

AGENDA

CABINET

THURSDAY, 15 JULY 2021

2.00 PM

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

Committee Officer: Linda Albon
Tel: 01354 622229
e-mail: memberservices@fenland.gov.uk

- 1 To receive apologies for absence
- 2 Previous Minutes (Pages 5 - 6)

To confirm and sign the public minutes of the meeting held 1st July 2021.
- 3 To report additional items for consideration which the Chairman deems urgent by virtue of the special circumstances to be now specified
- 4 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
- 5 Annual Report 2020/21 (Pages 7 - 26)

To present the Annual Report of the Council for Cabinet to note the achievements made in delivering the Council's corporate priorities in 2021/21.

- 6 Treasury Management Annual Report 2020/21 (Pages 27 - 36)

The purpose of this report is to consider the overall financial and operational

performance of the Council's treasury management activity for 2020/21.

7 2020/21 Financial Outturn report (Pages 37 - 46)

To inform Cabinet of the income and expenditure (known as "Outturn") for the Council for 2020/21 and reasons for variations.

8 Capital Update report (Pages 47 - 54)

To consider the updated capital programme and variations in resources since February 2021.

9 Project Update - Growing Fenland & CCC Capital Community Fund (Pages 55 - 92)

This report gives an update on the progress of funding bids submitted including any resulting capital or revenue implications for the Council should the bids be successful.

10 Local Development Scheme (Pages 93 - 102)

The purpose of this report is to update Cabinet on the revised timetable for the emerging Fenland Local Plan.

11 Freedom Leisure (Pages 103 - 108)

For Cabinet to review the support put in place for Freedom Leisure as a result of the Covid crisis and to agree financial support for the period July – September 2021.

12 FDC Response to Boundary Commission Parliamentary Constituency Boundary Proposals (Pages 109 - 112)

For Cabinet to agree the Fenland District Council response to the consultation from the Boundary Commission for England (BCE) on the future composition of parliamentary constituency boundaries.

13 Draft 6 Month Cabinet Forward Plan (Pages 113 - 114)

For information purposes.

14 Items which the Chairman has under item 3 deemed urgent

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 1, 3 and 5 of Part I of Schedule 12A of the Local Government Act 1972 (as amended) as indicated."

15 Confidential Minutes

Confidential minutes of the meeting held 1st July 2021 to follow.

Wednesday, 7 July 2021

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 A Lynn, Councillor P Murphy, Councillor C Seaton and Councillor S Tierney

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CABINET



THURSDAY, 1 JULY 2021 - 4.00 PM

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

APOLOGIES: Councillor S Clark and Councillor Mrs D Laws

Councillor Mrs Laws' absence was due to the current government limits on social contact because of the COVID-19 pandemic.

CAB1/21 PREVIOUS MINUTES

The minutes of the meeting held 22 March 2021 were approved and signed.

CAB2/21 DRAFT 6 MONTH CABINET FORWARD PLAN

Councillor Boden presented the Cabinet Forward Plan for information.

CAB3/21 11/12 HIGH STREET, WISBECH - CONFIDENTIAL

Members considered the confidential 11-12 High Street Wisbech report presented by Councillor Seaton.

Cabinet AGREED to note the application for funding for 11-12 High Street Wisbech and approved the recommendations within the confidential report.

CAB4/21 24 HIGH STREET, WISBECH - CONFIDENTIAL


Members considered the confidential 24 High Street Wisbech report presented by Councillor Seaton.

Cabinet AGREED to note the progress and issues arising related to the redevelopment 24 High Street Wisbech and approved the recommendations within the confidential report.

5.55 pm

Chairman

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Agenda Item No:	5	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	Annual Report of the Council 2021/21	

1 Purpose / Summary

To present the Annual Report of the Council for Cabinet to note the achievements made in delivering the Council's corporate priorities in 2021/21.

2 Key issues

- The Annual Report of the Council 2020/21 describes the performance of the Council over the last year, linking to the priorities detailed in our Business Plan. These are designed to deliver outcomes that improve the quality of life for Fenland residents and are listed under the key headings of Communities, Environment, Economy and Quality Organisation.
- The achievements listed in the Annual Report are not exhaustive but reflect some of our successful projects over the last year. Notable examples are given of how we have worked closely with the community and partners to tackle important local issues in a collaborative and efficient way.
- As like other local authorities, Fenland District Council faces significant financial challenges due to the impact of Covid and increased demand upon services. Nevertheless, we continue to provide high quality services whilst keeping our budget balanced.
- Our Cabinet members have selected a number of projects to contribute towards our 'Council for the Future' agenda. These projects have a variety of aims, from tackling areas of particular need within the district, to transforming services and the wider organisation sustainability to be fit for the future. Some of these projects are also interlinked with our Business Plan priorities.

3 Recommendations

It is recommended that Cabinet approves the Annual Report of the Council 2020/21.

Wards Affected	All
Forward Plan Reference	N/A
Portfolio Holder(s)	Councillor Boden, Leader of the Council Cabinet Members
Report Originator(s)	Paul Medd, Chief Executive Carol Pilson, Corporate Director Peter Catchpole, Corporate Director
Contact Officer(s)	Paul Medd, Chief Executive Peter Catchpole, Corporate Director
Background Paper(s)	Business Plan 2019/20

1 Background / introduction

- 1.1 The Annual Report of the Council 2020/21 summarises key examples of the Council's performance against each of our corporate objectives over the past year. This document is published and circulated on an annual basis to provide a summary of performance for Councillors, customers and partners.
- 1.2 The Council continues to deliver high quality services and effective projects within each of its corporate priorities. Key examples include:

2 Communities - highlights

- 2.1 In March 2020 we launched our Covid-19 Community Hub to provide a lifeline to those most at risk during the outbreak. Since the Hub's launch, more than 2,200 requests for support have been received.
- 2.2 During the early stages of the pandemic, we provided emergency accommodation for 57 rough sleepers as part of the Government's 'Everyone In' initiative, supporting them to help them move on to safe, long-term homes as soon as possible. Our Housing Options team also prevented 242 households from becoming homeless.
- 2.3 Our Active Fenland team moved their activity online to help people of all ages stay active during lockdown. Online exercise videos received over 2,500 views on YouTube and there were 67 live exercise sessions on Zoom

3 Environment - highlights

- 3.1 More than 2.9 million bin collections were made across the district in all weathers, with recycling waste generating £490,000 of recycling credits to support services as a result. Our Cleansing and Rapid response team continue to provide an excellent seven day street sweeping and litter picking service. Last year they responded to over 1,400 service requests and undertook over 1,000 inspections.
- 3.2 Our Street Scene team spent over 3,200 hours on patrol in Fenland; working closely with the community to tackle environmental and anti-social behaviour problems.
- 3.3 Our shared CCTV service with Peterborough City Council maintained its 100% service function, 24 hours a day, 365 a year, despite the pressures of Covid-19. The service conducted over 6,000 pro-active camera patrols, detected over 1,000 incidents of crime and disorder across the district and supported our policing partners to make 86 arrests for offences, helping to make our towns and public spaces safer.

4 Economy - highlights

- 4.1 Our Finance and Business teams worked together to distribute £29.84million in Government coronavirus business grants in 2020/21. During this period over 6,800 grants have been given.
- 4.2 We secured a £997,000 grant from the Cambridgeshire and Peterborough Combined Authority to further extend our South Fens Business Enterprise Park in Chatteris with the construction of a new, light industrial 'move on' space.
- 4.3 Our Planning service processed over 700 applications and investigated over 300 cases of unauthorised development. In terms of meeting Government targets, our performance remains excellent (between 92% and 100% depending on application type).
- 4.4 Secured £8.4million of funding (£6.4m from Government, £2m from the CPCA) to deliver the March Future High Street Fund project. The scheme will see March town centre transformed through pedestrian, public realm and traffic flow changes to Broad Street, the Market Place and Acre Road area.

- 4.5 Supported by funding from the Cambridgeshire and Peterborough Combined Authority (CPCA), a variety of projects continue to address transport connectivity in Fenland and beyond. These include: up to £25million towards improvements to the A47 Guyhirn roundabout, construction began on the £32 million A605 Kings Dyke crossing project, three highway schemes identified in Phase 1 of the Wisbech Access Strategy are now fully funded with construction due to begin in 2021, work on the Fenland Railway Station Masterplans project, to improve stations at March, Manea and Whittlesey and provide better railways for Fenland, and a full business case for a March-Wisbech Railway line approved and next-stage technical studies completed. Options for future funding being explored.
- 4.6 Following approval of our 'Growing Fenland' masterplans, £1million was earmarked for each of our market towns from the CPCA. Several bids for the funding have already proved successful, helping to deliver a range of regeneration projects across all four towns, and a district-wide Civil Parking Enforcement scheme to clamp down on poor parking

5. Quality Organisation - highlights

- 5.1 We collected over £57 million in Council Tax and £16 million in Business Rates. This plays a major part in funding the key services we provide to the community.
- 5.2 Following approval of the Council's Commercial and Investment Strategy, we established a new LATCo (Local Authority Trading Company), Fenland Future Limited, to help deliver our growth and regeneration aspirations and generate income to reinvest back into local public services. We bought our first commercial investment property in Wisbech in March 2021, which is already providing a financial return.
- 5.3 We implement our new My Fenland project, which aims to transform and significantly improve services available to residents. Key achievements to date include the creation of a new My Fenland team, with new Technical Champion roles answering more detailed enquiries to free up the capacity of specialist officers, and implementing PayPoint as a more convenient way for residents to pay Council bills.
- 5.4 We launched a new website (www.fenland.gov.uk) to provide residents and businesses with even better online access. The design, quality of content and search facility were improved, with more electronic forms to help more customers to self-serve. We received 969,000 visits in 2020/21 and 14,578 online form submissions across 50 different topics.
- 5.5 The Licensing team issued 373 licences for a variety of services, including Taxi, Premises, Alcohol, Scrap Metal and Animal Licensing, to help ensure such businesses are well managed and operating in a safe and legal way

6 Consideration

- 6.1 The Annual Report of the Council 2020/21 shows clear performance towards the achievement of our corporate priorities. It is only a summary document; many more projects are ongoing that aim to improve quality of life for Fenland residents.

7 Effect on Corporate Objectives

- 7.1 The Annual Report 2020/21 sets out the progress made in achieving the Council's corporate objectives.

8 Community impact

- 8.1 The projects detailed in the Annual Report 2020/21 illustrate how the Council is contributing to improving quality of life in Fenland.

9 Conclusions

- 9.1 The projects detailed in the Annual Report 2020/21 are some examples of how the Council has delivered successful projects - meeting corporate objectives and securing the best possible life chances for local people.

Fenland District Council Annual Report

2020/21





Chris Boden
Leader of the
Council



Paul Medd
Chief Executive

Introduction by the Leader of the Council and Chief Executive

“Together we will overcome the impacts of Covid-19 and together we will prosper”

When the financial year 2020/21 began in April last year life as we knew it had changed in a way none of us could have predicted. The coronavirus pandemic had shocked the world, unleashing a global health and economic crisis which has impacted us all.

Our priorities, as a Council, have been to keep our residents safe and to support them through one of the most difficult years in recent history. We’ve been recognised as going “over and above” in our efforts to keep our core services running throughout, and we’ve created new services and solutions to meet residents’ needs. We’ve responded to and delivered changes in legislation within days and adapted our working practices at a scale and pace unimaginable in a pre-pandemic era.

We have also worked closely with our partners, volunteers and communities to proactively signpost residents to a district-wide network of support services, and worked hard to support our vital local businesses, implementing business rates relief measures, offering advice and guidance on Covid secure measures and support available, and distributing almost £30million in Government coronavirus business grants.

And while there have undoubtedly been challenges and setbacks to overcome, the past year has also brought opportunities for transformation, regeneration, and future progress.

We embarked on our My Fenland project to transform and significantly improve the services available to residents at the start of the pandemic, implementing new technologies, new ways of working and improved digital channels at speed to meet ever-evolving demands. We created a new customer-facing team, implemented a new way to pay bills when cash offices closed in lockdown, and launched a new website to make it even easier for people to access our services online.

Millions of pounds of investment have also been secured to boost regeneration across the district and drive our post-Covid growth and recovery ambitions. This includes £8.4million for the March Future High Street Fund project, £4million for our Growing Fenland masterplans, £1million secured by local community groups from Cambridgeshire County Council’s Communities Capital Fund, to fund eight community facility improvements, and £1million to further expand our South Fens Business Enterprise Park in Chatteris.

We also levered funding to build upon the great work with partners to rehouse homeless households during the pandemic. A total of £1.4million has been secured to provide more long-term homes and supported accommodation properties to help Fenland’s rough sleepers off the streets for good.

Through our Commercial and Investment Strategy, we have also established a new LATCo (Local Authority Trading Company) and bought our first commercial investment property to generate additional income for our services and further aid our regeneration aspirations.

As we write this report, it is still not entirely clear what the long-term impact of the pandemic will be. But, supported by our Covid-19 recovery plans, we will continue to work with our communities to meet emerging priorities and support our economy to recover and renew. Together we will overcome the impacts and together we will prosper.

OUR Communities

OUR Environment

OUR Economy

QUALITY Organisation

About Fenland



**Over 101,000
people live
in Fenland**



**Over 200 miles
of beautiful
waterways**

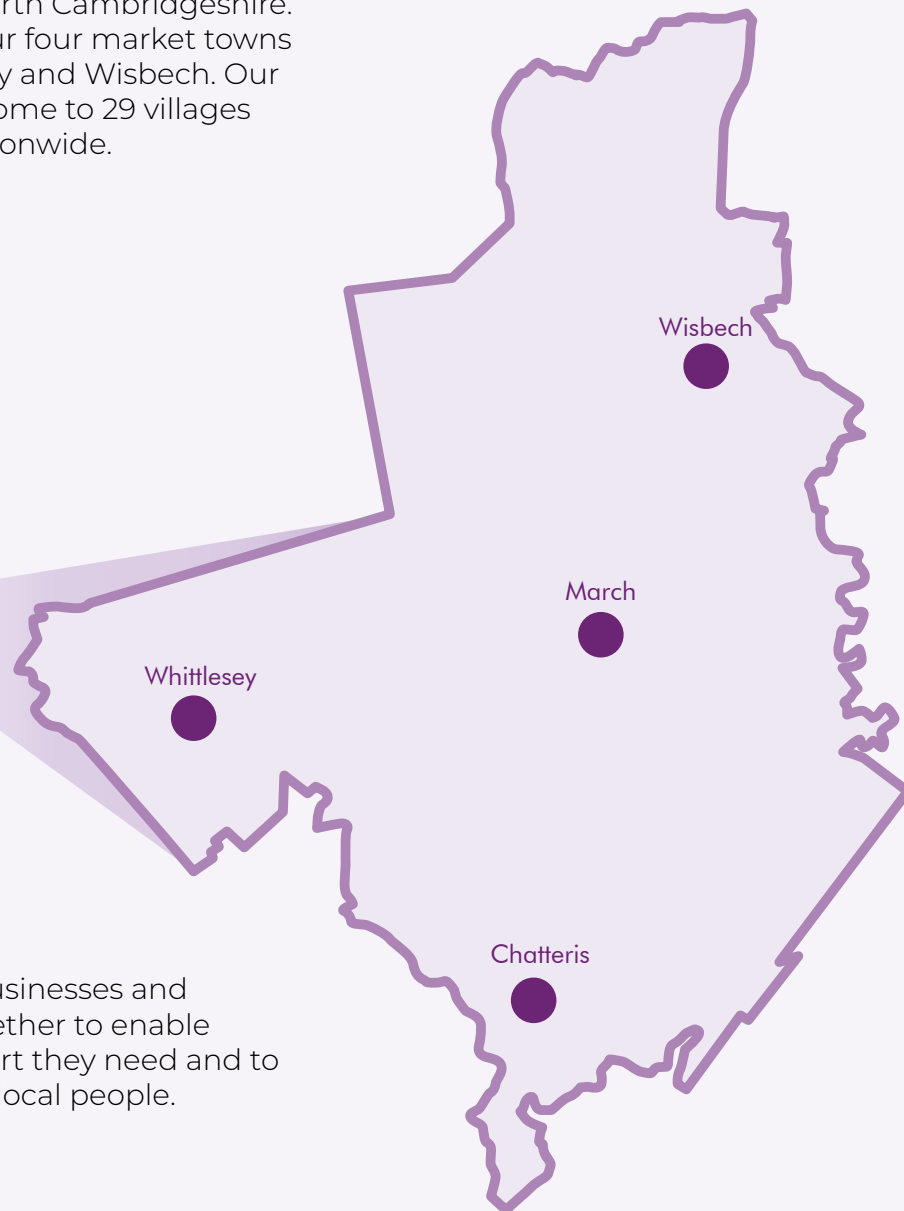


**Over 135 hectares
of open
green space**



**Fenland covers
approx. 211
square miles**

Fenland is a district within North Cambridgeshire. 75% of residents live within our four market towns of Chatteris, March, Whittlesey and Wisbech. Our beautiful rural landscape is home to 29 villages and attracts visitors from nationwide.



Alongside our community, businesses and partners, we are working together to enable residents to access the support they need and to improve the quality of life for local people.

OUR Councillors by Ward

Cabinet



Chris Boden
Leader of the Council
Bassenhally
(Whittlesey)



Jan French
Deputy Leader of the Council
March West



Ian Benney
Birch
(Chatteris)



Sam Clark
Roman Bank
(Wisbech)



Sam Hoy
Octavia Hill
(Wisbech)



Andrew Lynn
Clarkson
(Wisbech)



Dee Laws
Stonald
(Whittlesey)



Peter Murphy
Wenneye
(Chatteris)



Chris Seaton
Roman Bank
(Wisbech)



Steve Tierney
Medworth
(Wisbech)

Other Councillors



Alex Miscandlon
Benwick, Coates
and Eastrea



Bob Wicks
Benwick, Coates
and Eastrea



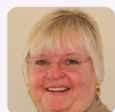
Anne Hay
The Mills
(Chatteris)



Daniel Divine
Slade Lode
(Chatteris)



David Connor
Doddington and
Wimblington



Maureen Davis
Doddington and
Wimblington



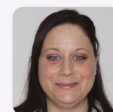
Michelle Tanfield
Elm and Christchurch



Will Sutton
Elm and Christchurch



Charlie Marks
Manea



Kim French
March North



Mike Cornwell
March North



Steve Count
March North



Fred Yeulett
March East



John Clark
March East



Mark Purser
March East



Rob Skoulding
March West



Simon Wilkes
March West



Gavin Booth
Parson Drove and
Wisbech St Mary



Sarah Bligh
Parson Drove and
Wisbech St Mary



Kay Mayor
Bassenhally
(Whittlesey)



Jason Mockett
Lattersey
(Whittlesey)



David Mason
St Andrews
(Whittlesey)



David Patrick
Kirkgate
(Wisbech)



Susan Wallwork
Octavia Hill
(Wisbech)



Nick Meekins
Peckover
(Wisbech)



Michael Humphrey
Roman Bank
(Wisbech)



David Topgood
Staithe
(Wisbech)



Andy Maul
Waterlees Village
(Wisbech)



Billy Rackley
Waterlees Village
(Wisbech)

Conservative 
Independent 
Green 
Liberal Democrat 

MONEY Matters

Where your Council Tax goes

In 2020/21, the Band D Council Tax bill was set at £1,924.38 (plus individual Parish amounts). In 2021/22 this increased to £1,981.35 (plus Parish amounts). Fenland District Council collects money through Council Tax on behalf of other authorities. A breakdown of this is shown in the graphic to the right.

Fenland District Council froze its element of Council Tax in 2020/21 and again in 2021/22 (the sixth time our element has been frozen in ten years). Just 13% of each household's Council Tax bill goes to Fenland District Council, with the remainder going to the other authorities.

The numbers above relate to a Band D property. However, 83% of properties in Fenland are in Bands A-C. The average Council Tax per property in Fenland was £1,312.01 in 2020/21 and will be £1,351.16 in 2021/22.

Our finances

The Council's revised estimate for spending on services in 2020/21 was £12.9m. This sum is principally financed by the Council's share of Business Rates (£4.801m) and Council Tax (£7.652m). At the budget meeting in February 2021, a net deficit of £221,000 was forecast at the year-end.

Full details of the Council's Budget for 2020/21 and Medium Term Financial Strategy can be found at: www.fenland.gov.uk/finance

You may also wish to read our Business Plan. This explains our organisational priorities for the next financial year: www.fenland.gov.uk/businessplan



COUNCIL for the Future

Our Cabinet members have selected a number of projects to contribute towards our 'Council for the Future' agenda.

These projects have a variety of aims; from tackling areas of particular need within the district, to transforming services and the wider organisation sustainably to be fit for the future.

The aim is to have a programme of projects completed by the end of the current Council leadership term.

We update performance on these projects in our quarterly member briefing reports and regularly publicise achievements on our website:

www.fenland.gov.uk

Some Council for the Future projects are also interlinked with our Business Plan priorities.

