

ECONOMY AND ENVIRONMENT COMMITTEE



Cambridgeshire
County Council

Date: Thursday, 13 July 2017

Democratic and Members' Services

Quentin Baker

LGSS Director: Law and Governance

10:00hr

Shire Hall

Castle Hill

Cambridge

CB3 0AP

Kreis Viersen Room

Shire Hall, Castle Hill, Cambridge, CB3 0AP

AGENDA

Open to Public and Press

1. **Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/coc-conduct-code>
2. **Minutes 1st June 2017 Economy and Environment Committee** **5 - 32**
3. **Minutes Action Log update** **33 - 36**

DECISIONS

4. **Waterbeach Barracks - County Council Response to Planning Application** **37 - 84**
5. **Bikeability Cycle Training** **85 - 90**
6. **Finance and Performance Report - May 2017** **91 - 126**

INFORMATION AND MONITORING

- | | | |
|-----------|----------------------------------------------------------|------------------|
| 7. | Training Plan - Economy and Environment Committee | 127 - 128 |
| 8. | Economy and Environment Committee Agenda Plan | 129 - 134 |
| 9. | Date of Next Meeting - 10th August 2017 | |

The Economy and Environment Committee comprises the following members:

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

Councillor Donald Adey Councillor David Ambrose Smith Councillor David Connor Councillor Ryan Fuller Councillor Derek Giles Councillor Noel Kavanagh Councillor Steven Tierney Councillor John Williams

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

Clerk Name: Rob Sanderson

Clerk Telephone: 01223 699181

Clerk Email: rob.sanderson@cambridgeshire.gov.uk

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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/CCCprocedure>.

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Thursday 1st June 2017

Time: 11.00 a.m. to 12.40 p.m.

Present: Councillors: D Adey, I Bates (Chairman), R Fuller, D Giles, L Joseph (Substitute for Cllr Connor) P Raynes (Substitute for Cllr Ambrose-Smith), S Tierney, J Williams and T Wotherspoon (Vice Chairman).

Apologies: Councillors: D Ambrose-Smith, D Connor, and N Kavanagh.

1. CONFIRMATION OF CHAIRMAN/WOMAN AND VICE-CHAIRMAN/WOMAN

The Committee noted that the Council had appointed Councillor Bates as the Chairman and Councillor Wotherspoon as the Vice-Chairman for the Municipal Year 2017-18.

2. DECLARATIONS OF INTEREST

None received.

3. MINUTES

The minutes of the meeting held on 9th March 2017 were agreed as a correct record.

4. MINUTE ACTION LOG

The Minute Action Log update was noted, including the following oral updates:

Minute 298. Petitions and Public Questions – in response to the further question from Mr Antony Carpen as a follow up to the question he had asked at the previous meeting on what legal powers does the County Council have and what legal duties does the County Council have regarding poor air quality in Cambridge and towns in the County a response was sent on 22nd march which confirmed that air quality and determining if action was required rested with the City or District Council. The County Council's responsibility was to respond and work with the district councils if it was decided an action plan was needed.

The full response is included as Appendix 1 to these Minutes.

Minute 300. Connecting Cambridgeshire Plan to 2020 – request for a map of the Wi-Fi hotspots to be e-mailed to Members. This was actioned later the same day by Noelle Godfrey.

5. PETITIONS AND PUBLIC QUESTIONS

A petition has been received with around 40 signatures with full address details reading: "We the undersigned request the Big Green Bus Company to continue to use the

number 19 bus timetable which Voluntary Network operated. To change the times will cause much inconvenience to virtually all the passengers”.

The petition did not receive the minimum number of validated signatures with full address details (50) for the lead petitioner / a spokesperson to speak at the Committee. In line with the Council's Petitions Scheme a response to the lead petitioner would be provided within 10 working days of it being received by the Committee.

6. ECONOMY AND ENVIRONMENT COMMITTEE AGENDA PLAN AND TRAINING PLAN REPORT

In line with previous practice agreed by Group Leaders, the Committee forward agenda plan was placed at the beginning of the agenda for the first meeting of the Municipal year so that Members could see the reports due to come forward to future meetings. For future meetings the Forward agenda plan would be placed at the end of the agenda.

As an update to the published agenda plan a change was required regarding to the Kings Dyke Update / Appointment of Framework Contractor report to move it from July to the August meeting as the potential contractors required more time to complete the documentation. There was a request to ensure the local members were made aware of this change and the reasons for the delay. **Action RVS to amend forward plan and ask Brian Stinton to contact the local Members.**

One Member enquired whether there should be a report to review the success of the Cambridge North Station in the lead up to the Addenbrooke's Hospital rail station. In response it was indicated that there were no figures yet for the North Station and would be premature at the current time, having only opened very recently. Passenger figures could be provided after a period of time when there would be a better indication of average usage. The proposals for Addenbrooke's South Station would be the subject of a future report, not yet timetabled.

In addition to the Forward Agenda Plan, following agreement by Council in 2015, it was agreed that each Policy and Service Committee should be responsible for developing its own training plan linked to the needs of the Committee members' knowledge requirements in respect of their responsibilities in relation to the Committee's remit.

The proposed initial list was included as an appendix and had already been shared and discussed at the induction seminar immediately preceding this first meeting. In addition to topic areas, the other main suggestion was for a tour / visits to the main project sites. Officers were asked to propose a future tour timetable, preferably later on the same day as a Committee meeting, and for them to be ranked in a proposed priority order for Members to then choose which ones they would wish to attend. **Action: Cathryn Rutangye / Bob Menzies**

It was resolved to:

- a) agree the Committee agenda plan attached at Appendix A to the report with the change that the report titled “Kings Dyke appointment of Framework Contractor” required to be moved from the July to the August Committee

b) agree the Training Plan that had been developed as set out as Appendix B to the report with the following additional areas of the Committee's remit as discussed at the induction seminar including:

- County's role in Growth and Development – including further information on pre-applications
- The Budget
- Adult Skills and Learning including a visit to the facilities in Wisbech
- Funding sources, particularly CIL
- Connecting Cambridgeshire
- Major railway Infrastructure projects
- Annual Councillor tours (?)
- Key visits to key projects including Ely bypass and the A14 to be arranged on the days of the Committee or where a large number of the Committee were local to the visit site.

7. REVIEW OF PRELIMINARY FLOOD RISK ASSESSMENT

Cambridgeshire County Council is a Lead Local Flood Authority (LLFA) with responsibility for managing flood risk from surface runoff, ordinary watercourses and groundwater with the Environment Agency remaining as the competent authority for flood risk from main rivers, reservoirs and the sea. This report provided details of the Cambridgeshire Preliminary Flood Risk Assessment (PFRA) Review 2017, a report that the County Council is required to produce under national and European legislation. Slides showing the appendices provided details of the wider policy and legislation which sets out the governance for flood risk management in the UK.

It was explained that a Preliminary Flood Risk Assessment was a high level screening exercise that brought together information from various sources to assess local flood risk. The County Council developed the Cambridgeshire Preliminary Flood Risk Assessment In 2011 with a further review now required as:

- Cambridgeshire had experienced several significant flood events in 2012, 2014 and 2015;
- flood mapping in the UK had improved aiding better understanding of future risk;
- systems and processes used by Lead Local Flood Authorities (LLFAs) have been further developed.
- There was a better understanding of local issues and risk developed through having undertaken a number of surface water management plans.

Members noted that rather than prepare a new full Preliminary Flood Risk Assessment report, it had been agreed by the national Preliminary Flood Risk Assessment steering group (which included Cambridgeshire County Council) that it would be more efficient to develop a simple self-assessment proforma with the completed version for Cambridgeshire attached as Appendices 2 and 3 to the report.

Regarding the identification of Flood Risk Areas, these were identified as being where the greatest chance of surface water flooding would affect critical infrastructure. It was

explained that this meant that while there were other areas known to have a high flood risk from main rivers, responsibility for assessing them fell to the Environment Agency. From the work undertaken, the following three areas had been designated for Cambridgeshire:

- Cambridge City;
- March; and
- Huntingdon.

As a result, The County Council would prepare three future Flood Risk Management Plans for June 2021. It was highlighted that under separate legislation the County Council had already developed the Cambridgeshire Flood Risk Management Strategy providing the key framework for delivery of flood risk management in Cambridgeshire. This Strategy had identified several locations in the County at risk of surface water flooding including Cambridge City and March. The data from the Surface Water Management Plans was to be used as part of the evidence base for the development of the future Flood Risk Management Plans for Cambridge and March.

As it was currently the 9th priority, no plans had yet been developed for Huntingdon. With the timescale being to 2021, the expectation was that nearer this date the other priority plans would have been established and the target date for a plan for Huntingdon would be achieved. In addition, once the A14 upgrade works were complete, it could be a good time to review the flood risk in Huntingdon.

The County Council were suggesting a small change to the boundary for the Huntingdon Flood Risk Area to better reflect the shape of the town. No changes were proposed to the Cambridge or March boundaries. The indicative and amended Flood Risk Areas were shown in Appendices 4-7 to the report.

Questions / issues discussed included:

- In response to a question on whether in preparing plans the County Council was proactive in seeking the aid of communities in undertaking mitigating measures, details were provided of schemes the Council undertook to help communities with their own flood prevention measures including issuing equipment and helping set up community support groups, examples being those established in March and Elsworth.
- One Member asked why Nuns Bridge to Brampton had not been included in the Huntingdon FRA area. It was indicated that land/fields do not score highly under Treasury rules for calculating flood damages to critical infrastructure. However when the Huntingdon plan was developed, officers would look at all relevant issues affecting Huntingdon and would be happy to include information about this area as relevant.
- A question was raised regarding the risk assessment undertaken in terms of the resources required to prepare a flood risk plan and whether it included infrastructure costs, which required a capital bid. It was explained that as work is already being carried out to deliver the Cambridgeshire Strategy and surface water plans, the resources required to deliver such flood management plans has

been known for a number of years and corporate funding already exists. If the Flood and Water budget remained the same in 2020/21, the costs would likely be covered. Once national guidance was received for the 2021 flood risk management plans, if any additional revenue costs were required, the Flood Team would put in any necessary bids. The costs quoted in the Committee report did not include capital costs for delivering works. It was explained that funding for capital schemes currently came not only from the County Council, but from Government grants and bids to the Environment Agency, to Anglian Water and (where schemes could be linked to road improvements), to Highways England. The County has so far been successful in several funding applications.

During the discussion on the item Councillor Wotherspoon declared a flood related interest as he is a Member of the Old West Internal Drainage Board.

It was unanimously resolved to approve:

- a) The Cambridgeshire Preliminary Flood Risk Assessment Review 2017 as set out in Appendix 1 to the report.
- b) The new Flood Risk Areas as set out in appendix 2, with the recommendation that the County Council be allowed to amend the boundaries of these areas to make them more meaningful.
- c) Delegate authority to the Director of Economy Transport and Environment to make minor final assessments to the Preliminary Flood Risk Assessment Review 2017 ahead of submission to the Environment Agency in June 2017.

8. NATIONAL PRODUCTIVITY INVESTMENT FUND FOR LOCAL ROAD NETWORK

The Committee received a report to consider and provide its views and support in respect of the proposed prioritisation of schemes for the bidding for National Productivity Investment Fund for the Local Road Network;

It was noted that as part of the Autumn Statement 2016 the Government had announced the creation of a National Productivity Investment Fund (NPIF) worth in total £23bn for investment in areas that were key to boosting productivity, transport, digital communications, R&D and housing. In January 2017 the Department for Transport (DfT) allocated £185m from the NPIF to local highway authorities (LHA) to upgrade local roads in 2017/18, of which Cambridgeshire was allocated £2.89m and Peterborough £0.77m.

In April the DfT announced the application process for further funding. £490m from this Fund was available for 2018/19 and 2019/20 through competitive bidding.

The aims of the Fund are to ease congestion and provide upgrades on local routes and to unlock job creation opportunities and to enable new housing developments.

Essential Assessment Criteria included:

- Clear link to congestion reduced, jobs created, housing development
- Congestion benefits in terms of traffic conditions, journey times and reliability and Value for Money

- A local contribution in the order of 30% of scheme costs
- Ability to commence work on-site during 2018/19
- Statutory powers in place or sufficiently advanced

The assessment criteria and scoring definitions were set out in a separate Appendix 1. As this had not been included with the published agenda it was presented at the meeting on the plasmas screen and has been included as a separate appendix (Appendix 2) to these minutes.

Local Highway Authorities (LHAs) have been invited to submit up to 2 bids each. In areas where there was a Combined Authority (CAs), the CA were required to coordinate bids by its constituent LHAs and rank the bids in order of the CAs' preference recognising the objective of the NPIF. The deadline for applications being 30 June 2017.

Based on the Fund's assessment criteria, schemes were drawn from the Cambridgeshire Transport Investment Plan, proposals considered for Growth Deal Round 3 and known proposals from current studies. Potential schemes have been screened for NPIF eligibility. Paragraph 3.2 set out the prioritisation methodology used.

The proposed schemes for NPIF application in order of priority were as set out in the table below. Each would have a local contribution element so the actual cost would be within the NPIF guidelines.

	Scheme name / description	Scheme cost	
1=	March junctions improvement	£5.3m	Growth Deal Round 3 proposal but does not include Northern Link Road
1=	Wisbech southern access road and New Bridge Lane / Cromwell Rd junction	£2.2m	Scheme from Wisbech Access Strategy
1=	Wisbech Broadend Road / A47 junction	£3.5m	Scheme from Wisbech Access Strategy
4	Wisbech Freedom Bridge and bus station improvement	£5.9m	Scheme from Wisbech Access Strategy
5	A142/A10 Witchford – Ely capacity improvements	TBC	Holistic solution in response to Ely North development and Ely Bypass
6=	A141 Huntingdon junction improvements	£7m	Growth Deal Round 3 proposal
6=	A1123 bus priority west of St Ives and St Ives town centre	£4m	Growth Deal Round 3 proposal

The report provided details of the schemes descriptions as well as detailed maps showing their location. As an update Democratic Services had briefed the Committee that Highways and Community Infrastructure Committee who had received the same report at their meeting on 30th May had agreed the following;

- a) *To support the prioritisation of proposed schemes for National Productivity Investment Fund (NPIF) bids;*
- b) *To support the recommendation of the top two proposals to the Cambridgeshire and Peterborough Combined Authority, as listed in paragraph 3.3 of the report, and as they were both less than £5m taking the two equally scored Wisbech schemes as one proposal, for the ranking of Cambridgeshire and Peterborough bids.*

In discussion the main issues raised included:

- The proposals as amended were supported, with a Fenland Member highlighting that their approval would help address the current imbalance between the north and south of the County, as all of the schemes would make a real difference.
- One Member asked why Little Paxton Bridge had not been considered for the shortlist. It was explained in response that it was both not deliverable in the time frame required by the Government and did not meet their criteria as detailed in the report. The member in question indicated that the Leader of the District Council believed it did meet the criteria. **Action: Jeremy Smith the report author invited Councillor Giles to speak to him outside the meeting to help clarify the issue.**

On a vote the recommendations were agreed with one member abstaining.

It was resolved to:

- a) support the prioritisation of proposed schemes for National Productivity Investment Fund (NPIF) bids;
- b) support the recommendation of the top two proposals to the Cambridgeshire and Peterborough Combined Authority, as listed in paragraph 3.3 of the report, including taking the two equally scored Wisbech schemes as one proposal, for the ranking of Cambridgeshire and Peterborough bids.

9. FINANCE AND PERFORMANCE REPORT 2016-17 OUTTURN

Economy and Environment Committee received a report on the 2016/17 Outturn position for Economy, Transport and Environment (ETE to note and comment on the financial and performance outturn position for 2016/17.

The appendices attached provided the financial position for the whole of the ETE Service. To aid Member reading of the report, budget lines that related to the Economy and Environment (E&E) Committee were shaded.

The report only contains performance information in relation to indicators that this Committee has responsibility for.

It was highlighted that:

Revenue: At year-end ETE was underspent by £354K on its total expenditure budget of £72m (of which £10m was funded by grant income). The main variances which fell

within the responsibility of this Committee are (1) Growth and Economy other, which underspent by £394K, due to Highways Development Management over-achieving their income target for both Section 38 and Section 106 fees, (2) Park & Ride, which overspent by £152K due to under-achievement of income, including operator access fees, and (3) Concessionary Fares, which underspent by £699K due to eligible passengers taking a lower number of journeys compared to budgeted numbers.

Capital: Actual ETE capital expenditure was £42.1m compared to the target of £42.0m. The capital programme variation reflected that some schemes would slip in-year and overall that some schemes would progress faster than anticipated and some slower. Ely Crossing exceeded profile by £1.0m and King's Dyke was behind profile by £3.1m due to land issues and Connecting Cambridgeshire was behind profile by £2.0m due to the "claw back" provision which requires BT to re-invest the surplus profits into further broadband roll-out.

Of the fourteen performance indicators, one was showing as red (Local bus journeys originating in the authority area) seven are amber, and six are green.

Comments made included:

- Querying whether the underachievement of Concessionary fares income was linked to a drop in Park and Ride usage. In response it was explained it was a national trend due to the increase in pension age, which meant people had to wait longer to be able to qualify for a pass.
- One Member asked about the overspend at the Park and Ride sites. In response it was explained that there had been an increase in staffing costs to cover staff sickness that had been exacerbated by the decision to reduce staffing numbers by two. Other additional costs had been as a result of upgrading the ticket machines.
- One Member in noting the delays to a number of the cycle schemes, asked whether there were sufficient staffing resources for the number of projects which had been taken on. In response officers confirmed that this had been recognised as an issue, and that the City Deal were now involved in recruiting more staff to help with aspects of programme delivery. There was still an issue on whether recruitment of people with the necessary skills would be achieved.
- On the Performance Indicator for bus journey passenger numbers, which had not met the target, there was a query on whether a risk assessment was required, as this could have a significant impact on whether commercial routes would continue to be viable. In reply it was explained that reducing bus passenger numbers was a national trend, and the issues of congestion made bus travel a less attractive option.

Having reviewed and commented on the report,

It was resolved

to note the Finance and Performance report – final outturn 2016-17.

