

ECONOMY AND ENVIRONMENT COMMITTEE



Thursday, 15 August 2019

Democratic and Members' Services

Fiona McMillan
Monitoring Officer

10:00

Shire Hall
Castle Hill
Cambridge
CB3 0AP

**Whittlesey Christian Church 23 Broad St, Whittlesey,
Peterborough PE7 1HA
[Venue Address]**

AGENDA

Open to Public and Press

1. **Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>
2. **Minutes 11th July 2019 Economy and Environment Committee** **5 - 16**
3. **Minute Action Log update** **17 - 20**
4. **Petitions and Public Questions**

KEY DECISIONS

5. **A605 Kings Dyke Level Crossing Closure** **21 - 34**

ITEMS FOR INFORMATION

6. **Agenda Plan, Training Plan and Appointments to Outside Bodies** 35 - 42

7. **Date of Next Meeting 19th September 2019**

The Economy and Environment Committee comprises the following members:

Councillor Ian Bates (Chairman) Councillor Tim Wotherspoon (Vice-Chairman)

Councillor David Ambrose Smith Councillor Henry Batchelor Councillor David Connor
Councillor Ryan Fuller Councillor Noel Kavanagh Councillor Tom Sanderson Councillor
Steven Tierney Councillor John Williams

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact

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Clerk Telephone: 01223 699181

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Public speaking on the agenda items above is encouraged. Speakers must register their intention to speak by contacting the Democratic Services Officer no later than 12.00 noon

three working days before the meeting. Full details of arrangements for public speaking are set out in Part 4, Part 4.4 of the Council's Constitution:

<https://tinyurl.com/CommitteeProcedure>

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Thursday, 11th July 2019

Time: 10.00 a.m. to 11.15 a.m.

Present: Councillors: D Ambrose Smith, H Batchelor, I Bates (Chairman), D Connor, R Fuller, Cllr N Kavanagh, S Tierney, J Williams and T Wotherspoon (Vice Chairman)

Apologies: None

240. DECLARATIONS OF INTEREST

None

241. MINUTES

The minutes of the meeting held on 23rd May 2019 were agreed as a correct record.

242. MINUTE ACTION LOG

The Minutes Action Log was noted.

243. PETITIONS AND PUBLIC QUESTIONS

No public questions or petitions were received by the deadline.

244. HIGHWAYS ENGLAND CONSULTATION ON A428 BLACK CAT TO CAXTON GIBBET IMPROVEMENTS

Following its announcement of the preferred route in February 2019, Highways England on 3rd June 2019 launched an eight week consultation closing on 28 July 2019 on its proposals to upgrade the A428 between the A1 at the Black Cat roundabout and the A1198 at the Caxton Gibbet roundabout. Highways England were planning to make an application for a Development Consent Order (DCO) to the Planning Inspectorate in early 2020 and would use the results of the Consultation to inform the further development of the scheme, prior to the submission of the DCO application.

A working draft response to the Consultation was appended to the report. As the Consultation timescales effectively meant that it had to be drafted two weeks into the eight week consultation period, a delegation was sought to the Executive Director, Place and Economy in consultation with the Chairman of the Economy and Environment Committee for authority to agree the final joint response with partners. The draft response provided comments in the following areas:

- Traffic Impacts
- Direct impacts on the transport network managed by Cambridgeshire County Council

- Environmental Impacts
- Construction impacts
- Public Health Impacts
- Cultural Heritage Impacts
- Mitigation and Legacy
- Ongoing work with Highways England through the scheme development and delivery programme.

It was highlighted that significant additional work was required on the impacts of the proposals to inform the DCO application. The draft response provided an initial officer commentary on the impacts and the areas where further information was required. County Council officers were currently discussing a Planning Performance Agreement (PPA) with Highways England to provide a framework for the management and funding of additional demands on County Council and partner resources, excepting those associated with the Council's statutory duties in relation to the DCO Application. Huntingdonshire and South Cambridgeshire District Councils were doing the same for their areas of engagement. The intention was, far as possible, to agree County Council requirements for the scheme for inclusion in the DCO application.

As the A428 ran through parts of her electoral division, Councillor Smith the local member for Papworth and Swavesey spoke supporting the report recommendations and the need for an upgrade in the area, noting that while a great deal of work had already been undertaken, there was still a great deal to do. She hoped that local residents would take the opportunity to comment at the consultation stage.

Questions / issues raised and responses provided included:

- A request that in future lead officers / report authors should bring colour copies of the diagrams to the meeting where they had been lifted from other sources and were not clear for those not viewing the reports on their laptops, as the hard copy agenda reports were now only printed in black and white.
- A comment on the need to integrate the current proposals with transport improvements planned between Cambridge, St Neots and Bedfordshire.
- Supporting the officer response requiring an enhancement to the level of biodiversity than was currently being planned by Highways England, whose initial proposals were to only maintain the existing levels of bio-diversity.
- The Vice Chairman highlighting the need for the transport modelling to be completed before the DCO was agreed. He argued that the outputs from the modelling were crucial and asked for any details of the expected timescale for completion. In reply, officers understood that Highways England were working on the detailed scheme modelling and they would continue to press Highways England for the details.
- The Vice Chairman highlighted the concerns that the current traffic projections for the north of the Caxton Gibbet junction of the A1198 forecast as 27,000 vehicle movements exceeded the current capacity of 25,000, with paragraph 38 of the response making reference to the need to fundamentally rethink

pedestrian and cycle crossings due to the dangers with respect to the volume and speed of traffic. Officers confirmed that the levels of traffic predicted was significantly above current levels and that on 60 mph stretches it would not be safe for cyclists to cross and therefore segregation measures would be needed for both cyclists and pedestrians at crossing points at the Caxton Gibbet junction. The officers made the point that the initial modelling undertaken a year ago had not been validated, and that further, more detailed modelling could produce different figures.

- In respect of flood risk, the aim should be to achieve 'betterment' wherever possible.
- The Chairman requested that the report response should be sent to other authorities / interested parties including Central Bedfordshire, Bedfordshire Borough Council, England's Economic Heartland, Oxon County Council Buckinghamshire County Council, Milton Keynes Council and Suffolk County Council. **Action: Jeremy Smith.** Officers confirmed that they were already in discussion with Central Bedfordshire about any issues they might have.
- The Vice Chairman made the point that the issues were not just about traffic on the A428, but the need to co-ordinate with wider transport planning and congestion alleviation, including projects such as East West Rail, Cambourne to Cambridge, the Cambridge Autonomous Metro. He emphasised the need to avoid more traffic congestion nearer to Cambridge.

Having commented on the proposed draft response

It was resolved unanimously to:

- a) Confirm the Council's support for the delivery of the A428 Black Cat to Caxton Gibbet improvements
- b) Note that the Council is working with the Greater Cambridge Partnership, Huntingdonshire and South Cambridgeshire District Councils, and Cambridge City Council on a joint response to the consultation.
- c) agree the appended draft response to the consultation.
- d) Delegate to the Executive Director Place and Economy, in consultation with the Chairman of the Economy and Environment Committee, the authority to agree the final joint response with partners.
- e) Support the completion of a Planning Performance Agreement between the Council and Highways England to formalise the Council's engagement on the project in preparation for the Development Consent Order process.