**Transforming
Empty homes**

My Fenland

Better online access

**Commercial and
Investment Strategy**

Fighting Holiday Hunger

CCTV service

**Safer homes
for tenants**

**Clamping down on poor parking -
Civil Parking Enforcement**

Protecting our environment

Competitive trade waste service

**Better railways
for Fenland**



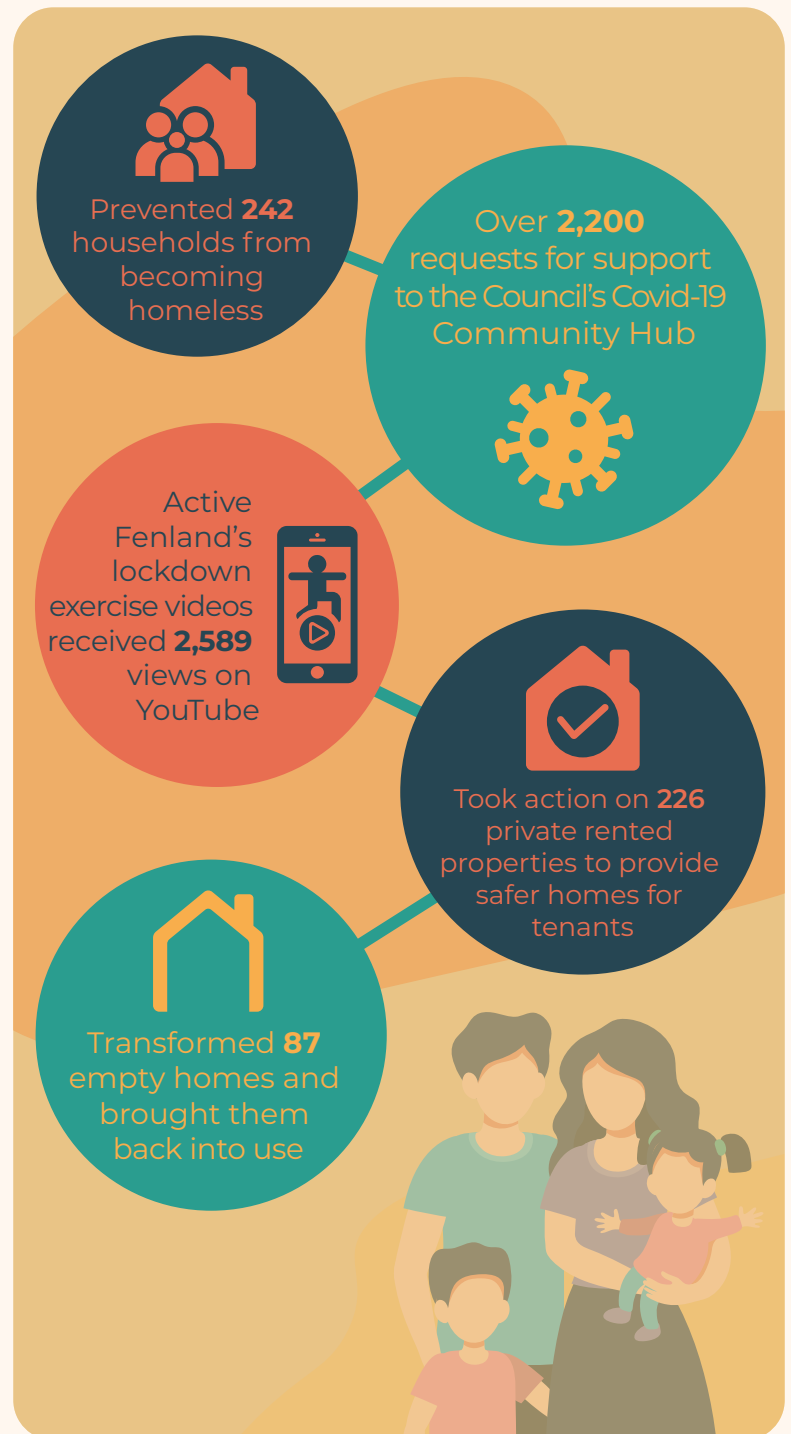
OUR Communities

Support vulnerable members of our community

- In March 2020 we launched our **Covid-19 Community Hub** to provide a lifeline to those most at risk during the outbreak. Co-ordinating the support available from over **80 different organisations**, the hub supports vulnerable residents with food shopping, medicine collection and general errands, as well as money and employment advice through a dedicated Citizen's Advice service. Since the Hub's launch, more than **2,200** requests for support have been received.
- We continue to work with the Ferry Project and Change Grow Live (CGL) outreach to tackle rough sleeping. During the early stages of the pandemic, we provided **emergency accommodation for 57 rough sleepers** as part of the Government's 'Everyone In' initiative, supporting them to help them move on to safe, long-term homes as soon as possible. We also levered in £1.4million of funding for a joint project with Clarion Housing, the Ferry Project and Amicus Trust which will provide long-term places and support for 40 rough sleepers. Our Housing Options team also **prevented 242 households from becoming homeless**.
- Due to the pandemic, the annual **Pride in Fenland awards** was postponed in March 2020. With ongoing restrictions into 2021, we took the event online to ensure the achievements of local unsung heroes didn't go unrecognised. To date the event has received over **700 views on YouTube**.

Promote Health and Wellbeing for all

- Together with other district councils and partners in Cambridgeshire, we helped to develop a **Local Outbreak Management Plan**, as required by Government, to set out how we will collectively **prevent and reduce transmission of Covid-19**. Our role in the plan is to respond to workplace outbreaks, review business controls and offer advice on Covid-19 compliance, a local track and trace service, identify contacts in vulnerable settings such as Houses in Multiple Occupation (HMOs), share regular communications, and provide support for residents through the Community Hub. We have also supported Covid testing facilities in our communities. To help support our plan, we secured just over **£690,000 in Test and Trace and Contain Outbreak Management Funding** for resources and community support projects.



● We expanded our work with community groups to support those most at risk from Covid-19. Supported by £97,000 of Government funding, our **Community Champions scheme** continues to deliver a range of measures to help support at-risk groups including older people, disabled people, and those from ethnic minority backgrounds. Measures include language and translation support, additional Covid-19 advice and guidance, telephone support for those who are digitally excluded, as well as the delivery of food and medical supplies to harder to reach communities.

● It has been a difficult year for our leisure provider **Freedom Leisure**, with forced leisure centre closures and reduced capacity when open to adhere to Covid-19 guidance. We agreed an emergency financial package to support them through the lockdowns and secured **£224,500 from Sport England's National Leisure Recovery Fund** to help ensure our leisure centres could provide a full range of activities to residents once again as coronavirus restrictions are lifted.

● Our **Active Fenland** team moved their activity online to help people of all ages stay active during lockdown. Online exercise videos received over **2,500 views on YouTube** and there were **67 live exercise sessions on Zoom**. As restrictions eased, in-person activity

sessions recommenced across the district. The team also created **Rainbow Activity Packs** for families during the summer holidays, as part of their Fit and Fed programme to help **fight holiday hunger**. The packs contained a pre-prepared lunch, a cookbook, a physical activity games pack and a children's book from Wisbech Reads.

● Our parks and open spaces have played an even larger role in people's lives than normal this year, providing **places to be active and socialise** while under lockdown restrictions. Tivoli, our grounds maintenance contractor, maintained an excellent level of service, with maintenance work continuing throughout the year, uninterrupted by the pandemic, so they can be enjoyed by all.

Performance

	Target 2020/21	Performance	Variance on target
Days taken to process new claims and changes for Council Tax support	8 days	7.06 days	+11.62%
Days taken to process new claims and changes for Council Tax benefit	8 days	4.28 days	+41.88%
Total number of private rented homes where positive action has been taken to address safety issues	400	226	-43.50%*
Number of people prevented from becoming homeless	300	242	-19.30%*
Number of empty properties brought back into use	New PI	87	N/A
Amount of New Homes Bonus achieved as a result of bringing empty homes back into use	New PI	£79,217	N/A
% of attendees satisfied with Golden Age events	96%	N/A	N/A*
Number of active health sessions per year that improve community health	400	N/A	N/A*
% of those asked satisfied with our leisure centres (Net Promoter Score)	39	N/A	N/A*

* Performance/service impacted by COVID-19 restrictions

OUR Environment

Deliver a high performing refuse, recycling and street cleansing service

- Core services continued throughout the pandemic with more than **2.9million bin collections** made across the district. Waste tonnages collected increased significantly due to people staying at home, and **customers continued to recycle their waste well**, generating £490,000 of recycling credits to support services as a result. Customer satisfaction with our Refuse and Recycling, and Garden Waste (Brown Bin) services remains high at 96% and 99% respectively. The Garden Waste service was also maintained throughout the pandemic and proved popular as a result, with subscriptions at an all-time high of more than 22,900 in 2020/21.

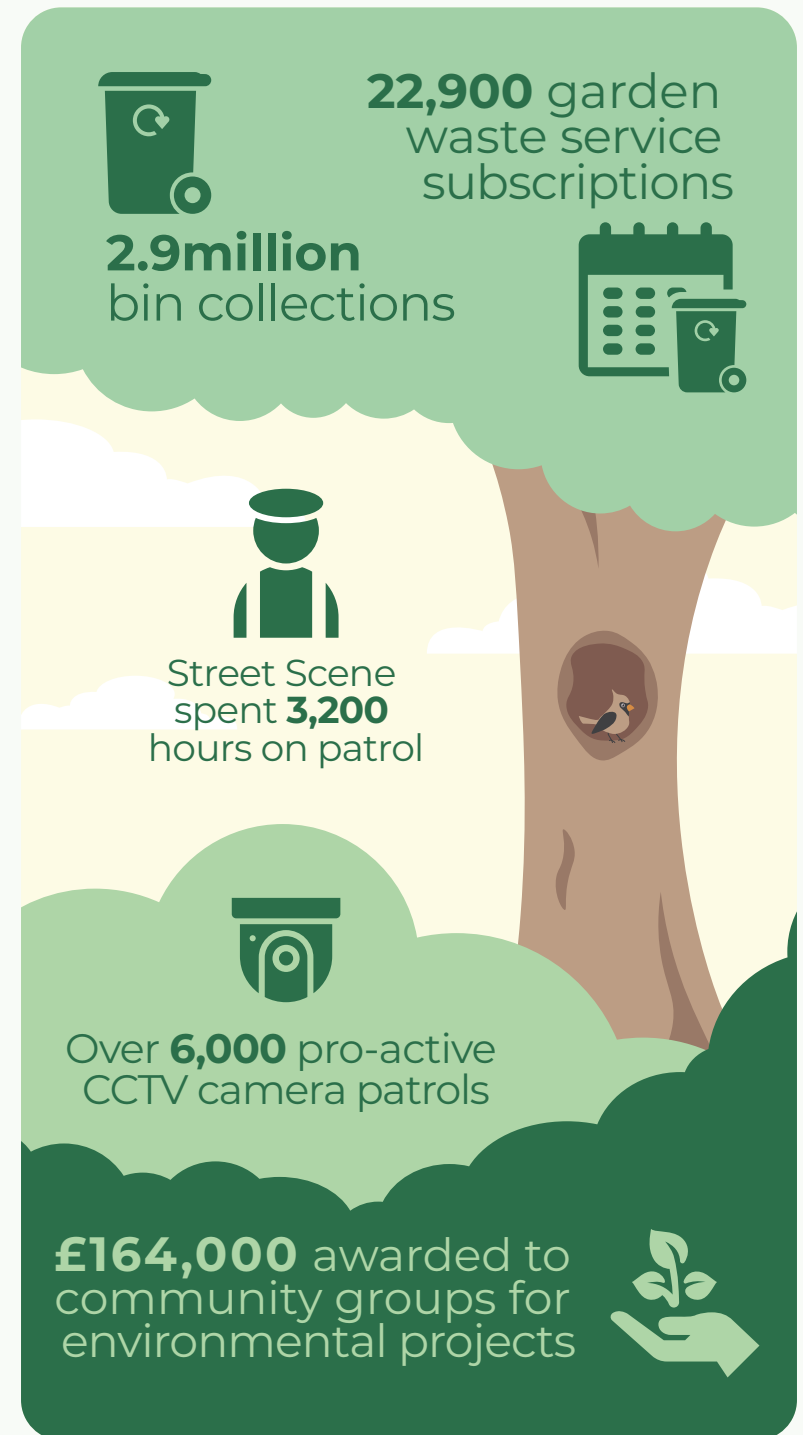
- Our trained 'Getting It Sorted' volunteers adapted how they volunteered this year, producing **home schooling packs and teacher packs** for schools to use, videos and online tutorials. They also kept the Council's multi-lingual recycling website, www.gettingitsorted.org, up-to-date and regularly posted recycling messages on social media, to help residents recycle right at home.

- Our Cleansing and Rapid Response team continued to provide the usual seven-day street sweeping, litter picking and fly-tipping removal service in our towns and villages. Last year they responded to over **1,400 service requests**; 96% on the same or next day. Over **1,000 quality inspections** were made in areas of footfall and more than 99% met cleansing standards first time.

Work with partners and the community on projects to improve the environment and streetscene

- Supported local community groups in securing **£943,000 from Cambridgeshire County Council's Communities Capital Fund** for eight community facility improvements across March, Wisbech, Gorefield, Christchurch and Friday Bridge. The funding included £240,000 for the Wisbech Pavilion project in Wisbech Park and £75,000 for improvements to West End Park, March, including an enhanced junior play area, a skate park fence and improved Park Run surface.

- Our Street Scene team spent over **3,200 hours on patrol**. They work closely with the community to help **protect our environment**, with a focus on preventing fly-tipping, littering and dog fouling. Four people were issued with a £400 Fixed Penalty Notice for



fly-tipping, and one business received a £300 fine for failing to dispose of trade waste properly.

- Over **£164,000 was awarded to community groups** living within the vicinity of wind turbines to improve their local environment. Projects included electric vehicle charging points, solar panels and air source heat pumps for community buildings, environmental education in schools, switching to LED lighting and enhancements to green spaces.

Work with partners to keep people safe in their neighbourhoods by reducing crime and antisocial behaviour and promoting social cohesion

- Our **shared CCTV service** with Peterborough City Council maintained its 100% service function, 24 hours a day, 365 a year, despite the pressures of Covid-19. The service conducted **over 6,000 pro-active camera patrols, detected over 1,000 incidents of crime and disorder** across the district and supported our policing partners to make **86 arrests** for offences, helping to make our towns and public spaces safer.
- Working alongside both internal and external partners, our **Community Safety** team was involved in 196 reports of anti-social behaviour or other quality of life concerns. Examples of the partnership work include the **successful introduction of 3 Closure Orders**, 2 in Wisbech and 1 in Chatteris, to mitigate the impact of criminal and anti-social behaviour in the local communities.

The team is also part of the **Fenland Community Safety Partnership**, which, due to the pandemic, adopted online methods to maintain its public engagement and workforce development activities. Using the Council’s YouTube channel and Microsoft Teams, the partnership delivered **community engagement sessions** on topics including Domestic Abuse, Home Security, Scams and Cybercrime, and **workforce development sessions** on Domestic Abuse, Scams and Cybercrime and Substance Abuse.

Performance

	Target 2020/21	Performance	Variance on target
Rapid or Village response requests actioned the same or next day	90%	96%	+6.67%
% of inspected streets meeting our cleansing standards	93%	99.9%	+7.42%
% of collected household waste – Blue Bin recycling	28%	28%	0%
Customer satisfaction with Refuse and Recycling services	90%	96%	+6.67%
Customer satisfaction with Garden Waste service	80%	98.75%	+23.44%
Number of Street Pride and Friends of Community environmental events supported	204	44	-78.43%*
% of local businesses who thought they were supported and treated fairly	90%	100%	+11.11%
% of those asked who are satisfied with events	90%	N/A	N/A*

* Performance/service impacted by COVID-19 restrictions

OUR Economy

Attract new businesses, jobs and opportunities whilst supporting our existing businesses in Fenland

- Our Finance and Business teams worked together to distribute **£29.84million in Government coronavirus business grants** in 2020/21. Grants ranging from £1,000 to £25,000 from 9 different schemes have been paid to help businesses impacted by lockdown and restrictions. During this period over **6,800 grants** have been given.
- We worked closely with businesses and partners to help enable the **safe and successful reopening of the district's high streets** following lockdown. Supported by £90,000 from the European Regional Development Fund, we introduced Covid signage throughout our town centres and open spaces, installed hand sanitiser points and increased town centre cleaning. Officers also **supported businesses ahead of reopening** with advice on being Covid compliant and carried out monitoring and compliance checks to ensure measures were in place to keep staff and the public safe.
- We secured a £997,000 grant from the Cambridgeshire and Peterborough Combined Authority to further **extend our South Fens Business Enterprise Park** in Chatteris with the construction of a new, light industrial 'move on' space.

Promote and enable housing growth, economic growth and regeneration across Fenland

- Despite the challenges posed by remote working, our Planning **team processed over 700 planning applications**. Our performance against Government targets remains excellent (between 92% and 100% depending on application type), making us one of the top performing Councils in the country. Our success rate at appeal also remains excellent, with between 0 and 1.2% of appeals (depending on development type) allowed (as a percentage of applications determined). We have also **investigated and dealt with over 300 cases of unauthorised development**.
- We secured **£8.4million of funding** (£6.4m from Government, £2m from the CPCA) to deliver the **March Future High Street Fund** project. The scheme will see March town centre transformed through pedestrian, public realm and traffic flow changes to Broad Street, the Market Place and Acre Road area.

Processed
700 planning
applications



Distributed
£29.84 million
in business grants



Secured **£8.4million** for
the March Future High
Street Fund project

Secured **£4 million**
(£1m for each market town)
to deliver our
Growing Fenland
projects



● Following approval of our ‘**Growing Fenland**’ masterplans, £1million was earmarked for each of our market towns from the CPCA. Several bids for the funding have already proved successful, helping to deliver **a range of regeneration projects across all four towns**, and a district-wide Civil Parking Enforcement scheme to **clamp down on poor parking**.

● Our **Wisbech High Street Project**, funded by the National Lottery Heritage Fund, continues to make good progress. Highlights from 2020/21 include:

- Plans for a **permanent retail and residential development at No 24** are progressing after legal barriers previously preventing a permanent building were successfully resolved by officers and Members.
- **Structural demolition works at No 11-12 completed**, allowing work on a new retail and residential complex to commence.
- **Grants agreed** for extensive repairs at No 18-19 and significant repairs and residential conversion works at No 13-17.
- Although Covid-19 restrictions put paid to most of the project’s planned activities for 2020, a number of successful events took place including **Wisbech Underground**, the annual **Gutter Clean** and an online **Heritage Open Days photography exhibition**.
- Worked with Planning Enforcement to **issue Section 215 and Enforcement Notices** on properties in need of repair which were causing an adverse visual impact on the High Street or where unauthorised works have taken place.

Promote and lobby for infrastructure improvements across Fenland

● Supported by CPCA funding, **work continues to improve transport connectivity** in Fenland:

- Construction began on the £25million **A47 Guyhirn roundabout** scheme.
- Construction began on the £32million **Kings Dyke Level Crossing** project.
- Three highway schemes identified in Phase 1 of the **Wisbech Access Strategy** are now fully funded. Construction due to begin in 2021.
- Work on the Fenland Railway Station Masterplans project, to improve stations at March, Manea and Whittlesey and provide **better railways for Fenland**.
- Full business case for a **March-Wisbech Railway line** approved and next-stage technical studies completed. Options for future funding being explored.
- Programme of Quick Wins in the **March Area Transport Study** agreed, with many of the improvement schemes either completed or under construction.

Performance

	Target 2020/21	Performance	Variance on target
% of major planning applications determined in 13 weeks	75%	100%	+33.33%
% of minor applications determined in 8 weeks	80%	92%	+15%
% of other applications determined in 8 weeks	90%	97%	+7.77%
% occupancy of our Business Estates	87%	88%	+1.15%
% of customers satisfied with our Business Estates	92%	N/A	N/A*
% occupancy Wisbech Yacht Harbour	85%	95%	+11.76%

* Performance/service impacted by COVID-19 restrictions

QUALITY Organisation

- We collected over **£57million in Council Tax and £16million in Business Rates**. This plays a major part in funding the key services we provide to the community. A large share of this money is also passed onto the Police, Fire Service, County and Parish Councils – see the ‘Money Matters’ section for more information.
- Following approval of the **Council's Commercial and Investment Strategy**, we established a new LATCo (Local Authority Trading Company), Fenland Future Limited, to help **deliver our growth and regeneration aspirations** and **generate income to reinvest** back into local public services. We bought our first commercial investment property in Wisbech in March 2021, which is already providing a financial return.
- Despite the challenges of the pandemic, we began to implement our **My Fenland** project, which aims to **transform and significantly improve services** available to residents. Key achievements to date include the creation of a new My Fenland team, with new Technical Champion roles answering more detailed enquiries to free up the capacity of specialist officers; implementing PayPoint as a more convenient way for residents to pay Council bills and the launch of a new Council website (see below).
- We **launched a new website (www.fenland.gov.uk)** to provide residents and businesses with even **better online access**. The design, quality of content and search facility were improved, with more electronic forms to help more customers to self-serve. We received **969,000 visits** in 2020/21 and **14,578 online form submissions** (excluding Garden Waste subscriptions) across 50 different topics. Our coronavirus webpages to signpost to government support, business grant information, self-isolation support and rapid testing received over **103,000 hits**.
- Following the outbreak of coronavirus in March 2020, more than **60% of the Council's workforce were enabled to work remotely**. Many members of staff were also redeployed or retrained to meet essential or emerging needs.
- Our **Social Media following continues to grow**, with 8,655 Twitter followers and 5,246 Facebook followers, with the latter having increased by 55% in a year. Our Social Media channels have proved particularly effective in engaging with residents and businesses during the Covid-19 pandemic, offering us the ability to quickly publicise and signpost emerging information.



Answered **78,000** telephone enquiries



Over **£1 million** in payments made via PayPoint since launch



Received **969,000** visits to the website



Issued **373** licences for a variety of services, including taxis, premises and alcohol licences



97% of customer queries resolved at first point of contact



● The Licensing team **issued 373 licences** for a variety of services, including Taxi, Premises, Alcohol, Scrap Metal and Animal Licensing, to help ensure such businesses are well managed and operating in a safe and legal way. The Licensing team also played a key role in the Council's Covid response, including introducing **temporary emergency procedures** for the taxi trade in line with Government safer travel guidance and providing advice and support to licensed hospitality venues.