10. APPOINTMENTS TO PARTNERSHIP LIAISON AND ADVISORY GROUPS AND COUNCIL CHAMPION'S ROLES

The Committee received a report inviting it to review its appointments to Partnership Liaison and Advisory Groups as detailed in Appendix 1 to the report. The previous appointments are also shown, as well as an indication of who the local Members are, where relevant.

This Committee had previously appointed a Member Champion for two of the main areas of the Committee's remit namely to help champion Cycling and Business in the County. Additionally In the last administration a Transport and Health Champion was appointed to promote joined up working on transport issues between Economy and Environment, Highways and Communities and the Health Committees.

On 9th March 2016, the Committee agreed to delegate, on a permanent basis between meetings, the appointment of representatives to any outstanding outside bodies, groups, panels and partnership liaison and advisory groups, within the remit of the Economy and Environment Committee, to the Executive Director ETE in consultation with spokes. It was proposed that in line to the changes agreed at the Council meeting on 23rd May which abolished 'spokes' and replaced them with 'lead members' with different responsibilities that approval at "spokes" be changed to "the Chairman of Economy and Environment Committee".

Councillor Wotherspoon moved and the Chairman seconded appointment proposals which following discussions and suggestions for some changes (including several votes) were approved by a majority as set out in Appendix 2 to the Minutes.

It was resolved to:

- a) to agree to make appointments to the relevant partnership liaison and advisory groups as detailed in appendix 3 to the minutes;
- b) agree to appoint member Champions as follows:
 - Business Champion Councillor Shuter
 - Cycling Champion Councillor Kavanagh
 - Transport and Health Champion Councillor Wotherspoon
- c) delegate, on a permanent basis between meetings, the appointment of representatives to any outstanding outside bodies, groups, panels and partnership liaison and advisory groups, within the remit of the Economy and Environment Committee, to the Executive Director: Economy, Transport & Environment (ETE) in consultation with the Chairman of the Committee.

11. DATE AND TIME OF NEXT MEETING 10 A.M. THURSDAY 13TH JULY 2017

Chairman 13th July 2017

Appendix 1

Subject: Public Question to 9th March Economy & Environment Committee

Dear Antony

Thank you for your question regarding Air Quality Management.

As was said in the previous answer the County works closely with the City Council and the other District Councils on this important issue.

I attach a copy of the Government Guidance issued in 2016 regarding Local Air Quality Management Areas. Chapter three of this guidance sets out the roles of the respective Councils where Air Quality is a concern. The responsibility for monitoring air quality and determining if action is required rests with the City or District Council. The obligations of the County Council are to respond and work with the City or District Council if and when they decide that they need to develop an Action Plan.

Both the City and County Council are working to this Guidance. The City have decided to develop an Action Plan in accordance with this guidance and have recently set up a steering group which is co-chaired by City Council and County Council officers and includes transport, city deal and public health officers from the County Council and South Cambridgeshire officers.

The target completion date for the action plan is the first quarter of 2018.

If it was decided that some form of restriction on traffic was to form part of the Action Plan then the various powers that the County Council has, including the Transport Act 2000, could be used. Historically the Cambridge Core Scheme used Traffic Regulation Orders to restrict access to the City Centre with rising bollards. Access by buses to the City Centre was linked to a Quality Partnership that has obliged the bus operators to gradually modernise their fleets to meet the Euro emission standards.

You will be aware that issue of demand management through some form of traffic restriction is already an important part of the City Deal work and that air quality improvement is one of the objectives of that programme.

Kind Regards

Graham Hughes
Executive Director: Economy, Transport & Environment
Cambridgeshire County Council

ECONOMY AND ENVIRONMENT COMMITTEE
APPOINTMENTS TO PARTNERSHIP LIAISON AND ADVISORY GROUPS – ETE

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<p>A47 Alliance Steering Group</p> <p>To act as a special interest group to support the strategic case for improvements on the A47 corridor between the port at Great Yarmouth and the A1. The A47 Alliance shall support the transport authorities along the route, the New Anglia Local Enterprise Partnership (LEP) and the Greater Cambridge Greater Peterborough LEP.</p>	2	1	<p>Previously Councillor I Bates (Con)</p> <p>No appointment made. There had been several expressions of interest which would be looked at by the Chairman and Vice Chairman outside of the meeting and referred to the Executive Director as part of the agreed delegation</p>	<p>Democratic Services Norfolk County Council</p> <p>0344 800 8020</p> <p>information@norfolk.gov.uk</p>
<p>A47 Corridor Feasibility Study: Stakeholder Reference Group Meeting</p> <p>The role of the Group is to ensure that stakeholders' views are captured and considered during the Department for Transport's study process, particularly at key points in its work and during the development of the study's key outputs.</p>	TBC			<p>Nigel Allsopp Highways England</p> <p>Nigel.Allsopp@highwaysengland.co.uk</p>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
A428/A421 Alliance To act as a lobby group of key partners from County and District Councils as well as MPs and Local Enterprise Partnerships along the length of the corridor. <ul style="list-style-type: none"> To build a compelling case for improvements to the route to support economic growth, locally and nationally To work with Highways England to develop a comprehensive improvement package and associated investment plan 	2 or as business dictates	3	<i>Note: ST Neots Members are Cllrs Giles, S Taylor, Wells, Wisson</i> <i>Appointed Cllrs I Bates, D Wells and J Wisson (all Cons)</i> <i>Substitutes Cllrs Giles and Simone Taylor who would be kept informed of what was discussed at meetings</i>	Nikki Holland Office Manager Jonathan Djanogly MP 01480 437840 Hollandn@parliament.uk
Anglian (Central) Regional Flood and Coastal Committee The Regional Flood and Coastal Committee is a body through which the Environment Agency carries out its work on flood risk management and is responsible for: <ul style="list-style-type: none"> maintaining or improving any watercourses which are designated as main rivers; maintaining or improving any tidal defences; installing and operating flood warning systems; controlling actions by riparian owners and occupiers which might interfere with the free flow of watercourses; supervising Internal Drainage Boards. 	2	2	Cllrs T Wotherspoon and M Smith (both Con)	Stephanie North Regional Flood and Coastal Committee Secretariat –Anglian Central AnglianRFCCs@environment-agency.gov.uk

<i>NAME OF BODY</i>	<i>MEETINGS PER ANNUM</i>	<i>REPS APPOINTED</i>	<i>REPRESENTATIVE(S)</i>	<i>CONTACT DETAILS</i>
<p>Anglian (Northern) Regional Flood and Coastal Committee</p> <p>See above description. Cambridgeshire shares a seat on this Committee with Peterborough City Council and Rutland County Council. Cambridgeshire County Council currently attends these meetings as an observer only – as stated it's a shared seat and voting rights for the year 1 April 2017 – 31 March 2018 are held by the Peterborough City Council Member. The RFCC however encourages all members (whether they are able to vote or not) to attend all Committee meetings.</p>	4 – 5	1	<p>Previously Councillor R Butcher (Con)</p> <p>No appointment currently made</p>	<p>Abigail.Jackson Regional Flood and Coastal Committee Secretariat – Anglian Northern</p> <p>020302 55877 07789 271322</p> <p>abigail.jackson@environment-agency.gov.uk</p>
<p>Barrington Cement Works and Quarry Liaison Group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p>	2-3	2	<p>Previously 1. Councillor S Kindersley (LD) 2. Councillor S Van de Ven (LD)</p> <p>Agreed to be unchanged</p>	<p>Ian Southcott UK Community Affairs Manager Cemex</p> <p>01788 517323</p> <p>Ian.southcott@cemex.com</p>
<p>Barrington Light Railway Sub group</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p>	As required	2	<p>Previously 1. Councillor S Kindersley (LD) 2. Councillor S Van de Ven (LD)</p> <p>Agreed to be unchanged</p>	<p>Ian Southcott UK Community Affairs Manager Cemex</p> <p>01788 517323</p> <p>Ian.southcott@cemex.com</p>

<i>NAME OF BODY</i>	<i>MEETINGS PER ANNUM</i>	<i>REPS APPOINTED</i>	<i>REPRESENTATIVE(S)</i>	<i>CONTACT DETAILS</i>
Cambridge BID Board A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre	6	1	Previously Councillor M Shuter (Con) No appointment currently made	Emma Thornton Head of Tourism and City Centre Management Cambridge City Council 01223 457446 Emma.Thornton@cambridge.gov.uk
Cambridgeshire Consultative Group for the Fletton Brickworks Industry (Whittlesey) The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.	2	1	Cllr Connor appointed	Diane Munday Secretary, Forterra 01733 359148 Diane.munday@forterra.co.uk
Cambridgeshire Flood Risk Management Partnership The partnership is required by legislation - namely the Flood and Water Management Act 2010.	4	1	Previously Councillor I Bates (Con) Cllr T Wothersoon (Con) or Cllr M Smith (Con) (one to be a substitute)	Sass Pledger – Head of Growth & Economy 01223 728353 Sass.pledger@cambridgeshire.gov.uk
Cambridgeshire Horizons Board Cambridgeshire Horizons still exists as a Limited company to oversee three “live” Rolling Fund investments, two loans and one equity investment, with an initial total value of £20.5m, to support a number of growth projects and developments around Cambridgeshire.	1	1	Councillor I Bates (Con)	Graham Hughes Executive Director Economy, Transport and Environment 01223 715660 graham.hughes@cambridgeshire.gov.uk

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
Cambridgeshire and Peterborough Joint Strategic Planning and Transport Member Group To steer the development of joint strategic planning and transport work across Cambridgeshire & Peterborough, following the abolition of the requirement to produce any form of strategic spatial plan.	4	2	1. Agreed this should be deleted	Juliet Richardson Head of Growth and Economy 01223 699868 juliet.richardson@cambridgeshire.gov.uk
Chesterton Station Interchange (Cambridge North) The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.	As required	1	<i>Sits on the boundary of three divisions – Chesterton, Kings Hedges & Waterbeach (Cllrs Manning, Meschini and Bradnam)</i> Councillor Manning appointed	Adrian Shepherd Project Manager 01223 728110 Adrian.J.Shepherd@cambridgeshire.gov.uk
Eastern Agri-Tech Programme Delivery Board <i>Oversees the spending of the grant funding to develop the agritech industry in the corridor from Cambridge to Norwich</i>	12	1	Councillor Shuter (Cons) appointed Substitute – Councillor Raynes (Con)	Martin Lutman Agri-Tech Programme Manager Greater Cambridge/Greater Peterborough Enterprise Partnership (LEP) 01480 277180 07715 408281 martin.lutman@gcgp.co.uk
East-West Rail Consortium Central Section Member Steering Group	To be agreed	1	Councillor I Bates (Con) Substitutes Councillor T Wotherspoon (Con). Councillor D Adey (Lib Dem)	Bob Menzies Service Director for Strategy and Development 01223 715664 Bob.Menzies@cambridgeshire.gov.uk

<i>NAME OF BODY</i>	<i>MEETINGS PER ANNUM</i>	<i>REPS APPOINTED</i>	<i>REPRESENTATIVE(S)</i>	<i>CONTACT DETAILS</i>
Ely Southern Bypass Project Board To oversee the continued development and delivery of the scheme and provide a forum for key issues to be considered. The Board comprises stakeholders, local County and District Members and officers	4	2	<i>Ely Councillors A Bailey and L Every (both Con) appointed</i>	Brian Stinton Team Leader Highway Projects 01223 728330 Brian.stinton@cambridgeshire.gov.uk
England's Economic Heartland Strategic Alliance – Strategic Transport Forum	TBC	2	1. Councillor S Count (Con) 2. Councillor I Bates (Con) Substitute Councillor L Joseph (Con)	Graham Hughes Executive Director – Economy, Transport and Environment 01223 715660 graham.hughes@cambridgeshire.gov.uk
Enterprise Zone Steering Group Established to review progress in the delivery of the Enterprise Zone at Alconbury with the developers, urban and civic.	6	1	Councillor I Bates (Con) Sub: Councillor Fuller	Graham Hughes Executive Director – Economy, Transport and Environment 01223 715660 graham.hughes@cambridgeshire.gov.uk

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<p>European Metal Recycling (EMR) Liaison Group (Snailwell)</p> <p>The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.</p> <p>Note: It is not likely to have to require to meet unless the Council gets a spate of complaints or EMR wants to make changes to the site. The Local Member attending normally chairs the meeting. Helen Wass, Development Manager Officer County Planning Minerals and Waste attends from the officer side.</p> <p>Helen.Wass@cambridgeshire.gov.uk</p> <p>01223 715522</p>	<p>As and when required. No more than twice a year. See note.</p>	<p>2</p>	<p><i>Note Is in Burwell division (Cllr Schumann); next nearest Division is Cllr Hunt's</i></p> <p>Appointed Councillor Tierney (Con)</p> <p>One vacancy</p>	<p>Peter Vasey Operations Manager EMR Newmarket 111 Fordham Road Snailwell NEWMARKET CB8 7ND</p> <p>01638 720377</p> <p>Peter.Vasey@emrgroup.com</p>
<p>Fenland Association for Community Transport (FACT) Board</p> <p>The purpose of the Board of FACT is (a) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer FACT (and HACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding</p>	<p>4</p>	<p>1</p>	<p>Councillor M McGuire (Con)</p>	<p>Jo Philpott Fenland Association for Community Transport Ltd</p> <p>01354 661234</p> <p>www.fact-cambs.co.uk</p>
<p>Great Fen Steering Committee</p> <p>Steering Group to oversee and guide the development of the Great Fen Project.</p>	<p>6 approx</p>	<p>1 Observer status</p>	<p><i>Note: Current main site in Ramsey & Bury</i></p> <p>Cllr Costello</p>	<p>Kate Carver Great Fen Project Manager</p> <p>01954 713513</p> <p>Kate.Carver@wildlifebcn.org</p>

<i>NAME OF BODY</i>	<i>MEETINGS PER ANNUM</i>	<i>REPS APPOINTED</i>	<i>REPRESENTATIVE(S)</i>	<i>CONTACT DETAILS</i>
Growth Delivery Joint East Cambridgeshire District Council/Cambridgeshire County Council Member Liaison Group Members & officers from both authorities advising on growth and infrastructure issues for East Cambridgeshire including Section 106 & Community Infrastructure Levy funding.	4 but see note.	3	1. Councillor I Bates (Con) 2. Councillor Bailey (Con) 3. Councillor Every (Con) 4. Councillor Raynes (Con)	Juliet Richardson Head of Growth and Economy 01223 699868 juliet.richardson@cambridgeshire.gov.uk Note. This group is not currently meeting, but meetings may be resumed when the North Ely Development commences.
Huntingdon Association for Community Transport (HACT) Board The purpose of the Board of HACT is to (a) monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer HACT (and FACT, its parallel service in Fenland) towards meeting future need, including new initiatives, projects, potential sources of funding.	4	1	Councillor M McGuire (Con)	Jo Philpott Fenland Association for Community Transport Ltd Tel: 01354 661234 www.hact-cambs.co.uk
Huntingdon BID Board BID is the town management vehicle for Huntingdon. It is an arrangement where businesses in a defined area agree improvements they want to make, over and above what the public agencies have to do. The fund is ring fenced and used solely to deliver the agreed set of projects and activities voted on by the businesses within the BID area.	10	1	No appointment currently made	Sue Bradshaw BID Huntingdon Manager 01480 450250 sue@bidhuntingdon.co.uk or info@bidhuntingdon.co.uk http://www.huntingdonfirst.co.uk/bid-huntingdon/

NAME OF BODY	MEETINGS PER ANNUUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
Huntingdonshire Growth & infrastructure Group Member/ officer & key infrastructure partners group (3 from CCC and 3 HDC) advising on infrastructure and growth issues for Huntingdonshire including Community Infrastructure Levy & Section 106 funding. The Group will also discuss the Huntingdonshire District Council Local Plan.	4	3	1. Councillor I Bates (Con) Chair E&E Committee 2. Councillor Fuller (Con) 3. Councillor Reynolds (Con)	Clara Kerr Planning Services Manager Huntingdonshire District Council clara.kerr@huntingdonshire.gov.uk
Joint East Cambridgeshire District Council and Cambridgeshire County Council Member and Officer Steering Group for Planning and Transport The purpose of the Group is to discuss the development of the Transport Strategy for East Cambridgeshire and the Community Infrastructure Levy. The Group may in the future be needed to discuss the District Council's emerging Local Plan.	4	3	1. Councillor I Bates (Con) 2. Councillor Ambrose-Smith (Con) 3. Councillor J Schumann (Con)	Jack Eagle Lead Transport and Infrastructure Officer 01223 703209 Jack.Eagle@cambridgeshire.gov.uk
Joint Strategic Transport and Spatial Planning Group Provides co-ordination of spatial planning and integrated transport strategy for Cambridge City and South Cambridgeshire and an oversight of Growth Strategy.	4	3	note previously Councillor I Bates (Con) Councillor J Hipkin (Ind) Councillor D Jenkins (Lib Dem) No appointments made as not met for some years	Democratic Services Cambridge City Council PO Box 700 CAMBRIDGE CB1 0JH 01223 457169 Direct line 01223 457013 Democratic.Services@cambridge.gov.uk
King's Dyke Project Board To oversee the continued development and delivery of the Scheme and provide a forum for key issues to be considered. The Board comprises stakeholders, local County and District Members.	4	1	Whittlesey (Local Members Cllrs Boden and Connor) Cllr Connor appointed subject to clarification from Monitoring Officer if an issue if appointed Chairman of Planning	Brian Stinton Team Leader Highway Projects 01223 728330 Brian.stinton@cambridgeshire.gov.uk