245. WELCOME GENOME CAMPUS OUTLINE PLANNING APPLICATION

The Committee received a report at its meeting of 14 March 2019 at which it approved the County Council's response to the Genome Campus planning application. The

purpose of the current report was to update the Committee on progress and changes to the Council's position in relation to Primary Education mitigation and Transport assessment consideration. Section 1.3 of the report set out the key Education considerations that had been considered when agreeing the original report.

Normally the starting point for assessing the primary education provision required on a site was to use the top end of the County Council's general multiplier. However since the last report the Education Service had received amended data from the research team highlighting that this development had unique aspects to it, including no affordable housing being included and the Housing mix including a higher ratio of studio/one bedroom properties than other developments. As a result, officers had re-assessed the requirements for primary school mitigation, having considered the potential pupil forecast arising from the development with the Eddington site in north-west Cambridge being identified as the closest comparable development in terms of assessing likely pupil numbers.

The report set out three scenarios in terms of mitigation to meet the demand for places. As a result of these scenarios, the Council was no longer seeking off-site contributions to increase capacity at the Duxford Primary school. Instead it was proposed to seek a contribution for a primary school with to 2 Forms of Entry capacity on a site provided within the Genome Campus. This would require the section 106 agreement to secure the provision of 2.3ha together with financial contributions.

Regarding transport, the Committee in March approved a holding objection on the grounds that there were a number of issues identified primarily concerning the development mix, trip generation, internalisation of trips, accident data and mode share, as well as a number of outstanding issues concerning the site strategy, off-site improvements and parameter plans requiring to be addressed. The County Council Transport Assessment and Highways Teams had since been involved in ongoing discussions with the Wellcome Trust and its agents 'Vectos'. Whilst good progress had been made in addressing some of the issues, other matter were still outstanding, and work on the impact assessment was ongoing with the report providing a progress update on the various issues. The transport holding objection remained in place until the full technical assessment had been included and the impacts were fully understood. Notwithstanding this, initial Heads of Terms had been offered by the developer.

In discussion:

- Members supported the proposal that the provision of the primary school should be within the Development, drawing on the experience from Girton and Eddington. It was important to ensure that the new school was not opened earlier than needed, to ensure it did not negatively impact on the Duxford primary school.
- In respect of the above, one Member suggested that as there were so many new developments around the County, Education officers needed a strategy / policy to deal with the impact of new schools in developments, to ensure that they did not impact on surrounding existing schools and that there was a co-ordinated approach. Officers explained that this was already in place, with the site having been visited by education officers who were taking the same approach as with the Wing development school, namely that the catchment area would be for

children living on the development.

- Regarding a question of cross boundary issues and their potential effect on education numbers, the Council were working closely with Suffolk, but recognition was needed that a school's popularity rose and fell depending on its perceived quality and teaching record, and that parental preferences still had to be taken into consideration, while still offering those in catchment, first choice. It was therefore difficult to calculate how many parents over the County border might seek places for their children. Regarding school transport costs, it was confirmed a contribution would be sought in such cases.
- In terms of transport, one Member while acknowledging that the Trust currently ran a superb network of buses, highlighted that they would need to be enhanced to ensure the Development did not have an impact on traffic as a result of people having to use cars. On this point the Member for Fulbourn clarified that the need was to lay on additional buses at different times to cater for ancillary staff who tended to work different work patterns, including starting work earlier than research staff. Currently their needs were not being met and many had no choice but to use cars to travel to work. Officers agreed to take this up with the Trust.
Action: Juliet Richardson.
- A question was raised on how the Education contribution had been calculated in the first place. This was on the basis of accommodating the estimated number of children determining the size of school and its cost to deliver.
- Was the Education contribution just for the cost of the new building? The Member who raised the issue highlighted that finance would also be required to pay for the new staff. It was confirmed that the contribution was only for the capital cost of building the school, as revenue costs were difficult to secure through the Section 106 process.
- With reference to paragraph 1.3 where it was stated that there was no need for a new secondary school, a question was raised on whether Sawston Village College had been consulted regarding the potential impact of the new development on them. Officers were working with the Granta Special School and Sawston Village College to ensure a holistic approach to meeting the education needs.
- Whether there were plans to ensure there was a safe cycle route for those pupils who would wish to attend Sawston Village College? A cycle route was part of the current discussions and the Authority was obliged to ensure there were safe routes to school.

It was resolved unanimously to:

Approve the Council's revised education response as set out in section 2 to the Report, amending the previous recommendation agreed at the 14th March Committee meeting, in order to seek land and a financial contribution for up to two forms of entry for primary education within the Genome Campus.

246. REVIEW OF RISK REGISTER FOR PLACE AND ECONOMY

In line with an audit requirement, prior to review at Committee every quarter, the Risk Register for Place and Economy was reviewed by officers and updated. The most up to date Register was attached at Appendix 1 to the report with Members' views sought.

In discussion:

- A Member highlighted that the first risk on page 86 did not have a title. Officers agreed that it should have had a title and was a financial related risk. This would be updated **Action: Andy Preston.**
- Page 88 - in respect of the Apprenticeship scheme - the Chairman asked how many there were in Place and Economy and where they were. Andy Preston was aware of two, one in civil engineering and one in project management, but would check and come back with the detail to the Chairman in writing. **Action Andy Preston**

It was resolved unanimously:

To note the Risk Register.

247. INTERNAL MEMBER ADVISORY GROUP FOR THE CLIMATE CHANGE ENVIRONMENT STRATEGY

At the request of the Leader of the Council, this report had been withdrawn and would be resubmitted to the 16th July General Purposes Committee as it was a Council-wide issue.

248. TO ESTABLISH A TRANSPORT STRATEGY HUNTINGDONSHIRE MEMBER STEERING GROUP AND APPOINT MEMBERS TO IT

The new District-wide transport strategies some of which had already been created supersede Market Town Transport Strategies (MTTS) including a greater focus on the more rural parts of the Districts that were not covered by the MTTSs. The Transport Strategy Huntingdonshire (TSH) while identifying Huntingdon, Ramsey St Neots and St Ives as the key towns, would consider the whole of the district transport needs to manage the future growth of Huntingdonshire identified in the Huntingdonshire Local Plan with the aim being to address all modes of transport within the district.

The report proposed that a Member Steering Group should be established to ensure Local Member involvement throughout the study, with the Terms of Reference to be presented to the Steering Group's first meeting and appointing to it two Cambridgeshire County Councillors and one substitute. The intention was that the Steering Group would make recommendations to the County Council's Economy and Environment Committee and to Huntingdonshire District Council's Cabinet. As an oral update following further discussion with the Chairman, it was proposed to amend the representation so that both the County Council and District Council appoint four members and two substitute members.