● We continue to consult with residents, stakeholders and partners about Council proposals to help us understand residents' priorities and shape our services. Although unable to hold public consultation events last year due to the pandemic, we **consulted online on a variety of topics** including our Business Plan, our Council Tax Support Scheme, and the Fenland Cycling, Walking and Mobility Improvement Strategy.


● We were **reaccredited with the Customer Service Excellence (CSE) award** last year. This is a Government standard that recognises the high quality, customer focused services we provide. The independent assessor said the Council had continued to meet the **'gold standard' for customer service delivery** and gone "over and above" in its efforts to maintain services during the coronavirus pandemic.

● In addition to their new public health role in managing workplace coronavirus outbreaks, supporting local businesses with Covid measures, and providing local contract tracing, our Environmental Health team continues to provide a range of **regulatory services to support businesses and protect the public**. This included undertaking a variety of **nuisance investigations** which involved monitoring noise, assessing odours, and resolving drainage issues. Many regulatory business inspections were put on hold due to lockdown closures but a recovery plan is in place following Government guidelines.

Performance

	Target 2020/21	Performance	Variance on target
% of customer queries resolved at the first point of contact	85%	97.3%	+14.47%
% of customers satisfied by our service	90%	75%	-16.67%
% of contact centre calls answered within 20 seconds	46.5%	74.81%	+60.88%
% of contact centre calls handled	80%	96.44%	+20.55%
In year % of Council Tax collected	96.92%	96.76%	+0.17%
Council Tax net collection fund receipts	£57,913,023	£57,863,954.67	-0.08%
In year % of NNDR collected	98.3%	97.51%	-0.80%
NNDR net collection fund receipts	£17,069,917	£16,182,693	-5.20%
Number of visits to the FDC website	718,000	969,144	+34.98%

* Performance/service impacted by COVID-19 restrictions




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Agenda Item No:	6	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	Treasury Management Annual Review 2020/21	

1 Purpose / Summary

The purpose of this report is to consider the overall financial and operational performance of the Council's treasury management activity for 2020/21.

2 Key issues

- Outstanding loans and finance lease liabilities of £8,043,210 and temporary investments of £24,000,000 as at 31 March 2021.
- Due to the Council's long term PWLB debt portfolio (£4.5m at 31/03/21) currently attracting excessive premiums it was not financially advantageous for the Council to comply with the Gross borrowing and Capital Financing Prudential Indicator in 2020/21. This is consistent with the strategy approved by Council in February 2020.
- No new borrowing was undertaken and the authorised limit was not breached during 2020/21.
- The investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties.
- Amount received from external investments £52,144 (compared with an estimate of £55,000).
- Overall interest rate achieved from investments 0.25% (7 day LIBID uncompounded rate for 2020/21 -0.07%).

3 Recommendations

- It is recommended that members note the report.
- It is recommended that Council receive the Treasury Management Annual Report.

Wards Affected	All
Portfolio Holder(s)	Cllr Chris Boden, Leader & Portfolio Holder, Finance
Report Originator(s)	Peter Catchpole, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
Background Paper(s)	Treasury Management and Annual Investment Strategy 2020/21

Report:

1 Introduction

- 1.1 The Council is required through regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2020/21. This report meets the requirements of both the Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).
- 1.2 During 2020/21 the minimum reporting requirements were that Council should receive the following reports:
- an annual Treasury Strategy in advance of the year (Council 20/02/2020);
 - a mid-year treasury update report (Council 14/12/2020);
 - an Annual Review following the end of the year, describing the activity compared to the strategy (this report).
- 1.3 The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.
- 1.4 The Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by the Audit and Risk Management (previously Corporate Governance) Committee before they were reported to Council.

2 The Council's Capital Expenditure and Financing

- 2.1 The Council undertakes capital expenditure on long-term assets. These activities may either be:
- Financed immediately through the application of capital or revenue resources (capital receipts, capital grants, revenue contributions etc.), which has no resultant impact on the Council's borrowing need; or
 - If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

The actual capital expenditure forms one of the required prudential indicators. The table below shows the actual capital expenditure and how this was financed. Expenditure associated with the Council's Commercial and Investment Strategy is excluded from this table as it is reported separately in this report.

	2019/20 Actual £000	2020/21 Revised Estimate £000	2020/21 Actual £000
Capital expenditure	4,926	4,519	2,971
Financed In Year	3,621	3,239	2,418
Unfinanced capital expenditure	1,305	1,280	553

3 The Council's Overall Borrowing Need

- 3.1 The Council's underlying need to borrow to finance capital expenditure is termed the capital financing requirement (CFR).
- 3.2 **Gross borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current (2021/22) and next two financial years.
- 3.3 In February 2020 Council allocated £25m in the capital programme to enable the Council to take forward projects linked to its Commercial and Investment Strategy. At the time of presenting the 2021/22 Budget to Cabinet and Full Council in February 2021, it was not anticipated that the Council would make use of any of the £25m allocated before 31 March 2021. Instead it was forecast that the money would be utilised over a three-year period ending on 31 March 2024. However, subsequently the Investment Board was made aware of an opportunity at short notice and following a meeting in March 2021 the acquisition of an investment property in Wisbech was approved. This acquisition completed prior to 31 March 2021 and was funded from internal borrowing. This impacts on the Capital Financing Requirement as explained in the table below.
- 3.4 The table below highlights the Council's gross borrowing position against the CFR (See Appendix A).

	31 March 2020 Actual £000	31 March 2021 Revised Estimate £000	31 March 2021 Actual £000
CFR opening balance	1,212	2,274	3,205
Capital expenditure – Capital Programme	1,305	1,280	553
Capital expenditure – Commercial and Investment Strategy	0	0	3,698
Less Minimum Revenue Provision	(243)	(349)	(349)
CFR Closing balance	2,274	3,205	7,107
of which: Capital Programme	0	3,205	3,409
Commercial and Investment Strategy	0	0	3,698
Gross Debt (see table at 4.1 below)	8,206	8,043	8,043

- 3.5 The CFR includes finance leases. A finance lease is a commercial arrangement between the Council and a lessor (finance company), where in consideration for a series of payments the Council has the right to use an asset (e.g. refuse vehicle) for the lease duration (typically 7 years). The annual lease payment is made up of a capital and interest repayment.
- 3.6 Although legally the Council doesn't own the asset during the lease duration, International Accounting Standards require that the Council capitalise the asset and liability on its balance sheet, much like a loan.
- 3.7 As a result of the Council's long term Public Works Loan Board (PWLb) debt portfolio of £4.5m (31/03/21) currently attracting excessive premiums (£2.716m at the time of writing this report), if it were prematurely repaid and the fixed rate market loan of £3.3m

(31/03/2021), attracting a premium charge on application to prematurely repay, it is not financially advantageous for the Council to fully comply with this prudential indicator. This has been the case since the housing stock transfer in 2007 and has been acknowledged and approved by Council since then. In addition, the Council's external auditors have also acknowledged this situation and have not raised any issues with our strategy.

- 3.8 The authorised limit - the authorised limit is the “affordable borrowing limit” required by s3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level.
- 3.9 The operational boundary – the operational boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.
- 3.10 Neither the authorised limit or operational boundary were breached during 2020/21.

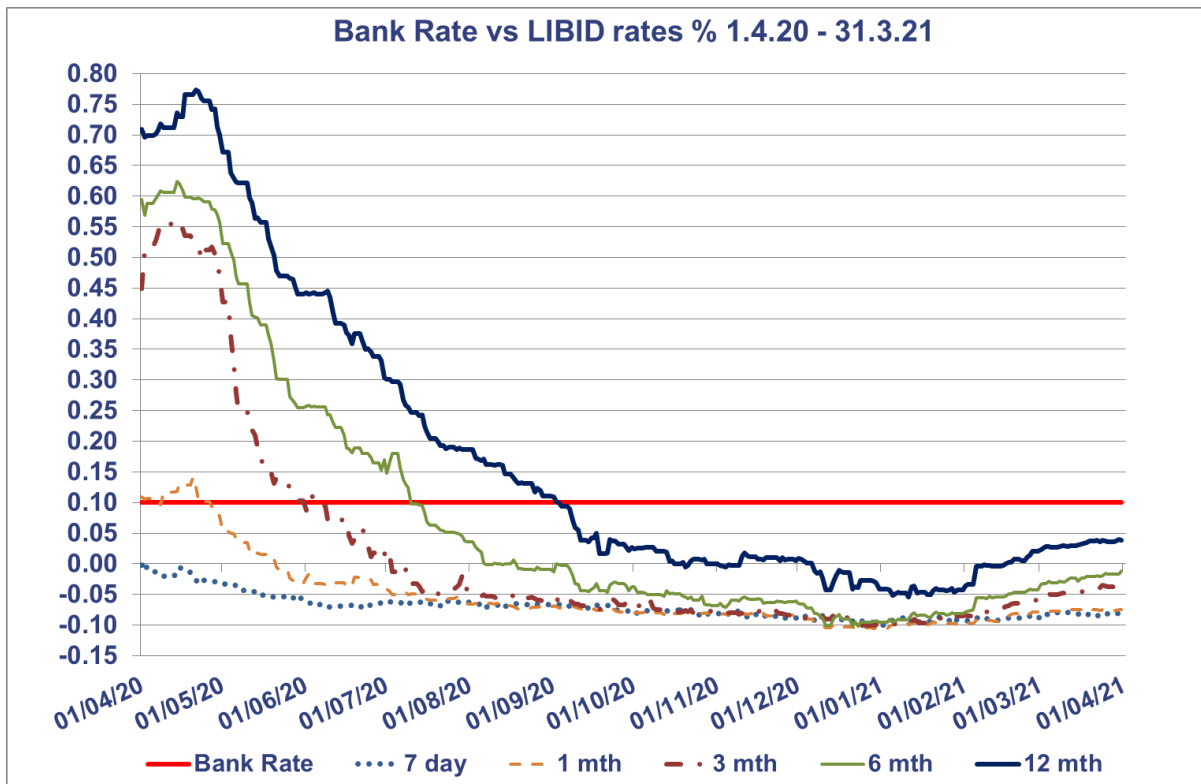
4 Overall Treasury Position as at 31 March 2021

- 4.1 At the beginning and end of 2020/21, the Council's treasury position was as follows.

	31 March 2021 Principal £000	Rate / Return	Average Life years	31 March 2020 Principal £000	Rate / Return	Average Life years
Fixed rate funding						
• PWLB	4,500	7.29%	9.40 yrs	4,500	7.29%	10.40 yrs
• Market	3,300	4.70%	32.96 yrs	3,300	4.70%	33.96 yrs
• Finance Leases	243	3.71%	1.56 yrs	406	3.64%	2.56 yrs
Total debt	8,043			8,206		
Investments	(24,000)	0.25%		(18,300)	0.85%	
Net debt /(Investments)	(15,957)			(10,094)		

- 4.2 All investments held at 31 March 2021 are fixed term or callable deposits due for repayment within the next twelve months.

5 The Strategy for 2020/21



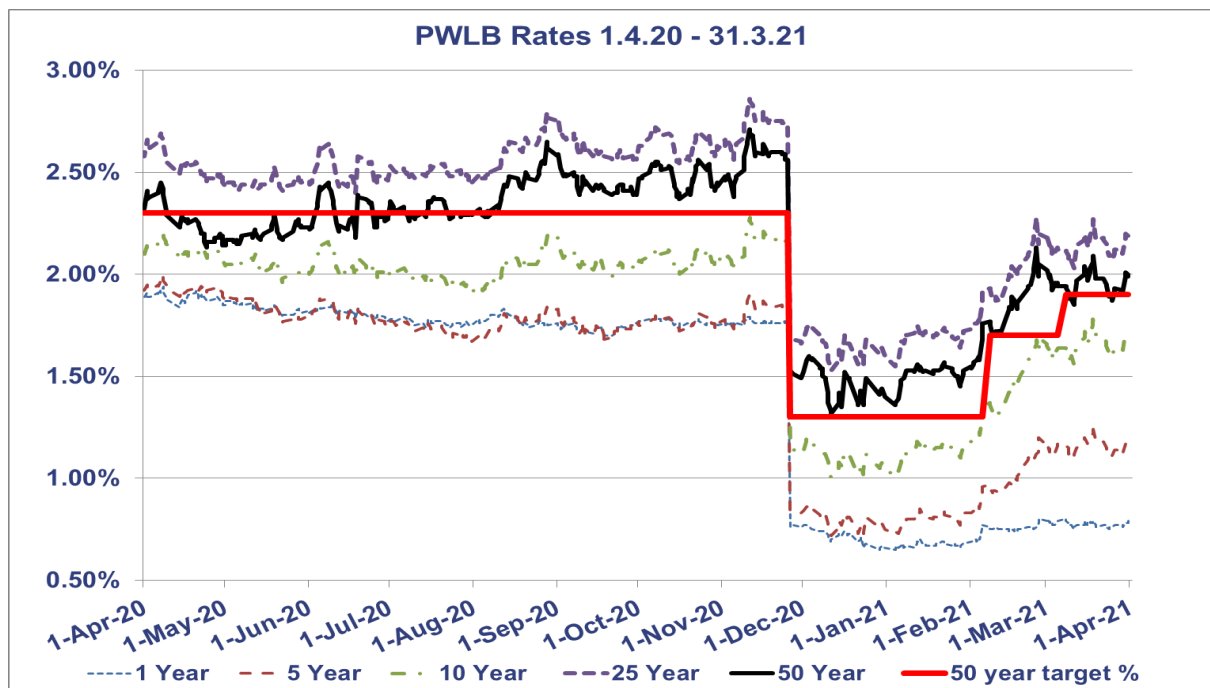
Investment Strategy

- 5.1 Investment returns which had been low during 2019/20, plunged during 2020/21 to near zero or even into negative territory. Most local authority lending managed to avoid negative rates and one feature of the year was the growth of inter local authority lending.
- 5.2 The expectation for interest rates within the treasury management strategy for 2020/21 was that Bank Rate would continue at the start of the year at 0.75 % before rising to end 2022/23 at 1.25%. This forecast was invalidated by the Covid-19 pandemic bursting onto the scene in March 2020 which caused the Monetary Policy Committee to cut Bank Rate in March, first to 0.25% and then to 0.10%, in order to counter the hugely negative impact of the national lockdown on large swathes of the economy. The Bank of England and the Government also introduced new programmes of supplying the banking system and the economy with massive amounts of cheap credit so that banks could help cash-starved businesses to survive the lockdown. The Government also supplied huge amounts of finance to local authorities to pass on to businesses. This meant that for most of the year there was much more liquidity in financial markets than there was demand to borrow, with the consequent effect that investment earnings rates plummeted.
- 5.3 While the Council has taken a cautious approach to investing, it is also fully appreciative of changes to regulatory requirements for financial institutions in terms of additional capital and liquidity that came about in the aftermath of the financial crisis. These requirements have provided a far stronger basis for financial institutions, with annual stress tests by regulators evidencing how institutions are now far more able to cope with extreme stressed market and economic conditions.
- 5.4 Investment balances have been kept to a minimum through the agreed strategy of using reserves and balances to support internal borrowing, rather than borrowing externally from the financial markets. External borrowing would have incurred an additional cost, due to the differential between borrowing and investment rates as illustrated in the charts shown above and below. Such an approach has also provided benefits in terms of reducing the counterparty risk exposure, by having fewer investments placed in the financial markets.

Borrowing Strategy

- 5.5 The Council was 'over borrowed' during 2020/21 the Council's gross debt exceeded its CFR, as has been the case since 2007 when the Council decided not to repay £7.8m of PWLB debt, following the Council's stock transfer.
- 5.6 Therefore, as opposed to taking on additional loan debt to fund capital expenditure in 2020/21, the Council followed a strategy of using cash, supporting the Council's reserves, balances and cash flow as an interim measure. The strategy was prudent as investment returns were low and to reduce counterparty risk on placing investments.
- 5.7 The policy of avoiding new borrowing by running down spare cash balances, has served well over the last few years. However, this was kept under review to avoid incurring higher borrowing costs in the future when this authority may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt.
- 5.8 Against this background and the risks within the economic forecast, caution was adopted with the treasury operations. The Director of Finance therefore monitored interest rates in financial markets and adopted a pragmatic strategy based on managing interest rate risk, if it had been felt that there was a significant risk of a much sharper rise in long and short term rates than initially expected, perhaps arising from an acceleration in the start date and in the rate of increase in central rates in the USA and UK, an increase in world economic activity or a sudden increase in inflation risks, then the portfolio position would have been re-appraised. Most likely, fixed rate funding would have been drawn whilst interest rates were lower than they were projected to be in the next few years.
- 5.9 Interest rate forecasts expected only gradual rises in medium and longer term fixed borrowing rates during 2020/21 and the two subsequent financial years. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period. Financial estimates were based on the interest rate forecasts in the table below.

Link Asset Services Interest Rate View													
	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23
Bank Rate View	0.75	0.75	0.75	0.75	0.75	1.00	1.00	1.00	1.00	1.25	1.25	1.25	1.25
3 Month LIBID	0.70	0.70	0.80	0.80	0.90	1.00	1.00	1.10	1.20	1.30	1.30	1.30	1.30
6 Month LIBID	0.80	0.80	0.90	1.00	1.00	1.10	1.20	1.30	1.40	1.50	1.50	1.50	1.50
12 Month LIBID	0.90	0.90	1.00	1.10	1.20	1.30	1.40	1.50	1.60	1.70	1.70	1.70	1.70
5yr PWLB Rate	2.30	2.30	2.40	2.40	2.50	2.60	2.70	2.80	2.90	2.90	3.00	3.00	3.10
10yr PWLB Rate	2.50	2.50	2.60	2.60	2.70	2.80	2.90	3.00	3.10	3.10	3.20	3.20	3.30
25yr PWLB Rate	3.00	3.00	3.10	3.20	3.30	3.40	3.50	3.60	3.70	3.80	3.80	3.90	3.90
50yr PWLB Rate	2.90	2.90	3.00	3.10	3.20	3.30	3.40	3.50	3.60	3.70	3.70	3.80	3.80



- 5.10 PWLB rates are based on, and are determined by, gilt (UK Government bonds) yields through H.M.Treasury determining a specified margin to add to gilt yields. The main influences on gilt yields are Bank Rate, inflation expectations and movements in US treasury yields
- 5.11 Gilt yields fell sharply from the start of 2020 and then spiked up during a financial markets melt down in March caused by the pandemic hitting western countries; this was rapidly countered by central banks flooding the markets with liquidity. While US treasury yields do exert influence on UK gilt yields so that the two often move in tandem, they have diverged during the first three quarters of 2020/21 but then converged in the final quarter. Expectations of economic recovery started earlier in the US than the UK but once the UK vaccination programme started making rapid progress in the early months of 2021, gilt yields and PWLB rates started rising sharply as confidence in economic recovery rebounded. Financial markets also expected Bank Rate to rise quicker than in the forecast tables in this report.
- 5.12 At the close of the day on 31 March 2021, all gilt yields from 1 to 5 years were between 0.19 – 0.58% while the 10-year and 25-year yields were at 1.11% and 1.59%.
- 5.13 HM Treasury imposed **two changes of margins over gilt yields for PWLB rates in 2019/20** without any prior warning. The first took place on 9th October 2019, adding an additional 1% margin over gilts to all PWLB period rates. That increase was then, at least partially, reversed for some forms of borrowing on 11th March 2020, but not for mainstream non-HRA capital schemes. A consultation was then held with local authorities and **on 25th November 2020, the Chancellor announced the conclusion to the review of margins over gilt yields for PWLB rates**; the standard and certainty margins were reduced by 1% but a prohibition was introduced to deny access to borrowing from the PWLB for any local authority which included the purchase of assets for yield in its three year capital programme.
- 5.14 There is likely to be only a gentle rise in gilt yields and PWLB rates over the next three years as Bank Rate is not forecast to rise from 0.10% by March 2024 as the Bank of England has clearly stated that it will not raise rates until inflation is sustainably above its target of 2%; this sets a high bar for Bank Rate to start rising.

6 Borrowing Outturn

- 6.1 No long term or temporary borrowing was taken during 2020/21. The approach during the year was to use cash balances to finance new capital expenditure, so as to run down cash balances that were earning low investment returns and to minimise counterparty risk incurred on investments.
- 6.2 The Council has not borrowed more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed.
- 6.3 No rescheduling was completed during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates and the penalty position which can arise from early repayment of debt, made rescheduling unviable.

7 Investment Outturn

- 7.1 The Council's investment policy is governed by the Ministry of Housing, Communities and Local Government investment guidance, which has been implemented in the annual investment strategy approved by Council on 20 February 2020. This policy sets out the approach for choosing investment counterparties and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data (such as rating outlooks, credit default swaps and bank share price).
- 7.2 The investment activity during the year conformed to the approved strategy and the Council had no liquidity difficulties.
- 7.3 The Council maintained an average balance of £21.858m of internally managed funds. The internally managed funds earned an average rate of return of 0.25% (£52,144). The comparable performance indicator is the average 7-day LIBID rate, which was -0.07%.


8 Prudential and Treasury Indicators

- 8.1 During 2020/21 the Council complied with its legislative and regulatory requirements with the exception of gross borrowing (see paragraph 3.7 above).