<i>NAME OF BODY</i>	<i>MEETINGS PER ANNUM</i>	<i>REPS APPOINTED</i>	<i>REPRESENTATIVE(S)</i>	<i>CONTACT DETAILS</i>
Local Access Forum Cambridgeshire County Council has established a Local Access Forum, as required under the Countryside Rights Of Way Act (CROW) 2000. The Forum represents the interests of everyone who lives and works in the countryside and is trying to strike a balance between conserving it, working it and helping people to enjoy it.	4	2	1. Councillor King (Con) 2. Councillor M Smith (Con)	Philip Clark Community Greenspaces Manager 01223 715686 philip.clark@cambridgeshire.gov.uk
Natural Cambridgeshire Natural Cambridgeshire consists of a broad range of local organisations, businesses and people whose aim is to bring about improvements in their local natural environment.	4	1	Councillor L Joseph (Con)	Phil Clark Community Green Spaces Manager 01223 715686 philip.clark@cambridgeshire.gov.uk
Needingworth Quarry Liaison Group The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.	2	4	1. Councillor Reynolds (Con) 2. Councillor S Criswell (Con) 3. Councillor M Smith (Con) 4. Councillor P Hudson (Con) <i>Sub Cllr Wotherspoon</i>	Hilton Law Unit Manager – Cambridgeshire Hanson Aggregates hilton.law@hanson.com Direct dial – 01487 849026 07773 313194
Soham Station Project Board	3-4 times a year	3	Councillor P Raynes (Con) Councillor B Hunt (Con) Councillor J Schumann (Con) Note. The East Cambridgeshire District Council representatives have been Councillors Ian Bovingdon, Hamish Ross and Carol Sennitt	Adrian Shepherd Project Manager Public Transport Projects 01223 728110 Adrian.J.Shepherd@cambridgeshire.gov.uk

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<p>Total Transport Policy Member Steering Group (Formerly Cambridgeshire Future Transport (CFA))</p> <p>The purpose of the Group is to assist members in gaining a detailed understanding of some of the opportunities and challenges relating to transport, and of the possible consequences of decisions regarding service levels, fares, etc. The Total Transport project represents the next iteration of the CFT work. It is based on the simple idea that, on the ground, it doesn't make sense for different vehicles to collect neighbouring residents who are making similar journeys but for different purposes (healthcare, education, social care, etc). In rural areas in particular, integrating the provision of transport will allow scarce resource to be used more efficiently, so that the impact of reduced budgets can be softened.</p>	2	8	<p>1. Councillor A Bailey (Con) 2. Councillor B Hunt (Con) 3. Councillor L Joseph (Con) 4. Councillor D Jenkins (LD) 5. Councillor Giles (Ind) 6. Councillor M McGuire (Con) 7. Councillor S van de Ven (LD) 8. Councillor J Whitehead (Lab)</p> <p>Substitute Cllr Wotherspoon</p>	<p>Paul Nelson Interim Head of Passenger Transport Services</p> <p>01223 715608 paul.nelson@cambridgeshire.gov.uk</p>
<p>Visit Cambridge and Beyond Destination Management Company (DMO) - Board of Directors</p> <p>This is a new delivery mechanism led by Cambridge City for the future provision of tourism services in Cambridge and the surrounding area.</p> <p>Governance: It is to be governed by a Board of Directors.</p> <p>Representation: The representation includes <u>one</u> councillor appointment to the full board from Cambridge City, South Cambridgeshire District Council (SCDC) and Cambridgeshire County Council.</p>	12	1	<p>Cllr Shuter (Con)</p>	<p>Emma Thornton Head of Tourism and City Centre Management The Tourist Information Centre Peas Hill Cambridge CB2 3AD</p> <p>Tel 01223 457464 Mobile: 07712788550 emma.thornton@cambridge.gov.uk</p>

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
Warboys Landfill Site Liaison Group The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.	1-2	1	Cllr Rogers	Mark Farren Managing Director, Woodford Waste Management Services Ltd 01487 824240 Mark.Farren@woodfordrecycling.co.uk
Waterbeach Waste Management Park Liaison Group The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.	2-3	1	Cllr Bradnam	Tim Marks Planning Manager Amey LG Ltd Direct line: 01223 815463 Mobile: 07917 731076 tim.marks@amey.co.uk
Whitemoor Distribution Centre, March (Network Rail) The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.	As required	1	Cllr S Count (Con)	Tony Masciopinto Site Manager Whitemoor Material Handling Depot 01733 559729 Tony.masciopinto@networkrail.co.uk

Wisbech Access Strategy Steering Group Growth Deal Funding of £1 million has been allocated to the Wisbech Access Strategy, with a further £10.5 million conditional upon delivery of an acceptable package of measures. The Steering Group, set up Oct 2016, will make recommendations to the Economy and Environment Committee and to Fenland District Council’s Cabinet, who will in turn make recommendations to the LEP (Local Enterprise Partnership) Transport Body or Greater Cambridge Greater Peterborough LEP Board.	6	2	Appointed: 1. Councillor S Hoy (Con) 2. Councillor S Tierney (Con) <i>Other Authority current members include:</i> <table><tr><th>Name</th><th>Organisation</th><th></th></tr><tr><td>Simon King</td><td>FDC</td><td></td></tr><tr><td>Steve Tierney</td><td>Will now resign as district Council appointee as indicated at meeting that there was a lot of interest from other district Councillors FDC</td><td></td></tr><tr><td>David Oliver</td><td>WTC</td><td></td></tr><tr><td>Garry Tibbs</td><td>WTC</td><td></td></tr><tr><td>Richard Blunt</td><td>KLWN</td><td></td></tr><tr><td>Harry Humphrey</td><td>NCC</td><td></td></tr></table> Future meeting dates: <ul style="list-style-type: none">Meeting 7: Thursday 8 June 10AM – 12PM Wisbech BoathouseMeeting 8: 6 July 10AM – 12PM Wisbech BoathouseMeeting 9: 20 July 9:30AM – 12:30PM Wisbech Boathouse	Name	Organisation		Simon King	FDC		Steve Tierney	Will now resign as district Council appointee as indicated at meeting that there was a lot of interest from other district Councillors FDC		David Oliver	WTC		Garry Tibbs	WTC		Richard Blunt	KLWN		Harry Humphrey	NCC		Jack Eagle Lead Transport & Infrastructure Officer 01223 703269 jack.eagle@cambridgeshire.gov.uk
Name	Organisation																								
Simon King	FDC																								
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Garry Tibbs	WTC																								
Richard Blunt	KLWN																								
Harry Humphrey	NCC																								
Woodhatch Farm Waste Recycling Site Liaison Group (Ellington)	As required	2	1. Councillor I Gardener (Con) 2. Councillor P Downes (LD)	Kelly Howe Planning Assistant																					

<i>NAME OF BODY</i>	<i>MEETINGS PER ANNUM</i>	<i>REPS APPOINTED</i>	<i>REPRESENTATIVE(S)</i>	<i>CONTACT DETAILS</i>
The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.			<i>Sits on boundary between Alconbury & Kimbolton (Cllr Gardener) and Brampton & Buckden (Cllr Downes)</i>	Mick George Ltd 07824 991151 Kellyh@mickgeorge.co.uk

Score	Strategic Case: reduce congestion - improve the efficiency of the existing space allocated to transport - avoid simply unlocking latent demand - use smart technology to ease congestion	Strategic Case: jobs and housing - unlock economic and job creation opportunities - enable new housing developments	Economic Case: Scale of impact - what is the scale of impact on traffic condition, journey time, reliability	Economic Case: Value for money - what level of benefits will the project deliver assessed against cost; either in BCR or qualitative assessment	Management Case: Deliverability - certainty of commencing during 2018/19 - certainty of statutory powers in place	Management Case: Evidence of stakeholder support - is there evidence of support for the project from e.g. Members, the public, District Council, Parish Council, Local MP	Financial Case: Local contribution - percentage of local contribution - level of private sector funding
3	Major improvement to congestion and meet new dev't needs	Jobs/homes delivered by 2021, or large numbers enabled	Major congestion reduction with wider positive impact		High certainty commence in 18/19, stat power in place	Formal consultation carried out evidencing support	>50% some private or 30-50% mostly private
2	Some improvement to congestion and meet new dev't needs	Jobs/homes delivered by 2021	Mid-large scale positive impact		Can commence in 18/19, low risk of stat power issue	Supported multiple (eg public & members)	30-50% some private
1	Minor improvement to congestion and meet new dev't needs	Some jobs/homes enabled but not before 2021	Small scale/localised positive impact		Can commence late 18/19, high risk of stat power issue	Support indicated (eg public or members)	<30% some private
0	No change	No change	No impact or +/- balance	No impact or +/- balance	Feasible but highway land issues	No evidence	None
-1	Minor negative impact on the reliability of journey times		Small scale/localised negative impact		Feasible but highway land not sufficient/ multiple issues	Minor opposition indicated	
-2	Some negative impact on the reliability of journey times		Mid-large scale negative impact		Feasible but more significant issues with land, services etc	Multiple opposition indicated	
-3	Major negative impact on the reliability of journey times		Major/cross-district negative impact		Not possible without major additional works	Formal consultation shows large opposition	

**ECONOMY AND ENVIRONMENT
COMMITTEE**
**MINUTES - ACTION LOG
UPDATE**


Cambridgeshire
County Council

This is the updated minutes action log as at 4th July 2017 and captures the actions arising from the most recent Economy and Environment Committee meeting and updates Members on the progress on compliance in delivering the necessary actions.

ACTIONS FROM MINUTES OF THE 1st JUNE 2017 COMMITTEE

Minute No.	Report Title	Action to be taken by	Action	Comments	status
5.	PETITIONS AND PUBLIC QUESTIONS	Paul Nelson Head of Passenger Transport	<p>A petition has been received reading: "We the undersigned request the Big Green Bus Company to continue to use the number 19 bus timetable which Voluntary Network operated. To change the times will cause much inconvenience to virtually all the passengers".</p> <p>In line with the Council's Petitions Scheme a response to the lead petitioner was to be provided within 10 working days of it being received by the Committee.</p>	A response was sent on 13 th June and is attached as an appendix to this Minute Action Log.	ACTION COMPLETED

6.	ECONOMY AND ENVIRONMENT COMMITTEE AGENDA PLAN AND TRAINING PLAN REPORT	a) RVS to amend forward plan and ask Brian Stinton to contact the local Members	a) Agenda plan - a change was required regarding to the Kings Dyke Update / Appointment of Framework Contractor report to move it from July to the August meeting as the potential contractors required more time to complete the documentation. There was a request to ensure the local members were made aware of this change and the reasons for the delay.	Agenda Plan amended. Local members were contacted by the lead officer early June.	ACTION COMPLETED
		b) Cathryn Rutangye / Bob Menzies	b) Training Plan -in addition to topic areas, Officers were asked to look at organising a timetable for tours / visits to the main project sites.	An updated Training Plan is included later on the agenda for information which includes proposals for site visits.	ACTION COMPLETED
8.	NATIONAL PRODUCTIVITY INVESTMENT FUND FOR LOCAL ROAD NETWORK	Jeremy Smith	One Member asked why Little Paxton Bridge had not been considered for the recommended shortlist of projects. Jeremy Smith the report author invited Councillor Giles to speak to him outside the meeting to help clarify the issue.	The meeting took place the same day after the formal Committee had ended.	ACTION COMPLETED

Dear Mrs Cook,

Thank you for your petition about the timetable for the service 19 operated by The Big green Bus Company.

The previous operator of service 19, The Voluntary Network, decided that they could no longer operate the contract and therefore issued notice to terminate it. Cambridgeshire County Council decided to replace the contract and invited tenders from prospective bus operators. Bids were requested for both the previous timetable, and for any alternative timetables that could be offered. Unfortunately, there were no bids received from any bus companies prepared to operate the previous timetable and the only bid received was the one from The Big Green Bus Company. As there were no bidders for the previous timetable the only options were to accept the alternative timetable or have no service at all. The county council felt that the revised timetable was the best solution in the circumstances as it still enables passengers to carry out the majority of their needs.

Yours sincerely,

Ian Bates

Councillor for Fenstanton, Hemingford Abbots, Houghton & Wyton, Hemingford Grey, Hilton

Chairman

Economy & Environment C'tee

Cambridgeshire County Council

Home tel: 01480 830250

Mob: 07799 133467

WATERBEACH BARRACKS – COUNTY COUNCIL RESPONSE TO PLANNING APPLICATION

To: **Economy and Environment Committee**

Meeting Date: **13th July 2017**

From: **Executive Director – Economy, Transport and Environment**

Electoral division(s): **Waterbeach**

Forward Plan ref: *Key decision:* **No**

Purpose: **To consider the draft response to the Waterbeach outline planning application (S/0559/17/OL) and approve the County Council's formal response prior to determination of the planning application by South Cambridgeshire District Council.**

Recommendation: **The Committee is requested to:**

- a) Approve the response on the outline planning application;**
- b) Delegate to the Executive Director (Economy, Transport and the Environment) in consultation with the Chairman and Vice Chairman of the Committee the authority to make minor changes to the response; and**
- c) Note the emerging draft S106 Heads of Terms and that these will be brought to Committee for consideration at a future date.**

<i>Officer contact:</i>	
Name:	Juliet Richardson
Post:	Business Manager Growth and Developments
Email:	juliet.richardson@cambridgeshire.gov.uk
Tel:	01223 699868

1. BACKGROUND

- 1.1 Waterbeach is a fen-edge village situated approximately 10km north of Cambridge, within the administrative district of South Cambridgeshire. The village has grown over time to be home to over 5,000 residents today, served by a range of community facilities including a primary school, library and local shops as well as a railway station and links to the strategic highway network.
- 1.2 In 1940, the Royal Air Force opened a station/base on the northern edge of the village, which included runways, aircraft hangers and support infrastructure which in subsequent years served both Bomber and Fighter Commands. After cessation of the Second World War, the site eventually passed to the Royal Engineers in 1966 for use as a barracks. The barracks closed in 2013.

Policy Framework

- 1.3 The emerging South Cambridgeshire Local Plan allocates three new strategic scale residential led development sites at Waterbeach (8,000 to 9,000 dwellings), Bourn Airfield (3,500) and Cambourne West (1,200). More specifically for Waterbeach new town, Policy SS/5 sets out the policy requirements to be included in the planning application, including:
- Provision of community facilities, including primary and secondary education;
 - Access from the existing village for pedestrians and cyclists whilst avoiding a direct vehicular route;
 - High quality transport links to Cambridge including a new railway station, park and ride and segregated busway and cycleways; and
 - Increased capacity on the A10 corridor.
- 1.4 The allocation is controlled by two parties. Urban and Civic (for the Ministry of Defence - MoD) control the former Barracks and approximately 60% of the site. RLW (for other landowners) control the eastern part of the site comprising approximately 40%, and located on agricultural land beyond the airfield.
- 1.5 In addition to the general principles set out in the Local Plan, South Cambridgeshire District Council is also preparing a Supplementary Planning Document (SPD) to add further detail to the local plan policies. This will be an important document as it provides greater clarity on key strategic issues such as transport, education, phasing and delivery. This will address issues that cut across the interface between the two sites such as movement networks, strategic open space, access to the railway and secondary education. The SPD is currently in preparation and a draft will be published for consultation later in the year. It will be necessary for the current application to conform to the SPD.
- 1.6 Finally, the County Council with its partners have commissioned a study to examine the implications of growth in the sub-region on the A10 Corridor. This will evaluate the impacts on the corridor and considering multi modal solutions to enable growth to take place. The outputs from this study, which is expected in July, will be critical to developing mitigations at Waterbeach, and the County Council's response to the planning applications and SPD consultation.

Waterbeach Barracks - Outline Planning Application

- 1.7 It is anticipated that the new town will come forward under two separate planning applications. Urban and Civic (the selected development partner of the MoD) has submitted the planning application which is the subject of this report, with a further application by RLW Estates expected later in 2017.
- 1.8 Following pre-application discussions between the local authorities and Urban and Civic, a planning application was duly submitted by the applicant in March 2017. Table 1 summarises the key elements of the application.

Table 1: Summary of Proposed Land Uses

Land Use	Quantity ¹
Dwellings	6,500 units
Retail	16,500sqm
Employment	15,000sqm
Community uses (community centres, library, health care, nurseries, places of worship, museum etc.)	9,000sqm
Hotel	4,000sqm
Health and fitness, cultural and recreational	7,000sqm
Primary schools	3 x 3FE (plus reserve land)
Secondary school	1 x 8FE (plus reserve land)
Open spaces (including formal and informal areas, parks, multi-use games, skate parks)	-
Access roads, including two access points from the A10	-
Pedestrian, cycle and vehicle routes	-
Park and ride	-
Energy centres	2
Community waste management centres	-
Drainage works including SuDs	-

- 1.9 The location plan for the application on the barracks and airfield site is in Appendix 1.
- 1.10 The full application and supporting documents can be found on the South Cambridgeshire website at this link - [S/0559/17/OL](#).

¹ Where the quantity of land use has not been specified in the application it will be necessary to ensure that final plans meet the relevant policy, regulatory and technical requirements.

- 1.11 This report considers the draft response to the planning application with regard to the acceptability of the development proposals as they primarily affect County Council infrastructure and services, including the mitigation measures proposed and the emerging s106 draft Heads of Terms. Draft comments have already been shared with South Cambridgeshire District Council (SCDC) officers, and draft transport comments with the applicant, to ensure the pace of consultation is not delayed by committee consideration. These have been issued on a without prejudice basis pending the consideration of the application by this committee.
- 1.12 It is envisaged that SCDC will take the planning application to their planning committee towards the end of 2017.

2. MAIN ISSUES

- 2.1 Since early 2016, officers have engaged with the applicant in pre-application discussions to help shape the planning application in terms of the scope of work necessary to enable the Council to assess the merits of the development when the planning application comes forward. Together with SCDC officers, there has been a collaborative approach to support the principle of housing-led growth on this allocated development site.
- 2.2 Following assessment by officers the application is broadly consistent with the emerging local plan policy, however there are a number of issues relating to strategic cross-site matters that need resolving either through the SPD or the respective planning applications. In respect to the current application there are gaps in some of the information provided or further clarifications are required before officers are able to fully support the planning application. Therefore, to protect the Council's position, holding objections in relation to some matters are deemed necessary.
- 2.3 The full technical response is in Appendix 2 and a summary of the key issues raised is provided in the table below.

Table 2: Summary of Key Issues

Service	Key Comments
Education	<p>Objection – insufficient provision (land + contribution) identified for Special Education Needs (SEN) or Post-16; Building Research Establishment Environmental Assessment Method (BREEAM) requirement exceeds policy position. Secondary school provision (single site) not sufficient to meet needs of the area.</p> <p>Support – The application parameter plans show the general location of the primary and secondary school which at present broadly conform to the County Council's requirements. These locations will be confirmed as part of the detailed planning stages and following further consultation with the County Council.</p>
Floods and Water	Object – concerns relating to discharge rates, climate change allowance, existing barrack drainage, and water quality treatment.