In discussion the following issues were raised:

- Did the proposals conflict with work already being undertaken with regard to the A141 Huntingdon and St Ives Study Strategy, as there was a need to ensure there was no duplication of work already being undertaken. It was explained that whilst there would be some overlap, the intention of the District Transport Strategy and new Group would be to build on and link together the work already undertaken.
- In terms of the proposed membership, the Chairman, having already spoken to Councillor Fuller, the relevant Cabinet member on the district council, was seeking a good geographical spread, hence the proposal to increase the membership from 2 to 4 for both the County Council and the District Council. He had already received an expression of interest from Councillor Criswell who suggested he would be able to provide a strategic overview from his other responsibilities to help link it with other local plans and as he had no affiliation with any of the market towns.
- At the meeting Councillors Sanderson and Fuller both expressed an interest to be nominated to the Group, with the Chairman also putting himself forward. For the two substitutes now proposed for the County Council, these would be sought following the meeting from any further expressions of interest received.

It was resolved unanimously to:

- a) Approve the establishment of the Transport Strategy Huntingdonshire Steering Group based on its draft Terms of Reference attached as appendix 1 to the officers' report.
- b) Agree the terms of reference subject to expanding the County Council membership of the Transport Strategy Huntingdonshire Steering Group from two elected members to four with two substitutes, the latter to be appointed following further discussions with the District Council and taking account of any further expressions of interest received.
- c) Appoint the following members to represent the County Council on the Transport Strategy Huntingdonshire Steering Group:

Councillor Ian Bates
Councillor Steve Criswell
Councillor Ryan Fuller
Councillor Tom Sanderson.
- d) Delegate to the Executive Director (Place and Economy) in consultation with the Chairman and Vice Chairman, the authority to agree additional appointments and any future changes to the Steering Group.

249. GROWING OUR GREEN SPACES – SECURING THE FUTURE OF THE COUNTY’S GREEN SPACES

The National Heritage Lottery Fund (NHLF), the Ministry for Housing, Communities and Local Government (MHCLG) and the National Trust recently launched the Future Parks Accelerator (FPA), a UK-wide £10 million strategic initiative to run over two years (ending in June 2021) to secure a sustainable future for Parks and Green spaces across the Country. It combined a minimum £5m NHLF grant funding with a further £5m of ‘in kind’ expertise support from the National Trust. The Committee congratulated Officers on their success in being one of the areas chosen following the County Council leading a partnership of local authorities, conservation organisations, private sector and community groups to be awarded £716k funding (original bid £2.3m). Cambridgeshire and Peterborough being one of only 8 locations chosen across the Country.

The Project would collaborate with local charities, developers and businesses to explore new management and funding solutions in order to create a strategy for the delivery of high quality green spaces across Cambridgeshire and Peterborough. It would link with the Combined Authority’s non statutory spatial framework (Phases 1 and 2) and the desire to increase the amount of green space in the County), the Council’s forthcoming Environment and Climate Change Strategy and The County Council’s legal duty to conserve and enhance its own green space sites for biodiversity and people. The first phase of the Project was primarily focussed on research and evidence gathering and any decisions sought were unlikely until late 2020/2021.

The delivery of the project was to be governed by a Project Executive Board with the County Council being the lead partner and the Chief Executive the Project Sponsor and chair of the Executive Board. Representatives from the participating partners were listed in paragraph 2.1 of the report. To add value to the Project they would contribute officer time in kind up to a value of £1m. To ensure close political involvement, a Members Reference Group was also being set up and each local authority involved was being asked nominate one Member to serve on it. On a day to day basis, the Project would be overseen by a Project Management Team of local authority and other partner organisations officers. A diagrammatical explanation of the proposed governance arrangements was tabled at the meeting. It was pointed out that it had omitted South Cambridgeshire District Council and also already included Councillor Bates as the named Council representative. As the launch had already taken place, Councillor Bates, as the Chairman of the Committee, had acted as representative for the Council in the interim. The proposal was that he was formally endorsed as the Council representative.

In further discussion:

- Several Members expressed concern regarding whether the setting up of the Project would delay plans already in progress for green spaces in the County e.g. Hinchbrook Country Park. The lead officer clarified that district councils should continue with their park open spaces improvements as the Project was looking beyond current schemes and would not impact on their existing, agreed plans. The project was looking ahead at strategic proposals for the next 25 years to seek to achieve general standards / models of sustainability / enhancement.

- A question was raised regarding what the National Trust's in kind contribution was going to be in addition to any financial contribution. The lead officer stated that this unfortunately had not been ascertained yet, but they had model tools for example, that would be of assistance and which the Project would wish to access.
- A Member expressed concern that the level of formal bureaucracy proposed for the governance arrangements could leave little money from what was a very modest grant award to carry out the actual project. Several Members expressed concerns regarding the ultimate value of a project that would be taking up a considerable amount of time of highly paid officers, as well as that of senior Members, with it being suggested and seconded that the report back to the Committee with recommendations should also include details of any member review to ascertain its value to the County and help determine whether the Council should be involved in any similar future projects. It was clarified that there would be Member involvement via the Member Reference Group which would pick up the issues of concern. Each organisation represented, would need to report back to its own parent body. In terms of the time commitment concerns, the Executive Board's duration would be restricted to an hour.

Another Member asked where the money would come from to carry out the physical improvements? It was clarified that no capital monies were available through this Fund and the Project was not about making physical improvements. The main aim of the Project and the financing that had been made available was to review current approaches to suggest changes going forward via recommendations / a strategy, in such areas funding and financing, sustainable business models and the planning system to help improve the current and future standard and quality of green space. The Government was part financing the Project with the aim of rolling out any general principles / options / models identified on a national basis.

- Coming back on the above response,

It was resolved unanimously to:

- a) To note the award of the Heritage Lottery Fund grant and confirm the new County Council representative for the Future Parks Accelerator Project as Councillor Bates.
- b) To receive a review report at the conclusion of the two year initiative.

250. FINANCE AND PERFORMANCE REPORT – END OF MAY 2019

The Committee received the above report in order to be provided with the opportunity to comment on the current budget position for Place and Economy as it affected those areas within the Committee's remit.

The main issues highlighted were:

Revenue - Place and Economy as a whole was forecasting a bottom line underspend of £1.3m mainly due to Bus Lane Enforcement and Highways Development Management again forecasting that they would over-achieve their income. Any variations in the forecast would be reported as they become known. In addition, there was a forecast underspend on Concessionary Fares which would offset the Community Transport pressure.

Capital - The revised Capital Budget for 2019/20 reflected the carry-forwards of funding from 2018/19 and the re-phasing of schemes as detailed in Appendix 6 of the report subject to the approval of General Purposes Committee (GPC). The assumed Capital Programme Variation had reduced the level of borrowing required.

Performance - Of the seven performance indicators, two, the % of Freedom of Information Requests (FOI) answered within 20 days and % complaints responded to within 10 days were reported on and were both shown as being red (failing to meet target) on the Red, Amber and Green (RAG) rating. Measures were in place to return them to target.

The Local Highways Improvement scheme (LHI) data, the tree data, and the vacancy data were all shown within Appendix A.

In discussion, under capital expenditure on Page 129 - Huntingdon West of Town Centre Link Road – reading:

“The 19/20 budget of £891k is currently anticipated to be on budget. Expenditure on the scheme now relates to land compensation claims and negotiations which are currently underway. The timescales for resolution of such claims is uncertain as claims for compensation are often significantly higher than the County Council’s evaluation and negotiations can become protracted”

the Chairman asked for an update on negotiations. The negotiations had been extended to October when it was hoped a conclusion would be reached.