Appendix A - Prudential Indicators

Prudential Indicators		2019/20 Actual £000	2020/21 Revised Estimate £000	2020/21 Actual £000
1	Capital Expenditure (including Commercial and Investment Strategy)	4,926	4,519	6,670
2	Ratio of Financing Costs to Net Revenue Stream (external interest – investment income)	4.97%	7.01%	7.03%
3	Gross Borrowing and the Capital Financing Requirement			
	Gross Debt	8,206	8,043	8,043
	CFR	2,274	3,205	7,107
Treasury Management Indicators		2019/20 Actual £000	2020/21 Revised Estimate £000	2020/21 Actual £000
4	Authorised Limit for External Debt			
	Borrowing	15,000	17,000	17,000
	Other Long-Term Liabilities	1,000	1,000	1,000
	Commercial Activities	0	25,000	25,000
	Total	16,000	43,000	43,000
5	Operational Boundary for External debt			
	Borrowing	10,000	12,000	12,000
	Other Long-Term Liabilities	1,000	1,000	1,000
	Commercial Activities	0	25,000	25,000
	Total	12,000	38,000	38,000
6	Actual External debt (as at 31 March)			
	Borrowing	7,800	7,800	7,800
	Other Long-Term Liabilities	406	243	243
	Total	8,363	8,043	8,043

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Agenda Item No:	7	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	Council Revenue and Capital Outturn 2020/21	

1 Purpose / Summary

To inform Cabinet of the income and expenditure (known as “Outturn”) for the Council for 2020/21 and reasons for variations.

2 Key issues

Revenue

- The Council's provisional General Fund services net underspend is £167,326 for the financial year 2020/21. This is an improvement of £388,356 compared to the projected shortfall of £221,030 as reported to Council in February 2021.
- The under-spend of £167,326 has been transferred to the Budget Equalisation Reserve in accordance with the decision made by Council at their meeting on 9th January 2020 which established this reserve and approved that any underspend at financial year-end be transferred to this reserve. As at 31 March 2021, this reserve has a balance of £482,633.
- The General Fund balance at 31 March 2021 remains at the approved minimum level of £2m.
- Given the scale of the challenges faced by the Council in 2020/21, the financial position at the year-end represents a considerable achievement and demonstrates the focus from Members and officers throughout the Council in delivering the required savings.
- As a result of continuing prudent financial management, improved income performance and additional government grants, the Council is in an improved position to deal with the significant ongoing financial challenges in 2021/22 and the medium term resulting from COVID-19.
- The Council's Statement of Accounts 2020/21 (subject to external audit) has to be signed off by the Corporate Director and Chief Finance Officer by 31 July 2021 as required by the Accounts and Audit (Amendment) Regulations 2021. The Council's external auditors, Ernst & Young (EY) are due to begin their audit work on 23 August 2021. EY's Audit Results Report is scheduled to be presented to Audit and Risk Management Committee on 29 November 2021 with the final audited accounts being published soon after, following receipt of the auditor's opinion.
- The Statement of Accounts 2020/21 will incorporate all the outturn figures, revenue and capital presented in this report.

Capital

- The Capital Programme has been underspent by £1,548,000. This compares with an under-spend of £591,000 in 2019/20. The variations relate to a number of re-phrasings across the Programme, many of which arise from supply chain difficulties linked to the pandemic. There is no loss of resources arising from this re-phasing as shown in Appendix B(i), which has been input to the 2021/22 Programme as appropriate.

3 Recommendations

- It is recommended that :-
 - (i) The Outturn for the Council's General Fund services in 2020/21, as detailed at Appendix A and Section 2 of this report be noted and that Members note the transfer of the underspend to the Budget Equalisation Reserve;
 - (ii) The reasons for the variations from revised estimate be noted;
 - (iii) The proposed Capital Funding schedule for 2020/21 at Appendix B(i) be approved.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden, Leader & Portfolio Holder, Finance
Report Originator(s)	Peter Catchpole, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
Contact Officer(s)	Paul Medd, Chief Executive Peter Catchpole, Corporate Director and Chief Finance Officer Mark Saunders, Chief Accountant
Background Paper(s)	Budget Setting Reports Monthly Budgetary Control Reports 2020/21 Final Accounts Working Papers 2020/21

1 Introduction

- 1.1 The Council's income and expenditure figures for General Fund services and the Capital Programme for the financial year 2020/21 (known as 'Outturn') are presented in this report.
- 1.2 The Accounts and Audit Regulations 2015 require that the Council's Statement of Accounts be signed off by the Corporate Director and Chief Finance Officer by the end of May following the financial year ended 2020/21 and for the final audited Statement of Accounts to be published by the end of July.
- 1.3 The Accounts and Audit (Amendment) Regulations 2021 extends these deadlines for the 2020/21 and 2021/22 accounts. For these years, the draft accounts must be signed off by 31 July following the year-end by the Corporate Director and Chief Finance Officer and the publication of the final audited accounts has moved to 30 September.
- 1.4 To meet the agreed timetables, the draft Statement of Accounts for 2020/21 are currently being prepared and will be signed off by the Corporate Director and Chief Finance Officer by 31 July 2021. These draft accounts, which are subject to external audit, will be published on the Council's website along with the required notice of the Exercise of Public Rights to inspect the accounts (30 days from 1 August 2021).
- 1.5 The figures presented are all provisional pending audit by the Council's external auditors EY (Ernst & Young), who are scheduled to begin their work on 23 August 2021. EY's Audit Results Report will be presented to Audit and Risk Management Committee on 29 November 2021, where the Committee will also be presented with the final Statement of Accounts. Following receipt of the external auditor's opinion, the final audited Statement of Accounts 2020/21 will be published on the Council's website. The information in this report is therefore provisional with any significant or material changes reported back to Members at a later stage.
- 1.6 As a result of EY's scheduled timescale for completing the audit, the publication of the final audited accounts for 2020/21 will be later than the 30 September date specified in the regulations. EY explained their reporting timetable and the reasons for not meeting the 30 September date to the Audit and Risk Management Committee on 21 June 2021 who subsequently approved EY's Audit Plan for the 2020/21 accounts which incorporated the revised dates. There are no consequences to the Council of these revised audit dates.

2 The Revenue Budget

- 2.1 In February 2021 the Council's year end position was estimated as a shortfall of £221,030. It is important to note that this figure was based on projections as at the end of December 2020 and the report to Council also noted that there were still many uncertainties around the year-end position. For example, it was noted in the report that although the Tax Income Guarantee Scheme (to fund 75% of irrecoverable losses in council tax and business rates) had been announced, there were insufficient details of the scheme available at that time and it was not possible to estimate the potential benefit in 2020/21.
- 2.2 Following the closure process, the full position shows a net underspend of £167,326, an improvement of £388,356 compared to the previous projection. The net underspend of £167,326 represents just 0.62% of the gross budget of £26.8m and compares with an under-spend of £115,307 in 2019/20.
- 2.3 An analysis of the overall position is shown at Appendix A(i) and explanations of variances are detailed in Appendix A(ii).

- 2.4 Of the additional under-spend for the year, one-off variations total £1.125m. Of this amount,
- £169,000 relates to additional fees and charges received (net of reduction in receipts from the government's Sales, Fees and Charges Income Compensation Scheme),
 - £482,000 relates to additional government grants for new burdens administration of the various business grant schemes (£167k) and the 75% Tax Income Guarantee Scheme (£315k),
 - £137,000 relates to higher income from the RTB/VAT sharing arrangement with Clarion and
 - £337,000 relates to lower than expected support to Freedom Leisure.
- 2.5 Service overspends amount to £53,000, which includes £199,000 of redundancy and pension capital costs relating to Phase 2 of the My Fenland proposals. These proposals will generate significant savings in future years and have been included in the current MTFs, as reported to Council in February 2021.
- 2.6 The net surplus of one off and service variations have been off-set by a contribution to the Capital Contribution Reserve of £463,000 to fund the purchase of short life assets (5-7 years) rather than using borrowing. This will save the revenue account £76,000 per annum for 5 years from 2021/22 with a further £47,000 for 2 years following that, in lower Minimum Revenue Provision charges which would have been incurred if funding the purchase by borrowing. In addition, a projected transfer from the Business Rates reserve of £221,000 was not required due to the overall positive position on the Business Rates account at year-end.
- 2.7 The figures detailed at Appendix A(i) show significant variances in the net cost of services and contributions to earmarked reserves. This is due to around £2.2m of specific government grants being received but not utilised in 2020/21. This income is shown in the net cost of services but off-set by a corresponding transfer to earmarked reserves to provide funding for expenditure on these services in 2021/22 in accordance with the purpose of the grants. In addition, the transfer to earmarked reserves include the transactions detailed in 2.6 above.
- 2.8 Together with the projected shortfall of £221,030 (as detailed in the budget report to Cabinet and Council on 23 February 2021), the additional underspend of £388,356 (detailed in 2.3 above) brings the total underspend in 2020/21 to £167,326. This has been transferred to the Budget Equalisation Reserve in accordance with the decision made by Council at their meeting on 9th January 2020 which established this reserve and approved that any underspend at financial year-end be transferred to this reserve. As at 31 March 2021, this reserve has a balance of £482,633.
- 2.9 As a result of continuing prudent financial management together with better than expected income performance and the receipt of additional funding from government to assist the Council in recovering from the impact of the pandemic, the Council is in an improved position to deal with the significant ongoing financial challenges in 2021/22 and the medium term resulting from COVID-19.
- 2.10 The Council's reserves will be reviewed again as part of the 2022/23 budget process during the Autumn of 2021.

3 Capital Programme

- 3.1 The Capital Programme was underspent by £1,548,000. This compares with an underspend of £591,000 in 2019/20. The variations relate to a number of re-phrasings across the Programme, many of which arise from supply chain difficulties linked to the pandemic. The most significant examples relate to structural work at Crab Marsh quay in Wisbech, the construction of a car park at the railway station in Manea and grant-funded improvements to properties in Wisbech High Street. Good progress has been made in relation to all of these schemes since the start of the current financial year.
- 3.2 In addition to the schemes set out in the Capital Programme, the Council acquired an Investment Property in March 2021 which was funded from the £25m allocated by Council in February 2020 to take forward schemes linked to the Council's Commercial and Investment Strategy. The total cost of the acquisition was £3.698m. The balance of £21.302m is available to take forward future projects.
- 3.3 There is no loss of resources arising from this re-phasing as shown in Appendix B(i), which has been input to the 2021/22 Programme as appropriate.
- 3.4 The updated Capital Programme for 2021-24 is included as a separate agenda item.

FENLAND DISTRICT COUNCIL

Summary of Revenue Estimates

	Revised Estimate 2020/21 £	Outturn 2020/21 £	Variation compared with Revised £
Service Summary			
Growth & Infrastructure	1,361,090	1,174,988	-186,102
Communities, Environment, Leisure & Planning	5,956,000	4,314,536	-1,641,464
Resources & Customer Services	7,376,772	6,263,507	-1,113,265
NET COST OF GENERAL FUND SERVICES	14,693,862	11,753,031	-2,940,831
Corporate Items			
Contributions to/ (from) Earmarked Reserves	-329,062	2,474,905	2,803,967
Contributions to Business Rates Reserve	3,327,430	3,425,646	98,216
RTB/VAT Sharing Income	-20,000	-156,976	-136,976
Drainage Board Levies	1,499,520	1,499,534	14
Financing Charges - <i>Interest/Minimum Revenue Provision</i>	844,745	846,622	1,877
Investment Income	-55,000	-52,144	2,856
New Homes Bonus	-1,118,635	-1,118,635	0
A14 Contribution	32,000	32,000	0
Business Rates - net additional income above baseline <i>(government grants for reimbursement of reliefs, growth less levy payments)</i>	-1,410,251	-1,124,208	286,043
Business Rates - reimbursement of additional Covid-19 reliefs	-3,271,670	-3,579,180	-307,510
Business Rates Pool - FDC Share of Benefit	-280,000	-356,750	-76,750
Government Grant - Covid-19 General Grants for spending pressures	-1,794,262	-1,794,262	0
Government Income Compensation Scheme	-613,244	-417,338	195,906
Government Grant - 75% Tax Income Guarantee Scheme	0	-315,168	-315,168
Corporate Adjustments	-3,188,429	-635,954	2,552,475
Net Expenditure	11,505,433	11,117,077	-388,356
Core Funding			
Business Rates Baseline Funding	-3,701,878	-3,701,878	0
Council Tax Collection Fund Surplus(-)	-128,264	-128,264	0
Business Rates Collection Fund Deficit (+)	311,349	311,349	0
Council Tax	-7,765,610	-7,765,610	0
Net Surplus(-)/Shortfall(+)	221,030	-167,326	-388,356
<i>Surplus at year end transferred to Budget Equalisation Reserve</i>			

Summary of Revenue Provisional Out-turn 2020/21 - Main Variances

Over(+) / Under
spend (-)
£000

Service Area	Description	
<u>One-Off Variations</u>		
Fees and Charges	Income variations across a variety of services	
	Enforcement Fees (Housing Standards)	-36
	Marine Services	-10
	Planning & Pre-App Fees	-78
	Court Costs raised	-69
	Waste Services - bulky waste and recycling	-54
	Trade Waste	-77
	Search Fees	-13
	Licensing	11
	Assets & Projects	-21
	Other services	-18
		<hr/> -365
Other Income/Costs	Additional Government Grants	
	New Burdens - Business Grants administration	-167
	75% Tax Income Guarantee (Council Tax(-£2k) and NNDR (-£313k))	-315
		<hr/> -482
	Lower Government Grants	
	Sales, Fees & Charges Income Compensation Scheme	196
	RTB/VAT Sharing arrangement with Clarion - higher income	-137
	Leisure Contract - lower support required to Freedom Leisure	-337
	Sub-Total One-Off Variations	<hr/> -1,125
<u>Service Base Variations</u>		
Employee Costs	Variance across a variety of services mainly resulting from vacancies	-87
	Higher redundancy and pension capital costs	199
Premises Costs	Lower costs across a variety of services	-77
Transport Costs	Lower car mileage costs across a variety of services	-19
	Higher vehicles/vessel maintenance costs	35
Supplies and Services	Homelessness - additional Bed & Breakfast costs	17
	Rough Sleepers - lower accommodation costs	-37
	Lower costs across all services	-64
Third Party Payments	Net impact of Housing Benefit subsidy claim and overpayments	75
	Higher Bad Debts provision required	11
	Sub-Total Service Base Variations	<hr/> 53
	Transfer from Business Rates reserve not required	221
	Funding of Short Life Assets (5-7 years) via Capital Contribution Reserve (instead of borrowing) to reduce MRP in future years. MRP reductions of £76k p.a. for 5 years from 2021/22 and £41k p.a. for a further 2 years.	463
	Additional Surplus	<hr/> -388
	Projected Deficit 2020-21 at Revised Estimate (Cabinet/Council February 2021)	221
Net Surplus 2020-21	Transferred to Budget Equalisation Reserve	<hr/> -167
Net savings as a % of Gross Budget (£26.755m for 2020/21)		0.62%
	Balance on Budget Equalisation Reserve as at 01.04.20	315
	Transfer of Surplus in 2020-21	167
	Balance on Budget Equalisation Reserve as at 31.03.21	<hr/> 482

CAPITAL PROGRAMME AND FUNDING OUTTURN 2020/21

	Budget £000	Actual £000	Variance £000
TOTAL EXPENDITURE	4,519	2,971	(1,548)
RESOURCES AVAILABLE			
Capital Grants	2,619	1,465	(1,154)
Usable Capital Receipts - In Year	60	37	(23)
Reserves used in year to fund Capital	353	760	407
Section 106's and Other Contributions	207	156	-51
Borrowing (Internal and Prudential)	1,280	553	(727)
Total Available Resources to fund Expenditure	4,519	2,971	(1,548)

GENERAL FUND CAPITAL EXPENDITURE VARIATIONS 2020/21

SCHEME	VARIATION £000	REASON
Leisure Centres		
Building Improvements	-11	Expenditure re-profiled to 21/22 financial year
Regeneration Programme		
Fenland Renaissance and Place Shaping	-16	Funding allocated not yet awarded. Allocation carried forward to 2021-22
Heritage Lottery Fund - Non-FDC Properties	-145	Expenditure re-profiled and due to be incurred over the life of the project
Heritage Lottery Fund - 24 High Street, Wisbech	-30	Revisions to scheme being considered and budget to be updated in line with outcome of those discussions
Railway Station Improvements	-562	Expenditure re-profiled due to delay in commencement of major works
Whittlesey Flood Warning Signs	-46	Expenditure ongoing - scheme due for completion imminently
Highways		
Street Lighting - FDC Category 2 Street Lights	15	Multi-year replacement scheme ahead of schedule at 31 March 2021. Due to complete within budget in 2021-22 financial year
Street Name Plates	-28	Expenditure re-profiled and due to be incurred over the life of the project
Street Light Improvements - Contribution to Parish		
Category 2 Replacements	-11	Allocations not utilised
Office Accommodation		
Fenland Hall	-15	Work re-profiled and will be completed in 2021/22 financial year
Port		
Boat/Vessels - Replacement Deck, Hull and Engines	-12	Work re-profiled and will be completed in 2021/22 financial year
Wisbech Port Structural Works	-253	Work re-profiled and scheduled to be completed in 2021/22 financial year
Improvement of Assets		
Sewage Treatment Works Refurbishment	-17	Work re-profiled and will be completed in 2021/22 financial year
Energy Efficiency Improvements to Clarion Properties	-124	Grant-funded scheme being delivered by Clarion at no cost to the Council. Scheme scheduled to be completed in 2021/22 financial year
ICT System Replacement Programme & Infrastructure Upgrades		
Information Technology	56	This scheme reflects a three-year investment in the Council's transformation programme. Total planned investment across three years to 31 March 2023 remains unchanged.
Private Sector Housing Support		
Disabled Facilities Grants	-333	Expenditure dependant on throughput of grant applications Remaining budget committed but not spent and carried forward to 2021/22
Other Minor Variations		
Various	-16	Minor budget variations.
Total	-1,548	

Key

- indicates the scheme is underspent by the amount shown
- + indicates scheme is overspent by the amount shown

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Agenda Item 8

Agenda Item No:	8	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	Capital Programme Update	

1 Purpose

- To consider the updated capital programme and variations in resources since February 2021.

2 Key issues

- Updated capital programme and resources statement for 2021-24 is presented.
- The programme agreed in February 2021 has been updated and re-profiled in accordance with the 2020-21 capital outturn.
- Significant updates have been incorporated into the capital programme to take account of recent condition surveys undertaken at Fenland Hall and the Base.
- The report provides commentary and incorporates updates concerning the likely cost and timing of works due to be undertaken at the Council's leisure centres.
- Recent developments relating to grant-aided projects on Wisbech High Street are incorporated into the updated programme.
- The Council's capital programme will continue to be part-funded through the use of capital receipts. Some use of internal and external borrowing is still anticipated. This is reflected in the Council's current medium-term financial strategy (MTFS).
- A broader update of the capital programme and available resources will be undertaken during the autumn of 2021 as part of the budget setting process for 2021/22.

3 Recommendations

- It is recommended that the updated capital programme and funding schedule at Appendix A is approved.

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)	2021/24 Capital Programme working papers

4 Introduction

- 4.1 The Council's 2020-24 capital programme was approved by Cabinet and Council in February 2021. The capital outturn for 2020/21 forms part of a separate item on the agenda for today's meeting.
- 4.2 This report addresses amendments to the programme since February, including re-profiling schemes from 2020/21 and a re-assessment of resources available in the period 2021-24.
- 4.3 A broader update of the capital programme and available resources will be undertaken during the autumn of 2021 as part of the budget setting process for 2022/23.

5 Updated Capital Programme – Council Assets

- 5.1 The updated programme detailed at Appendix A is fully funded subject to the realisation of £525,000 of capital receipts by 31 March 2024.
- 5.2 The following developments have impacted significantly on the Council's capital programme ('the programme').

Condition Surveys – Fenland Hall and The Base

- 5.3 In accordance with industry best practice and the Council's Asset Management Plan, the Council commissions cyclical condition surveys of all Council-owned buildings.
- 5.4 The most recent condition surveys were undertaken by CIPFA following a competitive tender exercise. Having undertaken the condition survey, the Council is able to objectively determine the likely cost to the Council of completing works deemed necessary to ensure the Council can fulfil its obligations as a responsible employer and an owner of public buildings. In line with normal practice, works identified have been classified according to whether they need to be undertaken within the next two years ('essential works'), within the next three to five years ('desirable works'), or more than five years into the future ('long-term works').
- 5.5 Condition Survey works are split between those which constitute revenue expenditure, which can be funded from the Council's repairs and maintenance budget, and those which meet the definition of capital expenditure and therefore need to be funded from capital resources. Typically expenditure becomes capital in nature where it relates to the replacement of a component within the building, i.e. electrical infrastructure, heating and air conditioning system, etc or constitutes works which can reasonably be expected to extend the useful life of the building or enhance its service potential.
- 5.6 Within many of the Council's buildings the works identified in the conditions survey can be funded through appropriate use of the annual budget allowance for repairs and maintenance as they are revenue in nature. However, there are significant capital works required at Fenland Hall and the Base.
- 5.7 Officers have met the relevant portfolio holders to discuss the condition surveys in detail. In those discussions it has been acknowledged that the Council's accommodation needs continue to evolve. Recent experience of home working during the pandemic has demonstrated that the Council is able to effectively deliver services to residents with a significant reduction in the number of staff based permanently at Fenland Hall and The Base. This evidence provides an opportunity for the Council to determine and distil whether it will need to retain Fenland Hall and the Base in their current form in the medium to long-term. However, since many of the essential works identified by CIPFA have health and safety implications, the Council needs to commit resources to ensure that it can safely operate from the accommodation it requires to function effectively as a local authority.

- 5.8 The cost of the essential works is reflected in updates to expected capital expenditure in the 2021/22 and 2022/23 financial year. Should the Council decide to reduce its footprint in the short-term, the associated cost of the works might reduce although this cannot be reliably quantified prior to going out to tender. The cost of 'desirable works' is not yet reflected in the programme as this will depend on the extent to which the Council plans to utilise Fenland Hall and The Base in the medium to long-term. It is important to recognise that some of the work currently deemed to be 'desirable' will become 'essential' over the life of the current programme.