Service	Key Comments
Waste Management	Support in principle, subject to detailed matters and planning condition.
Energy	Clarifications required in relation to fuel uses.
Sand and Gravel	Planning condition required.
Highways	Object on highway safety grounds.
Library	Support subject to s106 agreement.
Transport Assessment	Holding objection - insufficient evidence to determine impact on road network. Robust, tested and costed mitigation package not yet provided.
Public Health	Holding objection until further information submitted and approved in relation to health Impact Assessment.
Ecology	Objection – until application demonstrates appropriate mitigation
Archaeology	Planning conditions required
Legal Obligations	Approach noted – subject to further negotiation

Education

- 2.4 Officers and the applicant are broadly in agreement on the quantum of children expected to require educating from this development. This will be provided through three new 3 Forms of Entry primary schools (630 places), with early year's provision, and one or potentially two secondary schools. The proposed locations of the primary schools are considered acceptable, whilst the secondary school site needs to allow flexibility to meet the wider needs of the whole allocation.
- 2.5 The applicant has offered financial contributions towards SEN and Post-16 provision, however, officers are requiring provision of land, within the application site, to construct this infrastructure on.

Transport

- 2.6 The applicant has proposed a monitor and manage (M&M) approach to transport mitigation. M&M ensures that a separate Transport Assessment (TA) is produced for each development phase and mitigation package agreed accordingly for that phase. A full indicative mitigation framework is still required upfront for the whole development, but M&M provides flexibility to effectively respond to changing transport context. Officers have not agreed to this approach, and have set out steps what would be required before such an approach might be acceptable. Further clarifications and detail are deemed necessary before officers can conclude whether the development, and mitigation measures are acceptable.

Planning Obligations

- 2.7 Planning obligations or Section 106 agreements (made under Section 106 of the Town and Country Planning Act 1990, as amended), are legal agreements between local planning

authorities and developers in the context of the granting of planning permission. They can be both financial and non-financial (land, works in kind), and they are used when there is a requirement to address the impact of a development, and the impact itself cannot be dealt with through a planning condition.

- 2.8 The application includes a “Legal Obligations Note” which sets out the draft Heads of Terms for the planning obligations as proposed by the applicant. Table 3 below provides a summary of the obligations that have been offered. These matters will be subject to further negotiation with the County Council to ensure that the final package of obligations adequately mitigate the impacts of the development.

Table 3: Draft Section 106 Heads of Terms (Summary of County related Infrastructure)

Item	Contributions (in kind or financial)
Education	<ul style="list-style-type: none"> • Early Years provision to be included in primary school provision or standalone facility • Primary school sites of approximately 3Ha in size with funding + extension land and funding if required. • 1 x secondary school site of 8.5Ha with funding + reserved expansion site and funding of up to 3FE if required. • Post 16 – contribution if necessary • SEN – contribution
Transport	<ul style="list-style-type: none"> • Pedestrian and cycle route linkages • 3 vehicular links • Appropriate mitigation in response to agreed and specified measures based on monitor and manage approach, informed by Long Term Transport Strategy and A10 study • Travel Plan measures and contributions
Community facilities	<ul style="list-style-type: none"> • Library hub or contribution towards existing local library • Health facility
Waste management /recycling facilities	<ul style="list-style-type: none"> • Contribution towards strategic waste if required
Flood and Water Management	<ul style="list-style-type: none"> • Sustainable (Urban) Drainage System (SuDS) management scheme

Next steps

- 2.9 Officers will continue to engage with the applicant to progress and resolve the issues of concern raised in this response and work towards agreeing an acceptable s106 package of mitigation measures for Committee to consider and approve. This will require a further paper to E&E Committee prior to the application going to SCDC Planning Committee.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

The proposed development will provide significant employment opportunities during construction and broad benefits to the local economy through long term employment, services and new housing to meet the long term growth requirements for the District and County Council.

3.2 Helping people live healthy and independent lives

The applicant has undertaken a Health Impact Assessment and is proposing to support a Community Development Worker in the new development. There will be a network of cycle and pedestrian facilities, as well as green spaces, to encourage sustainable lifestyles.

3.3 Supporting and protecting vulnerable people

The applicant has undertaken a Health Impact Assessment and is proposing to support a Community Development Worker in the new development.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

A development of this scale will inevitably place additional demands on Council services. Through the negotiations undertaken to date the impact of this additional demand has been mitigated insofar as the planning process can secure mitigation.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

4.3 Statutory, Legal and Risk Implications

Officers of the County Council and the Local Planning Authority are satisfied that the Section 106 contributions sought comply with the statutory tests for planning obligations.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

The planning application has been consulted upon in accordance with statutory processes governing planning applications.

4.6 Localism and Local Member Involvement

Members are involved through the statutory planning consultation process.

4.7 Public Health Implications

The proposed contribution towards a development worker has been offered to mitigate potential negative impacts on early residents of the development. Without this contribution there is a risk that appropriate services to vulnerable people may not be delivered.

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 Finance?	Yes Name of Financial Officer: Chris Malyon
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Tamar Oviatt-Ham
Have any engagement and communication implications been cleared by Communications	Yes Name of Officer: Eleanor Bell
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Tamar Oviatt-Ham
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

Source Documents	Location
Planning application documents :- <ul style="list-style-type: none"> • Full set in Shire Hall Room 304 • Key documents provided in Members Lounge • https://www.scambs.gov.uk/waterbeach 	Room 304, Shire Hall, Cambridge

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Urban & Civic
Secretary of State for Defence

Figure 1.1 Strategic Site Location Plan

Date: 07.02.2017
Scale: 1:50,000

Dwg: UAC021-044
Rev: A

David Lock Associates
Town Planning and Urban Design

Appendix 2: Cambridgeshire County Council Response to the Outline Planning Permission for Development at Waterbeach Barracks and Airfield (Planning Application Ref: S/0559/17/OL) – provided as separate attachment

Appendix 2 - Cambridgeshire County Council Response to the Outline Planning Permission for Development at Waterbeach Barracks and Airfield (Planning Application Ref: S/0559/17/OL)

Waterbeach Outline Planning Application for up to 6,500 dwellings (including up to 600 residential institutional units), business, retail, community, leisure and sports uses; a hotel; new primary and secondary schools; green open spaces including parks, ecological areas and woodlands; principal new accesses from the A10 and other points of access; associated infrastructure, groundworks and demolition; with all matters reserved except for the first primary junction from the A10.

1. INTRODUCTION

- 1.1 The Council broadly supports the principle of development at Waterbeach in line with the Council's approach to the growth agenda and it is recognised that there is much that has been agreed at this point in the process. However, there are areas in the application where further detail, clarification or changes are required in order for Officers to advise Members that the development is reasonably mitigating its impact. Therefore it is necessary to place some objections on elements of the planning application until these matters are resolved to the satisfaction of the Council (see Table 1 below).
- 1.2 The Council would welcome further dialogue with the applicant to resolve these matters, as appropriate.

Table 1: Summary response

Service	Comments
Education	Objection
Floods and Water	Objection
Waste Management	Support in principle, subject to detailed matters and planning condition
Energy	Clarifications required
Sand and Gravel	Planning condition required
Highways	Object on highway safety grounds
Library	Support subject to s106 agreement
Transport Assessment	Holding objection until further information submitted and approved
Public Health	Holding objection until further information submitted and approved.
Ecology	Objection
Legal Obligations	Approach noted

Principle of Development of Policy Background

- 1.3 The planning application comes forward as part of a strategic housing allocation at Waterbeach in the context of national and local policy to support the delivery of sustainable development and growth. Key national policy includes the National Planning Policy Framework (NPPF), March 2012 which positively supports development, of good design, that is sustainable and which should go ahead, without delay.
- 1.4 As a brownfield site, which does not impact upon Green Belt, the applicant has sought to demonstrate how the OPA accords with the principles of the NPPF, and these issues will be tested in the South Cambridgeshire District Council (SCDC) report to planning committee in due course.
- 1.5 Key local policy is set out in the following documents:-
- SCDC Core Strategy Development Plan Document (January 2007)
 - Development Control Policies DPD (July 2007)
 - Cambridgeshire and Peterborough Minerals and Waste Plan
 - Emerging South Cambridgeshire Local Plan
- 1.6 Set out below are the comments from the relevant County Service providers.

2. EDUCATION

- 2.1 The planning application makes provision for one Secondary School and three primary schools as part of the proposals. The application does contain two parameter plans, which are contained on one page reference 1330 GA 010002, which are for formal determination at this stage. The parameter plan sets out the broad locations for the schools within the site at a high level. No objection is raised to the flexibility given in the parameter plans at this stage and it is considered that this can be dealt with at the more detailed design stage. A response to key matters within in the application from a design, location and planning perspective is set out in this response.
- 2.2 **Primary School 1** is located to the north of the site. It is to be bounded by residential development on all of its borders bar the south-west, which will be bordered by a retail and community/leisure use. The indicative masterplan shows the school building to the south and it is situated away from but in close proximity to the primary road network to the west. The school is adjacent to an indicative community square to the south-west and an area of open space. The location of this primary school is supported in principle, subject to further consultation at more detailed design stage. The indicative layout as shown on the indicative masterplan, with the school adjacent to a square and public open space, but away from the primary street represents good urban design and is supported. The location of the refuse and recycling entrance to the east also appears appropriate and is supported in planning terms. The focus in terms of pedestrian priority for the school plaza and the raised table to reduce speeds is also supported.
- 2.3 **Primary School 2** is located to the west of the site. It will be bounded by residential development to the north, east and south, whilst a strategic landscape buffer lies to the west. A retail and community/leisure use will bound the site to the north-east. Of all the four schools this school is the only school on the edge of the overall site. CCC Education preference is for schools to form the heart of communities, with good connectivity to neighbouring residential land uses. However, accounting for the location of the other schools within the development, which are pepper potted around the site no objection is raised in principle to the school in this location. It will be a requirement for the school boundary along the east to be fenced and therefore strategic landscape planting will be required outside of the school site.
- 2.4 **Primary School 3** is located to the south of the site. Residential development will bound the site to the north, east, south-west and west, whilst a retail and community/leisure use will border the site to the north-east. No objection is raised to the location of the school, which appears to relate relatively well to the surrounding residential development. The indicative masterplan shows potential for three access points to the site, to the east, west and to the south. It would be a requirement for the school to provide staff parking and a refuse area separate from the key pedestrian access. On the basis of the school building being located to the east of the site, there will be a requirement at detailed design stage to provide a school access from either the south or north of the site for access to the school car park. CCC Education Capital would like to be consulted on this at the appropriate time. In

addition at this stage, little information is available on the level of traffic proposed to the street to the east of the school. It is the strong preference of CCC Education for this to be a minor access route and a primary street would not be encouraged to the east of the school entrance.

- 2.5 **The Secondary School** is located to the east of the site. Residential development will border the site to the south, north and east. A green corridor will bound the site to the north-east, whilst a retail use will be located to the south-east of the site. Five further retail uses are proposed to the west of the school, whilst two proposed community/leisure uses will bound the site to the west and south-west respectively.
- 2.6 CCC Education Capital have concern regarding Secondary School provision on the site and in the area and consider that the Secondary provision is not sufficient to meet the educational need for the area. The Secondary School is located on the edge of the new development, but has good connectivity to the main settlement to the south. If this Secondary School is to serve both the new and existing community its location would be appropriate. However, if a second Secondary School is required this would be better located centrally within the site.
- 2.7 The Design and Access Statement refers to the Parameter Plan for an illustration of the proposed building heights.
- 2.8 Primary School 1 is to be located in an area which will have maximum heights of 11 metres (two storeys), which is appropriate for a primary school. However, buildings to the west, south and east will have maximum heights of up to 17.5 metres (four storeys). It is noted within the Phase 1 Design Strategy that the Primary School is to be the main civic building and the heart of the neighbourhood both physically and functionally. Whilst no objection is raised to this in principle, given the buildings around the school are likely to be significantly higher than the school it will be challenging to create a landmark building for the school. This is a matter that will need to be considered in further detail at the more detailed design stage. However, it does need to be recognised that whilst the school building can form an important heart of the community, in design terms it will not be a dominant building within phase 1.
- 2.9 Primary School 2 is to be located in an area which will have maximum heights of 17.5 metres (four storeys). It is appreciated that the detailed design work for this area will be in a later phase of the development, however it should be recognised that the school is likely to be a maximum of two storeys and is therefore likely to be lower in height than the surrounding residential development.
- 2.10 Primary School 3 is to be located in an area which will have maximum heights of 11 metres (two storeys). However, immediately to the east the maximum heights are up to 17.5 metres (four storeys). In this regard the comments made in respect of Primary School 1, would also be relevant at the detailed design stage for Primary School 3.
- 2.11 The Secondary School is to be located in an area which will have maximum heights of 24 metres (six storeys). However, the retail area to the west will have maximum heights of 30 metres (eight storeys), whilst residential development to the east will

have maximum heights of 17.5 metres (four storeys). Up to six storeys for the Secondary School is considered to be appropriate and is supported in planning terms.

- 2.12 The Existing Features Plan is the only document within the application that highlights the levels of the site. However, as this plan only shows the existing, not proposed, site features, an estimation has been made as to where the schools are located on the plan.
- 2.13 All four proposed school sites have minor alterations in topography (no more than 50 centimetres) and therefore would be suitably located for the provision of sports pitches. On the basis that no significant level changes are proposed for the school sites, then no objection is raised in this regard. CCC Education Capital would want to be consulted on any amendments to the school's locations.
- 2.14 The Planning Statement sets out a requirement for the schools to achieve a standard of BREEAM Excellent. The current County Council standard requires BREEAM 'Very Good.' It is acknowledged that there is a policy in the emerging Local Plan for South Cambridgeshire, which sets out a requirement for BREEAM Excellent. This plan has not yet been adopted and therefore at this stage the CCC Education Capital would not accept any requirement for BREEAM Excellent. Any requirement for BREEAM Excellent would increase the cost of the delivery of the school, which may need to be reflected in the Section106 requirements for education delivery.
- 2.15 CCC Education would object to any condition or approved documents within the consent setting out a requirement for BREEAM 'Excellent' to be achieved.
- 2.16 All four proposed school sites are considered to have a negligible effect on the levels of noise. However, the school sites are to be assessed in further detail when the building and playground/outdoor teaching areas are known. The only school of concern is Primary School 2, which is located to the west of the site. However this is circa 85 metres from the boundary with the A10 and therefore it is unlikely that noise will be a significant issue.
- 2.17 It is clear that the application has considered the above. All four school sites are located at least 30 metres away from residential properties, and thus will have a minimal impact on residential amenity. Moreover, the school sites are adjacent to uses which produce minimal amounts of noise. Therefore, the teaching of pupils will not be affected by external noise.
- 2.18 The application is outline in nature, with minimal information on the approval of the school buildings other than that shown for phase 1 and as shown on the Parameter Plans. Overall the locations of the primary schools within the site are appropriate and the layout and location of Primary School 1, is good urban design and relates well to the surrounding land uses.
- 2.19 The matter of Secondary Education needs to be addressed in further detail as part of the overall education provision, before detailed comments can be made on its

location. CCC Education would want to be consulted on any revisions to the locations of the Secondary School.

- 2.20 Reference is made to the school buildings forming the heart and the hub of community. Whilst CCC Education Capital has no objection to this, it does need to be recognised that the school buildings are in locations where they are likely to be significantly lower in height than the surrounding buildings. Therefore, it will be more difficult to create landmark features without additional Section 106 funding.
- 2.21 CCC Education Capital would also object to any requirement to achieve BREEAM Excellent, given the current planning policy requirement relates to Very Good. It is considered that the requirement for BREEAM 'Very Good' can be sorted by way of suitably worded planning condition.
- 2.22 The Council is generally supportive of the approach suggested within the Socio-Economic Chapter for the opening of the new secondary school proposed as part of the U&C development (paragraph 4.5.28). There is sufficient capacity within surrounding secondary schools (currently) to accommodate the pupils from the initial phases of housing development. Officers would be supportive of the new school's opening date being managed to ensure that the impact on the current local schools are not unduly undermined. It is noted that there appears to be inconsistency about this approach within the application. The Design and Access Statement (section 7, page 81) suggests a commitment to early investment in secondary education provision, which may be seen as being counter the aspirations of the Socio-economic chapter.
- 2.23 The Council accepts in principle the approach for a site which can be located to allow expansion of the school site into the RLW site. We retain concerns about the appropriateness of a single secondary school to mitigate the impact of the new housing development. This is especially true in the context of the desire to support integration of the new and existing communities. The site area currently proposed is, understandably, linked purely to the impact of the 6,500 homes proposed as part of the U&C application. There is currently no indication that the site area will be sufficient to accommodate the impact of the existing community. It is accepted by the Council that there will be a need for further negotiations to secure the necessary site and buildings (including investment outside the S106 agreements)
- 2.24 The Council has objections to the lack of reference to the potential for securing either special education provision or post-16 provision. Given the scale of the housing development proposed across the wider Waterbeach new town, and the construction timescales, it is highly likely that there will be a need to secure additional capacity.
- 2.25 The potential requirement for this provision was highlighted within discussions around the DFD for the wider site. Given the uncertainties at this stage, officers indicated that having potential sites which, could if not required by education revert to housing would be an acceptable approach. There is currently no reference within the planning application for these provisions. There are real concerns that without a clear understanding of where these provisions could be located, if ultimately

required, reliance is being placed on the RLW land to deliver sites. This may not be possible within the context of this land, and there is, therefore, a need to secure a suitable assurance that provision can be secured.

- 2.26 Within the context of this point, the Council considers that the assessment of post-16 and SEN provision within the Socio-Economic chapter (paragraph 4.5.32/3) fails to consider the long terms requirements for post-16 and SEN. Whilst in the short to medium term this assessment may be accurate, it does not reflect the significant growth in demand for both types of provision, as a result of demographic changes; increasing demand from complex needs; changes in government policy around post-16 education; or significant levels of housing development across the wider area.
- 2.27 The Council notes that the Socio-Economic Chapter includes details in relation to the projected demography and, therefore, pupil numbers arising from the proposed development. In broad terms these are accepted. However, there will be a need to review these assumptions and projections as further detail about the housing mix emerges.