Having reviewed and commented on the report it was unanimously resolved to:

note the report.

251. ECONOMY AND ENVIRONMENT COMMITTEE AGENDA PLAN, TRAINING PLAN AND APPOINTMENTS TO OUTSIDE BODIES PARTNERSHIP LIAISON AND ADVISORY BODIES

This report reviewed the Committee’s agenda plan, training requirements and appointments to outside bodies, internal advisory groups and panels. Attention was drawn to the following:

Appendix 1 Agenda Plan - setting out the current agenda plan. As there were no reports that had been identified requiring to go to the Reserve meeting in August, it was proposed to cancel it.

Training Plan - The current Training Programme document, having been reported as completed at the last two meetings, was not included. Members were invited to consider whether the Committee had any further training requirements within the areas of responsibility of the Committee. While no additional suggestions were made at the meeting, should any Committee Members subsequently identify a particular training need, they were asked to contact Democratic Services outside of the meeting.

As there was a new Executive Director, it was agreed to refresh the previous delegation to agree in consultation with the Chairman and Vice Chairman urgent appointments to outside bodies / working groups that could not wait until the next Committee meeting.

It was resolved unanimously to:

- a) Note the agenda plan attached at Appendix 1 to the report and agree to the cancellation of the reserve date in August. *(Post meeting Note - since the meeting, a report is now required to be considered before September so the August meeting will now go ahead)*
- b) Note that the Training Plan has been completed and any Members wishing to make suggestions for further Committee related training should contact Democratic Services.
- c) Note that no appointments to outside bodies or Internal Advisory Groups and Panels were required to be brought to the attention of the Committee.
- d) Agree a delegation on a permanent basis to the Executive Director Place and Economy in consultation with the Chairman and Vice Chairman of the Committee to appoint representatives to any outside bodies, internal or external groups, panels or partnership liaison and advisory groups within the remit of the Economy and Environment Committee, where an appointment was required to be made before the next scheduled Committee meeting.

252. DATE AND TIME OF NEXT MEETING AGREED AT MEETING AS 10 A.M. THURSDAY 19th SEPTEMBER 2019 (POST MEETING NOTE: CHANGED BACK TO 15TH AUGUST AS AN URGENT REPORT FOR DECISION WAS REQUIRED TO BE CONSIDERED)

**Chairman:
15th August 2019**

Item: 3**ECONOMY AND
ENVIRONMENT COMMITTEE****Minutes - Action Log**

This is the updated minutes action log as at 7TH August 2019 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

ACTIONS FROM THE 12TH APRIL 2018 COMMITTEE

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
105.	ELY SOUTHERN BYPASS – COST AND ADDITIONAL FUNDING REQUIREMENT	Rob Sanderson Democratic Services / Mairead Claydon Internal Audit	a) To inform Internal Audit of the Committee's requirement that it should review the costs of the project and what lessons could be learnt and that their conclusions should be shared with this Committee.	The report was considered at the 29 th July 2019 meeting of Audit and Accounts Committee. A revised cover report taking account of the discussion at the meeting with the Internal Audit Report as an appendix is scheduled to come forward to the October meeting.	ACTION ONGOING

ACTIONS FROM 23RD MAY 2019 COMMITTEE MEETING

237.	Finance and Performance Report – outturn 2018-19 - Bus Defects	Action: Andy Preston	Councillor Williams requested a briefing outside of the meeting on the latest position on Busway defects.	The Meeting which had originally been scheduled for an earlier date but had, to be re-arranged due to diary clashes took place on 1 st August between Graham Hughes, Cllr Bates and Cllr Williams.	COMPLETED
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ACTIONS FROM 11TH JULY 2019 COMMITTEE MEETING					
MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
244.	HIGHWAYS ENGLAND CONSULTATION ON A428 BLACK CAT TO CAXTON GIBBET IMPROVEMENTS a) Consultation response – distribution	Jeremy Smith	The Chairman requested that the report response should be sent to other authorities / interested parties including Central Bedfordshire, Bedfordshire Borough Council, England's Economic Heartland, Oxon County Council Buckinghamshire County Council, Milton Keynes Council and Suffolk County Council.	The details were sent on 26.07.19	COMPLETED
	b) Delegation to Executive Director Place and Economy, and the Chairman to agree the final joint response with partners			The response was sent on 26 th July 2019.	COMPLETED

245.	WELCOME GENOME CAMPUS OUTLINE PLANNING APPLICATION				
	Additional Transport Requirements	Juliet Richardson.	To raise with the Trust the need to lay on additional buses at different times to cater for ancillary staff who tended to work different work patterns	<p>For the Committee's clarification the Committee report indicated that officers were still in discussions on the draft Heads of Terms for the Genome Campus. They included provisions to enhance local bus services, not just for commuter trips – So the issue raised is already in hand. The relevant extracts are as follows:</p> <ul style="list-style-type: none"> ■ Expansion and improved capacity of the existing Campus bus services (in line with stage of development delivery) to support the increasing population across the Campus. Off –peak timings and frequency of service level provisions to be agreed. ■ Provision of appropriate off-peak services, which could include the shuttle service, a demand responsive element or the extension of the Citi7 service. ■ Commitment to consult with nearby business parks e.g. Granta Park to explore opportunities for combined travel opportunities including bus services where practicable and feasible. ■ Consider the feasibility of the local community to benefit from the 	ONGOING BUT HAVING BEEN ACTIONED IN TERMS OF THE REQUEST MADE

				Campus bus services through mechanisms such as registering with Wellcome and being issued a valid pass.	
246.	REVIEW OF RISK REGISTER FOR PLACE AND ECONOMY				
	a) – first risk - title required	Andy Preston	A Member highlighted that the first risk on page 86 did not have a title. Officers clarified that it was a financial related risk and would be updated.	Change made on 24.07.19	COMPLETED
	b) Number of apprenticeships	Andy Preston	Page 88 - in respect of the Apprenticeship scheme the Chairman asked how many there were in Place and Economy and where they were. Officers agreed to write with the details.	Response sent to Cllr Bates on 29.07.19.	COMPLETED

A605 KINGS DYKE LEVEL CROSSING CLOSURE

To: Economy and Environment Committee

Meeting Date: 15th August 2019

From: Steve Cox, Executive Director, Place & Economy

Electoral division(s): Whittlesey North & Whittlesey South

Forward Plan ref: 2019/009 **Key decision:** Yes

Purpose: To outline the outcome of the stage 1 design contract and to consider the next steps for this project.

Recommendation: The Economy and Environment Committee is recommended to:

- a) Agree that Kier should not be awarded the stage 2 construction contract.
- b) Reaffirm that route 3 remains the preferred route option.
- c) Approve the commencement of a restricted two stage OJEU procurement of a target cost with activity schedule design and build contract in accordance with option (c) in section 2.33.
- d) Agree the assessment of tender returns based on a 60% - 40% price/quality split.
- e) Agree that officers should consider potential sources of further scheme funding should it be needed as the procurement proceeds.
- f) Delegate to the Executive Director in consultation with the Chairman and Vice Chairman of the Committee, the ability to make minor changes to the procurement process and timeline.