Leisure Centres – Condition Survey Works

- 5.9 The Council entered into a fifteen-year agreement with Freedom Leisure with effect from December 2018. Prior to entering into that agreement, the Council undertook a condition survey of its four leisure centres. The condition survey has formed the basis for works included in the programme in recent years. The split between the condition survey works the Council would be responsible for and those where responsibility would sit with Freedom was reflected in the Council's contract with Freedom. One of the more significant Council-funded projects reflected in the condition survey relates to works required to the roof at the leisure centres in Wisbech, Whittlesey and March.
- 5.10 Following discussion with Freedom a phased approach to roofing works has been agreed recognising the assessed priority of the remedial works required at each location. Working with the consultancy that successfully managed the improvement works at the Hudson Leisure Centre, Freedom and the Council have agreed that works on the roof at the Hudson Leisure Centre should be undertaken in this financial year. The estimated cost of these works exceeds the budget originally set aside for condition survey works in 2021/22 so further funds have been allocated in the updated programme to reflect the expected cost of the work required.
- 5.11 Further resources will need to be allocated to enable the essential works on the roofs at Manor Leisure Centre and George Campbell to be undertaken in 2022/23. The Council has engaged CIPFA to undertake a condition survey at all four leisure centres. These surveys will update those surveys undertaken previously in connection with the tender exercise which resulted in the appointment of Freedom. It is anticipated that the outcome of these surveys, including the likely cost of the roofing works, will be available to inform the initial programme for the period 2022/23 to 2026/27 which Cabinet will consider at its meeting in December 2021.

Structural Works – Port of Wisbech

- 5.12 The Council undertook a detailed survey of an area of quayside at the Crab Marsh quay which was known to have deteriorated. The survey identified the need for urgent concrete repairs and the replacement of expansion joints. These works commenced in the 2020/21 financial year and have continued in the early part of the 2021/22 financial year. Specialist equipment is required to undertake these works. This means a significant proportion of the overall costs relates to mobilisation. Once on site it became apparent to the contractor that since the survey had been completed further deterioration had occurred which meant there were additional sections of concrete in need of urgent repair. An updated specification was agreed with the contractor to enable these works to be undertaken whilst on site. Whilst these essential works have now been completed, it has been necessary to update the programme to ensure there is sufficient budget remaining to complete the remaining scheduled works. This comprises the replacement of expansion joints and the installation of port lighting in this financial year.

Commercial and Investment Strategy Schemes

- 5.13 From February 2020 the capital programme has reflected the Council's decision to allocate £25m to take forward schemes in accordance with the Council's Commercial

and Investment Strategy. Members will be aware that the Investment Board approved the first purchase of an Investment Property in March 2021. The original £25m allocation has been reduced to reflect this acquisition and the remaining balance has been profiled over the life of the programme.

6 Updated Capital Programme – Grant-Funded Schemes

Wisbech High Street

- 6.1 At its previous meeting Cabinet considered reports relating to proposed works at No. 24 High Street in Wisbech. The programme has been updated to reflect the decisions taken at the meeting on 1 July 2021. Consequently, the Council's best estimate of the cost of works to be undertaken No. 24 High Street is included in the updated programme. These works will be funded from a combination of grant-funding and Council borrowing. The proportion which is funded from grant reflects the original amount allocated to the property when the grant funding for the overall Wisbech High Street project was first awarded. Whilst officers hope that the National Heritage Lottery Fund will provide some additional funds due to small underspends on other properties within the project, this cannot be confirmed until the Council submits its application based on the updated design. Similarly, the cost of completing the works is subject to the outcome of the tendering process. Therefore, at the present time, delivery of the scheme is subject to a contribution from the Council in excess of £1 Million.
- 6.2 The cost of works at 11-12 High Street are not reflected in this report. This reflects the fact that the project is being completed at no cost to Fenland District Council as the grant available to the Developer has been capped at £1 Million.

Disabled Facilities Grants

- 6.3 The updated programme reflects the Council's 2021/22 allocation from the local Better Care Fund (£1.215m) for the provision of Disabled Facilities Grants, together with grant received but not spent in previous years. In this area grants are typically committed before works can be undertaken on site and this means there is often an overlap between financial years. The Covid 19 emergency has further exacerbated this issue.

Growing Fenland

- 6.4 Working with the Town Teams, officer and members have developed a range of initiatives to utilise the £1M allocated to each of the four market towns in the District as part of the Growing Fenland initiative funded by the Cambridgeshire and Peterborough Combined Authority ('CPCA'). Members will be aware from previous reports that a significant component of this programme is the £900,000 of funding which forms part of the match-funding that was required to secure delivery of the Future High Streets project in March. Alongside supporting a range of investments being taken forward by town councils, the CPCA has also approved funding to facilitate the implementation of civil parking enforcement across the four market towns and a capital grants scheme. Both schemes are incorporated into the updated programme.

'Binrastructure' – Additional Litter Bins

- 6.5 Earlier this year the Council was advised it had been successful in securing £25k of grant funding from WRAP to install additional bins in locations prone to littering across the District. This scheme is reflected in the updated programme.

7. Financing the Capital Programme

- 7.1 Cabinet and Council approved the use of borrowing (both internal and prudential) to fund the capital programme totalling £30.156m over a four-year period ending on 31 March 2024. The capital outturn included on the agenda for today's meeting indicates that £0.554m of the capital programme delivered in 2020/21 was funded from internal

borrowing. The updated programme shows that the Council is likely to continue to need to fund a substantial proportion of its capital programme from internal or external borrowing.

- 7.2 Members are also reminded of the impact on the revenue account of using uncommitted capital resources. Whilst they remain uncommitted, the resources are invested and generate revenue income to the general fund. Whilst rates of return on short-term investments are currently low, there is an opportunity cost associated with the use of reserves to fund the programme which is particularly significant given the financial uncertainties arising from the Covid 19 pandemic and the Council's ambitions to take forward its commercial and investment strategy.

CAPITAL PROGRAMME AND FUNDING 2020 - 2024

	2021/22	2022/23	2023/24
	£000	£000	£000
Capital Programme (excluding Commercial and Investment Strategy Schemes)	21,447	8,515	1,635
Commercial and Investment Strategy Schemes	6,302	10,000	5,000
CURRENT FORECAST EXPENDITURE	27,749	18,515	6,635

FORECAST RESOURCES AVAILABLE


Capital Grants	16,327	5,911	950
Usable Capital Receipts - In Year	265	100	100
Reserves used in year to fund Capital	563	100	0
Section 106s and Other Contributions	159	12	0
Borrowing (Internal and Prudential)	10,435	12,392	5,585
Total Forecast Resources	27,749	18,515	6,635

CAPITAL PROGRAMME SUMMARY 2021/22 - 2023/24

	2021/22 £000	2022/23 £000	2023/24 £000	Total Cost £000	FDC Funding £000	External Funding £000	External Funders and FDC Reserves/S106
Leisure Centres							
1 Condition Survey Improvements	517	254	75	846	846		£98k R&M Reserve
Regeneration Programmes							
2 Fenland Renaissance and Place Shaping	16			16	16		
3 Heritage Lottery Fund - Non-FDC Properties	514			514	81	433	£433k HLF Grant.
4 Heritage Lottery Fund - 24 High Street, Wisbech	400	950		1,350	1,112	238	£238k HLF Grant.
5 Railway Station Master-Planning	4,396			4,396	82	4,314	£4,314k CPCA Grant, £82k S106
6 Whittlesey Flood Warning Signs	46			46		46	CPCA Grant £46k
7 Future High Street Fund, March	3,954	4493		8,447		8,447	£2,000k CPCA, £6,447k MHCLG Future High Streets
8 Growing Fenland - Capital Grants	320			320		320	£320k CPCA Grant
Cemeteries							
9 Manea Churchyard	15			15	15		
10 Remedial Works in Closed Cemeteries	53	25		78	78		
Highways							
11 Category 2 Street Lights - FDC Lights	105			105	105		
12 Street Name Plates/District Facilities Signage	28			28	28		
Street Light Improvements - Parishes (Contribution to Cat 2							
13 Replacements)	11			11	11		£11k Capital Contribution Reserve
14 Growing Fenland - Civil Parking Enforcement	100	300		400		400	£400k CPCA Grant
15 Huntingdon Road Improvements, Chatteris	35			35	35		
Office Accommodation							
16 Fenland Hall and The Base - Repairs and Renewals	700	880	100	1,680	1,680		
Environment							
17 Replacement and Grant-Funded Additional Litter Bins	108			108	83	25	£25k WRAP Grant
Port							
18 Boat/Vessels - Replacement Deck, Hull and Engines	42			42	42		
19 Wisbech Port Structural Works	328			328	328		
Sub Total	11,688	6,902	175	18,765	4,542	14,223	

	2021/22 £000	2022/23 £000	2023/24 £000	Total Cost £000	FDC Funding £000	External Funding £000	External Funders and FDC Reserves/S106
Brought Forward	11,688	6,902	175	18,765	4,542	14,223	
Parks and Open Spaces							
20 West End Park, March - Park Improvements	35			35	6	29	£27k Cambs CC, £2k March TC
21 Parks, Play Areas and Open Space - Chatteris	60	40		100	100		£6k S106 money
22 Parks, Play Areas and Open Space - Doddington	45			45	45		£21k S106 money
23 Parks, Play Areas and Open Space - Parson Drove	30			30	30		£30k S106 money
24 Parks, Play Areas and Open Space - Wisbech	20	20		40	40		£32k S106 money
Vehicles and Plant							
25 Vehicles	337	141	260	738	738		
ICT System Replacement Programme & Upgrades							
26 Replacement & Upgrade Programme	494	250	100	844	844		£554k Management of Change Reserve
Improvement of Assets							
27 Sewage Treatment Works Refurbishment	537	200	150	887	887		
28 Birch Fen Silt Removal and Outfall Maintenance	25			25	25		
29 March Moorings Renewals	12	12		24	24		
30 Hostel Roof Renewal	38			38	38		
31 Lattersley Nature Reserve - Capping Layer	40			40	40		
32 Energy Efficiency Improvements to Clarion Properties	4,492			4,492		4,492	£4492k BEIS Decarbonisation Fund Grant
Economic Estates							
33 Replacement of AV Equipment at Business Centres	50			50	50		
34 South Fens Business Park Expansion	1,996			1,996	1,000	996	£996k CPCA 'Business Space' Funding
Private Sector Housing Support							
35 Private Sector Renewal Grants	240	40	40	320		320	£320k Govt Grant
36 Disabled Facilities Grants	1,308	910	910	3,128		3,128	£3128k Govt Grant
Total - Approved Programme	21,447	8,515	1,635	31,597	8,409	23,188	



Agenda Item No:	9	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	Project Update - Growing Fenland & CCC £5m Communities Capital Fund	

1 Purpose / Summary

Significant capital funding has recently been made available to Fenland District Council via the following schemes:

- Cambridgeshire & Peterborough Combined Authority (CPCA) Market Towns Initiative (which has been given the working title of Growing Fenland)
- Cambridgeshire County Council (CCC) £5m Capital Communities Fund

This report gives an update on the progress of funding bids submitted to both schemes including any resulting capital or revenue implications for the Council should the bids be successful.

2 Key issues

- The CPCA has made funding available through their Market Towns Initiative to deliver the priorities outlined in the Growing Fenland town plans.
- Changes to the original programme included:
 - Capital funding available has doubled to £1m (ring-fenced for each town).
 - Deviation from the approved Growing Fenland plans will be permitted if linked to supporting recovery from the COVID-19 pandemic.
 - An element of match funding will be required.
 - FDC were originally the accountable body for all funding received, but each application is now being reviewed to enable funding to go straight to third parties who are best placed to deliver specific projects.
 - Capital funding to be spent by March 2022.
- The funding made available through the CCC £5m Capital Communities Fund also requires an element of match funding.
- This report provides an update on projects at various stages of submission to both funding streams.
- A number of these projects may link to other initiatives, such as the Local Economic Recovery Strategy.
- It should be noted that some of the projects submitted through both initiatives relate to FDC owned assets and some projects may require capital or revenue contributions from the FDC capital or revenue budget either immediately or in the future.

3 Recommendations

To note the contents of the report and the projects which were submitted to the CPCA Board Meeting on 30.06.21 as set out in appendix E.

To note that all of the £4m of CPCA funding ringfenced for the four market towns of Fenland has now been allocated to various projects.

CCC Capital Communities Fund:

- No further action required

Growing Fenland:

- Cabinet members are asked to approve the capital costs linked to the CPCA funding bids in the table below. These bids were approved at the CPCA Board Meeting held on 30.06.21.

TOWN	PROJECT	CPCA FUNDING REQUESTED	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	PROJECT TO BE DELIVERED BY
Wisbech	Community Hub at Wisbech Park	£299,200	£5,000	£0	FDC
Chatteris	Chatteris Museum & Community Space	£771,821	£0	£0	Chatteris Town Council

Wards Affected	All wards
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden - Leader of the Council Cllr Jan French - Deputy Leader of the Council Cllr Ian Benney - Portfolio Holder for Economic Growth
Report Originator(s)	Paul Medd - Chief Executive Carol Pilson - Corporate Director Peter Catchpole - Corporate Director Jo Blackmore - Executive Officer Phil Hughes - Head of Leisure Services
Contact Officer(s)	Paul Medd - Chief Executive Carol Pilson - Corporate Director Peter Catchpole - Corporate Director Jo Blackmore - Executive Officer Phil Hughes - Head of Leisure Services

Background Paper(s)	<p><u>Cambridgeshire & Peterborough Combined Authority Board Meeting minutes - 28.03.18</u></p> <p>Growing Fenland reports tabled at FDC Cabinet meeting held on 09.01.20:</p> <p><u>Growing Fenland Town Reports</u></p> <p><u>Growing Fenland Overarching Strategic Report</u></p> <p>Details of Cambridgeshire County Council £5m Communities Capital Fund</p> <p><u>CCC £5m Capital Community Fund</u></p>
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4 Background

- 4.1 Significant capital funding has recently been made available to Fenland District Council via the following schemes:
- Cambridgeshire & Peterborough Combined Authority (CPCA) Market Towns Initiative (which has been given the working title of Growing Fenland)
 - Cambridgeshire County Council (CCC) £5m Capital Communities Fund
- 4.2 This report gives an update on the progress of funding bids submitted to both schemes as well as any resulting capital or revenue implications for the Council should the bids be successful.

5 Growing Fenland

Introduction

- 5.1 Following a successful pilot scheme undertaken in St Neots, the Cambridgeshire & Peterborough Combined Authority (CPCA) Board committed to provide funding to create a masterplan for growth for each market towns within the CPCA area (as recorded in the actions from the [CPCA Board meeting held on 28.03.18](#)).
- 5.2 With the aim of bringing jobs, infrastructure and growth the Fenland area, the masterplans would also enable each of our towns to become and remain "vibrant and thriving places" in their own right whilst helping to boost the local and regional economy. The recent COVID-19 pandemic has brought a sharper focus to this work as communities and businesses adapt to new ways of working, shopping and socialising in the midst of a recession.
- 5.3 A commitment of £50k was made by the CPCA to produce a masterplan for each town. In Fenland, funding was originally provided for Chatteris, March and Whittlesey only (£150k in total) due the ongoing Wisbech 2020 Vision work. However, a decision was later made to include Wisbech in the process and a further £50k was committed to the Fenland project.
- 5.4 The master planning project was given a working title of 'Growing Fenland' which linked the proposed growth of the local economy to our important agricultural heritage.
- 5.5 Four town masterplans were produced, following the process outlined in the '[Growing Fenland - Town Reports](#)' paper tabled at the FDC Cabinet meeting held on 09 January 2020.
- 5.6 All four town reports were approved at number of formal meetings from October 2019 to January 2020 which included:
- All four town council meetings
 - FDC Cabinet meeting (09.01.20)
 - CCC Communities & Partnership Committee (23.01.20)
 - CPCA Board Meeting (29.01.20)

CPCA Market Towns Initiative Funding

- 5.7 At the start of the project, the capital funding due to be made available by the CPCA was thought to be in the region of £50k per town. However, the Board of the CPCA

[unanimously approved revised plans for their Market Towns Programme](#) at their board meeting held on 3 June 2020.

- 5.8 Changes to the original programme included:
- Capital funding available was doubled to £1m (ring-fenced for each town)
 - Deviation from the approved Growing Fenland plans would be permitted if linked to supporting recovery from the COVID-19 pandemic
 - An element of match funding would be required where possible
 - Capital funding to be spent by March 2022
- 5.9 Further information on the CPCA Market Towns Programme can be found in the following documents:
- CPCA Market Towns Programme Investment Prospectus - June 2020 (appendix A)
 - Guidance for Market Town Funding Applications - June 2020 (appendix B)
 - CPCA Market Towns Programme Funding Application Form (appendix C)

Growing Fenland bids

- 5.10 The Growing Fenland Town Teams have been meeting regularly to discuss and submit bid applications to the CPCA to draw down the £1m funding allocated to each town.
- All of the £4m of CPCA funding ringfenced for the four market towns of Fenland has now been allocated to various projects which are shown in the table below (for further details, please see appendix D attached):

TOWN	PROJECT	CPCA FUNDING ALLOCATED	DATE OF DECISION BY CPCA	PROJECT TO BE DELIVERED BY
Whittlesey	Interactive Flood Signs*	£57,500	30.09.20	CCC / Whittlesey Town Council
Wisbech	Wisbech Market Place Enhancement Scheme*	£200,000	30.09.20	Wisbech Town Council
Chatteris	Chatteris Town Centre Renaissance Fund ^	£92,000	25.11.20	Chatteris Town Council
Whittlesey	Whittlesey Heritage Visitor Centre ^	£500,000	25.11.20	Whittlesey Town Council
Whittlesey	Whittlesey Heritage Walk ^	£218,169	25.11.20	FDC / Whittlesey Town Council
March	Match funding for March Future High Street Fund ▯	£900,000 Growing Fenland March + £11,000 from the CPCA = £2m total	27.01.21	FDC
Whittlesey	Business Capital Grants Scheme ▯	£124,331	27.01.21	FDC
Wisbech	Footfall Counters ▯	£19,500	27.01.21	Wisbech Town Council
Wisbech	Replacement Shopwatch Radios ▯	£33,800	27.01.21	Wisbech Town Council
Wisbech	Business Capital Grants Scheme ▯	£200,000	27.01.21	FDC
District Wide Scheme	Civil Parking Enforcement ▯	£400,000	27.01.21	FDC
Chatteris	Chatteris Skills Development +	£36,179	24.03.21	Stainless Metalcraft
Wisbech	Wisbech Water Park +	£147,500	24.03.21	FDC

Wisbech	Community Hub at Wisbech Park #	£299,200	30.06.21	FDC
Chatteris	Chatteris Museum & Community Space #	£771,821	30.06.21	Chatteris Town Council

*For further details on bid submissions, please see the Projects Update report tabled at the FDC Cabinet Meeting held on 21.10.20.

^ For further details on bid submissions, please see the agenda pack for the [CPCA Board Meeting held on 25.11.20](#).

¬ For further details on bid submissions, please see the agenda pack for the [CPCA Board Meeting held on 27.01.21](#)

+ For further details on bid submissions, please see the agenda pack for the [CPCA Board Meeting held on 24.03.21](#)

For further details on bid submissions, please see the agenda pack for the [CPCA Board Meeting held on 30.06.21](#).

- 5.11 Successful bids have now been submitted for all of the £4m of funding ringfenced for projects in Fenland. Therefore, no further bids will be submitted for any of the four towns.
- 5.12 Further updates on Growing Fenland projects will be provided via the Portfolio Holder reports considered at future Council meetings.

6 Cambridgeshire County Council £5m Communities Capital Fund

Background

- 6.1 A £5m fund aimed at creating opportunities and improving lives and skills across Cambridgeshire was launched by Cambridgeshire County Council (CCC) on 7 April 2020.
- 6.2 Bid submissions were welcomed if they could demonstrate that they would:
- bring people together and involve them in the design and implementation
 - improve local places and spaces that are important to communities
 - help to address local priorities, e.g. increasing skills, reducing loneliness, improving physical and mental health
 - improve access to new or existing services or activities, e.g. sports, leisure, education
 - demonstrate match funding - this could include in kind contributions, land transfer etc
 - minimise any potential impact on carbon emissions
- 6.3 Bids could be submitted by any voluntary, community organisation or social enterprise alongside public bodies such as district, parish and town councils, schools or any other organisation that could demonstrate how their project would benefit Cambridgeshire residents.

Submission process

- 6.4 Each bid could apply for up to £500,000 of capital funding. Bids were to be considered on a 'first come, first served' basis.

- 6.5 CCC requested that bids were submitted via the local county councillor or community champion.
- 6.6 An expression of interest was submitted initially, and a more detailed business case was requested if the project passed the first stage. For further detail, please see appendix E attached.

Projects submitted to the CCC £5m Communities Capital Fund

- 6.7 A number of projects were submitted to the CCC £5m Communities Capital Fund. A summary of the successful projects is shown in appendix F attached.
- 6.8 Cabinet are asked to note the following updates on 2 of the projects being delivered by FDC in partnership with other stakeholders:

- **West End Park, March**

All planned improvements to the park are now complete with the exception of the play area extension. This is being procured alongside another FDC play area refurbishment project and should be completed in the early autumn.

The tarmac path close to the river and a new path linking the main path through the park to the bandstand is now complete. The run path for ParkRun is ready for when the weekly event returns, which at time of writing is likely to be Saturday 24 July.

The skate park is now fenced off from the rest of the park.

- **Wisbech Park Pavilion**

A bid for £299,200 of additional funding was approved by the CPCA board on 30 June 2021. This combined with the £240,000 of funding awarded from the CCC £5m Communities Capital Fund and £25,000 of match funding will provide a total of £564,200 for the Wisbech Hub Pavilion project.