3. TRANSPORT ASSESSMENT (SUMMARY COMMENTS – FULL DETAILED RESPONSE PROVIDED SEPARATELY)

- 3.1 The application is seeking outline consent for 6,500 dwellings. A monitor and manage approach is proposed but insufficient evidence is provided to allow the County Council to assess the development, nor whether this approach is appropriate. The applicant needs to detail a robust, tested, costed mitigation package for the full development. This has not been provided.
- 3.2 The applicant has not provided sufficient evidence to suggest that a first phase of 1,600 new dwellings will not have a severe impact on the already congested network. Early phase cycling enhancements are not clear (presented as 'options') and we have concerns that the required modal split could be achieved.
- 3.3 The mitigation package is not clearly defined for either the early phase or future phases. There is no alignment or integration with wider proposals and the station.
- 3.4 Notwithstanding the concerns above about the scope, the technical information presented is not clear, the trip rates are not clearly detailed, nor the mode share. It appears that no assumptions have been included about reassignment. The internalisation rates are extremely high. The assumptions about parking are very low.

Existing Situation

- 3.5 The applicant has identified existing gaps in the transport network. Routes for walking and cycling from Waterbeach are not adequate and the bus service has a 20 minute frequency during the peak periods only. Accident data (which will need to be updated) identify some accident clusters. The current railway offer is at capacity in the peak periods in terms of on-train standing room, cycle/car parking.
- 3.6 Significant congestion is identified on the A10. There are already significant peak period vehicle flows through neighbouring villages which the County Council would seek to reduce through an upgrade to the A10.

The Application

- 3.7 Whilst the forthcoming Supplementary Planning Document will consider the overall layout and connectivity of the town, it is agreed that key cycle connections need to be provided to Waterbeach, Landbeach, Cambridge Research Park, Milton, Cambridge City Centre, Lode and Horningsea. To some extent this will be informed by the City Deal Greenways project, although other connections will need to be considered.
- 3.8 The principle of providing a network of segregated safe cycle routes along the primary roads, quiet roads and within green infrastructure is agreed. This could provide a dense grid of potential routes across and through the town which can cater for both leisure and commuting trips, and is based on the provision for Northstowe. The limiting of through routes for traffic as a principle is agreed, and will encourage walking and cycling for internal town based trips.

- 3.9 The provision of bus services for the town as a whole requires further consideration by the applicant and is currently without a comprehensive strategy. This is not accepted by the County Council without the findings of the A10 study and a detailed assessment of the operation of any future bus services. There is not an agreed bus service strategy for the early phases and fully occupied town at this stage.
- 3.10 Initial reaction is that residential car parking levels at a proposed average of 1.5 spaces per dwelling may be too low overall which could result in inappropriate on-street and overspill parking. However, it is recognised that a balance needs to be struck between overproviding (and potentially encouraging car use) and making provision that reflects current patterns of car ownership whilst seeking to encourage use of other modes. The parking ratio of 1.5 spaces per dwelling including 0.25 spaces for visitors as a whole is not recommended to be agreed.

Trip Generation

- 3.11 Overall it is not clear how the spreadsheet tool has been used and much more detail on the assumptions and methodology needs to be provided by the applicant for this approach to be agreed. As such the trip generation, trip assignment, level of internalisation and mode shares are not agreed. No analysis and assumptions of the existing and future mode shares for rail, bus and cycling are made by the applicant in terms of the application for 6,500 dwellings. The applicant should consider the mode shift characteristics that are existing, likely, desirable and potentially achievable with the development.
- 3.12 There is shown to be a significant impact of the development on the strategic road network including the A10 and A14. The applicant will need to undertake further analysis and modelling of the trips to cross check and evaluate the assessment that has been undertaken. Further modelling work will need to be undertaken of the impacts of the development and at specific junctions and locations.

Mitigation

- 3.13 To enable a decision to be reached for this application there will need to be clarity and agreement on the mitigation for the full development of 6,500 dwellings as part of this application, as well as that for the whole town of circa 10,000 dwellings. Consideration of the mitigation for each phase of delivery will need to be in the context of whether this mitigation complements or compromises the overall mitigation for the whole town.
- 3.14 The mitigation for Waterbeach new town is within the context of a wider corridor solution for the A10, City deal proposals for Milton Road and the area as a whole. As such the findings of the A10 study are key to determining the future mitigation for the current application and full development. The TA does not outline how potential strategic transport mitigation has been applied in the TA analysis.
- 3.15 The applicant proposes that the strategic mitigation is managed through a Monitor and Manage (M&M) approach for this application. M&M ensures that a separate TA is produced for each development phase and mitigation package agreed accordingly for that phase. A full indicative mitigation framework is still required

upfront for the whole development, but M&M provides flexibility to effectively respond to the changing transport context. Monitor and Manage has not been approved by CCC and would require the following:

- Knowledge of and agreement of the overall package of transport mitigation for the whole town (the 'end game' from which an M&M approach would work backwards);
- Knowledge and agreement of the delivery and viability of the package of transport mitigation for the whole town;
- Details of the interim and full mitigation / schemes associated with the new town that enable phases of the development to proceed;
- Agreement of the triggers for each phase of development;
- Agreement of the size of each phase of development;
- Agreement of the overall costs of interim and full mitigation / schemes associated with the new town that enable phases of the development to proceed;
- Agreement of the heads of terms of the S106 assigning contributions for the mitigation of the town;
- Agreement of the implementation strategy for mitigation associated with the new town.

3.16 No evidence of the above points has been provided by the applicant which would enable a satisfactory agreement to be reached.

3.17 In terms of the mitigation of an early phase of development, this will be subject to submission of a planning application for an early phase. However, it is evident that whilst the principles of most of the mitigation proposals outlined in the TA can be agreed, much greater detail is required from the applicant on the individual elements of a possible mitigation package. Without this detail it is too early to provide a view on whether the package is acceptable. The mitigation evidence needs to be based on clear and reasonable technical inputs (trip generation, trip assignment, level of internalisation and mode shares). The technical inputs have not been approved.

4. HIGHWAYS

4.1 The Highway Authority requests that the application be refused on the grounds of highway safety for the following reasons:

1. Dwg. No. 30509-001-076 Rev. E. The introduction of a toucan crossing onto a stretch of the A10 which is subject to the national speed limit of 60mph is unacceptable from the perspective of the Highway Authority. While the applicant has been in pre-application discussions with the Highway Authority which resulted in an in principle agreement that such a facility could be introduced, this was caveated with the need to reduce the existing speed limit to 40mph and to carry out a stage one road safety audit. These requirements have not been met. The above request may be overcome if the applicant:
 - i. Requests that the speed limit in the vicinity of the proposed toucan crossing be lowered to 40mph and that the required traffic regulation order is successfully implemented.
 - ii. That a stage one road safety audit is carried out and any/all problems identified within the same are mitigated and or resolved.
2. At page 136 of the Design and Access Statement, the applicant comments that if the toucan crossing at the Cambridge Research Park cannot be provided that an uncontrolled crossing will be provided. Given the potential level of use of this crossing by pedestrians and cyclists and the nature of the A10, this proposal is unacceptable as it will present an undue risk to the most vulnerable users of the highway. The above request can be overcome if the paragraph referring to the potential provision of an at-grade crossing is removed from the Design and Access Statement.

Other Comments

4.2 Dwg. No. 30509/2003/SK05:

- i. That the views of the County Council's Cycling Team are sought on the proposed width of the shared use footway/cycleway along the A10, specifically is a width of 3m acceptable in this location.
- ii. The proposed piping of the ditch adjacent to the A10 is unlikely to be acceptable to the Flood Water Authority and their views on this matter should be sought.

4.3 Dwg. No. 30509/2003/SK:06:

- i. The width of the shared use footpath must be given, this should at a minimum 3.5m and may need to be 5m in width (3m cycleway, 2m footway) depending on the predicted traffic flows.
- ii. The construction details should be excluded from the drawings as these conflict with the Housing Estate Road construction Specification June 2013.

- iii. The Denny End/A10 detail will require a stage one road safety audit before it can be considered even in principle.

4.4 Dwg. No. 30509-001-077 Rev A:

- i. This proposal will require a stage one road safety report before it can be considered by the Highway Authority.
- ii. The proposed use of a toucan crossing at this busy junction is disappointing considering the proposed size of the development and the desire to have high numbers of cyclists accessing the northern area of Cambridge. Initial discussions did consider a cycle bridge (in the style of a Bailey Bridge as a visual reference to the use of Waterbeach barracks by the Royal Engineers), such a feature would provide a 'seamless' connection to the proposed off road cycle routes and as such would undoubtedly encourage cycling as a primary commuter mode.

4.5 Dwg. No. 30509/M/001/017: the Highway Authority requests that this plan is not approved as part of any planning permission as it is premature.

4.6 Dwg. No. 30509/M/001/20: This is for Highways England to comment on.

4.7 The County Council is keen to ensure that crossing facilities over the A10 are appropriate, attractive and safe, and this will include looking at bridges, considering best practices from the continent. As it stands, the applicant has not proposed any bridges.

Transport, Volume 1 Transport Statement

4.8 Figure 10.3: It should be noted that cycles (and not just bicycles) are vehicles and as such this drawing needs to be better defined.

4.9 Para. 10.6.13: Shared use areas have to be carefully considered in particular where cycle flows may be high, as even this vehicular mode can be dominant over pedestrians.

4.10 Para. 10.6.15: the kerb face to crossings should be 6mm, this is accessible by wheelchair users and prevents ponding issues.

4.11 Para. 10.6.16: An illustration of the proposed car parking layout would be useful.

4.12 Para. 10.6.17: Floating bus stops have created concerns among certain disabled groups, in particular where cycle flows are high, while these stops may be acceptable in a wide range of locations they are not a panacea to all pedestrian/cycle/bus conflicts.

4.13 Para. 10.6.18: It would be useful if the cross-sections were included in the TA as a cross reference.

4.14 Fig. 10.4:

- i. Why is no connection shown to Horningsea and on to the eastern side of Cambridge (with Marshalls Etc., as major employers) being suggested/provided?

- ii. A key showing what the symbols mean would be useful, e.g. does the horse-shoe' shape over the A10 indicate a bridge or just an at-grade crossing.
- 4.15 Para. 10.6.20:
 - i. The paths will not be shared by all users, I assume equine riders and motor vehicles will be excluded.
 - ii. The use of a 3m wide shared use facility should be seen as a minimum requirement, and more space may be needed outside schools etc. depending on predicted flows, many NMU routes will have to be segregated and the minimum widths for these should be 3m for cyclists and 2m for pedestrians.
 - iii. The use of bollards for controlling access is quite unimaginative and other forms (trees etc.), should at least be considered.
- 4.16 Page 138 onwards: numbering of paragraphs repeated, i.e. there are two 10.6.1 etc.
- 4.17 Page 146 Car Parking: officers would request that it is made clear that the guidance within Parking What Works Where published by English Partnerships will be followed rather than Manual for Streets (where the designs are not suitable for anything other than smaller domestic vehicles).
- 4.18 Para. 11.3.3: While the aspiration to provide additional cycle parking within the village and at the existing railway station is welcomed, the deliverability of these suggestions must be tested, i.e. does the applicant control the land to be used and/or have the owner's consent?
- 4.19 Figure 11-3: this is unacceptable for a cross country route. The minimum width should be 4m.
- 4.20 Figure 11.4: a key would be useful to differentiate between the solid line and the dotted line. What do they signify?
- 4.21 Para. 11.5.27: the introduction of a controlled parking zone would require the extension of Local Authority Parking Enforcement (LAPE), which operates in the City of Cambridge only. Any change of area will need the consent of National Government.
- 4.22 Para. 11.6.29: Before any additional traffic signals along the A10 can be considered these will have to be approved not only in principle but in design by the Highway Authority's Traffic Signal team, so they cannot be considered as a given.
- 4.23 From a highway officer perspective the TA is predicated on the A10 study and therefore, avoids some difficult issues, the main obviously being what happens if the A10 study suggests limited interventions along the route or for that matter nothing at all? An A10 'do nothing' scenario should be considered and suggestions of how the site will mitigate its impact on the existing network presented.

Design and Access Statement

- 4.24 Page 103: officers feel that designating the existing route of the Causeway as specifically a leisure route at this stage is premature. This is the historic and

therefore 'natural' route though the site and associated landscape. While removing motor vehicles from this route would be welcome, it may become evident as the design of the site progresses that the use of the causeway as a main pedestrian/cycle route is desirable.

- 4.25 Page 131: The plan would benefit from a key, as various line types are used with no designations.
- 4.26 Page 133: The proposed street cross sections are acceptable in principle (it is noted that no dimensions are given). However, it should be noted at this early stage that the Highway Authority will not adopt any of the trees or areas of grass verge, unless the latter serves a highway function i.e. it forms part of a visibility splay.
- 4.27 Page 138: While welcoming the proposed provision of integrated bus routes though the site, these are not shown on the proposed cross sections on page 133. Bus routes can be quite land hungry (each lane should be at least 3.5m wide) which can have a significant impact on the street scene and as such this should be recognised by the applicant.
- 4.28 Page 140: The effectiveness of the management of car parking within the proposed development will in all probability require the introduction of on street waiting restrictions (in particular if the Rail Station is relocated). This would require the extension of Local Authority Parking Enforcement area, which as stated above will require consent of national government.

Highways Conclusion

- 4.29 From a Highway Authority perspective, the application as presented is heavily dependent on the outcome of the A10 Study and as such this creates difficulties in relationship to what measures to mitigate the impact of that the development will undoubtedly have are being proposed by the applicant.
- 4.30 The Highway Authority seeks that the applicant provide an outline, in the form of a tabulated list, of which measures will be provided and at which stage within the build out of the site should it gain planning permission. In particular measures to secure good connectivity to the wider network by cycle and walking should be given a constrained delivery window, for example when would the Mere Way improvements be provided? Prior to first occupation?

5. NEW COMMUNITIES

Community Facilities

- 5.1 It is important that these community facilities are suitable for activities for children and young people and their families. The community facilities will also need to be suitable for older people and for those with a disability (whether physical, sensory or learning). As a general rule community facilities are deemed as accessible if they are within 2km which is considered a reasonable walking distance. However, for young children, mums and dads with prams, older people, those vulnerable to mental health problems and the disabled this is can be a more difficult distance to walk so it is very important that location of community facilities in the new development are positioned with this in mind.
- 5.2 Facilities should be designed to complement existing facilities available in Waterbeach. The design of these facilities should be flexible and reflect the need to access public services as well as promote and aid the delivery of community led support. To ensure this, CFA new communities team would like to be engaged with the design of the community facilities to ensure needs of the community, especially those who are more vulnerable to social isolation, will be met.
- 5.3 In addition, it is generally believed that community facilities should be planned for the very beginning of the development and certainly in the early stages of the first phase. Therefore, the Council requires a commitment from the developer that some form of temporary indoor community facility, which could be part of another building such as a school, will be available from the beginning of the development so that there is space for information sharing and signposting to existing services and a space for the community to meet together in the early stages of the development. This is especially important for young families, who will need information about the local children's centre (for example) and those who are more vulnerable to social isolation.

An environment that promotes good mental health

- 5.4 Supportive of the commitment to community greens and the pedestrian and cycle routes (active transport) as these promote positive mental health. It would be beneficial in the promotion of positive mental health that there is also a commitment to providing adequate room sizes. There is considerable research around the positive and negative impacts of design on mental health. In particular there is the NHS Healthy New Towns Initiative which is delivering some key guidelines for the design of new communities. We would be looking at a commitment from the developers that these best practices will be reflected in the design of Waterbeach Barracks.

A physical environment that is accessible and easy to navigate

- 5.5 It is important that the physical environment is accessible and easy to navigate for all members of the community, especially those with dementia and older people who may be more likely to get lost if there is nothing distinctive about the

environment. The description of 'street and blocks' causes some concerns as the "logical, legible grid to the development" may make different parts of the development look the same leading to confusion.

- 5.6 The Council requires a commitment to include Landmark building that can be used at key locations to aid navigability and orientation and for different areas of the development to have recognisable themes, character or distinctiveness to make them more identifiable. We would also encourage that other landmarks are used, possibly using landscaping and public art, to create distinctive features throughout the development.
- 5.7 Also important that sensory and mobility needs are considered in the design, such as textured pavements, sensible placing of street furniture so it does not create a barrier and level pavements wide enough for ease of wheelchair use.

Housing

- 5.8 The Council would look for the developer to provide affordable housing in line with policy, to provide sufficient and suitable housing to support older people to stay in their own homes for longer (Older Peoples Accommodation Strategy, CCC). The developer is also asked to consider how housing can be suitable or promoted to the county's Key Workers and, as the development progresses, the developer is asked to consider how new homes designed for those with special needs could be included in the development.

Social integration and supporting residents

- 5.9 CFA would like a commitment to more formal support and community development, especially for those more vulnerable, to ensure all people are fully integrated and welcome in the new community. This can be achieved through things such as a commitment to provide community development workers and specialist workers for those who are more susceptible to social isolation (those who are at risk of developing mental health problems ,older people) and for children and young people. This is essential to avoid the high needs (much higher mental health needs, higher cases of domestic abuse, higher levels of crime etc.) that plagued the earlier development of other sites of this scale.

6. FLOODS AND WATER

- 6.1 Officers have reviewed the submitted Surface Water Drainage Strategy (Ref: 30509/4002, Rev B) dated February 2017 prepared by Peter Brett Associates LLP, and at present the County Council **unable to support** the application due to a number of outstanding issues which are outlined below.

Discharge Rate

- 6.2 The applicant must provide confirmation of the proposed discharge rate leaving the site. Whilst there is reference in the Surface Water Drainage Strategy to a discharge rate of 1.1l/s/ha (as requested by the Internal Drainage Board (IDB) due to capacity issues in the receiving system), it also suggests the applicant is in negotiation with the IDB to potentially increase this rate. In order to accept the strategy and suggest appropriate conditions we will require confirmation of the proposed final discharge rate.