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Andrew Preston	Names:	Cllr Ian Bates / Cllr Tim Wotherspoon
Post:	Assistant Director – Infrastructure & Growth	Post:	Chair/Vice-Chair
Email:	andrew.preston@cambridgeshire.gov.uk	Email:	ian.bates@cambridgeshire.gov.uk / tim.wotherspoon@cambridgeshire.gov.uk
Tel:	01223 715664	Tel:	01223 706398

1. BACKGROUND

- 1.1 The A605 between Whittlesey and Peterborough carries over 14,000 vehicles per day and there are some 120 daily train movements across the level crossing that crosses the road. The resulting closure of the King's Dyke level crossing barrier causes significant delay to traffic. Future plans by the rail industry to increase the number of trains along the route will further increase delays.
- 1.2 The situation is exacerbated during the winter months, when local flooding often closes the North Bank, an alternative route between Whittlesey and Peterborough, for long periods of time. Some additional 5,000 vehicles a day displaced by this closure use the level crossing, doubling the average delay per vehicle. The delays have an impact on local businesses and commuters travelling between Whittlesey and Peterborough.
- 1.3 Three new route options were considered and the County Council's Economy and Environment Committee agreed in 2015 to progress the preferred option that was identified through public consultation. This consultation also showed considerable support for the project, with 95% of all respondents supporting closure of the crossing.
- 1.4 Planning permission was subsequently granted for this preferred option in March 2016 and a design contract was awarded to Kier to complete the detailed design following a competitive procurement process in August 2017. This process also allowed for a future construction contract to be awarded to Kier, subject to agreement of pricing and satisfactory performance.
- 1.5 In October 2018 it was reported to this Committee that the Council had been informed by Kier that its estimated initial target construction contract price had increased significantly, following completion of 90% of the detailed design work.
- 1.6 This increase to £15.8 million, equated to a doubling of the original Kier estimate prior to this design work. However, the Council was given assurances that this was a robust price and that appropriate levels of risk allowance had also been incorporated. With a risk allowance for further Council owned risks, land and scheme preparation costs added to the Kier target price, the revised total scheme cost was just under £30 million
- 1.7 The revised benefit cost ratio (BCR) for the scheme, using this new target price, remained very high, indicating that the scheme would deliver excellent value for money, despite the required budget increase.
- 1.8 This Committee subsequently approved the award of the stage 2 construction contract based on this price and to complete the purchase of the required land, subject to approval of the additional funding which was secured, following a bid to the Cambridgeshire and Peterborough Combined Authority in October 2018.

2. MAIN ISSUES

Delayed outcome to the detailed design phase

- 2.1 The design contract for stage 1 was awarded to Kier on 30th October 2017, with Skanska appointed under the Highway Services Contract, to undertake the contract project management. The contract was to complete a full detailed design and propose a target price for construction that incorporated all design risk.
- 2.2 At the time of committee in October 2018, a significant number of changes in the design had become necessary as the detailed design progressed and more information was gathered. These changes principally related to increased ground improvement requirements and additional stabilisation work at the disused clay extraction pit (Star Pit), identified from further investigation. More earth moving, structural requirements at the railway bridge to comply with Network Rail requirements and accommodation works required by land owners were also needed as a result of land negotiation.
- 2.3 Since then it has become apparent that the design was not 90% complete when the revised target price was given and indeed, the detailed design has only very recently been completed, a significant delay over the agreed programme with Kier.
- 2.4 The Council has continued to press for an outcome to the stage 1 design contract throughout this period of delay. In recent months Kier had indicated informally that a further increase in its target construction price quotation was likely, as the continuing design has been emerging and Kier had further dialogue with its supply chain.
- 2.5 A formal submission was finally received on 17th July 2019, with a target price of £26.2m, a further £10 million higher than the previous target price quotation in October 2018 and an associated two year construction programme, completing January 2022, assuming a January 2020 start date.
- 2.6 Kier's reasoning behind this increase falls across a number of areas. These primarily include further increases in earthworks and preliminaries, as the programme is now longer, increases due to missing dates for disruptive rail possessions and assessment of risk associated with the Star Pit. Whilst these are the headline increases, a general minor increase across most items is also evident.
- 2.7 External cost consultants have reviewed the latest price submission and have considered it high compared to similar projects. Evaluation was made by comparing the price per metre of a road constructed on an embankment. The report concludes by stating "in our opinion a competitive market may offer a better value solution".
- 2.8 The considerable performance issues the council has experienced with Kier, from delays to the completion of the stage 1 design contract and budget management capabilities, are also of significant concern.
- 2.9 Awarding the stage 2 construction contract to Kier is therefore not recommended, particularly based on the lack of an acceptable level of assurance that the submitted price represents good value for money. Instead, retendering on the open market is proposed.

- 2.10 Whilst there are no guarantees that a more competitive price would result from retendering the scheme to the open market, it is regarded as the only way to truly demonstrate value for money and accountability to the public purse, and is therefore highly recommended.

Review of route options

- 2.11 The scope of work required to construct this scheme has increased considerably since the completion of the detailed design and its associated estimated cost, and it is therefore an opportune time to review the original route selection.
- 2.12 Figure 1 below shows the three route options that were considered previously and subject to public consultation in 2014. This consultation showed 95% support for the scheme overall, with 58% supporting Route 3, which subsequently became the preferred route. Routes 1 and 2 gained 17% and 23% support respectively.
- 2.13 Table 1 provides a summary review of these route options.

