








# Commitments towards our Vision

## Infrastructure and Strategic Housing Service-2018-2019 Six month update



East Cambridgeshire  
District Council

Performance Measure	Link to Corporate Plan Priority	Target and reporting timescale (i.e. 6 monthly or annually)	Baseline from previous year/output from previous year	Owner and co-owners	Status (at 6 month stage)	Outcome or output (at 6 month stage)
CIL and S106 – monitor development to ensure timely collection of developer contributions, both available and projected to assist the Council to meet its Corporate Priorities	Making East Cambridgeshire an even better place to live	100% compliant  Monitor development for compliance with requirement of either CIL or S106 and ensure collection of financial contribution and monitoring of public open space transfers.	96%  2 outstanding	Developer Contributions Officer- Angela Clarke  CIL Officer-Zara Murfitt	↔	100%  No payments outstanding.
	Appropriate developments with better infrastructure and improving Planning Service	6 monthly  Produce CIL and S106 projections to enable the Council to plan for infrastructure delivery and report to Resources and Finance Committee.	6 monthly reports produced	Director, Commercial-Emma Grima	↔	6 monthly projections provided and reported to Resources and Finance Committee.
		Evaluate 100% of project proposals submitted.  Lead S106 Project Group to provide information on S106 income and projected income to enable the Council to utilise S106 contributions to reduce expenditure from the base budget.	100% of requests for assistance met.	Infrastructure and Strategy Manager- Sally Bonnett  CIL Officer-Zara Murfitt	↔	No project proposal submitted to date.
		100% of requests for assistance to be met.  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.	100% of requests for assistance met.	Director, Commercial-Emma Grima	↔	100% of requests (2) met.
Facilitate delivery of a wide range of infrastructure and housing	Making East Cambridgeshire an even better place to live	Quarterly reports produced and sent to Council Members - outlining progress of Ely southern bypass, the district leisure facility, the cinema, North Ely, Littleport station, Ely and Littleport station car park expansion and A14 improvements	Quarterly reports produced and distributed to Council Members.	Infrastructure and Strategy Manager- Sally Bonnett	↔	Quarterly updates sent.
	Appropriate developments with better infrastructure and improving Planning Service  Making it easier to get around the District and do business	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.	Register reviewed quarterly.  Details of all planning applications received by the Council that included self-build plots have been sent to those on the register.	Infrastructure and Strategy Manager- Sally Bonnett	↔	Register has been reviewed quarterly.  Details of all planning applications received by the Council that included self-build plots have been sent to those on the register.

North Ely – facilitate the delivery of a sustainable community in line with the vision set out in the draft Supplementary Planning Document	Appropriate developments with better infrastructure and improving Planning Service	<p>Work with partners to develop appropriate schemes for infrastructure and services to North Ely</p> <p>Explore Community Facility requirements for the North Ely Development</p> <p>Work with the applicants to ensure that infrastructure delivery is co-ordinated and in accordance with the planning applications</p>	<p>The Planning Service is working with the applicant on the discharge of planning conditions and this will be ongoing and feed into the other North Ely work areas.</p> <p>Assistance has been given as required.</p>	Infrastructure and Strategy Manager- Sally Bonnett		<p>The Planning Service is working with the applicant on the discharge of planning conditions and this will be ongoing and feed into the other North Ely work areas.</p> <p>Assistance has been given regarding the community infrastructure required for the second phase of the Endurance Estates site.</p>
Communicate with the relevant stakeholders through consultation events, forums and update sessions	A customer driven efficient Council with a “can do” attitude and pro business approach and commercially focused to ensure financial self sufficiency for the taxpayer	2 growth delivery newsletters	2 newsletter produced	Developer Contributions Officer- Angela Clarke		1 newsletter produced.
		Produce 2 growth delivery newsletters to educate and inform the wider community on forthcoming plans in the district, and other items of interest, and any ‘feel good’ projects to promote the work of the District Council				
		Visits as requested by Parish Councils	3 Parish Councils visited	Director, Commercial- Emma Grima		3 Parish Councils visited.
		Continue the parish council liaison programme to educate and provide guidance to local councils on the community infrastructure levy and the meaningful proportion				
		Consult local parish councils and key stakeholders on the CIL Regulations 123 list (R123 List) and CIL Governance Plan which sets out what infrastructure may benefit from CIL funding and how the funding may be allocated.	Consultation/call for projects currently on-going.	Infrastructure and Strategy Manager- Sally Bonnett CIL Officer-Zara Murfitt		Call for Projects held and new projects added to the R123 List at Full Council on 24 <sup>th</sup> May 2018.
		4 forums	2 forums held	Developer Contributions Officer- Angela Clarke		These are now being delivered by the Planning Team.
		Continue the CIL education programme and agents’ forums to educate developers/agents and self build applicants about the CIL process				
		1 workshop	1 presentation given at parish forum.	Infrastructure and Strategy Manager- Sally Bonnett CIL Officer-Zara Murfitt		Event held- details of the process for applying for CIL funding given to parish councils and other interested parties as part of this.
		Hold an annual CIL/R123 List workshop held to give details of the process for applying for CIL funding to parish councils and other interested parties				
		Monthly	Monthly reviews undertaken	CIL Officer-Zara Murfitt		Reviews undertaken and web pages updated where necessary.
		Review all existing service web pages to ensure that only up to date accurate and relevant information is live on the Councils website				CIL pages in the

						process of being refreshed.
Continue to develop highly trained staff to support service delivery and enable the Infrastructure and Strategic Housing Service Delivery Champion to drive forward our Corporate Priorities	Appropriate developments with better infrastructure and improving Planning Service	2 events  Attend CIL and S106 training when available to ensure staff are well informed and up to date with the procedures and required legislation	1 event attended	Infrastructure and Strategy Manager- Sally Bonnett	↔	No training events attended to date, but should be achieved by the end of the financial year.
Ensure that the Council's corporate risks are managed effectively and mitigations are put in place to reduce impact.		To regularly review risks associated with Infrastructure and Strategic Housing , including:  Monitoring CIL and S106 income	Review quarterly	Infrastructure and Strategy Manager- Sally Bonnett	↔	Reviewed quarterly.

**Name of Service Delivery Champion: Councillor Ian Bovingdon**

**Comments: As usual, Sally and her team have delivered excellent results in such an important area. All targets have been met or are on track and I am amazed at how they deal with a huge workload with arrange of issues. All progress is regularly updated and members are kept informed. I would like to thank Sally and her team for their outstanding efforts.**  
**Ian**