Climate Change Allowance

- 6.3 The applicant has only used the central estimate of 20% to calculate the required storage. The applicant should use the 'upper end' of 40% in sensitivity analysis to assess the potential flood risk implications both on and off-site in the critical duration design rainfall event. When using the upper end figure it must be ensured that surface water is wholly contained on site and that flood hazard is within acceptable tolerances using the Defra/Environment Agency document (Flood Risk Assessment Guidance for New Development) (ref: FD2320).

Existing Barrack Drainage Network

- 6.4 In this area the applicant is not proposing to alter the impermeable area. It is therefore proposed that this section of the development will continue to drain as existing. It has been detailed within the drainage strategy that a portion of this site is believed to drain into soakaways; however section 4.7.4 and 4.8.1 of the surface water drainage strategy suggests that soakaways would be ineffective in this area due to the soil type and recorded high groundwater levels. It may therefore be inappropriate to continue to drain this part of the site to soakaways and alternative methods should be explored.
- 6.5 The applicant will note from the EA's surface water flood risk maps that in this area there is a high surface water flood risk. We need confirmation of how this risk will be mitigated following development.

Water Quality Treatment

- 6.6 On a strategic level the applicant has proposed to use ponds and conveyance ditches to manage and treat surface water. We are supportive of the use of these features however we have some reservations with the proposed design of the conveyance ditches. The majority of the ditches have a steep slope and there is no evidence to demonstrate that there will be a permanent level of low velocity water within the bottom of the ditches to provide the required treatment.

- 6.7 For example, the drawing 'Conveyance Ditch in Open Space' (Sheet 1 of 2, Drawing No: 30509/4002/142, Rev P0) details that all of the ditches will have a slope of 1:1.5. This is not in line with current guidance, as detailed in Section 17.2 of CIRIA SuDS Manual (C753), the side slopes of swales/ (treatment ditches) should be a maximum of 1:3 or 1:4 to allow for pre-treatment of lateral incoming flow. We also require detail of the longitudinal slope to ensure adequate treatment can be provided.

Additional Comments

- 6.8 The applicant has proposed to discharge some surface water into the existing Lake. Although we have no objections to this proposal, the applicant must provide an exceedance plan to demonstrate how flows may be directed in the event the capacity of the lake is exceeded. The use of a formal overflow should be explored.
- 6.9 The applicant has not proposed any level of treatment to surface water that will discharge into the Lake. To protect the water quality of the receiving Lake, the applicant should ensure that the run off is of an acceptable level this is to help ensure that current and/or future receiving water quality objectives are not compromised.
- 6.10 The proposed impermeable area varies within different sections of the surface water drainage strategy (including the Technical Note appended to the document). The applicant should amend this to reflect the actual proposed impermeable area.
- 6.11 Officers would be happy to meet with the applicant and their Drainage Consultants to discuss these concerns and agree an approach for the site.

7. PUBLIC HEALTH

- 7.1 The comments below should be taken in the context that this response is from Public Health within the County Council and that South Cambridgeshire District Council as the Planning Authority have the responsibility to score the submitted Health Impact Assessment (HIA) as per their local plan policy and Supplementary Planning Document on HIA.
- 7.2 The application, in particular the Health Impact Assessment, has been compared to the New Housing Developments and the Built Environment Joint Strategic Needs Assessment (JSNA) for Cambridgeshire¹.
- 7.3 The JSNA contains an evidence review of the built environment's impact on health and has distilled the evidence into the following themes:
- Generic evidence supporting the built environment's impact on health.
 - Green space.
 - Developing sustainable communities.
 - Community design (to prevent injuries, crime, and to accommodate people with disabilities).
 - Connectivity and land use mix.
 - Communities that support healthy ageing.
 - House design and space.
 - Access to unhealthy/"Fast Food".
 - Health inequality and the built environment.
- 7.4 The application has therefore been reviewed against these themes to ensure the application and assessments has identified relevant impacts on health and contains specific mitigation measures to address the impact the development can have on human health.
- 7.5 Specific comments on the Health Impact Assessment are as follows.
- 7.6 Overall the HIA has not adequately assessed the potential positive and/or negative health impacts of the development. An HIA should:
- Appraise the potential positive and negative health and well-being impacts of the proposed development on planned new communities and the adjacent existing communities in the development area.
 - Highlight any potential differential distribution effects of health impacts among groups within the population by asking 'who is affected?' for the impacts identified.
 - Suggest actions / mitigations that aim to minimise any potential negative health impacts and maximise potential positive health impacts, referencing where possible the most affected vulnerable group(s).

¹ <http://cambridgeshireinsight.org.uk/joint-strategic-needs-assessment/current-jsna-reports/new-housing-developments-and-built-environment>

- 7.7 In addition, the HIA has not been adequately proof read prior to submission with errors in matching the objectives with the title narrative, i.e. Section 6 Mix of uses and Healthy Housing has mis-numbered the section headings, with A1 “Provision of quality housing of a mix of types and tenures helps meet peoples’ needs over a lifetime” being transposed with A3 “Provide a diverse mix of land uses”. This makes it difficult to assess which health impact has been identified and is being addressed.
- 7.8 The health and wellbeing objectives in Table 5.2 within the HIA are appropriate for the development. The acknowledgement that the health impacts will not be distributed universally and some people i.e. vulnerable groups may be potentially more vulnerable to negative effects is welcomed but the scope is too narrow, the vulnerable groups should be expanded geographically to include residents adjacent to the site and potential users of the services provided within the development site.
- 7.9 For ease of reference the comments on the HIA have been grouped under the six themes put forward in the HIA by the applicant i.e.:
- A. Mix of Uses and Healthy Houses;
 - B. Connectivity and Active Travel;
 - C. Open Space and Physical Activity;
 - D. Pollution and environmental risk;
 - E. Access to public and community service and jobs;
 - F. Supporting community wellbeing.

A. Mix of Uses and Healthy Houses

A1: Provision of quality housing of a mix of types and tenures which help meet peoples’ changing needs over a lifetime

- 7.10 Some of the health impacts have been identified such as the effect of inward commuting on reducing leisure time and the stress of travel, and the need to provide housing near employment. However the principles of housing standards and design are vague and therefore it is difficult to assess the health impacts. This is a reflection of the outline nature of the application. The provision of a range of house types is welcomed but at this stage the full health impacts cannot be assessed. It is therefore recommended that a condition is imposed, should the application be granted, requiring further health impact assessment(s) when the precise details of the house design are known.
- 7.11 The commitment to building a proportion of homes to Approved Document M – Access to and use of buildings of the building regulations is welcomed however the level and percentages of each category (M4 (1) Category 1: Visitable dwellings, M4 (2) Category 2: Accessible and adaptable dwellings, and M4 (2) Category 3: Wheelchair user dwellings) has not been specified with the application.

A2: Create an attractive neighbourhood through good quality design that helps create a ‘sense of place’ and allowance for flexibility of delivery over build out phases

- 7.12 Some of the health impacts have been identified such as the effect of “linking the Proposed Development to its past can help define the area and provide a ‘sense of place’ to new communities. This may have a positive impact on community identity and wellbeing”. However the HIA has not identified the health impacts that could be caused through the spatial design principles e.g. what the health impacts of higher densities around the “hubs” on the different population types.
- 7.13 The proposed approach at section 6.5 is welcomed as an approach but it is unclear if these are specific mitigation measures to mitigate adverse health impacts. I would recommend that these are conditioned as part of any consent, specifically the following listed in section 6.5 of the Health Impact Assessment
- Provide a proportion of new homes built to the accessible and adaptable dwellings standard 4(2) in Building Regulations Part M in each of the three categories to ensure that homes are adaptable to changing needs over a lifetime. This should be agreed with SCDC, in conjunction with Cambridgeshire County Council.
 - Provide new homes with at least minimum acceptable living space standards, suitable for their design for occupancy. These minimum acceptable living space standards should be agreed with SCDC, in conjunction with Cambridgeshire County Council prior to commencement of work on site.
 - Design and orientate new homes to aim to maximise natural daylighting and sun lighting, taking into account the need to avoid overheating, wherever possible.
 - Design development to incorporate ‘Secure by Design’ principles or equivalent.
 - Design later phases by drawing on ‘lessons learnt’ from initial phases to ensure that it creates a high quality place to live, e.g. design of homes, streets and open spaces. The Design Codes prepared for each Key Phase will help to achieve this aim.
 - Integrate affordable housing through the Proposed Development in terms of design quality and appearance.
 - Work with providers, SCDC and Cambridgeshire County Council to help identify the most appropriate use for the residential institution, for example for a residential care home.

A3: Provide a diverse mix of land uses

- 7.14 The HIA has not identified the health impacts that could be caused by the mix of land uses proposed. The HIA has however given commitment to the types of land uses that could be provided, i.e. cycle and pedestrian links to the Cambridge Research Park (CRP), and a commitment that early stage occupiers will have access to the recently re-opened community hall and sports centre on the former barracks. New open space will also be part of the first phase of development, as will pedestrian and cycle connections to the CRP which are supported. Links should have been made between land uses and health impacts such as reduction in mental ill health, reduction of Coronary heart disease and diabetes, possible

increases in road traffic injuries etc., these should then have been compared to the health profiles to see if any vulnerable groups are more impacted.

B. Connectivity and Active Travel

B1: Provision of local services

- 7.15 Some of the health impacts have been identified such as the effect on local services but they are not explained in any detail. The assessment should have considered which vulnerable groups may be adversely affected by the location of services, i.e. there may be a need to locate the “care home” facility closer to facilities rather than relying on proximity to a bus stop. There will need to be more detailed work on the provision of services at the right time in the phasing schedule to ensure local services can expand and/or relocate at the appropriate time.

B2: Improve walkability and cyclability and reduce car dependence, including supporting people to make sustainable travel choices

- 7.16 The HIA has not identified the health impacts that could be caused by transport planning, there should be links to the objective on “Pollution and Environmental Risk” particularly the impact of transport options on air quality. The HIA should have assessed the health impacts of the principles of connectivity and permeability. The health benefits of active travel have not been included and there is little detail on how active travel can be achieved within and outside of the development.
- 7.17 The proposed measures included in section 7.2.12 are welcomed but it is unclear if these are specific mitigation measures to mitigate adverse health impacts. It is recommended that these are conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development:
- Prioritising walking as the primary transport choice within the site, including through creating safe, attractive, and accessible walking routes through the application site, and beyond to allow walking to services outside of the development area;
 - The design of the overall road and street network provides a logical hierarchy of connections, which will be designed to provide sufficient space and a public realm to ensure a comfortable walking experience away from conflict from motor traffic or parked vehicles. The safe routes will be well-maintained and legible with lighting, signage and the use of quality materials;
 - Designing improved cycle routes through the development that are interconnected to existing external cycle links, with off and on-road routes;
 - Cycle routes that are suitable for both commuters and for leisure or other slower speed cycling, for instance through prioritising direct routes for the former and routes with more scenic interest and stopping places for the latter;
 - Cycle parking at least to the levels required by SCDC, to include space for larger cargo bikes in some locations (also useful for mobility cycles and trikes) and cycle rental hubs in key locations through the Proposed Development;

- Walkable access between the Cambridge Research Park and Denny End Road to the existing village and the station to the south;
- Off-site measures are also proposed including improved connectivity to Waterbeach railway station that seeks to improve cycle routes through the village to reduce hazards for road users, as well as new cycle parking;
- Other off-site cycle connectivity improvements including to Landbeach & Cottenham, Horningsea and Fen Ditton;
- Improved links for cyclists and pedestrians across the A10, which currently causes severance to movements by cyclists and pedestrians to settlements to the west, including to Cottenham Secondary School and Research Park (which is currently only really accessible by car). It is proposed to reduce this severance including through a new crossing to the A10 near the Research Park;
- Measures proposed to improve connectivity to Cambridge include connection through Cambridge Sports Lakes proposed development (subject to the development coming forward), improved and new cycleways along the A10;
- Soft measures will also be used to encourage cycling and walking such as interactive maps of routes and timings on the Travel Website for the site, promotional material and maps in Welcome Packs and as visitor information, Framework Travel Plan Coordinators will also work to promote and where possible offer incentives to cycle.

7.18 In addition the proposed measures included in section 7.2.14 are welcomed, however, there should be an assessment of the different types of active travel which will/could be provided as part of the development, e.g. an assessment of public transport, provision of electric charging points, moving toward electric bikes etc.

B3: Support safe streets suitable for pedestrians and cyclists and community interaction

7.19 The HIA has not identified the health impacts linked to pedestrians, cyclists and community interaction. Whilst the proposals are appropriate there is little detail and commitment shown to implement the suggestions. The vulnerable group section at 7.4 has failed to address the needs of older residents or any specific needs associated with the “care home” proposal.

7.20 The proposed measures included in section 7.5.1 are welcomed but it is unclear if these are specific mitigation measures to mitigate adverse health impacts. I would recommend that these are conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development:

- Providing clearly signposted links to the wider neighbourhood, such as shops, nearby parks and playing fields;
- Signposting will be provided to local walking and cycle routes, including differentiation between cycle commuting routes and more scenic but less direct routes;

- The safe routes will be well-maintained and legible with lighting, signage and the use of quality materials;
- The travel plan co-ordinator and community development worker will identify sustainable travel champions from the local community from the outset and work with new residents to promote the travel options available to them;
- Future detailed design stages will ensure new development is designed to take into account the need of all vulnerable people including disabled people to ensure new buildings meet suitable accessibility standards. This will include consideration of building design, paving materials (particularly important for visually impaired people on shared surface spaces), signage and road crossings;
- Design of routes, signage and choice of material will take into account the needs of the whole community. For example, those with vision impairment, those with mental disabilities (including dementia), who may favour straight sight lines, frequent signage;
- Preparation of a Delivery and Services Plan, Construction Logistics Plan (or similar) at the appropriate stages when details are known about construction activities to reduce risks and disturbances to other road users during construction;
- Implementation of the Framework Travel Plan through including the preparation of detailed plans at the relevant time for each Key Phase.

C. Open Space and Physical Activity

C1: Provide open space for informal recreation

- 7.21 The HIA has not identified the health impacts associated with open space. The commitment to the standards of provision is vague, the ANGSt standard is mentioned but only as a consideration not as a standard that will be followed. The commitment to “meet or exceed the local plan standards for informal open space” is also vague. The Health impact assessment will need to consider each area of open space in relation to proximity and access to/from residential areas to ascertain the potential health impacts.

C2: Provide formal recreation space including sports facilities

- 7.22 The HIA has not identified the health impacts associated with formal recreation space. The commitment to provide “facilities for sport and recreational use, including open space, will be provided at key stages as the population of the development grows” is vague, more certainty is needed as to the exact provision at each stage/phase of the development.

C3: Support greater physical activity as part of people’s lifestyle

- 7.23 The proposal to use the Sport England Active Design Principles are welcomed:
- Activity for all
 - Walkable communities
 - Connected walking & cycling routes
 - Co-location of community facilities

- Network of multifunctional open space
- High quality streets & spaces
- Appropriate infrastructure
- Active buildings
- Management, maintenance, monitoring & evaluation
- Activity promotion & local champions

7.24 However the HIA has not identified the health impacts associated with physical activity as part of people's lifestyle. The HIA has not assessed the needs of vulnerable groups and the approaches which may be needed to ensure all people can benefit from increasing physical activity as part of daily life. This section should be linked to section B Connectivity and Active Travel.

C4: Create a high quality natural environment integrated into development

7.25 The evidence used is appropriate and as acknowledged in section 8.2.23 the detail of design is not yet defined, and as such the intention to ensure new planting is integrated throughout the scheme, including along new roads and through the provision of pocket parks, needs to be conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development. The HIA has not identified the health impacts associated with a high quality natural environment specific to the development site and the HIA has not assessed the needs of vulnerable groups.

C5: Access to fresh food and food growing

7.26 The proposal to consider the options for fresh food availability are welcomed in particular the use of civic squares for regular fresh food markets, and it is recommended that these options are either conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development. The HIA has not identified the health impacts associated with access to fresh food specific to the development site, however the needs of vulnerable groups have been considered. There needs to be an overall approach to the provision of fresh food which encompasses purchase in retail outlets to the ability to "grow your own" through the provision of allotments and/or sufficient garden space. The consideration of healthy options for on-site catering for construction workers is welcomed.

7.27 The proposed measures included in section 8.5.1 are welcomed but it is unclear if these are specific mitigation measures to mitigate adverse health impacts. I would recommend that these are conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development:

- Integrating features in the open spaces that encourage activity and exercise, such as use of 'trim trails' or outdoor gym equipment and a perimeter route for walking, running, cycling and horse riding;

- Providing the infrastructure necessary to help support people being active outdoors, this could include public conveniences, drinking fountains, seating, park cafes and outdoor Wi-Fi;
- Signage and information boards will be provided showing walking routes, direct routes, directions to other services and facilities, routes to Waterbeach village, the station and Cambridge, giving distances or walking times;
- Active building principles incorporated in new community buildings, schools and any apartment buildings. This includes space for cycle parking, shower facilities, and making stairs rather than lifts the most obvious way of moving between floors. Ensure all buildings have their main entrance from the pedestrian routes not the car park, and allow area for pushchair parking;
- Long term plans for ecology management, planting and protection of trees;
- Inclusive play space will be provided that is accessible and welcoming to disabled and non-disabled children. This needs to be considered at future stages of design;
- Long term maintenance of public open space will be incorporated into the Application Site management plans;
- Support community gardening schemes, allowing allotments to be used by community groups as well as individual residents. Community gardening can serve as a mechanism for combating social isolation and promoting social cohesion by contributing to the development of social networks. It also brings about positive health benefits which include improved access to food and increased physical activity;
- Provide new allotments in easily accessible locations on the Application Site, accessible to those who do not drive and close to a mixed tenure of housing;
- Consider ways to encourage new shops to include those that sell a range of healthy and fresh foods, including the option of fresh food markets in the civic squares across the development.

D. Pollution and environmental risk

D1: Reduce potential risks of climate change including from flood risk (surface and fluvial)

- 7.28 The HIA has not identified the health impacts associated with pollution and environmental risk, e.g. health impacts associated with flooding and climate change such as infectious diseases. The HIA has not assessed any impacts on vulnerable groups.