The next step is to consult with the local community over the functionality of the building. A design and build process will then be finalised to deliver a number of projects in Wisbech Park including:

- the pavilion/hub building
- water play
- toddler play area improvement
- walk/jog path

- 6.9 The CCC £5m Communities Capital Fund is now closed to any further Expressions of Interest having been oversubscribed.

7 Effect on corporate objectives

- 7.1 The corporate objectives which link to the Growing Fenland project area as follows:

7.2 Communities

- Support vulnerable members of our community
- Promote health & wellbeing for all
- Work with partners to promote Fenland through culture and heritage
- **Environment**

- Work with partners and the community on projects that improve the environment and our street scene
- Work with partners to keep people safe in their neighbourhoods by reducing crime and anti-social behaviour and promoting social cohesion
- **Economy**
- Attract new businesses, jobs and opportunities whilst supporting our existing businesses in Fenland
- Promote and enable housing growth, economic growth and regeneration across Fenland
- Promote and lobby for infrastructure improvements across the district

8 Conclusions

- 8.1 Attracting funding to deliver the priorities outlined in the Growing Fenland Town Reports is key to driving economic growth whilst celebrating the unique character and strengths of each individual area.
- 8.2 The CCC £5m Communities Capital Fund has provided additional opportunities to deliver projects that will benefit the local community.
- 8.3 Projects that are successfully funded through these funding streams will help to deliver many of the Council's corporate objectives as well as a number of targets set out within the [CPCA's Business Plan for 2020/21](#).

APPENDIX A

CPCA MARKET TOWNS PROGRAMME INVESTMENT PROSPECTUS - JUNE 2020

INTRODUCTION – GROWING THE CAMBRIDGESHIRE & PETERBOROUGH SUB-ECONOMIES

The Market Towns Programme is a substantial commitment being made between the Combined Authority and the local areas, with scope to develop key market towns for significant impacts on the growth of sub-economies. Successful delivery of the programme will have positive benefits to residents, businesses, and workers within the CPCA area.

The Combined Authority is committed to the future prosperity and success of every market town in the county and is investing in making this a reality through working closely with Town Councils, District Councils' and local partners across Huntingdonshire, Fenland and East Cambridgeshire to deliver eleven Masterplans for key market towns. The Market Towns Programme was piloted in St Neots as part of the Mayor's 100 Day Plan.

LOCAL INDUSTRIAL STRATEGY PRIORITIES

The Market Towns Programme endorses Mayor Palmer's target for the region, to double its Gross value added (GVA) over the next twenty years. For this to be achieved, the areas market towns will be required to 'do their bit' to improve the three economies.

The LIS has detailed the key areas of action needed to support the Combined Authority's devolution deal commitment to doubling the size of the Cambridgeshire and Peterborough economy. It has identified the key strengths and challenges of the distinct sub economies of the Fens, Greater Peterborough and Greater Cambridge, detailing the strategy for supporting broad-based growth and spreading prosperity to more people.

A commitment was made by the CPCA to produce a Masterplan for each of the key market towns (based on new research and analysis required to deliver the bold growth ambitions) and their interventions hereby enshrine the importance of inclusive growth, in line with CPIER and LIS recommendations.

Applicants will need to demonstrate how they help deliver against LIS priorities through capital investment that will:

- Further develop infrastructure through planned transport, digital and energy interventions across the Combined Authority partnership.
- Deliver integrated approaches to business support, ensuring businesses and potential businesses have the access to the right kind of space, access to growth coaching and supporting networks to help them.
- Harnessing innovation as a tool for business growth, generating world class research.
- Improving education and training levels to ensure businesses have the skills they need, and people have better opportunities.

The Local Industrial Strategy can be viewed [here](#).

MARKET TOWNS PROGRAMME

A third of our population lives in market towns, with nearly as many again living in surrounding areas. Although links with our core cities are vital, investment and attention has often favoured cities and forgotten the role that market towns play for our region. Alongside this under-investment towns are facing many external pressures like the declining town centres and high streets, an ageing population, and a reduction of in-town job opportunities leading to more outward commuting.

Many of the market towns and villages surrounding Cambridge have rich visitor opportunities, which if developed into a more coordinated offer can bring in revenue and create real economic opportunities. Business tourism is very important as well and has an important impact on the growth and productivity of other sectors in the economy, especially in knowledge intensive industries.

A Masterplan for each of the eleven market towns across the region provides the opportunity to look at the unique features of each town and offers deliverables which will benefit the immediate and wider economy.

With the aim of bringing jobs, infrastructure and growth, the Market Towns Programme will enable each town to become and remain "vibrant and thriving places" whilst helping to boost the local and regional economy.

PROGRAMME FUNDING CRITERIA

The CPCA is providing capital investment to mobilise each town masterplan and to act as a funding catalyst to securing additional investment. This is an open call – that will last until all available resources have been invested, or the Board decides to issue further instruction.

This Investment Prospectus outlines the process that allocates funding and manages the process post allocation. A transparent and consistent approach has been established to oversee delivery of the Market Towns Programme. All funding applications will be assessed in accordance with specific call specifications & criteria (including match funding and value for money), set against delivery and implementation of each CPCA approved Masterplan.

Given the transformative aims of the Programme, the CPCA is especially keen to see movement on the more ambitious projects set out in the Masterplans and prospectuses for growth and will prioritise these. And whilst there will be opportunities for longer term projects, applications will have more chance of approval if they can also demonstrate fast impact, especially to support COVID economic recovery over the next 9 months to the new financial year when unemployment impacts of COVID are expected to peak. Applicants are encouraged to explicitly set out how project proposals respond to the challenge of a post Covid-19 economy and how they help reshape and transform the high street and towns, so they are fit for the future.

Applicants are asked to also consider promoting healthier lifestyles for market town communities – including active travel & air quality benefits and supporting a greener economy.

To secure funding, local authority leads will be invited to submit bids against the following programme eligibility and funding criteria:

- Market Towns funding is allocated to East Cambridgeshire, Fenland, and Huntingdonshire and cover the market towns of St Neots, St Ives, Huntingdon, Ramsey, Wisbech, March, Chatteris, Whittlesey, Ely, Soham and Littleport.
- Market Towns funding must be spent at the latest by 31 March 2022, or earlier as specified within the funding agreement. Deliverability of projects will be an important factor in appraising proposals.
- Proposals are invited to support the mobilisation of each Masterplan and against activities which address the needs and those interventions identified as required to drive targeted growth and regeneration of each town.
- Proposals will be required to set out how they can support the tailoring of local economic policy for each market town to increase the attractiveness of towns for the new generation of lifestyle entrepreneurs.
- The prospectus is seeking proposals for capital investment only. There is no revenue funding available through this prospectus.
- CPCA funding will be provisionally shared across the 10 market towns, with applicants able to bid for up to £1m of capital funding for each town. Consideration will be given to a variety of funding proposals, and applicants will have the opportunity to bid for one or few investments (several smaller scale interventions) against the £1m funding cap for each town. Any unallocated funds will be made available to all 11 market towns.
- In addition, the CPCA has also agreed to recycle £3.1m market town investment back into St Neots and this will be also administered through the Investment Prospectus process. This makes the total CPCA investment being pledged to support delivery of Market Town masterplans is £13.1m across the 11 market towns.
- If the total project(s) cost is likely to exceed the £1m threshold for each town, then a demonstration of a phasing approach would help show how initial funds can be used now, while raising additional funds or investment from other sources.
- Applicants should seek their own advice on State Aids implications of the proposed project, and evidence of this will be sought as a condition of funding. Combined Authority funding cannot be used towards State Aids or other legal costs incurred by the project delivery body as part of the application process. The Combined Authority will not reimburse legal or other costs incurred during applications, whether the application successful or unsuccessful in seeking funding.

COVID RECOVERY

Applicants are also be asked to consider how market towns can support Covid-19 recovery for Cambridgeshire & Peterborough, focusing on the anticipated changes in behaviour around the use of public transport, commercial and public community space, and the revitalisation of High Streets.

Proposals should outline how market town interventions can help support and sustain Government recovery plans based on new econometrics around increased home/remote working and shared commercial space, improve public transport systems, repurpose community space and enhance infrastructure connectivity.

APPLICATION PROCESS & FUNDING APPROVAL

- The process will be a one-stage application process and applicants will be invited to complete an application form for each project to the Combined Authority. Applicants will have the opportunity to have initial discussions with relevant Combined Authority officers regarding eligibility and the suitability of the proposed project.
- Due diligence and appraisal will be initially managed by the Combined Authority, where the strategic need, economic and commercial case for each project proposal will be examined based on delivery of CPCA approved Masterplans.
- All proposals will be assessed against a set of appraisal metrics. Appraised applications will be scored and ranked based on the programme criteria. This approach will help manage any oversubscription of programme funds.
- Recommendations will be brought to the Entrepreneurial Advisory Panel (EAP) for independent review and then onto the CA Board for approval.
- It is expected that project proposals will be brought to Combined Authority Board for approval in July, September, and November 2020 for approval. The submission timeline for the next three Board cycles are as follows:

- **July Combined Authority Board** (Wednesday 5 August 2020) * for those proposals already in development and discussed with CPCA officers.

APPLICATION DEADLINE – FRIDAY 10 JULY 2020

- **September Combined Authority Board** (30 September 2020)

APPLICATION DEADLINE – FRIDAY 11 SEPTEMBER 2020

- **November Combined Authority Board** (25 November 2020)

APPLICATION DEADLINE – FRIDAY 30 OCTOBER 2020

FURTHER INFORMATION

- Application Form & Guidance



CAMBRIDGESHIRE & PETERBOROUGH
COMBINED AUTHORITY

APPENDIX B

GUIDANCE FOR MARKET TOWN FUNDING APPLICATIONS

June 2020

CONTENT

1. Key Purpose
2. Project Details
3. Project Deliverables
4. Funding Award Process
5. Supporting Documentation
6. Project Variance
7. Project Monitoring

1. Key Purpose

This guide is to assist district authorities applying for Market Town Funds to understand the process and the procedures in place at Cambridgeshire & Peterborough Combined Authority (CPCA) prior to and once funding has been agreed.

It covers the following:

- Proposal development
- Application
- Requesting any changes
- Reporting structure
- Key documents

2. Project Details

CPCA has committed capital funding to support economic growth of key market towns and to facilitate implementation of approved Masterplans, developed in partnership with district partners.

The Investment Prospectus outlines the process that allocates funding and manages the process post allocation. A transparent and consistent approach has been established to oversee delivery of the Market Towns Programme. Given the transformative aims of the programme, the CPCA is especially keen to see movement on the more ambitious projects set out in the Masterplans and prospectuses for growth and will prioritise these.

There will be opportunities for longer term projects, but applications will have more chance of approval if they can also demonstrate fast impact, especially to support COVID economic recovery over the next 9 months to the new financial year when unemployment impacts of COVID are expected to peak.

Applicants are encouraged to explicitly set out how project proposals respond to the challenge of Covid-19 recovery and helps reshape the high street to transform it, so it is fit for the future. Applicants are also asked to consider promoting healthier lifestyles for market town communities – including active travel benefits, air quality benefits and supporting a greener economy.

If the total project(s) cost is likely to exceed the £1m threshold for each town, then a demonstration of a phasing approach would help show how initial funds can be used now, while raising additional funds or investment from other sources.

3. Project Deliverables

Please refer to the below table and guidelines in setting out the project outputs and outcomes:

Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
<i>Amount of newly created full-time jobs.</i>	<i>Temporary jobs (construction of contract based) as a direct result of intervention.</i>	<i>Wider job impacts as a result of indirect intervention.</i>	<i>Amount of newly created apprenticeship opportunities as a direct result of intervention.</i>		
Area of learning/training space improved (m2)	Area of learning/training space rationalised (m2)	New learners assisted (on courses to full qualification)			
<i>Amount of training/learning floor space refurbished to improve building condition and/or fitness for purpose. For FE Colleges, this should be by estate grading. Figures to be provided following completion.</i>	<i>Amount of training/learning floor space rationalised to operate more efficiently.</i>	<i>The number of new learners assisted as a direct result of the intervention, in courses leading to a full qualification.</i>			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
<i>Number of SMEs receiving grant funding support with the intention of improving</i>		<i>Number of SMEs receiving support (inc.</i>			

<i>performance (i.e. reduce costs, increase turnover/profit, innovation, exporting). To be counted where the support is at least £1,000.</i>		<i>advice and training) with the intention of improving performance (i.e. reduce costs, increase turnover/profit, innovation, exporting).</i>			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
<i>Amount of newly created commercial floorspace as a direct result of intervention.</i>	<i>Amount of existing commercial floorspace improved or refurbished as a direct result of intervention.</i>	<i>Amount of newly created public realm improvements as a direct result of intervention.</i>	<i>Amount of commercial land or floorspace rationalised to operate more efficiently.</i>	<i>Amount of commercial properties with improved digital infrastructure and connectivity as a direct result of intervention.</i>	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new public transport services			
<i>Amount of newly created cycleway infrastructure as a direct result of intervention.</i>	<i>Amount of newly created footpath infrastructure as a direct result of intervention.</i>	<i>Amount of newly established transport links or improved services as a direct result of intervention.</i>			
Development Sites & Housing					

Area of land to be developed (m2)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
<i>At the impact site, the area and class of development to be completed. Floor areas should be measured in accordance with the RICS Code of measuring practice (6th edition) 2007. A building should be classified as completed once it is on the non-domestic rating list.</i>	<i>Amount of new housing infrastructure creating new dwellings as a direct result of intervention.</i>	<i>Amount of existing housing stock to be refurbished as a direct result of intervention.</i>			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		
<i>At the impact site, the area and class of community use development to be completed.</i>	<i>Amount of existing community use floorspace improved or refurbished as a direct result of intervention.</i>	<i>Amount of community use floorspace rationalised to operate more efficiently.</i>	<i>Number of community-based groups receiving grant funding support with the intention of improving performance.</i>		

4. Funding Award Process

- a. Project Proposals
 - i. Ideas should come from the approved Masterplan for each town and the interventions recommended therein. Consideration should also be given to Covid response related interventions to support short-medium term economic recovery to March 2021. Furthermore, ideas should all link in some way to the [Cambridgeshire and Peterborough Local Industrial Strategy](#)
- b. Application
 - i. The Application will be developed and submitted by the lead organisation (district authorities) on behalf of each town based on wider consultation with town councils.
 - ii. Due diligence and appraisal will be initially managed by the CPCA, where the strategic need, economic and commercial case for the projects will be examined based on proposed interventions for each town. All proposals will be assessed against an agreed set of appraisal metrics, and independent appraisals will be commissioned if needed for complex projects.
 - iii. The application and appraisal report will be submitted to CA Board and the project is recommended for approval, approval with conditions or rejection.
 - iv. If the project is deemed unsuitable for funding the lead organisation will be informed within 5 working days of the CA Board decision.
 - v. If the lead organisation wishes they can update the Application taking into account, the feedback from the CA Board and resubmit their project or they can stop the process.
 - vi. If the project is recommended for funding with conditions those conditions must be met before final approval is given by the CA Board.
 - vii. Once full approval is given the lead organisation will be issued with an Approval Letter.
 - viii. Further contractual arrangements are entered into with the CPCA Legal Team and are based on whether the funds are a grant fund or a loan arrangement.

5. Supporting Documentation

In order for your Application Form to progress you will need to provide additional supporting documents, these are:

- a. *Project Plan*
- b. *Risk Log*
- c. *Project cashflow spreadsheet*

6. Project Variance

A change to the project could be generated because of changes to:

- a. Cost
- b. Time
- c. Scope.



Any changes will be submitted by the lead organisation on the correct form and recommendations will be made to the CA Board.

The lead organisation will be informed via a formal Project Variation letter within 10 working days of the request being submitted.

7. Project Monitoring

- a. A [claim form](#) requesting payment and milestone update is required monthly/weekly.
- b. A formal highlight report is required monthly and should be completed by the Project Manager identified in the Application.

APPENDIX C

CPCA MARKET TOWNS PROGRAMME FUNDING APPLICATION FORM

APPLICANT DETAILS			
Project Title			
Market Town			
Lead Authority			
UK Registered Address			
Contact Person (please include job title and project role)			
Contact Telephone			
Contact Email			
VAT Registration Number		Companies House Registration Number	
Number of Employees			
Key Documents in Place	Equal Opportunities/Diversity Policy	Yes	No
	Modern Slavery Policy	Yes	No
	Health & Safety Policy	Yes	No
We do not require copies of these policies at this stage, please circle as appropriate			

PROJECT DETAILS
Project Description – please provide details of the project and what specifically will be delivered (please refer to the Investment Prospectus and Guidance)

Project Partners - please list any key partners in the project and the engagement on the project to date	
Proposed project Start date	
Proposed project Completion date (Please note: CPCA Market Towns funding must be spent by the project delivery body by 31 March 2022)	
Key Milestones – please detail project phasing to delivery	

PROJECT DELIVERABLES	
Project Outcomes - please indicate how the project will deliver against job outputs and wider economic outcomes, including any increases in productivity and volumes of trade exports (<u>please refer to the Investment Prospectus and Guidance</u>)	
Which key sector(s) does this project intend to support?	
Is the project part of a wider development/programme/project? If so, please	

provide details	
What is the current status of your project (or key elements)?	
E.g. In development, Outline design, Planning approved, Ready to start or Project underway?	
Is Planning Permission required? If so, by when is this anticipated?	
If the project includes development or redevelopment of land or premises, please indicate whether your organisation has control of the site or when you expect to have control or ownership	

SITE DETAILS (FOR CONSTRUCTION PROJECTS)	
Location	
Site Ownership	
Current Use	
Proposed Use	
Site Area (ha)	
Existing Built Floorspace (sqm)	
Planning Permissions?	
Section 106 Agreements?	
Existing Land Charges or Restrictions?	

SITE DETAILS (FOR REFURBISHMENT PROJECTS)	
Location	
Site Ownership	



Current Use	
Proposed Use	
Site Area (ha)	
Existing Built Floorspace (sqm)	
Planning Permissions?	
Section 106 Agreements?	
Existing Land Charges or Restrictions?	

PROJECT OUTPUTS 2020/21					
Project Outputs - please indicate how the project will deliver against the outputs below – complete only those that apply to your project.					
Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
Area of learning/training space improved (m2)	Area of learning/training floorspace rationalised (m2)	New learners assisted (on courses to full qualification)			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new public transport services			

Development Sites & Housing					
Area of land to be developed (hectares)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		

PROJECT OUTPUTS 2021/22					
Project Outputs - please indicate how the project will deliver against the outputs below – complete only those that apply to your project.					
Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
Area of learning/training space improved (m2)	Area of learning/training floorspace rationalised (m2)	New learners assisted (on courses to full qualification)			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new or improved public transport services			

Development Sites & Housing					
Area of land to be developed (hectares)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		

PROJECT OUTPUTS 2022/23 (Onwards)					
Project Outputs - please indicate how the project will deliver against the outputs below – complete only those that apply to your project.					
Employment & Skills					
Number of permanent jobs to be created	Number of temp jobs to be created	Number of indirect jobs to be created	Number of apprenticeships to be established – Level 1	Number of apprenticeships to be established – Level 2	Number of apprenticeships to be established – Level 3
Area of learning/training space improved (m2)	Area of learning/training floorspace rationalised (m2)	New learners assisted (on courses to full qualification)			
Business & Enterprise					
Number of businesses receiving grant support (high street/town centres)	Number of businesses receiving grant support (wider town)	Number of businesses receiving non-financial support			
Commercial					
Area of commercial floorspace to be created (m2)	Area of commercial floorspace to be refurbished (m2)	Area of public realm / outside space improved or enhanced (m2)	Area of commercial land / floorspace rationalised (m2)	Number of commercial premises with improved broadband access	
Transport					
Length of new cycleway to be created (m)	Length of new footpaths to be created (m)	Number of new or improved public transport services			

Development Sites & Housing					
Area of land to be developed (hectares)	Number of new housing units/dwellings to be created	Number of new housing units/dwellings to be refurbished			
Community					
Area of new community floorspace to be created (m2)	Area of community floorspace to be refurbished (m2)	Area of community floorspace rationalised (m2)	Number of community groups receiving grant support		



FINANCIAL DETAILS				
Total Project Costs				
Total Capital				
Total Revenue				
Total Market Town Funds requested				
Please provide a financial summary for the project. All information should relate to the project for which Growth Funds are being sought				
	2020/21	2021/22	2022/23 onwards	TOTAL COSTS
COSTS (£)				
TOTALS				
Please submit any information which substantiates these values and costs				

PROJECT FUNDING			
Please provide details of the funding already secured and/ or any being sought in addition to Market Town Funds, including, where appropriate any funding certificates			
SOURCE	VALUE (£)	TYPE (CAP/REV)	STATUS
Please confirm the projected expenditure profile for the Market Town Funding requested			
MILESTONE	AMOUNT (£)	DATE	
Please describe any other options (including funding options) that have been considered and explain why the amount being requested is the minimum necessary in order for the project to proceed			

STATE AIDS
Please confirm the Project is State Aid compliant: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/325465/bis-14-943-state-aid-general-block-exemption-guidance.pdf
(Please provide a copy of any legal advice received in this respect)



PROJECT RISKS
What are the key risks associated with the project and identified mitigation measures?
Do you have any additional comments/information to support your application?