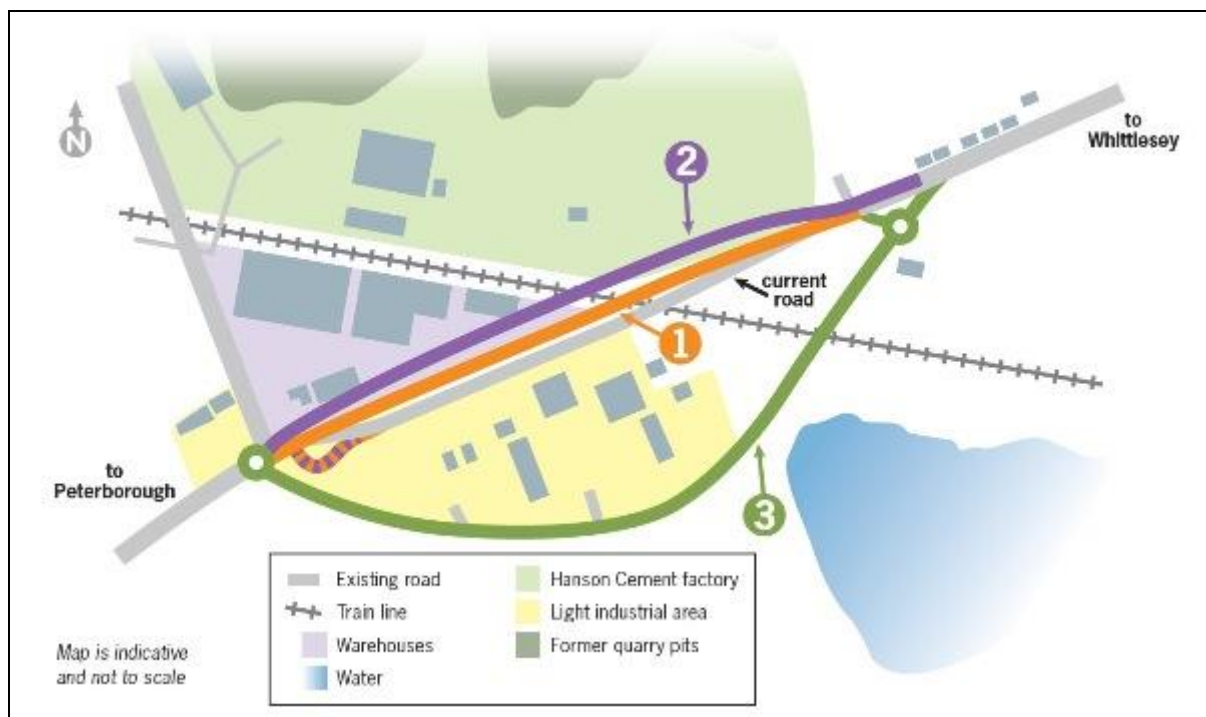


Figure 1 – Kings Dyke Level Crossing Closure Route Options

Table 1 – Comparison of Route Options

	Route 1 <i>Partly online</i>	Route 2 <i>northern alignment</i>	Route 3 <i>southern alignment</i> <i>(preferred route)</i>
Alignment	Shortest route – partly online with existing A605.	Route further north through chilled storage business	Route to the south away from property but close proximity to star pit.
Planning Application required	Yes	Yes	No - already granted, pre- commencement conditions discharged and planning permission triggered
Design Complete	No	No	Yes
Land Purchased	No – negotiation required. Compulsory Purchase Order (CPO) may no longer be available.	No – negotiation required. CPO may no longer be available.	Yes – all land owned by Cambridgeshire County Council (CCC).
Disruption during construction	Significant traffic management	Significant traffic management	Minimal traffic management
Key risks/issues	Mechanical signal box requires relocation – opposed by Network Rail – time consuming and very costly	Chilled storage business would no longer be able to operate – business objects to this route option and would require relocation	Construction in close proximity of the star pit, but this has been incorporated into latest design
Design risk	Significant number of unknowns and therefore risk due to lack of design development	Significant number of unknowns and therefore risk due to lack of design development	Very few unknowns, significant survey and investigative work and design complete with design risk owned by the contractor including star pit.
Key benefits	More direct shorter route	Shorter route along existing corridor	Roundabouts unlock economic development and improve access to side roads at roundabouts. Likely reduction in existing traffic speeds and reduction in road safety risk. Minimal traffic management required during construction.
Estimated Earliest Completion Date	2026	2026	2022
Cost Certainty	Low – significant risk due to unknowns and no developed design	Low – significant risk due to unknowns and no developed design	Medium/High – price received design complete - few unknowns

- 2.14 Table 1 shows that Route 3 can be delivered around four years earlier than the other two options. This is principally because it benefits from a planning permission, land to deliver it has been purchased and the design is complete, whereas all of these elements would need to be secured for the other two options. There are also significant risks associated with Route 1 and Route 2, particularly around the need to negotiate with local businesses and relocate the railway signal box. Experience shows that these sort of negotiations take a considerable amount of time and can be very expensive. Ultimately, there is also a risk that jobs in existing businesses will be lost and with routes 1 and 2, there is less ability to open up land for new job creating development.
- 2.15 In summary therefore, retendering for delivery of the scheme on Route 3 is recommended, as this will be the quickest and lowest risk option to address the severe problems that occur regularly at the level crossing.
- 2.16 A local information event with the local community is being held on Monday 12th August, between 3pm and 8pm, to confirm whether the local view also remains that route 3 is the preferred option. The outcome of this will be reported verbally to committee

Procurement options

- 2.17 The detailed design for Route 3 has now been completed by Kier and their designers Ramboll and the design is owned by the Council. It is therefore recommended that a re-procurement exercise commences on the basis of that design.
- 2.18 The scheme was originally procured through the Eastern Highways Alliance framework of which the Council is a member. Given what we now know about the scheme following the stage 1 design, in order to achieve the best possible outcome from the additional time and investment in a procurement process, it is recommended that the opportunity be offered widely through a tender to the open market, thereby giving all contractors the ability to express interest.
- 2.19 The tender will therefore be required to follow the Official Journal of the European Union (OJEU) process. This can be a single stage 'open' tender or a two stage 'restricted' tender process. The restricted process is the most attractive to contractors and is recommended in this instance. It incorporates an initial selection process mainly based on quality, to shortlist a minimum of five contractors to receive the main invitation to tender. This reduces the number of main tender returns to those of the highest quality and focusses competition between these contractors. Many contractors have a policy of not responding to opportunities unless this process is followed, as the case for investing time and costs is far less attractive if the potential number of returns is unlimited. This creates too much competition and the chances of success are much less.
- 2.20 This issue is particularly important for this procurement, as the contractor will be required to complete a significant amount of work reviewing the existing design and proposing potential savings with its consultant during the tender period. This will be at the contractors cost and therefore at risk.

- 2.21 The contract itself is proposed to be based on the 4th edition of the New Engineering Contract (NEC), which is a series of contracts designed to manage a project, particularly a civil engineering project from start to finish. They are the most frequently used form of contract for UK highway infrastructure schemes and therefore a good level of experience exists within the industry.
- 2.22 NEC contracts are seen as collaborative partnering contracts that aim to prevent an adversarial approach with resulting disputes and are endorsed by both government and industry bodies. They have a strong track-record for helping to deliver large-scale projects successfully. NEC contracts have been used for many high profile infrastructure schemes, such as Crossrail, London 2012 Olympic and Paralympic games and Heathrow's Terminals 2 & 5C.
- 2.23 The Option C – Target Price with Activity Schedule option of the Engineering Construction Contract suite is recommended. This is on the basis that it provides an equal balance of risk ownership between the council and the contractor to collaboratively and openly manage and achieve the 'target cost' supported by 'open book' accounting. Gain and pain share percentages are then used to incentivise both the setting of the target and management of the costs throughout construction.
- 2.24 In re-procuring this scheme utilising the design produced by Kier, there are then three key options for consideration:
- (a) **Construction only contract** – The tender target price would purely cover construction cost and the contractor's risks associated with that activity only. All future required design changes become the responsibility of the council to manage and fund throughout construction. A separate consultancy services contract would then also be required for the council to procure engineering design advice throughout construction, at additional cost.
 - (b) **Design and Build contract (nominated consultant)** – Kier's current designer (Ramboll) would be nominated as the sub-contracted designer for each bidding contractor to engage with. The contractor's target price would then incorporate all design risk and future changes during construction, with all design responsibilities owned by the contractor.
 - (c) **Design and Build contract** – the contractor's target price would incorporate all design risk and future changes during construction, with all design responsibilities owned by the contractor as (b) above. However, the contractor would be free to engage with any consultant, although the scheme design now owned by the Council would be made available to contractors as they see fit.
- 2.25 Option (a) is not recommended, given the risks the council would be required to take ownership of and the lack of cost certainty this would generate. For example, any necessary changes to the scheme when the contractor is on site would need to be resolved with the Council's design consultant independently to the contractor. The contractor would then be instructed to carry out this revised work at additional cost to the council, as well as recovering any cost and programme impact against its original scope of work.