D2: Protect people from the harmful effects of pollution including air quality, noise/vibration and ground contamination

- 7.29 The HIA has not identified the health impacts associated with air pollution, noise etc. The mitigation measures proposed in sections 9.2.24, 9.3.2, 9.3.4, 9.5.1 and the ES are appropriate and should form conditions on any consent granted.
- 7.30 At this stage it is too early to claim that the “predicted changes in air quality as a result of the development are well below the relevant air quality objectives at all existing receptor locations” as the road layouts and the energy options have not

been decided. Also it is difficult to have confidence that an increase of 6,500 homes will have a negligible impact on air quality, both within the site and beyond into Cambridge City. I would suggest that expert advice is sought from the South Cambridgeshire Air Quality Lead and Cambridge City Air Quality Lead as Cambridge City already has an Air Quality Management Area and any additional vehicles is likely to exacerbate the air quality problem. I understand the air quality/transport assessment has only considered impacts as far as the A14, the scope needs to be widened to include effects within Cambridge City.

E. Access to public and community service and jobs

E1: Allow access to healthcare from the initial phase

- 7.31 The approach of providing “at least a temporary GP surgery or health centre from initial phases of development” is welcomed.

E2: Allow access to community facilities from the initial phase

- 7.32 The approach to providing community facilities is welcomed but the precise detail will need to be agreed with the County Council, NHS and South Cambridgeshire District Council before any permission is granted.

E3: Allow access to education from the initial phase

- 7.33 The HIA has not identified the health impacts associated with education specific to the development site. Educational attainment is a predictor of longer term effects on health and wellbeing.

E4: Support access to jobs from the initial phase

- 7.34 The HIA has not identified the health impacts associated with access to employment specific to the development site, however the needs of vulnerable groups have been considered. Employment is a predictor of longer term effects on health and wellbeing.
- 7.35 The proposed measures included in section 10.5.1 are welcomed but it is unclear if these are specific mitigation measures to mitigate adverse health impacts. I would recommend that these are conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development:
- Ensuring all community facilities are well-signposted, with high quality footpath and cycle links.
 - Continuing to work with service providers to help develop new communities and support new residents.
 - Appointing a Community Development Officer to encourage participation in community groups by new residents.
 - Providing a single information point for community events and classes, including a newsletter to keep residents informed of their options and someone to answer their queries.

- Enabling temporary vacant retail or commercial units to be used by residents and community groups as temporary spaces for community development while tenants are being found or more formal facilities are under-construction.
- Fast internet access will be available on site from the first phase of occupation.
- Continuing to work with stakeholders and providers to identify the trigger points and needs for provision of community services and schools, as set out in the facilities statements.

F. Supporting Community Wellbeing

F1: Help reduce social isolation including supporting access to community facilities and community groups from the first stage of occupation

- 7.36 Although the evidence used is appropriate the HIA has not identified the health impacts associated with social isolation specific to the development site. In addition the HIA should consider the interaction between the existing Waterbeach village and the new development. The need to provide a Community Development Officer and provision of a welcome pack should be conditioned as part of any consent.

F2: Opportunities for local community role in decision making and management of the place where they live

- 7.37 The HIA has not identified the health impacts associated with the opportunities for people to become involved in decision making. However U&C's ongoing commitment to community involvement through the lifetime of development is welcomed.

F3: Integration of existing and new communities

- 7.38 The HIA has not identified the health impacts associated with integration of existing and new communities, although the proposed measures are appropriate.

F4: Reduce opportunities for crime and fear of crime

- 7.39 The HIA has not identified the health impacts associated with crime and fear of crime, however the needs of vulnerable groups have been considered. The principle to add greater detail in the design codes for each key phase is welcomed and I would recommend that this is conditioned as part of any consent.
- 7.40 In addition the proposed measures included in section 11.4.1 are welcomed but it is unclear if these are specific mitigation measures to mitigate adverse health impacts. I would recommend that these are conditioned as part of any consent, or a condition is imposed requiring that they are specifically included within the design codes for each phase of the development:
- Supporting community events throughout the development phase, such as community fetes, fairs and markets.
 - Supporting the development of informal community meeting spaces, such as pubs and cafés, parks and playgrounds.
 - Continued use of the website (www.waterbeachbarracks.co.uk) to keep residents informed of what is happening in the area. This should include

information on consultation on ongoing planning applications (while ongoing), as well as sections for the community on activities and events as well as contact details for supports and contacts during construction. Print information should also be made available, including direct mailings as well as information points at community facilities. Print information will also be made available from the quarterly newsletters, direct mailings if required, updates in the village newsletter and information points at community facilities.

- Consultation and advice on secured by design principles will be provided for residential and commercial areas as well as specific measures for schools. In addition to other measures to reduce risk of crime and fear of crime such as use of lighting, clear sight paths, natural surveillance and encourage activity on routes through the scheme.
- Help reduce the potential for or perceived anti-social behaviour by young people by promoting community groups, activities and meeting spaces within the development aimed at these groups so they have somewhere to spend their time outside of the home. This could include working with Community Development Officers to encourage older and younger people to mix and gain an understanding of one another.
- Work with local providers to enable a Community Development Officer to be in place to help guide the type of community facility required and establish methods of community engagement.
- Provide new residents with welcome packs that provide links (including named contacts) to help people become acquainted with the area and its history and the local community activities. This can be of benefit to both new residents and the community members assigned to help people integrate.
- Identify measures to encourage community participation, kept under review during the lifetime of the project, with details of local community representatives in the governance of the development, including helping to manage community facilities, events and managing any community funds. Work should be alongside representatives of the local Councils.

Public Health Summary

- 7.41 In short the HIA falls short of what an HIA should be. It has not identified the health impacts specific to the application site and the causal pathways. The approach from Urban & Civic is fine and the mitigation measures are acceptable so officers have confidence that the health impacts, when properly identified, will be properly addressed. Officers therefore suggest we put in a holding objection until we can agree a way forward with U&C and SDCD to correctly identify and mitigate the health impacts and to ensure the HIA influences the master plan and the future design of the development.

8. MINERALS AND WASTE

- 8.1 The outline planning application includes a Waste Management Strategy which provides a good outline as to the overall approach to be taken for waste management at this site. However, there are details which cannot be provided at this stage and therefore provision is made for Site Waste Management Plans to come forward in due course; and for completed RECAP toolkits Assessment (both of which are required by the Adopted Cambridgeshire and Peterborough Minerals and Waste Core Strategy, Policy CS28).
- 8.2 In order to secure the above required information the following planning condition is put forward to be included with any consent granted:

Detailed Waste Management and Minimisation Plan

Prior to the commencement of development or any reserved matters approval, a Detailed Waste Management and Minimisation Plan (DWMMP) shall be submitted to and approved in writing by the local planning authority. The DWMMP shall include, but not be limited to, details of:

- i. Construction waste infrastructure including a construction material recycling facility to be in place during all phases of construction;*
- ii. anticipated nature and volumes of waste and measures to ensure the maximisation of the reuse of waste;*
- iii. Measures and protocols to ensure effective segregation of waste at source including waste sorting, storage, recovery and recycling facilities to ensure the maximisation of waste materials for use both within and outside the site;*
- iv. Any other steps to ensure the minimisation of waste during construction;*
- v. the location and timing of provision of facilities pursuant to criteria i) to iv);*
- vi. Proposed monitoring and timing of submission of monitoring reports;*
- vii. the proposed timing of submission of a Waste Management Closure Report to demonstrate the effective implementation, management and monitoring of construction waste during the construction lifetime of the development;*
- viii. a RECAP Waste Management Guide toolkit shall be completed, with supporting reference material; and*
- ix. Proposals for the management of municipal waste generated during the occupation phase of the development, to include the design and provision of permanent facilities e.g. internal and external segregation and storage of recyclables, non-recyclables and compostable material; access to storage and collection points by users and waste collection vehicles.*

The Detailed Waste Management and Minimisation Plan shall be implemented in full accordance with the agreed details.

Reason: In the interests of maximising waste re-use and recycling opportunities; and to comply with policy CS28 of the Cambridgeshire and

Peterborough Minerals and Waste Core Strategy (2011) and the Recycling in Cambridgeshire and Peterborough (RECAP) Waste Design Guide 2012; and to comply with the National Planning Policy for Waste October 2014; and Guidance for Local Planning Authorities on Implementing Planning Requirements of the European Union Waste Framework Directive (2008/98/EC), Department for Communities and Local Government, December 2012.

Energy Centres

- 8.3 The outline planning application includes the provision of two energy centres, albeit assumed as 'associated infrastructure' for the purposes of the development description by the Local Planning Authority. These two energy centres appear to be intended as facilities for local energy generation; and the planning application suggests that the precise technology to be employed will be addressed through reserved matters. The potential range of fuel includes gas, biomass, waste through anaerobic digestions and waste combustion, all of which could introduce very different feedstocks and have different impacts in relation to traffic generation, odour, noise and general amenity issues that will need to be given full consideration. This part of the outline proposals needs further clarification and consideration for the Waste Planning Authority (WPA) to provide meaningful comment. Proposals for Energy from Waste facilities would normally fall under the remit of the Environmental Impact Assessment Regulations (EIA) and require detailed consideration prior to being determined by the WPA.
- 8.4 In this context, and for information, an EIA scoping request has been received and is currently being considered by the County Council as Waste Planning Authority for an Energy from Waste facility at Amey's Waterbeach Waste Management Park, Waterbeach. The scoping request relates to the site allocated through the adopted Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Plan (2012), Policy SSP W1K, which identifies energy from waste as a potential use for the site.

Sand and Gravel

- 8.5 The development site falls within the Sand and Gravel Mineral Safeguarding Area and there are significant deposits of sand and gravel at the site. Whilst this will not prevent development going ahead if the Local Planning Authority is minded to grant planning permission for these outline proposals, the County Council as Mineral Planning Authority is concerned to ensure that any mineral extracted during the course of development is put to a sustainable use i.e. either used in the development itself or potentially taken off site to be processed and used for aggregate purposes (in the event of the latter advice should be sought from the County Council as this will require planning permission from the County Council as the Mineral Planning Authority). Ensuring the sustainable use of mineral extracted during redevelopment is consistent with the principles of the adopted Minerals and Waste Core Strategy (Policy CS42) which addresses incidental mineral extraction. The Environmental Statement acknowledges this (Chapter 13) and states that 'consideration will be given to the sustainable reuse of minerals excavated from the

site during construction'. It is suggested that this will be taken forward through the CEMP. In order to ensure that this is addressed satisfactorily, and through all the construction phases of the development, it is suggested that this could be secured through a clause requiring this in the planning condition which will require a CEMP.

9. LIBRARY

Interim Provision

- 9.1 Provision of a Micro library, rent free in a shared community building or a new mobile stop to serve the development is required to provide interim provision, until the permanent provision is provided.
- 9.2 Although a matter for the s106 negotiations, officers suggest that a trigger of 1,000 new residents (equivalent to 400 dwellings) is an appropriate point at which the infrastructure is required.
- 9.3 A financial contribution of £28.92 per head of increased population (equating to a contribution of £28,920) would provide for the above infrastructure.

Permanent Provision

- 9.4 1000sq m of operational library space in a shared community facility plus 25sqm library workspace (which can be in a shared staff space) is required to mitigate the impact of this development.
- 9.5 Although a matter for the s106 negotiations, officers suggest that a trigger of 14,000 new residents (equivalent to 5,600 dwellings) OR whenever the Community facility is built, whichever is the sooner, is an appropriate point at which the infrastructure is required.
- 9.6 A financial contribution £97 per head of increased head of population (equating to a contribution of £1,358,000) OR fit out costs (at the time of handover) if the facility is built by the developer, will provide for this infrastructure.
- 9.7 Officers would expect the following Library and Lifelong Learning Facility specification to be agreed to by the developer of the facility
- 9.8 Library Area specification:-
- which is on a single level and at ground floor;
 - which has access to shared meeting facilities, staff facilities, buggy parking, delivery access/a delivery parking bay and customer toilets;
 - into which there are good clear views in from the street or from within the community building;
 - offering the potential for self-service opening whenever the community building is open;
 - having a layout offering good sight lines with opportunities if possible for discrete zones for different functions and for flexibility in use of space;
 - having sufficient power and data connections to enable installation of appropriate information and communications technology and future changes in layout.
- 9.9 The community building should also be accessible on foot, by cycle and by public transport and in an area of high footfall. The library should also have at least 1 designated disabled car parking space.

10. ECOLOGY

- 10.1 Officers have strong concerns that the application fails to adequately demonstrate that there will be no adverse impact on ecology, particularly on wildlife sites, protected species and priority species/habitats. Consequently, the application does not accord with SCDC Development Control Policies (adopted July 2007) policy NE/6 Biodiversity, nor national planning policy and accompanying ODPM Circular 06/2005: Biodiversity and Geological Conservation which states that the level of impact of development on protected species and priority habitat/species is a material consideration in the planning process.
- 10.2 Officers recommend that SCDC consults their ecological expert, as well as the Wildlife Trust and Natural England (as appropriate), to provide detailed comments on our concerns highlighted below:
- i. Potential adverse impact on landscape scale Green Infrastructure projects, including Wicken Fen Vision area, and other statutory/ non-statutory wildlife sites with designatory features sensitive to increased recreational pressure (e.g. ground nesting birds, trampling), such as Cams Washes SSSI
 - No detailed evidence has been provided to substantiate the applicant's claims that there is likely to be no adverse impact on these sites
 - Advice from Natural England and National Trust should be sought on this matter.
 - As part of the development of the SPD, we would strongly recommend that a detailed assessment of recreational pressure on these wildlife sites be conducted to identify a threshold as to if / when an impact is envisaged
 - ii. Potential adverse impact on nearby County Wildlife Sites
 - iii. Lack of detailed survey work for protected species
 - All evidence to support protected species assessments, including protected species survey report, must be provided. All survey work should accord with industry best-practice guidance and relevant British Standards
 - iv. Impact on farmland birds, particularly in relation to cumulative impact of other developments within South Cambridgeshire
 - No evidence has been provided to substantiate the applicant's claims that there is sufficient capacity within the local area to accommodate farmland birds displaced from the application site and therefore, the 'worst case scenario' must be applied and assume that such habitats are at carrying capacity.
 - We would expect any large developments within South Cambridgeshire to secure an acceptable level of off-site mitigation measures for farmland

birds, in keeping with recent SCDC planning permissions for strategic sites (e.g. North-West Cambridge)

- v. Lack of quantitative data to demonstrate the scheme will result in net gain in biodiversity (or at least no net loss), including protection / enhancement / creation of priority habitats
- Defra's Biodiversity Off-setting Matrix should be used as a basis for this assessment.
 - The level of long-term aftercare / maintenance of biodiversity features (including habitats) should ideally be secured in perpetuity. At the very least, it must allow a sufficient period of time to allow habitats to establish and secure the 'future target value' / high quality habitat assumed within the ecological assessment – see Appendix 2 of Defra's (March 2012) Technical Paper: the metric for the biodiversity offsetting pilot in England.

11. ARCHAEOLOGY

- 11.1 Officers do not object to the application, but would recommend that conditions are put in place to ensure the effective management of heritage assets which will be impacted by the development.
- 11.2 The site is located within a landscape of high archaeological significance. The site sits at the junction of a significant Roman road and the Car Dyke canal; an important junction on the regional Roman transportation network. Consequently the surrounding landscape developed in the Roman period as a significant centre for settlement, industry and commerce, which is reflected in the surviving archaeological resources. In the medieval period, the site was located between the important religious house Denny Abbey to the north, the contemporary settlement at Waterbeach and the site of Waterbeach Abbey. Elements of this landscape, including parts of the Car Dyke, Denny Abbey, Waterbeach Abbey and the shrunken medieval village of Landbeach, are considered to be of national importance and are designated Scheduled Monuments. Extensive undesignated heritage assets also survive in the landscape, including within the proposed development area.
- 11.3 The applicant has commissioned and undertaken an archaeological evaluation of the site, including desk based assessment, geophysical survey and trial trenching. Although there are areas of substantial disturbance from the 20th century military use of the site, the surveys have identified significant archaeological assets within the site, mostly relating to Roman settlement, transport and agriculture. There is also potential for evidence relating to the late prehistoric, Saxon and Medieval periods to survive within the site.
- 11.4 With regards to the archaeological resource, the ES suggest that the development will have a moderate adverse effect on below ground archaeological deposits. Considering that the identified archaeological assets will be completely destroyed where there are direct construction impacts, we would suggest that the impacts will be severe adverse. However, the surviving archaeological resource has been disturbed from previous land use and, in accordance with the ES proposals, we would consider mitigation of the development impacts through excavation and recording of the affected assets, and public presentation of the results to be an appropriate strategy.
- 11.5 There are areas of significant archaeology within the application site where preservation in situ is proposed, including The Causeway, Soldiers hill and Car Dyke. The ES suggests that these will be protected from physical harm through the management of construction traffic, site hoardings etc. as necessary. We would recommend that an appropriate level of protection is secured through inclusion in a Construction Environment Management Plan, which should also be secured by condition.
- 11.6 The ES outlines plans to reduce the impact of the development on the built heritage and setting of the designated heritage asset Denny Abbey. While we consider that there are opportunities to improve access and increase public awareness of Denny

Abbey, we would recommend that Historic England are consulted with regard to the potential impacts on the setting of the designated assets. With regard to the proposed tree planting, this must take into account the potential for impacts on undesignated heritage assets.

- 11.7 Officers acknowledge and support the proposal within the ES to implement a full recording programme of the World War II structures and would recommend that this is secured by condition.
- 11.8 Officers recommend the following conditions to secure the effective management of the undesignated heritage assets within the application area.

Archaeology Condition

No development shall take place until a written scheme of investigation (WSI) has been submitted to and approved by the local planning authority in writing. For land that is included within the WSI, no demolition/development shall take place other than in accordance with the agreed WSI which shall include:

- *the statement of significance and research objectives;*
- *The programme and methodology of site investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works*
- *The programme for post-excavation assessment and subsequent analysis, publication & dissemination, and deposition of resulting material. **This part of the condition shall not be discharged until these elements have been fulfilled in accordance with the programme set out in the WSI.***

Built Heritage Condition

No development shall take place until the applicant has secured the implementation of a programme of historic building recording in accordance with a written scheme of investigation which has been submitted by the applicant and approved in writing by the Local Planning Authority.