DECLARATION	
<ul style="list-style-type: none">• I/We certify that to the best of our knowledge the information provided is a true and accurate reflection of our business circumstances. If this is found not to be the case the application will be declined without any further reference to us.• I/We authorise Cambridgeshire & Peterborough Combined Authority (CPCA) undertake any searches or other investigations deemed necessary in the assessment of my/our application. CPCA is under no obligation to notify me/us of the nature of these searches.• I/We authorise CPCA to notify HM Government Ministry of Housing, Communities & Local Government (MHCLG) and any of its subsidiaries of our application, where, in the opinion of CPCA, alternative and more appropriate sources of funding may be available.• I/We confirm that CPCA may make enquiries of any person who may have access to information relevant to my/our application without prior reference to me/us.• I/We agree that CPCA may use our company name in conjunction with their marketing activities.• I/We agree that CPCA's decision is final.• I/We have read and understood the features and eligibility criteria of the Programme.	
Signature	
Name	
Position	
Date	

APPLICATION CHECKLIST

Please check you have included copies the following with your completed application:

- A completed and signed application form
- A spreadsheet setting out the timeline for drawing down funds against key project milestones
- A project cashflow spreadsheet (setting out all project costs and Market Towns funding)
- A completed Project Plan (template provided)
- A completed Risk Log (template provided)
- Lead organisation Health & Safety Policy
- Lead organisation Anti Slavery Policy
- Lead organisation Equal Opportunity Policy

Please note

- Submissions must be electronic
- Applicants agree to the information contained in this form being processed by Cambridgeshire & Peterborough Combined Authority for the express use of statistical analysis

COMPLETED APPLICATIONS

Please return completed Application forms to:

Domenico.Cirillo@cambridgeshirepeterborough-ca.gov.uk

If you have any queries, please contact the CPCA on 01480 277180

APPENDIX D

GROWING FENLAND PROJECTS - SUBMITTED BIDS - updated 02.07.21

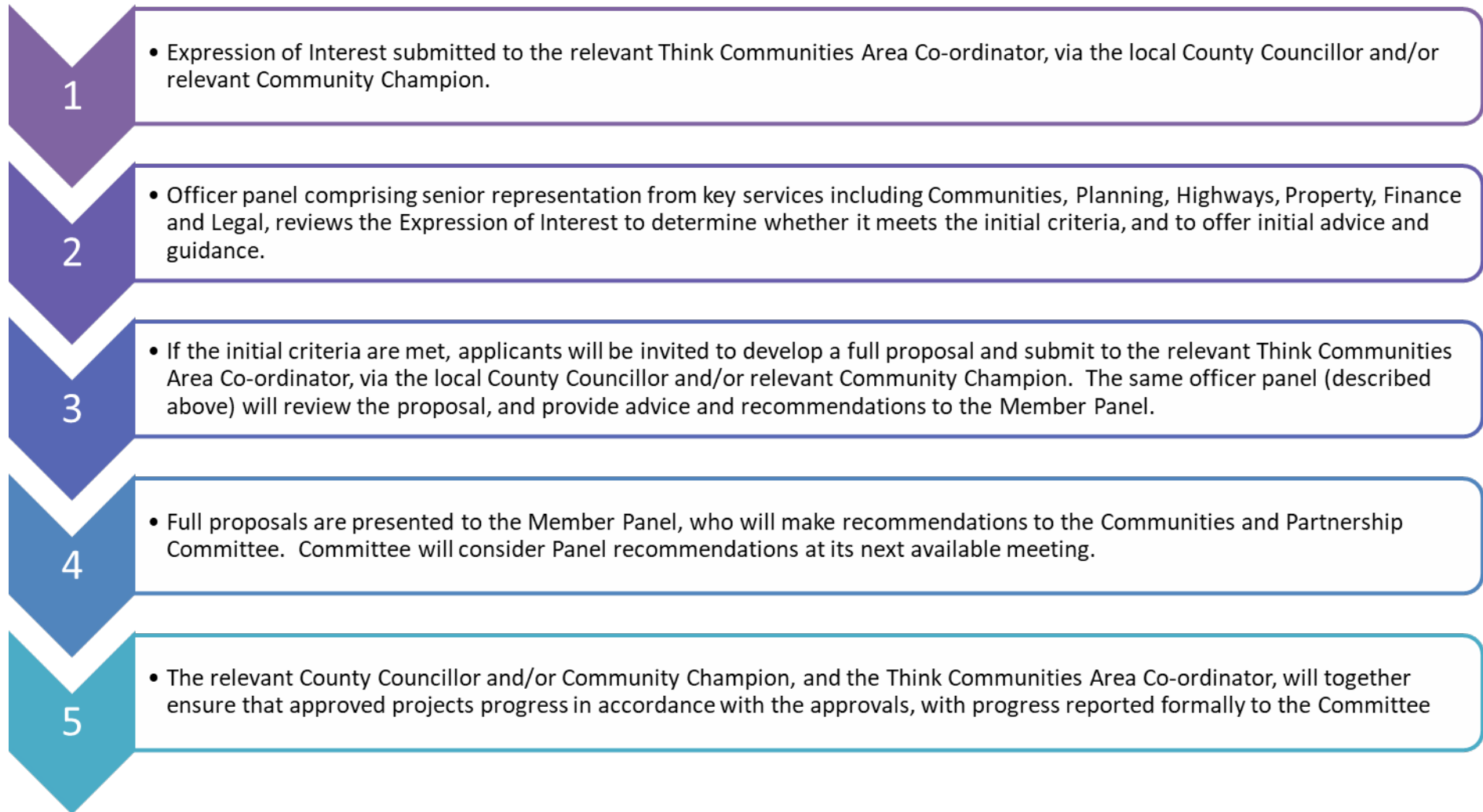
REF	TOWN	PROJECT TITLE	PROJECT DESCRIPTION	FUNDING REQUESTED FROM CPCA	MATCH FUNDING	MATCH FUNDING PROVIDER	CAPITAL COST IMPLICATIONS FOR FDC	REVENUE COST IMPLICATIONS FOR FDC (PER YEAR)	CPCA BOARD MEETING DATE	BID SUBMISSION APPROVED?
WHI1	Whittlesey	Interactive Flood Signs	Interactive signs which will signal when the B1040 is closed due to flooding and can also be used to communicate other information to passing drivers	£57,500	£8,000	Whittlesey Town Council	£500	£0	30.09.20	Yes
					£500	FDC Leaders Fund				
WIS3	Wisbech	Wisbech Market Place	Modifications to Wisbech Market Place as part of a town centre improvement initiative	£200,000	£200,000	Wisbech Town Council	£0	£0	30.09.20	Yes
CHA2	Chatteris	Chatteris Town Centre Renaissance Fund	Refurbishment of street furniture and ornate streetlamps together with a grant fund available to business/retail unit owners and leaseholders in the centre of Chatteris for schemes to help improve the visual appearance of the town centre.	£92,000	40% of costs payable by businesses / retailers for grant fund	Local businesses / retailers	£0	None anticipated	25.11.20	Yes
WHI2	Whittlesey	Whittlesey Heritage Visitor Centre	A new visitor centre that showcases local artifacts and tells the story of Whittlesey, and Fenland more generally, from the Bronze Age to modern day.	£500,000	c £100,000	Value of land gifted by Forterra PLC	£0	TBC	25.11.20	Yes
					£8,000	Whittlesey Town Council				
					£1,666	FDC				
WHI3	Whittlesey	Whittlesey Heritage Walk	A walk starting and ending at the planned Heritage Visitor Centre (with alternative start & finish points in the town) providing residents and visitors with background information on key landmarks in the town	£218,169	£0	n/a	£0	£0	25.11.20	Yes
MAR1	March	Match Funding for March Future High Street Fund	Match funding for the March Future High Street Project following the receipt of an In-Principle offer letter from the Ministry of Housing and Local Government (MHCLG) for £6,447,129 of funding for ambitious plans submitted earlier in the year.	£900,000 + £1.1m CPCA funding = £2m in total	£0	N/A	£0	£0	27.01.21	Yes
WHI5	Whittlesey	Whittlesey Business Capital Grants Scheme	A capital grants scheme for the local business community to help mitigate against the effects of the COVID-19 pandemic	£124,331	£0	N/A	£0	£0	27.01.21	Yes

WIS9	Wisbech	Footfall Counters	Provision of additional footfall counters to monitor footfall in Wisbech Market Place	£19,500	£0	N/A	£0	£0	27.01.21	Yes
WIS13	Wisbech	Replacement Shopwatch Radios	Replacement of existing Shopwatch radio scheme with digital system	£33,800	£0	N/A	£0	£0	27.01.21	Yes
WIS14	Wisbech	Wisbech Business Capital Grants Scheme	A capital grants scheme for the local business community to help mitigate against the effects of the COVID-19 pandemic	£200,000	£0	N/A	£0	£0	27.01.21	Yes
FEN1	District wide scheme	Civil Parking Enforcement	A bid for the capital costs involved with delivering a district wide Civil Parking Enforcement scheme. £100,000 to be allocated by each of the 4 market towns to deliver the scheme.	£400,000	£0	N/A	£0	£60,000 to £90,000 per annum (to be confirmed)	27.01.21	Yes
CHA3	Chatteris	Chatteris Skills Development	Provision of PC equipment to enable the development of digital skills in Chatteris and the surrounding villages either remotely in learner homes or at the new Training Centre being built as part of the Advanced Manufacturing Innovation Launchpad in Chatteris.	£36,179	£0	N/A	£0	£0	24.03.21	Yes
WIS15	Wisbech	Wisbech Water Park	A water play space to improve the key local facility of Wisbech Park, providing outdoor water play for local residents and visitors	£147,500	£2,500	Wisbech Town Council	Circa £125,000*	£1,500 (estimated) revenue costs of annual maintenance support	24.03.21	Yes
WIS16	Wisbech	Community Hub at Wisbech Park	Provision of a community hub in Wisbech Park (managed by the 3rd sector) providing a pop up café and community restrooms as well as a flexible space for community events and activities to take place.	£299,200	£240,000	CCC (through £5m Capital Communities Fund)	£5,000	£0	30.06.21	Yes
					£10,000	Wisbech Town Council				
CHA4	Chatteris	Chatteris Museum & Community Space	Relocation of Chatteris Museum to bring culture into the High Street, providing additional community space and bringing a vacant building back into use	£771,821	£34,854	Chatteris Town Council	£0	£0	30.06.21	Yes

*The expected lifespan of the Wisbech Water Park equipment is around 10 years. To replace the equipment at the end of its useful life is likely to cost circa £125,000.

APPENDIX E

SUMMARY OF APPLICATION PROCESS FOR CCC £5M COMMUNITIES CAPITAL FUND




APPENDIX F

CCC £5m Communities Capital Fund

APPROVED SUBMISSIONS (FUNDING AWARDED)

REF	PROJECT NAME	BRIEF DESCRIPTION	CAPITAL FUNDING REQUIRED	MATCH FUNDING	PROJECT MANAGEMENT LEAD	DATE SUBMITTED	COMMENTS
3	March Town Rugby Club	<ul style="list-style-type: none"> New Club House facility 	£194,000	£126,000 – Sport England £TBC – March Rugby Club £TBC – Taylor Wimpy	March Town Rugby Club	30.04.20	£234,000 funding approved
6	West End Park (March)	<ul style="list-style-type: none"> Improve Park Run surface Tarmac path from park entrance to bandstand Enhance junior play area Skate Park Fence 	£75,000	£7,500 – FDC play area funding £2,500 – March Town Council £2,000 – in kind support from CCC	FDC	30.04.20	
8	Estover Park, March	<ul style="list-style-type: none"> Install fencing around whole site Lay pathways and patio Furnish kitchen and café area 	£35,000	£6,000	March Town Council	Not recorded	
10	Tower Hall, Friday Bridge	<ul style="list-style-type: none"> Provide 'fit for purpose' disabled toilet and improve other toilets Install solar panels with battery back up 	£36,000	£3,000 – Tower Hall £3,000 – Elm Parish Council (TBC)	Elm Parish Council	Not recorded	Maximum of £36k will be awarded, subject to confirmation of written quotes and planning permission.
14	Wisbech Market Place Enhancement Scheme	<ul style="list-style-type: none"> Enhancements to Wisbech Market Place 	£150,000	£50,000 - Wisbech Town Council	Wisbech Town Council	01.05.20	
18	Christchurch Outdoor Equipment	<ul style="list-style-type: none"> Details not available 	£15,000	Details not available	Possibly Christchurch Parish Council?	Not recorded	
19	Gorefield Extension to community parish hall	<ul style="list-style-type: none"> Details not available 	£198,000	Details not available	Possibly Gorefield Parish Council?	Not recorded	
7	Wisbech Park Pavilion	<ul style="list-style-type: none"> Develop a pavilion in the park as a multi-use community space including a pop up café 	£240,000	£10,000 – FDC £10,000 - Wisbech Town Council £5,000 (TBC) – Arts Council	FDC	Not recorded	

Agenda Item No:	10	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	Fenland Local Plan updated timetable	

1 Purpose / Summary

The purpose of this report is to update Cabinet on the revised timetable for the emerging Fenland Local Plan.

2 Key issues

- Since the first round of public consultation in October 2019 there have been several delays to the Local Plan timetable.
- Firstly, the site assessment work and site visits were put on hold due to the Covid 19 pandemic and restrictions in place last spring.
- Then in summer 2020, the Council decided to carry out a second call for sites exercise which lead to further delays with additional site assessment work required.
- A revised LDS was approved by Cabinet in July 2020 setting out public consultation in on the draft version of the Local Plan in February 2021.
- Then in August 2020 Government consulted on proposed changes to the current planning system, which included proposed changes to the standard method used to calculate housing need figures for Local Plans, which resulted in further delays to the site assessment work.
- A Local Plan update report was presented to Cabinet in March 2021 setting out some of the proposed changes and new policy approaches to better facilitate economic and housing growth.
- Since March 2021, there have been further delays to the site assessment work and evidence base.
- Therefore, there is a need for a revised LDS setting out the new timetable for the production of the Fenland Local Plan.
- Appendix 1 sets out the revised timetable

3 Recommendations

- That Cabinet approves the attached Local Development Scheme (LDS) (Appendix 1) which sets out the revised timetable for production of the Fenland Local Plan.

Wards Affected	All
Forward Plan Reference	

Portfolio Holder(s)	Cllr Dee Laws, Portfolio Holder for Planning
Report Originator(s)	Gemma Wildman - Local Plan Manager Carol Pilson - Corporate Director
Contact Officer(s)	Gemma Wildman - Local Plan Manager Carol Pilson - Corporate Director
Background Paper(s)	

1 Background / introduction

- 1.1 The purpose of a Local Development Scheme (LDS) is to inform the public and stakeholders of the Council's timetable to produce Local Plans that form part of the statutory development plan for the area.
- 1.2 The LDS provides information for the local community about the planning documents that apply in Fenland at any one time i.e. it explains what the current documents are which collectively form the development plan for the area. The LDS is also a programme or timetable for the preparation of Development Plan Documents over the next three years.
- 1.3 To be absolutely clear, the LDS is a statutorily required 'programme management' document, and does not contain any Council policy.
- 1.4 In February 2019 Full Council approved an LDS, which confirmed commencement of a new Local Plan for Fenland.
- 1.5 The Issues and Options Consultation took place in October and November 2019 in accordance with the approved LDS. The Key Issues Report summarised the main issues raised during the consultation. At the same time a call for sites exercise was carried out which asked local landowners, agents and developers to suggest suitable sites for housing and employment for inclusion in the emerging Local Plan. The Strategic Housing Economic Land Availability Report was published in February 2020 which listed all suggested sites to the Council.
- 1.6 In early 2020 work commenced on a Draft version of the Local Plan for public consultation in summer 2020. However, due to the COVID-19 pandemic work on preparing the Local Plan was delayed. In addition a second call for site exercise was carried out in summer 2020 to ensure that the Council received all possible sites available to assess for inclusion in the emerging Local Plan.
- 1.7 A revised LDS was approved in July 2020 setting out a new timetable to take account of the above delays.
- 1.8 In August 2020 Government consulted on proposed changes to the current planning system, which included proposed changes to the standard method used to calculate housing need figures for Local Plans. The potential change to the Local Plan Housing target meant that The Local Plan team were unable to progress the final site selection work until the outcomes of this consultation were published in December 2020
- 1.9 In March 2021 a Local Plan update report was presented to Cabinet which set out some of the proposed changes and new policy approaches to better facilitate economic and housing growth, this proposed that the Draft version of the Local Plan would be available for public consultation during summer 2021.
- 1.10 However, further delays to the site assessment process and evidence base means that a new LDS is required to show the revised timetable and dates for the Draft Local Plan consultation.
- 1.11 The revised LDS is attached at Appendix 1. Table 1 shows the proposed updated timetable to take into account the above. The estimated adoption date for the Local Plan is now November 2023

2 Considerations

- 2.1 The delay to the Local Plan timetable will have minimal financial implications.

3 Effect on corporate objectives

- 3.1 Production of a new Local Plan will allow planning policies to be brought fully up-to-date with corporate objectives which amongst other things embrace growth for the area to improve the health, well-being and opportunity of Fenland residents

4 Community impact

- 4.1 The revised LDS will allow full community involvement with the Local Plan consultation process and opportunities to attend public hearings at the examination stage.

5 Conclusions

- 5.1 The Local Plan process has been delayed due to the impacts of Covid 19, second call for sites and site assessment work. The revised LDS (See Appendix 1) sets out the revised timetable. It is estimated that the new Local Plan will be adopted by November 2023



Fenland Local Development Scheme 2021 update

July 2021

The Fenland Local Development Scheme (LDS) was approved by Full Council at a meeting on 28 July 2020. This update was approved on **15 July 2021** and replaces the July 2020 version with immediate effect.

Preface

This Fenland Local Development Scheme (LDS) was approved by Fenland District Council on **15 July 2021** and came into effect immediately, replacing the previous LDS, dated 28 July 2020.

If you require any further information regarding the Scheme, please contact a member of the Local Plan Team at localplan@fenland.gov.uk

A 'live' update is published on our website (www.fenland.gov.uk/newlocalplan) each month. This sets out the current and next stages of preparation, with dates, of each of the documents included in this LDS.

This LDS is produced under section 15 of the Planning and Compulsory Purchase Act 2004, as amended.

Fenland Local Development Scheme 2019 to 2023

1. Introduction

- 1.1 The Local Development Scheme (LDS) is a timetable which sets out the Development Plan Documents (DPDs) that a local planning authority intends to produce over the next few years. Such DPDs are also known as the Local Plans for an area.
- 1.2 This Fenland LDS sets out the timetable for any DPDs to be prepared in the period 2019 to 2023. It explains when Fenland District Council intends to reach key stages in the preparation of a new Local Plan.

The Local Plan and Supporting Documents

- 1.3 In summary, the framework of strategic planning in Fenland is:
 - **Development Plan Documents (DPDs):** These are documents (often referred to as 'Local Plans') that form part of the statutory development plan for the area and are subject to independent examination by a planning inspector appointed by the Secretary of State. For Fenland, as at July 2021, they comprise:
 - **The Fenland Local Plan –**
Adopted on 8th May 2014, it provides land use planning policies, allocates sites for development and identifies other areas designated for protection that will shape the growth and regeneration of the Fenland area over the next 15 years and beyond.
 - **Minerals and Waste Local Plans –**
Cambridgeshire and Peterborough Minerals and Waste Plan. The Core Strategy was adopted on 19th July 2011 and the Site Specific Proposals Plan adopted on 22nd February 2012. Together these set out the framework and specific proposals for all minerals and waste developments until 2026. A new Minerals and Waste Plan is currently being prepared for Cambridgeshire and Peterborough and was submitted for examination on 24 March 2020 and is due to be adopted on 28 July 2021.
 - **Neighbourhood Plans:** Local communities, including Parish and Town Councils, can prepare Neighbourhood Plans (NPs) putting in place policies to guide the future development of the area. Any NP must be in general conformity with 'strategic policies' in DPDs (Local Plans) and with national policy. NPs are not able to propose lower levels of development than those set out in up to date Local Plans but could propose higher levels, or offer other detailed policy proposals. It is up to local communities to decide if they want to produce a Neighbourhood Plan and so it is not appropriate for this LDS to specify when or where they will be produced. Any NP that has been made (brought into legal force) becomes part of the statutory development plan. Two Neighbourhood Plans have been made across Fenland, a few more Neighbourhood Plans are under preparation.
 - **Policies Map:** This is a map on an Ordnance Survey base for the whole of a local planning authority's area which shows where policies in DPDs apply. The Fenland Policies Map includes inset maps for some areas to show information at a larger scale. The Policies Map is updated each time that a DPD or Neighbourhood Plan is adopted/ made.
 - **Supplementary Planning Documents (SPDs):** These can cover a wide range of issues on which the planning authority wishes to provide guidance to supplement the

policies and proposals in its DPDs (Local Plan). They do not form part of the statutory development plan and are not subject to independent examination. There is no requirement for this LDS to set out a timetable for the production of any SPDs, but for completeness and clarity they will be listed on the Fenland web site.

- **Statement of Community Involvement (SCI):** This is a document that explains how the local planning authority will engage the community in the preparation, alteration and review of planning documents, and in development control decisions. It is required to specify how and at what stages people will have the opportunity to be involved in planning for their area. The latest Fenland SCI was adopted in July 2018.
- **Authority's Monitoring Report (AMR):** This is a report which must be produced by the local planning authority (on an annual basis) to explain how the local development scheme is being implemented and the extent to which policies in the Local Plan are being achieved.

Joint Working Arrangements and Joint Local Plans

- 1.4 No formal joint working arrangement or Joint Local Plans are currently being prepared, but long established informal joint working across Cambridge and Peterborough HMAs (including the Combined Authority) continues to proceed successfully.