- 2.26 The contractor is better placed to manage this risk with its own design consultant, to minimise the potential impact, both from a cost and programme perspective. The risk of design changes during construction is extremely high and will be assessed by each contractor when submitting their tender prices and an allowance made in the target price, but this provides far greater cost certainty to the council.
- 2.27 This option would also prevent any opportunities for the current design to be reviewed to determine whether any small investments in amendments would generate any significant overall savings to the construction cost.
- 2.28 Options (b) and (c) both transfer design responsibility and therefore risk to the contractor. The tenderers would be requested to price the current design, but also separately submit any proposed changes to that design that generate overall savings to the council. These changes would be required to remain within the framework of the current planning permission and not lead to the need for material amendments to this permission.
- 2.29 The difference between the two options is whether Kier's designer Ramboll is nominated as the consultant with which all tenderers must sub-contract with and agree terms, or contractors remain free to sub-contract with a consultant of their choice.
- 2.30 The advantage of nominating Ramboll is the transfer of knowledge and experience of the project over the past 18 months, which would reduce the design verification time that a new consultant would require. This work would however take place during the tender period, so would not be funded by the council.
- 2.31 Contractors will need to be content with entering into partnership and contract with Ramboll. Many contractors have close working relationships with specific consultants and may not see this opportunity commercially attractive, given the perceived risk this may generate. This may therefore impact on the number of tenders received by the council.
- 2.32 Restricting the use of Ramboll also limits the potential opportunities to review the current design and encourage a fresh innovative review of options to make minor amendments to the design to potentially generate significant cost savings.
- 2.33 Option (c) is therefore the recommended option, which allows tenderers the opportunity to determine whether to use Ramboll or their own consultant, to generate their most competitive tender and ultimately be awarded the work.
- 2.34 The tender returns are proposed to be assessed based on a 60% price, 40% quality split. This is on the basis that a two stage restricted process provides an initial quality assessment stage to shortlist five contractors that score highest. As a considerable amount of work has also already been completed and the design and specification has significant detail, the requirement to further assess quality in the main invitation to tender has less scope and is therefore less critical. Achieving value for money is therefore the priority and this price-quality split will encourage competitive pricing and encourage potential savings to be explored by tenderers.

Forward programme

2.35 If a restricted OJEU process is followed as recommended, then the following timeline would apply;

August 2019	Committee approval to progress with restricted OJEU process
September 2019	Advertise opportunity through OJEU notice
December 2020	Construction commences
Late 2022	Construction complete

2.36 It should be noted that there are risks that could potentially impact on this timeline as follows:

- The actual programme for mobilising and starting construction will be subject to the programmes that are received through the competitive tender process.
- It is possible there may be issues with the current design that need rectifying which will take time. The risk of this is thought to be low, given the design has been checked and signed off by the Skanska as the Technical Approval Authority (TAA).
- Agreement of Network Rail possessions. These need to be coordinated with the revised construction programme.
- Significant adverse weather and/or unforeseen ground conditions.
- Delay in completing Ecology surveys preventing construction starting in that area due to survey windows being missed.

Finance & funding

2.37 The current approved scheme budget totals £29.98 million, made up of £5.6 million from the County Council and £24.4 million from the Cambridgeshire and Peterborough Combined Authority.

2.38 A breakdown of the total spend to date is shown in table 2.

Table 2 - Total expenditure to date

Description	Spend to date	Further details
Stage 1 contract detailed design costs	£1.4m	Detailed design costs. Plus vegetation clearance (carried out before bird nesting season) and ecological works (Greater Crested Newt monitoring, trapping etc; Badger monitoring and sett removal).
Land and all legal fees	£4.1m	Land acquisition fees and all associated legal fees. Side Roads Order fees.
Statutory undertaker costs	£900k	75% of all utility diversions quotations have to be paid in advance. However, CCC will only be charged for completed work and currently only the 33KV and 11KV UKPN cables have been diverted and so the final cost here may be lower.
Network Rail	£60k	Costs from Network Rail Asset Protection and Optimisation team, associated with legal and technical approvals to work in proximity of the railway.
Management & Supervision fees	£1.5m	CCC staff costs, Skanska and WYG consultant costs to date
Asbestos removal	£60k	Removal of asbestos from site. This work is ongoing.
TOTAL	£8.02m	

2.39 The estimated cost of completing the procurement process to retender the scheme is around £200k and this will be added to the total scheme cost. This incorporates management, legal, procurement and consultant costs over the 12 month period.

2.40 The latest price submission from Kier indicates that it is highly likely that the outcome of the competitive tender process will lead to the need for additional funding to make delivery affordable.

2.41 Officers will therefore pursue funding opportunities in parallel with this procurement activity. The outcome of the tender process, proposed award and approval of any additional funding required will be presented to E&E Committee in summer 2020.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

There are no significant implications for this priority.

3.2 Thriving places for people to live

The following bullet points set out details of implications identified by officers:

- By eliminating the delays at the level crossing will help to promote growth in the local area. It will help to promote jobs, business and housing.
- Both roundabouts on location 3 have been sized to allow the 4th arm to be constructed with will open up development to the south.

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The following bullet points set out details of significant implications identified by officers:

- Following the outcome of the procurement process, the Business Case will need to be reviewed.
- It is possible once a competitive procurement exercise is carried out that additional funding will be required. The project will go back to committee before the construction contract is awarded, at which point it will be known what the construction estimated costs will be, based on the preferred bidder's tender price.
- The Benefit to Cost Ratio stands at 8.37 based on the budget of £29.98m. The business case will be revised to include the preferred bidder's target cost and will inform the future decision to proceed to construction and award a construction contract.
- A Target Cost Contract is proposed, therefore actual costs will be paid, but subject to a pain/gain mechanism. The Target Price will be varied to reflect any increase or decrease in the scope of the work required. In construction projects where unpredictable issues may arise, costs will almost certainly vary from the agreed Target Cost. At the end of the contract, any variance between the final target price and actual cost is apportioned between the contractor and the employer, allowing the contractor to share any savings made or to contribute towards overspend. This mechanism incentivises all parties to work collaboratively to deliver the project as economically as possible as underspends (gain) or overspends (pain) are shared in an agreed proportion.
- The contract is being managed and supervised in accordance with contractual (New Engineering Contract) requirements. All claimed costs and adjustments to the target price will be assessed by the NEC Project Manager with the project team, including specialist cost consultants, in negotiation with the contractor to ensure that they are justified and evidenced and provide value for money. This ensures that all work undertaken is necessary and is delivered in the most economical way.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The following bullet points set out details of significant implications identified by officers:

- It is proposed to carry out a restricted OJEU process which will be in accordance with contract procedure rules.

