

Infrastructure and Strategic Housing services end of the year report 2022 to 2023

| Performance measure | Link to Corporate Plan priority | Target and reporting timescale | Baseline/output from 2021 to 2022 | Owner and co-owners | Outcome or output 2022 to 2023 |
|---|--|---|---|-------------------------------------|--|
| Monitor development for compliance with requirement of either CIL or S106 and ensure collection of financial contribution and monitoring of public open space transfers | Sound financial management Improving transport Social and community infrastructure | 100% compliant, annually | 9% CIL payments outstanding. 1% S106 payments outstanding. | CIL Officer | 4% CIL payments outstanding. No S106 payments outstanding. |
| Produce the Infrastructure Funding Statement annually which will be published by 31 December 2022 | Sound financial management Improving transport Social and community infrastructure | By 31 December 2022, annually | New performance measure. | Infrastructure and Strategy Manager | 2021 to 2022 Infrastructure Funding Statement published by 31 December 2022. |
| Assist Development Management in the negotiation of Section 106 agreements to ensure new communities and businesses are delivered with the infrastructure that is required to serve those new developments | Sound financial management Improving transport Social and community infrastructure | 100% of requests for assistance to be met, annually | 100% of requests for assistance met. | Infrastructure and Strategy Manager | 100% of requests for assistance met. |
| Provide technical advice and support to new and existing Community Led Development projects across East Cambridgeshire | Housing Social and community infrastructure | 100% of requests for assistance to be met, annually | New performance measure. | Community Led Development Advisor | 100% of requests for assistance met. |

| Performance measure | Link to Corporate Plan priority | Target and reporting timescale | Baseline/output from 2021 to 2022 | Owner and co-owners | Outcome or output 2022 to 2023 |
|---|--|--|--|-------------------------------------|---|
| Maintain the Council's Register of Interest in Self Build and Custom House Building and forward details of planning applications including self-build plots to those on the register | Housing | As required, annually | Details of all planning applications received by the Council that include self-build plots have been sent to those on the register. | Infrastructure and Strategy Manager | Details of all planning applications received by the Council that include self-build plots have been sent to those on the register. |
| Provide an ongoing affordable housing S106 service to the planning team, negotiating and securing affordable housing on developments in line with strategic requirements and planning policy through S106 agreements, community land trusts, rural exception sites and other means of provision where appropriate | Housing | 100% of requests for assistance to be met, annually | 100% of requests for assistance met. | Infrastructure and Strategy Manager | 100% of requests for assistance met. |
| Manage the Growth and Infrastructure Fund, develop scheme criteria and launch the Growth and Infrastructure Fund; assess applications against the approved criteria as received | Improving transport Social and community infrastructure | 100% of applications received to be assessed, annually | New performance measure. | Infrastructure and Strategy Manager | 100% of applications assessed, £2.3million awarded to 9 eligible applications. |
| Work with partners to develop appropriate schemes for infrastructure and services to North Ely; explore community facility requirements for the North Ely development and work with the applicants to ensure that infrastructure delivery is co-ordinated and in accordance with the planning applications | Improving transport Social and community infrastructure | As required, annually | The Planning Service has been working with the applicant on the discharge of planning conditions and this will be ongoing and feed into the other North Ely work areas. Assistance has been given as required. | Infrastructure and Strategy Manager | Assistance given as required with North Ely planning applications and other North Ely work areas as required. |
| Continue the parish council liaison programme to educate and provide guidance to local councils on the | Sound financial management Social and community | Visits as requested by parish councils, annually | 6 parish councils visited, plus guidance has been given to others via telephone/email. | Infrastructure and Strategy Manager | 3 parish councils visited, plus guidance has been given to others via telephone/email. |

| Performance measure | Link to Corporate Plan priority | Target and reporting timescale | Baseline/output from 2021 to 2022 | Owner and co-owners | Outcome or output 2022 to 2023 |
|---|---|--------------------------------|--|--|---|
| community infrastructure levy and the meaningful proportion | infrastructure | | | | |
| Engage and support local parish councils and key stakeholders on the CIL Infrastructure List and CIL Governance Plan which sets out what infrastructure may benefit from CIL funding and how the funding may be allocated | Sound financial management Social and community infrastructure | During 2022 to 2023, annually | Information about applying for CIL funding and the CIL Infrastructure List (previously known as the R123 List) emailed to all Parish Councils in January 2020. | Infrastructure and Strategy Manager CIL Officer | A number of 1 to 1 advice sessions held with parish council's and other stakeholders, resulting in New Recreation Ground – Haddenham project and Stretham Community Hub project being added to the CIL Infrastructure List. |
| Hold an annual CIL Infrastructure List workshop held to give details of the process for applying for CIL funding to parish councils and other interested parties | Sound financial management Social and community infrastructure | 1 workshop, annually | Attended Parish Conference in March and gave details of the process for applying for CIL funding to parish councils and other interested attendees. | Infrastructure and Strategy Manager CIL Officer | No workshop held in 2022 to 2023, but 1 to 1 advice session held with parish council's and other stakeholders. |
| Review all existing service web pages to ensure that only up to date accurate and relevant information is live on the Council's website | Sound financial management Social and community infrastructure | monthly, annually | Reviews undertaken and web pages updated where necessary. | CIL Officer | Reviews undertaken and web pages updated where necessary. |
| Attend CIL/S106 and community led development training when available to ensure staff are well informed and up to date with the procedures and required legislation | Sound financial management | 2 events, annually | No training attended due to lack of suitable courses. | Infrastructure and Strategy Manager | 6 training events attended. |
| Ensure that all staff appraisals are completed annually and within the time frame set by HR | Sound financial management | 100%, annually | 100% of appraisals completed. | Infrastructure and Strategy Manager | 100% of appraisals completed. |

| Performance measure | Link to Corporate Plan priority | Target and reporting timescale | Baseline/output from 2021 to 2022 | Owner and co-owners | Outcome or output 2022 to 2023 |
|---|--------------------------------------|--------------------------------|--|-------------------------------------|--|
| Regularly review risks associated with Infrastructure and Strategic Housing including: <ul style="list-style-type: none"> • monitoring CIL • S106 income | Sound financial management | Quarterly, annually | Reviews undertaken quarterly. Income figures provided and reported to Finance and Assets Committee every six months. | Infrastructure and Strategy Manager | Reviews undertaken quarterly. Infrastructure Funding Statement presented to Finance and Assets Committee in November 2022. |
| Contribute to the preparation of and subsequent implementation of the Council's Climate and Environment Action Plan | Cleaner, greener East Cambridgeshire | As identified, annually | New performance measure. | Infrastructure and Strategy Manager | Assisted with EV charging Points project. |