2. Local Plan Timetable


- 2.1 Through monitoring of the Local Plan and as a result of changes to National Planning Policy, Fenland District Council decided to review the Fenland Local Plan at its meeting on 21st February 2019. An LDS was approved that set the timetable to 2022.
- 2.2 The Issues and Options Consultation was carried out in October 2019 in accordance with the LDS, which included a call for sites exercise.
- 2.3 However, in early 2020 due to the COVID- 19 Pandemic the production of the Local Plan was delayed, and an updated LDS was approved in July 2020, setting out adoption of the Local Plan by the end of 2022. The Local Plan has been further delayed and consultation on the draft version is due to take place December 2021.
- 2.4 An updated LDS was published in July 2021 which shows a revised timetable for the production of the Fenland Local Plan to 2023.
- 2.5 There are a number of stages involved in the preparation of a DPD (Local Plan). This process allows for opportunities for the public to be involved, early resolution of objections, and an Independent Examination. The stages in producing a Local Plan, and the intended timescales of those stages for the review of the Fenland Local Plan, are set out in Table 1.

Table 1: Timetable for Production of Development Plan Document

Date	2019			2020												2021												2022												2023											
	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec												
Local Plan	1															1																				2		3		4					5	6					

No.	Stage	Description	Dates stage will/ is proposed to take place
1	Public Participation (Regulation 18)	Opportunities for interested parties and statutory consultees to consider the options for the plan before the final document is produced. This stage can involve one or more public consultation rounds. We intend two rounds for the Fenland Local Plan.	Issues and Option Consultation October 2019 Draft Local Plan Consultation December 2021
2	Pre-submission Publication (Regulation 19)	The Council publishes the Local Plan which is followed with a 6 week period when formal representations can be made on the Local Plan.	September 2022
3	Submission (Regulation 22)	The Council submits the Local Plan to the Secretary of State together with the representations received at Regulation 19 stage.	December 2022
4	Independent Examination	Held by a Planning Inspector into objections raised at Regulation 19 stage on the Local Plan	From the day it is 'submitted'
5	Inspector's Report Issued	This will report whether if the Plan is 'Sound' or 'Not Sound'. The Inspector may make recommendations to make the plan 'sound'	October 2023 (estimate – could be earlier or later, and subject to the examination)
6	Adoption of DPD (Local Plan)	Final stage, the Council will formally need to adopt the Local Plan and it will then be used in making planning decisions.	November 2023 (estimate - could be earlier or later, and subject to the examination)

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Cabinet Report	Agenda item 11	
Date:	15 July 2021	
Report Title:	Freedom Leisure - Covid-19 impact and Fenland District Council Support	

1 Summary

For Cabinet to review the support put in place for Freedom Leisure as a result of the Covid crisis and to agree financial support for the period July – September 2021.

2 Key Issues

- 2.1 In December 2018 Freedom Leisure, a charitable trust, took over the operation and management of the Council's four leisure centres with a 15-year agreement.
- 2.2 This arrangement, after Hudson Leisure Centre capital costs and gym equipment replacement costs, has saved FDC £351,000 p.a. Additionally, a review of contract management staff as a result of the new Freedom contract added £49,000 p.a. to the annual savings, equating to a total of £5.6 million of savings over the life of the contract.
- 2.3 Freedom is dependent on income and cash flow to manage the business. As a large organisation, they have capacity to absorb market conditions and respond in a more agile manner than a Council might. The business is, however, dependent on income from paying customers therefore following the significant impact of Covid 19, the Council has provided a series of support packages in line with the Council's leisure contract.
- 2.4 Leisure centres have reopened and performance is more positive than expected – but still below pre-Covid rates. This has a detrimental impact on income levels.
- 2.5 FDC has some grant funding from the National Leisure Recovery Fund available for Q2 of 2021/22 and this may be used to fund operational cost shortfalls. However, it may not be used to fund the management fee deferral of £114,000 for Q2 of 2021/22.
- 2.6 19 July changes to social distancing regulations should allow the complete opening of leisure facilities and see an increased rate of income improvement within the leisure centres.

3 Recommendations:

It is recommended that:

- 3.1 Fenland District Council ("FDC") provides the Phase V financial relief to Freedom Leisure set out in these recommendations.
- 3.2 FDC defers the monthly management fee of £38,000 per month for July 2021 – September 2021, at a cost to the Council of £114,000, repayable in accordance with the terms set out at paragraph 3.4 of these recommendations.

- 3.3 FDC continues to support Freedom Leisure on an open book basis by providing financial support from the remaining NLRG grant. The current estimated cost of operational support for the period is £47,178.
- 3.4 Repayment of the £114,000 described in paragraph 3.2 of these recommendations shall become payable through an annual deduction of 75% of any profit generated in excess of the levels predicted in the LOBTA (Leisure Operators Base Trading Account). This is a change from the current 50/50 profit share and will be subject to the performance of the business over the contract period.
- 3.5 The Monitoring Officer and s.151 Officer are authorised to put in place all necessary arrangements to give effect to the agreed recommendations to include entry into the necessary legal arrangements and expenditure of the amounts described from existing budget provisions.

Wards Affected	All Wards
Portfolio Holders	Cllr Chris Boden, Leader of the Council and Portfolio Holder for Finance Cllr Sam Clark, Portfolio Holder for Leisure
Report Originators	Phil Hughes, Head of Leisure Services Carol Pilson, Corporate Director Peter Catchpole, Corporate Director Amy Brown, Chief Solicitor
Contact Officers	Paul Medd, Chief Executive paulmedd@fenland.gov.uk Carol Pilson, Corporate Director cpilson@fenland.gov.uk Peter Catchpole, Corporate Director and Section 151 Officer petercatchpole@fenland.gov.uk Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk Amy Brown, Chief Solicitor abrown@fenland.gov.uk
Background Papers	2020/21 Cabinet Reports NLRG application pack Confidential: Freedom Leisure modelled income and expenditure Confidential: LOBTA - Leisure Operators Base Trading Account

4 Reconciliation and summary of support provided to Freedom Leisure from April 2020 to June 2021

4.1 Phase I Support; April – June 2020

Deferred Management Fees	£112,680	
Grant support	<u>£164,988</u>	
Total Phase I support		£277,668

4.2 Phase II support; July – September 2020

Deferred management fees	£112,680	
Financial support; interest free loan	<u>£163,902</u>	
Total Phase II support		£276,582

4.3 Phase III support; October 2020 – March 2021

Deferred management fees	£225,360	
Financial support	<u>£69,962</u>	
Total Phase III support		<u>£295,322</u>
Gross support 2020/21		<u>£849,572</u>

Government Support

- 4.4 The Council has, since March 2020, received four payments totalling £1.859m from Government to support additional spending pressures due to Covid 19 (with a fifth tranche of £0.634m expected in 2021/22).
- 4.5 Additionally, Government has set up an Income Compensation Scheme for Councils. FDC is able to claim under this scheme for a proportion of the income losses related to the Freedom Leisure management fee. The total claim to this scheme relating to lost management fee revenue payable by Freedom Leisure by the end of the financial year will be **£321,139**, compared with the expected annual management fee of £452,880. This leaves the Council £131,741 short of the original 2020/21 budgeted income expectations from Freedom.
- 4.6 Government has also set up the National Leisure Recovery Fund (NLRFF) that is accessible to Councils whose leisure services are provided by a third party – in the manner that Freedom does for FDC. FDC has received **£224,418** from the NLRFF – this sum must be split across 2020/21 and 2021/22 in order that reopening of facilities is supported in the current financial year.

2020/21 Financial Reconciliation

- 4.7 The total support agreed by Cabinet for Freedom for financial year 2020/21 consists of:

Phase I support	£277,668
Phase II support	£276,582
Phase III support	£295,322
Less:	
Income support grant	(£321,139)

NLRF grant	<u>(£69,962)</u>	
Net total support 2020/21		<u>£458,471</u>

Phase IV Support: April – June 2021

4.8 Cabinet agreed the following support:

Deferred management fees payable to FDC:	£114,000	
Financial support (estimate)	£62,857	
Less:		
Income support grant (estimate)	(£80,670)	
NLRF Grant	<u>(£62,857)</u>	
Estimated Net Phase IV support (April-June 2021)		<u>£33,330</u>

Net Total support April 2020 – June 2021 **£491,801**

4.9 The NLRF payments made up until the end of June 2021 leaves FDC with a grant balance of £91,599.

4.10 It should be noted that the Government's income compensation scheme has been extended for only Q1 of 2021-22. At this time no extension due to the extended Covid recovery roadmap has been forthcoming.

5 Proposed Phase V Support: July – September 2021

- 5.1 Fenland has a contract with Freedom Leisure that is in the second full year of a 15-year contract. The significant efficiencies and savings that the contract has allowed FDC are expected to return during its term, with the lifting of social distancing requirements.
- 5.2 The recovery of the leisure sector from April onwards has been far more positive than initial modelling and financial projections. The Fenland contract with Freedom is doing particularly well, when compared across the other local authority contracts that Freedom manages.
- 5.3 The alteration to the Covid Recovery roadmap has had an impact; casual (pay and play) sessions such as swimming are still limited in capacity, gyms continue to run with a significant reduction in capacity and most significantly fitness classes are running at particularly limited capacity. Whilst social distancing in a leisure environment continues to impact on capacity and therefore customer numbers and income earned, the expected 19 July date to remove the final restrictions is imminent. On this date expectations are of another increase in the rate of recovery in customer uptake and subsequently income.

A summary of Freedom's contract performance in Fenland as at 21 June 2021 is as follows:

- 5.4 Learn to Swim is now running at 116% of pre-Covid levels. Pent up demand and imaginative approaches to using pools effectively has increased the number of pupils in the leisure centres swimming schools considerably in a short period of time.

- 5.5 Fitness direct debit memberships are running at 81% of pre-covid levels. This is typical across all Freedom contracts, with the wider leisure sector experiencing similar performance. Whilst membership recovery continues to move slowly in the right direction, the 19 July change in social distancing rules and the significant increase in fitness class capacity should see a faster rate of improvement for late August onwards.
- 5.6 Pay as you go swimming sits at 88%, reflecting both capacity changes and the current nature of the swimming experience.
- 5.7 Children's activities are significantly lower in terms of income than other core activities; no soft play parties are allowed and this has left this income line sitting at 32% of target. Whilst this performance is significantly affected this income is a small proportion of overall income which is dominated by memberships and learn to swim.
- 5.8 Whilst the overall recovery picture is positive, Freedom will still require some support from FDC in the coming months. As noted in 2.12, FDC has a balance of £91,599 from the Government NLRf grant. This funding will be used to cover operational cost deficits in the coming three months. Current estimates are a cost of £47,178 for this period.
- 5.9 However, NLRf cannot be used for the income lost from the management fee payments to FDC. This has been part-covered by the Government income support grant in the past. This grant ceases in June. This means that in the period July – September 2021 FDC will need to defer the full management fee for the period of **£114,000**. This will be recouped from Freedom on similar terms to previous management fee deferments – by a larger share of any future excess profits that the contract may make.
- 5.10 It should be noted that the Council is keen to regain the financial support identified in this report using this mechanism. However, the Council recognises that repayment levels are uncertain due to the nature of future income levels, determined by customer demand and due to the fact that the profit share only applies after the contracted profit has been taken by Freedom.

6 Contractual Options Appraisal

- 6.1 Cabinet should be aware that previous support made to Freedom was a contractual obligation. The continuing shortfall in Freedom's income is a direct result of the Covid 19 changes in law, and it is reasonable to argue that the change of law provisions in the contract do enable FDC's level of support to reflect the fact that Freedom's income will not return to pre-Covid levels immediately. There is a contrary argument that FDC has no obligation to support Freedom financially once the law has changed back to the pre-Covid law (i.e. no social distancing) – expected on 19 July. However, even if this were correct, FDC is not obliged under the contract to require this adjustment and there are sound commercial arguments not to do so in the context of FDC's relationship with a valued, long term partner – these are set out below and provide a good argument that FDC is acting in the same way as a private sector operator would in not adjusting the payments under the contract and thus there is no subsidy to Freedom.
- 6.2 To ensure that FDC maintains the long-term contract with Freedom and the future savings that this will accrue to the Council, as well as offering the potential to recoup the deferred management fees, an approach of continuing to support Freedom as a valued partner is recommended.

- 6.3 If the Council attempts to negotiate a reduction in the currently proposed relief package such that only partial support is provided, it will impact on the services that can be delivered and would therefore put Freedom in a disadvantageous position in terms of re-establishing its competitive position in the market and ultimately the level of profit required to offset the payments made.
- 6.4 If the Council provides the relief package on the terms identified, due diligence suggests that this will put Freedom in the best possible business position to recover over the coming year. Nevertheless, it is acknowledged that there remains a possibility that trends will not evolve as expected which could result in a requirement to remodel the proposed operational model and / or ultimately to revisit the relief package. Of all the options however, the report recommendation provides Freedom and the Council with the best opportunity to work towards the realisation of the originally predicted savings and programme of improvements originally planned for the benefit of our community.
- 6.5 In conclusion, whilst we remain in a position of uncertainty, a further relief package funded by the NLRF will provide an opportunity to push performance back above pre-covid levels as soon as possible. It also avoids the wider implications of taking the leisure centre service back in house where the effect would be evident not only in budgetary terms but also potentially in relation to the level of service that could be provided.

Agenda Item No:	12	
Committee:	Cabinet	
Date:	15 July 2021	
Report Title:	FDC Response to Parliamentary Constituency Boundary Review Consultation	

1 Purpose / Summary

For Cabinet to agree the Fenland District Council response to the consultation from the Boundary Commission for England (BCE) on the future composition of parliamentary constituency boundaries.

2 Key issues

- The boundaries of parliamentary constituencies are reviewed periodically to ensure that constituencies are broadly equal in numbers of eligible voters whilst also respecting local ties.
- All constituencies recommended by the BCE (apart from 'protected' island constituencies) must have no fewer than 69,724 parliamentary electors and no more than 77,062. By law, these electorate figures relate to electorates as they were on 2nd March 2020.
- The 2nd March 2020 electorate for the District of Fenland was 70,806.
- The BCE initial proposals include the creation of a parliamentary constituency which is coterminous with Fenland District Council.
- It is the opinion of Fenland District Council that such an arrangement would provide very clearly defined boundaries and would respect local ties.
- A name change to the constituency is proposed.
- Other changes/comments on surrounding parliamentary constituencies are included in the FDC response.
- Any consultation responses must be received by 2nd August 2021.
- Individual consultation responses may be submitted by members if they wish.

3 Recommendations

It is recommended Cabinet:

- 3.1 Agrees to submit the proposed consultation response on parliamentary constituency boundaries to the Boundary Commission for England (BCE) as set out in section 5 of this report.
- 3.2 Supports the BCE's initial proposals with respect to the boundaries of its proposed "North East Cambridgeshire" and "East Cambridgeshire" parliamentary constituencies.
- 3.3 Strongly opposes the retention of the name "North East Cambridgeshire" for the BCE's proposed new parliamentary constituency covering the area of Fenland District Council, much preferring that that new parliamentary constituency be named "Fenland."

- 3.4 Agrees with the name proposed by the BCE for its "East Cambridgeshire" parliamentary constituency.
- 3.5 Believes that the BCE's initial proposal to create new "Peterborough" and "North West Cambridgeshire" parliamentary constituencies should be replaced with new "Peterborough North" and "Peterborough South & Ramsey" parliamentary constituencies.

Wards Affected	All wards
Forward Plan Reference	
Portfolio Holder(s)	Cllr Chris Boden - Leader of the Council
Report Originator(s)	Carol Pilson - Corporate Director Paul Medd - Chief Executive
Contact Officer(s)	Paul Medd - Chief Executive Carol Pilson - Corporate Director
Background Paper(s)	2023 Review Boundary Commission for England (independent.gov.uk)

4 Background

- 4.1 The boundaries of parliamentary constituencies are reviewed periodically to ensure that constituencies are broadly equal in numbers of eligible voters whilst also respecting local ties.
- 4.2 Following the passage into law last December of the Parliamentary Constituencies Act 2020 and the publication of the relevant parliamentary electorate data in January this year, the Boundary Commission for England (BCE) began a review of all parliamentary constituencies in England.
- 4.3 Application of the statutory rules to the published electorate data means that all constituencies recommended by the BCE (apart from 'protected' island constituencies) must have no fewer than 69,724 parliamentary electors and no more than 77,062. By law, these electorate figures relate to electorates as they were on 2nd March 2020.
- 4.4 The 2nd March 2020 electorate for the District of Fenland was 70,806.
- 4.5 On 8th June 2021 the BCE published its initial proposals in respect of the 543 English Constituencies. There is a statutory consultation period ending on 2nd August 2021 to allow views to be expressed on these proposals.
- 4.6 The BCE advises that support for, or opposition to, any proposal needs to take into account the knock-on effects that any proposal may have in neighbouring areas.

5 FDC Consultation response on Parliamentary Constituency Boundaries

- 5.1 Fenland District Council had an electorate on 2nd March 2020 which would allow a Parliamentary Constituency to be created which is coterminous with the District Council area. The BCE initial proposals include the creation of a parliamentary constituency which is coterminous with Fenland District Council.
- 5.2 It is the opinion of Fenland District Council that such an arrangement would provide very clearly defined boundaries and would respect local ties.
- 5.3 However, given the proposed coterminosity between the local parliamentary constituency and the local District Council, it makes no sense, and could create confusion, that the proposed parliamentary constituency does not have the same name as the District Council. Fenland District Council, whilst supporting the BCE's proposed new boundaries for its North East Cambridgeshire parliamentary constituency, would therefore strongly urge that the new parliamentary constituency be named "Fenland".
- 5.4 There are knock-on effects, both by commission and by omission, affecting neighbouring areas if a new parliamentary constituency is formed which is coterminous with the area of Fenland District Council.
- 5.5 To the south-east of the new proposed constituency, the old parliamentary constituency of North East Cambridgeshire would lose the East Cambridgeshire wards of Littleport, Downham Villages and Sutton. The BCE proposals are that these three wards would be included with all of the other wards in East Cambridgeshire District, together with a small number of wards from South Cambridgeshire District Council, in a new parliamentary constituency to be named "East Cambridgeshire".
- 5.6 In the opinion of Fenland District Council it makes sense to combine all of the wards within the East Cambridgeshire District Council area within a single parliamentary constituency, with the shortfall in electorate being made up from wards from South Cambridgeshire District Council.

- 5.7 On Fenland's western border we have the BCE's proposed revised parliamentary constituencies of Peterborough and North West Cambridgeshire.
- 5.8 The electorate in the area covered by Peterborough City council is only slightly short of the numbers required for two parliamentary seats.
- 5.9 On casual inspection of the map, given the topography of the area, it may appear to some to be appropriate to include the Town of Whittlesey with the City of Peterborough to make up the numbers for the two new Peterborough parliamentary constituencies.
- 5.10 Fenland District Council opposes any such suggestion of combining Whittlesey with Peterborough because (a) there is little sense within the Town of Whittlesey that its inhabitants identify themselves as part of Peterborough and (b) including Whittlesey with Peterborough would unnecessarily disrupt the very sensible initial proposal of the BCE that a new parliamentary constituency should be created which is coterminous with Fenland District Council.
- 5.11 The BCE initial proposals suggest that three wards from Huntingdonshire should be added to the City of Peterborough to create an electorate sufficiently large to support two parliamentary constituencies. Given the alternative option involves disrupting the proposed new parliamentary constituency which is coterminous with Fenland, Fenland District Council supports the BCE initial proposal to include those three Huntingdonshire wards with the City of Peterborough to create sufficient electors to support two parliamentary constituencies.
- 5.12 However, the BCE's proposed division of that area to create a new "Peterborough" parliamentary constituency and a new "North West Cambridgeshire" parliamentary constituency flies in the face of the fact that the area covered by these two new proposed parliamentary constituencies is basically Peterborough City Council, with just three (smaller) wards from Huntingdonshire District Council to "make up the numbers". It makes little sense that the BCE's proposed new "Peterborough" seat will no longer contain residential areas immediately adjacent to the City Centre, whilst the proposed new "North West Cambridgeshire" parliamentary constituency has been so drawn that the overwhelming majority of the electors of that proposed parliamentary constituency do not even live in Cambridgeshire and have not done so since local government reorganisation twenty years ago.
- 5.13 Rather than clinging onto the remnants of bygone parliamentary constituencies in that area which no longer correspond with local government boundaries, it makes more sense that the size of the electorate in the City of Peterborough be recognised by creating two Peterborough parliamentary constituencies. Given the aforementioned anomalous geographical location of Whittlesey in relation to the area of the City of Peterborough, no east/west split of Peterborough into two parliamentary constituencies would make sense, but a north/south split most definitely would.
- 5.14 Fenland District Council therefore supports the creation of a "Peterborough North" constituency and a "Peterborough South and Ramsey" constituency, created from the wards of the City of Peterborough together with the three most northerly Huntingdonshire wards already identified for inclusion with Peterborough by the BCE in its initial proposals. The dividing line between "Peterborough North" and "Peterborough South & Ramsey" being the river Nene, apart from the necessary inclusion of City Centre voters within "Peterborough South & Ramsey" to approximately equalise the electorates of the two parliamentary constituencies.

DRAFT 6 MONTH CABINET FORWARD PLAN – Updated 04 July 2021



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

CABINET

CABINET DATE	ITEMS	LEAD PORTFOLIO HOLDER
Thu 16 Sep 2021	1. Freedom Leisure 2. CPE Update 3. Cabinet Draft Forward Plan	Cllr Clark Cllr French Cllr Boden
Thu 21 Oct 2021	1. Cabinet Draft Forward Plan	Cllr Boden
Wed 17 Nov 2021	1. Draft Local Plan 2. Cabinet Draft Forward Plan	Cllr Laws Cllr Boden
Wed 8 Dec 2021	1. Draft Business Plan 2022/23 2. Draft Budget 2022/23 and Mid Term Financial Strategy 3. Treasury Management Strategy Statement & Annual Investment Strategy Mid Year Review 2021/22 4. Cabinet Draft Forward Plan	Cllr Boden Cllr Boden Cllr Boden Cllr Boden
Thu 20 Jan 2022	1. Cabinet Draft Forward Plan	Cllr Boden

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