton to these.

Members made comments as follows:

- Councillor Mrs French mentioned the importance of filling the vacancy on the March Education Foundation although she would not be able to take this on herself.
- Councillor Tierney noted the remaining vacancies. In the past there was a policy to appoint non-councillors to some of these posts. He asked if it would not be better to fill the vacancies and consider introducing the old policy for when opportunities for councillors to fill the posts have been exhausted. Councillor French agreed with Councillor Tierney, who added that perhaps consideration could also be given to offering the vacancies to town or parish councillors.
- Councillor Boden advised the constitution would need to be checked to see at which level the policy decision could be reversed, however he thought it a useful suggestion to potentially consider for a future Cabinet and/or Council agenda. He added that it is important to ensure in the meantime that as many elected members as possible are encouraged to put their name forward for these positions, so that proper representation can take place on behalf of the Council.

Cabinet AGREED to:

- **The proposed nominations in respect of Outside Bodies which require Fenland District Council representation, as amended with the additional names put forward by the Chairman at the meeting**
- **Note where requirements to provide representatives on outside organisations cannot currently be fulfilled**
- **The addition of a number of organisations which require representation**
- **Delegate to the Corporate Director and Monitoring Officer in consultation with the Leader of the Council and Group Leaders the addition or deletion of outside bodies as the need arises during the municipal year and appointment of Members to vacancies on outside bodies during the municipal year.**

CAB10/19 CABINET DRAFT FORWARD PLAN

Councillor Boden presented the draft Cabinet Forward Plan for information. Gary Garford, Corporate Director, clarified that 24 High Street will come in two parts, on 18th July and at an additional special meeting to be arranged for August.

CAB11/19 PROPOSED DISPOSAL OF PROPERTY ASSETS

Members considered the Proposed Disposal of Property Assets report and confidential appendix presented by Councillor Benney. Revised recommendations were circulated to Members at the meeting.

Cabinet AGREED to the revised recommendations within the Confidential Appendix to the report circulated at the meeting.

(Members resolved to exclude the public from the meeting for this item of business on the grounds that the Appendix of the report involved the disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)).

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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