4.3 Statutory, Legal and Risk Implications

The following bullet points set out details of significant implications identified by officers:

- The key risks are detailed in the scheme risk register a version of which will be included within the tender documents. These will be monitored throughout the project and mitigation actions will be agreed with relevant parties to reduce risk where possible.
- Identified key risks include coordinating work with Network Rail and statutory undertakers, dealing with unforeseen poor ground conditions, presence of contaminated material, construction in Star Pit
- Additionally, there is a risk with Network Rail possessions not being available when required. It will be the responsibility of the successful contractor to organise and book the required possessions to suit its programme.
- Health and Safety on the scheme will be managed in accordance with all relevant legislation, including the Construction Design and Management Regulations 2015 and all other relevant legislation.
- There could be legal challenges from the landowners adjacent to the land already owned due to the agreement requiring CCC to carry out some work. Most notably, the land to the west which has the equestrian centre on it, the council is required to construct a 4th arm from the western roundabout to enable access to this land to which we have severed by purchasing the land for the scheme.

4.4 Equality and Diversity Implications

There are no significant implications within this category

4.5 Engagement and Communications Implications

The following bullet points set out details of significant implications identified by officers:

- A public engagement event will be held on the 12th August 2019 to reaffirm the view of the local community on the preferred route alignment. Feedback will be given verbally at the committee meeting.
- Public consultation has been a key factor in the identifying a recommendation for a preferred option.
- Further public consultation and community engagement has previously been undertaken in advance of and as part of the planning process.

4.6 Localism and Local Member Involvement

The following bullet points set out details of significant implications identified by officers:

- Local County and District members are engaged in the project as members of the Project Board.

4.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Jon Collyns
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Nicola Molloy
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Elsa Evans
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Sarah Silk
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Andrew Preston
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Tess Campbell

Source Documents	Location
Kings Dyke Consultation – Communications Report Kings Dyke E&E Committee Report October 2018 Kings Dyke Major Scheme Business Case	All held electronically

ECONOMY AND ENVIRONMENT COMMITTEE AGENDA PLAN, TRAINING AND ANY APPOINTMENTS TO OUTSIDE BODIES AND INTERNAL ADVISORY GROUPS AND PANELS

To: Economy and Environment Committee

Meeting Date: 15th August 2019

From: Chief Executive

Electoral division(s): All

Forward Plan ref: Not applicable **Key decision:** No

Purpose: To review the Committee's agenda plan, suggest any additional training required and to consider any appointments required to be made to outside bodies and internal advisory groups and panels.

Recommendation: It is recommended that the Economy and Environment Committee:

- (a) Review its agenda plan attached at Appendix 1.
- (b) Consider if any additional training is required for the Committee.
- (c) Agrees any appointments to outside bodies or Internal Advisory Groups and Panels that may be brought to the attention of the Committee requiring an appointment received after the publication of this report.
- d) Notes that Councillor Topping was appointed to the North Uttlesford Garden Community Local Delivery Board under the agreed delegation to the Executive Director: Place and Economy in consultation with the Chairman and Vice Chairman of the Committee.

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Rob Sanderson	Names:	Councillors Bates & Wotherspoon
Post:	Democratic Services Manager	Post:	Chairman/Vice-Chairman
Email:	Rob.sanderson@cambridgeshire.gov.uk	Email:	Ian.Bates@cambridgeshire.gov.uk Timothy.Wotherspoon@cambridgeshire.gov.uk
Tel:	01223 699181	Tel:	01223 706398

1. BACKGROUND

- 1.1 The Economy and Environment Committee has previously reviewed its agenda plan and training plan at every meeting.

Committee Plan

- 1.2 Appendix 1 sets out the current agenda plan..

Training Plan

- 1.3 The Committee has completed its agreed Training Plan. Members are invited to consider whether the Committee has any further training requirements.

Outside Bodies and Internal Advisory Appointments

- 1.4 None were required at the time of this report's publication. Should any arise between publication of the agenda and the meeting, they will be brought to the Committee's attention.
- 1.5 A request to appoint a representative to the North Uttlesford Garden Community Local Delivery Board was received following the meeting in July for which an appointment was require to be made by Friday 9th August so that an invite could be sent for an imminent meeting As resolved at the last meeting as a refresh, the Executive Director is delegated to agree appointments to any outside bodies, groups, panels and partnership liaison and advisory groups within the remit of the Economy and Environment Committee in consultation with the Chairman and Vice Chairman that will not await the next Committee meeting in order to avoid any undue delay. It was agreed to appoint Councillor Topping to represent the Council on this body.

2. ALIGNMENT WITH CORPORATE PRIORITIES

2.1 A good quality of life for everyone

There are no significant implications for this priority.

2.2 Thriving places for people to live

There are no significant implications for this priority.

2.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

3. SIGNIFICANT IMPLICATIONS

- 3.1 There are no significant implications within these categories:

- Resource Implications
- Procurement/Contractual/Council Contract Procedure Rules Implications
- Statutory, Legal and Risk Implications
- Equality and Diversity Implications
- Engagement and Communications Implications
- Localism and Local Member Involvement
- Public Health Implications

Implications	Officer Clearance

	Not applicable
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Source Documents	Location
None	

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Update 7th August 2019

Appendix 1 Agenda item: 6

Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
15/08/19	Kings Dyke	Steve Cox	2019/009	02/08/19	06/08/19
19/09/19	Highways Response to West Cambridge Master Planning Report	David Allatt	2019/008	06/09/19	10/09/19
	Bourn Airfield Supplementary Planning Document	Colum Fitzsimons	Not applicable		
	Alconbury Weald and Grange Farm Planning Applications	Colum Fitzsimons	Not applicable		
	Cambridgeshire and Peterborough Combined Authority Consultation on the Local Transport Plan	Matt Bowles	Not applicable		
	Finance Report	Sarah Heywood / David Parcell	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Performance Report	Business Intelligence	Not applicable		
	Greater Cambridgeshire Local Plan Inception & Joint Planning & Transport Advisory Group Terms of Reference	Steve Cox	Not applicable		
	National and Regional Environment Agency Flood Risk Consultations	Julia Beeden	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
17/10/19	Cambridgeshire and Peterborough Minerals and Waste Local Plan – Submission Plan	Ann Barnes / Andy Preston	Not applicable	04/10/19	08/10/19
	Royston to Granta Park Strategic Transport & Growth Study (A505) – Establishment of a Member Steering Group	Karen Kitchener / Andy Preston	Not applicable		
	Internal Audit Report - Ely Bypass	Duncan Wilkinson / Graham Hughes	Not applicable		
	Annual report on the Shared Trading Standards Service	Peter Gell	Not applicable		
	Business Planning a) Capital b) Revenue	Steve Cox	Not applicable		
	Risk Register Review	Steve Cox	Not applicable		
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
14/11/19	Finance Report	Sarah Heywood / David Parcell	Not applicable	01/11/19	05/11/19
	Business Planning	Steve Cox	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
05/12/19	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable	22/11/19	26/11/19
	Performance Report	Busienss Intelligence			
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Steve Cox	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
16/01/20	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable	03/01/20	07/01/20
06/02/20 (reserve date)	Finance Report	Sarah Heywood / David Parcell	Not applicable	24/01/20	28/01/20
05/03/20	Performance Report	Business Intelligence		21/02/20	25/02/20
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
23/04/20	Finance Report	Sarah Heywood / David Parcell	Not applicable	08/04/20	14/04/20
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
28/05/20	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		