- 11.9 Officers would also recommend the inclusion of the following clause in a condition for a Construction Environmental Management Plan
- 11.10 The site wide CEMP shall include archaeological protection and mitigation measures to be implemented during the construction process.

12. PLANNING OBLIGATIONS

- 12.1 This document sets out the context for the s106 agreement that will be secured to any consent granted for development.
- 12.2 Particular reference is made to a monitor and manage approach for transport which officers can only support SUBJECT TO a number of caveats which are set out in the Transport Assessment response above.
- 12.3 Officers acknowledge that the model used at Alconbury Weald has merit and therefore has no objection to the broadly the same approach for this application.
- 12.4 Officers highlight and support, as raised in section 2.2 of the Legal Obligations document, that whilst the ability for each development to provide for its own needs is sound, flexibility may be necessary, where strategic infrastructure is providing for the applicant site and adjacent site. An example of this may be the secondary school provision.
- 12.5 Officers consider Annex C as a starting point for s106 negotiations and therefore this schedule of items will need to be reviewed regularly to ensure it meets the needs of the development before it is finalised and agreed.

ENDS

If you wish to seek clarification on any comments in this note, please contact one of the following officers:-

Stuart Clarke, Planning Officer on stuart.clarke@cambridgeshire.gov.uk

OR

Colum Fitzsimons, Development & Policy Manager on colum.fitzsimons@cambridgeshire.gov.uk

BIKEABILITY CYCLE TRAINING

To: Economy and Environment Committee

Meeting Date: 13th July 2017

From: Graham Hughes, Executive Director – Economy, Transport and Environment

Electoral division: All

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

Purpose: To update the Committee, and to seek approval for short term and long term proposals for funding Bikeability cycle training.

Recommendation: Committee are asked to:

- a) Support the proposal to fund the expected funding shortfall for the Bikeability scheme in the short term;
- b) Request that officers seek alternative funding for the Bikeability scheme through sponsorship or other funding streams in the longer term; and,
- c) Agree to receive further updates on both the funding situation and the uptake of training.

<i>Officer contact:</i>	
Name:	Mike Davies
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Tel:	01223 699913

1. BACKGROUND

- 1.1 Free cycle training in primary schools has been offered in Cambridgeshire since the 1970s. In 2009 the County Council moved from volunteer led cycle training managed by the Road Safety Team, to Bikeability training, promoted by Cycling England, funded by Government, delivered in accordance with national standards, and managed by the Cycling Projects Team.
- 1.2 The delivery model is an outsourced one which incurs very minimal amounts of internal staff costs, contrasting with the previous model which required a number of posts devoted solely to the scheme. In essence there is no budget for staff time. All funding received is used directly to fund delivery.
- 1.3 The current training provider, Outspoken, has proved to be an enthusiastic and reliable supplier, which has enabled a very hands off approach from County staff to ensure costs can be focussed wholly on training provision.
- 1.4 Each year an estimate of training places is made, and submitted to The Department for Transport (DfT) as a bid. Up until 2016/17 DfT had always met the number of required places. There was a funding shortfall in 2016/17 of £9,000.
- 1.5 In recent years the numbers trained have been increasing steadily, and currently the number trained per year exceeds 6,000.

2. MAIN ISSUES

- 2.1 The DfT has decided to top slice the Bikeability budget to provide another initiative called Bikeability Plus which seeks to complement training with other activities such as bike rides and bike maintenance. Cambridgeshire is one of the recipients of Bikeability Plus funding. Nationally demand for the remaining pot of Bikeability has risen year on year, and so DfT cannot now guarantee that every local authority gets their desired level of funding. Priority has been given to new schemes, rather than established ones like our own.
- 2.2 Although there will still be DfT funding, it may not now cover all of our costs. For each £45 training place, the shortfall is likely to be up to £10, but this is likely to vary year to year. For 2017/18 the total shortfall is expected to be up to £60,000 based on the previous year's uptake.
- 2.3 Cycle training is an established part of the school programme in primary schools, and given that the DfT have made a long term commitment to some level of funding, it would be difficult to cease the training programme. The training gives young people a life skill, and very much supports the Council's objective around helping people live healthy and independent lives.
- 2.4 At the meeting of the Economy and Environment Committee in March, a proposal to charge schools for Bikeability was discussed, and the proposal was not favoured. At that meeting it was unanimously resolved to:
 - a) Note the report;

- b) Request that officers seek alternative funding for the scheme through sponsorship or other funding streams; and,
- c) Agree to receive a further report outlining the outcome from discussions on sponsorship.

- 2.5 Some initial work has taken place to engage potential sponsors which has proved useful in terms of fact finding. It is clear that exposure and coverage are key considerations. There is also a view that given the many other channels for marketing and promotion, new sponsors are likely to want to sign up for very short term deals initially, to test the market, thus it will be hard to secure sponsorship that ties sponsors to say annual commitments initially, with sponsors preferring a monthly arrangement.
- 2.6 Sponsors are keen to explore opportunities such as banners outside schools and exposure in Council Tax booklets, which confirms that a more co-ordinated approach to sponsorship within the Council is needed longer term. This has already been acknowledged as part of the Transformation Programme. Within the Programme, guidelines for seeking sponsorship are being compiled as one of a number of work streams.
- 2.7 Seeking sponsorship now for Bikeability in isolation, is to some extent premature in advance of the guidance being completed by the Transformation Team, however opportunities to find sponsorship will still be pursued. If it is not possible to find sponsorship in this financial year then it is proposed to fund the shortfall from Economy, Transport and Environment (ETE) underspend.

3. CONCLUSION

- 3.1 For 2017/18 it is proposed to continue seeking opportunities for sponsorship funding, whilst working closely with The Transformation Team as their guidelines are finalised. If insufficient funding is raised through sponsorship then for this year only, the cost of the scheme can be covered from within the ETE budget
- 3.2 Working with the Transformation Team on a longer term basis, and coordinated with other Council services seeking potential sponsorship funding, efforts to secure long term sponsorship arrangements for Bikeability will be pursued. If no such opportunities are found, it is proposed that further consideration should be given to the long term future of the scheme and the potential to charge parents for the service or seek ongoing funding from Council resources.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

More people cycling contributes to a healthier population, improved productivity, reduced traffic congestion, reliability of journey times and adds capacity into an already constrained road network, all of which contributes to economic wellbeing.

4.2 Helping people live healthy and independent lives

Currently many people feel unsafe cycling, although cycling is potentially a form of economic, reliable transport that allows them to access employment or training and hence independence, and the opportunity to incorporate active travel into their lives.

4.3 Supporting and protecting vulnerable people

It is proposed that Bikeability cycle training would still be offered to all schools across the County irrespective of geography or school size. A long term solution to sustained funding is being sought.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

Carrying on the cycle training for the current financial year will cost up to £60,000. This can be covered within the existing ETE budget for this year only but longer term solutions will be needed.

5.2 Statutory, Risk and Legal Implications

There are no significant implications within this category.

5.3 Equality and Diversity Implications

There are no significant implications within this category.

5.4 Engagement and Consultation Implications

There has been discussions with our supplier Outspoken and some potential sponsors, but no engagement with schools.

5.5 Localism and local member engagement

All divisions would be impacted by these proposals. To date the Member involvement has been confined to discussions at Spokes (before the local elections) and at the Committee itself.

5.6 Public Health Implications

The Transport and Health Joint Strategic Needs Assessment (T&HJSNA) references the importance of providing free opportunities for people in areas of high deprivation to be physically active.

Source Documents	Location
None	

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: S Heywood

Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law?	Yes Name of Legal Officer: F McMillan
Are there any Equality and Diversity implications?	No Name of Officer: T Oviatt-Ham
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: C Birchall
Are there any Localism and Local Member involvement issues?	No Name of Officer T Oviatt-Ham
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: T Campbell

FINANCE AND PERFORMANCE REPORT – May 2017

To: **Economy and Environment Committee**

Meeting Date: **13th July 2017**

From: **Executive Director, Economy, Transport and Environment
and Chief Finance Officer**

Electoral division(s): **All**

Forward Plan ref: **For key decisions *Key decision:* No**

Purpose: **To present to Economy and Environment Committee the
May 2017 Finance and Performance report for Economy,
Transport and Environment (ETE).**

**The report is presented to provide Committee with an
opportunity to comment on the projected financial and
performance outturn position, as at the end of May 2017.**

Recommendations: **The Committee is asked to:-**

- **review, note and comment upon the report**

<i>Officer contact:</i>	
Name:	Sarah Heywood
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1. BACKGROUND

- 1.1 The appendices attached provides the financial position for the whole of the ETE Service, and as such, not all of the budgets contained within it are the responsibility of this Committee. To aid Member reading of the report, budget lines that relate to the Economy and Environment (E&E) Committee have been shaded. Members are requested to restrict their questions to the lines for which this Committee is responsible.
- 1.2 The report only contains performance information in relation to indicators that this Committee has responsibility for.

2. MAIN ISSUES

- 2.1 The report attached as Appendix A is the ETE Finance and Performance report for May 2017.
- 2.2 **Revenue:** At this early stage in the financial year, ETE is forecasting a £62K overspend but there are potential pressures within waste, which will be considered by Highways & Community Infrastructure Committee, and all ETE budgets are being reviewed to identify any underspends which could be held if required to offset the pressures.
- 2.3 The Business Plan savings are being monitored with a “tracker” report – a tool for summarising delivery of savings – and this will be made available for Members on a quarterly basis. The tracker as at mid-June is included as Appendix B to this report.
- 2.4 Within the tracker the forecast is shown against the original saving approved as part of the 2017-18 Business Planning process. If pressures arise in-year further mitigation and/or additional savings will be required to deliver a balanced position.
- 2.5 **Capital:** The capital budget has been revised to carry-forward unused budget from 16/17 and reflect the latest planned phasing for the schemes. The final land negotiations are concluding for King’s Dyke and some pressures are emerging, and a report on this will come to August Committee. Also, the phasing of Ely Southern Bypass is being reviewed and will be reflected in future forecasts once known.
- 2.6 **Performance:** The Finance & Performance Report (Appendix A) provides performance information for the new suite of key indicators for 2017/18. At this stage in the year, we are still reporting 2015/16 information for some indicators. E&E Committee has fourteen **performance indicators** reported to it in 2017-18.
- 2.7 Of these fourteen performance indicators, two are currently red, four are amber, and eight are green. The indicators that are currently red are:
 - Local bus journeys originating in the authority area.
 - The average journey time per mile during the morning peak on the most congested routes

- 2.8 At year-end, the current forecast is that one performance indicator will be red (Local bus journeys originating in the authority area), six will be amber and seven green.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1

- Resource Implications –The resource implications are contained within the main body of this report.
- Statutory, Legal and Risk – There are no significant implications within this category.
- Equality and Diversity – There are no significant implications within this category.
- Engagement and Communications – There are no significant implications within this category.
- Localism and Local Member Involvement – There are no significant implications within this category.
- Public Health – There are no significant implications within this category.

Source Documents	Location
None	

Economy, Transport & Environment Services**Finance and Performance Report (F&PR) – May 2017 for Economy & Environment Committee****1. SUMMARY****1.1 Finance**

Previous Status	Category	Target	Current Status	Section Ref.
Green	Income and Expenditure	Balanced year end position	Green	2
Green	Capital Programme	Remain within overall resources	Green	3

1.2 Performance Indicators – Predicted status at year-end: (see section 4)

Monthly Indicators	Red	Amber	Green	Total
Current status this month	2	4	8	14
Year-end prediction (for 2017/18)	1	6	7	14

2. INCOME AND EXPENDITURE**2.1 Overall Position**

Forecast Variance - Outturn (Previous Month) £000	Directorate	Current Budget for 2017/18 £000	Current Variance £000	Current Variance %	Forecast Variance - Outturn (May) £000	Forecast Variance - Outturn (May) %
	Executive Director	206	+3	+2	0	0
	Infrastructure Management & Operations	58,147	-79	-2	+23	0
	Strategy & Development	12,094	-53	-4	+38	0
	External Grants	-32,051	0	0	0	0
	Total	38,397	-128	-2	+62	0

The service level budgetary control report for May 2017 can be found in [appendix 1](#).

Further analysis of the results can be found in [appendix 2](#).

2.2 Significant Issues

Waste Private Finance Initiative (PFI) Contract

From when the Waste PFI Contract first started in 2008, the annual budget setting process was kept separate to the standard County Council approach. The budget flexed up or down annually depending on the relative performance of the Mechanical Biological Treatment (MBT) Plant and any pressures or flexibilities. In 2016/17, this approach changed, and the underlying pressure of £1.4m was not funded but “held” pending consideration of discussions with experts from Department for Environment, Food and Rural Affairs (DEFRA) on possible savings. This underlying pressure rolled forward into 2017/18 so although there is a £5m of savings target across the next three years, the profile of these savings did not address the fact that there was an underlying pressure of £1.4m which limited the ability to achieve the savings target in the first year as the first savings only brought the budget back into balance .

Significant work is currently underway to model different levels of MBT performance and come to a view on the likely in-year financial position. At the same time, all budget holders across ETE are reviewing their budgets to identify if there are any areas of underspend (either one-off, which will help offset the waste pressure this financial year) or ongoing (which can be brought out in the Business Plan) which can be used to offset the in year pressure in waste. The overall financial position will be reported in the June Finance & Performance Report.

2.3 Additional Income and Grant Budgeted this Period (De minimis reporting limit = £30,000)

There were no items above the de minimis reporting limit recorded in May 2017.

A full list of additional grant income can be found in [appendix 3](#).

2.4 Virements and Transfers to / from Reserves (including Operational Savings Reserve) (De minimis reporting limit = £30,000)

Waste

In the Business Plan, the financial impact of the predicted 1.4% population growth on service provision across the Council was held within Corporate Services, pending services demonstrating there has been an impact due to the population growth which cannot be contained within their revenue budget. Excluding the impact of garden waste, which is variable and dependent on seasonal weather and growing conditions, waste tends to increase proportionate to the population increase, and this has been the case across the last year and hence the £170K demand funding is required to fund the increased landfill tax costs and recycling credits based on a 1.4% increase in population. The virement is reflected within the May F&PR on the basis that it will be approved by General Purposes Committee (GPC). If GPC were not to approve the virement, this would create an additional pressure within the waste budget.

In the Business Plan, an estimated figure was included for the inflationary uplift of the Waste contract, the actual contract increase is in fact higher than that budgeted and will incur additional costs of £200k. The virement of £200k is reflected within the May F&PR on the basis that it will be approved by GPC. If GPC were not to approve the virement, this would create an additional pressure within the waste budget.

A full list of virements made in the year to date can be found in [appendix 4](#).

3. BALANCE SHEET

3.1 Reserves

A schedule of the Service's reserves can be found in [appendix 5](#).

3.2 Capital Expenditure and Funding

Expenditure

King's Dyke

Final land negotiations are concluding and some pressures are emerging which are being evaluated and quantified. A more detailed position will be presented to Economy & Environment Committee in August.

Ely Southern Bypass

The phasing of the work is being reviewed due to issues with service diversions as well as the profile of expenditure and any impact on costs. Once the outcome of this work is finalised it will be reported and reflected in the forecast position.

Funding

Two additional grants have been awarded from the Department for Transport since the published business plan, these being Pothole grant funding (£1.155m) and the National Productivity fund (£2.89m).

All other schemes are funded as presented in the 2017/18 Business Plan.

A detailed explanation of the position can be found in [appendix 6](#).

4. **PERFORMANCE**

4.1 **Introduction**

This report provides performance information for the new suite of key Economy, Transport & Environment (ETE) indicators for 2017/18. At this stage in the year, we are still reporting 2015/16 information for some indicators.

New information for red, amber and green indicators is shown by Committee in Sections 4.2 to 4.4 below, with contextual indicators reported in Section 4.5. Further information is contained in Appendix 7.

4.2 **Red Indicators (new information)**

This section covers indicators where 2017/18 targets are not expected to be achieved.

a) Economy & Environment

No new information this month.

b) ETE Operational Indicators

No new information this month.

4.3 **Amber indicators (new information)**

This section covers indicators where there is some uncertainty at this stage as to whether or not year-end targets will be achieved.

a) Economy & Environment

Adult Learning and Skills

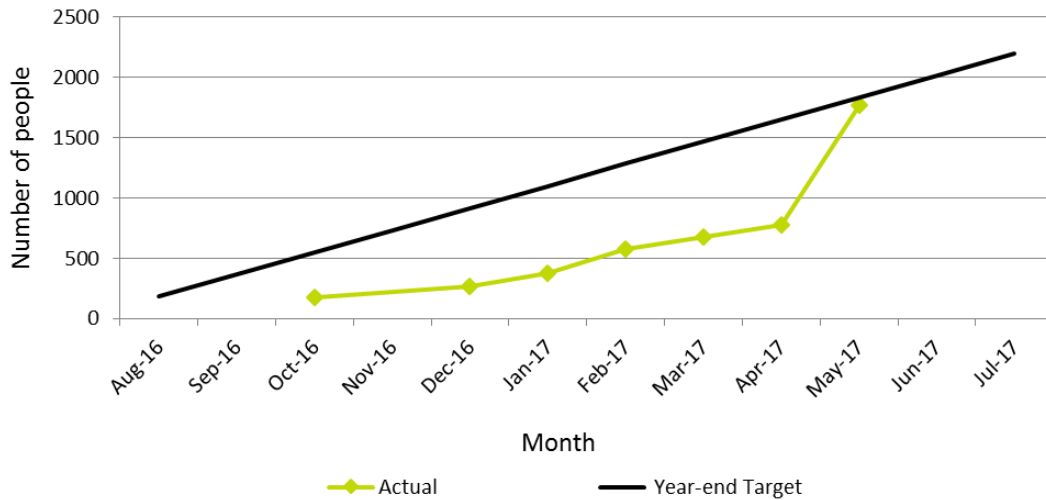
- The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work (May 2017)

Figures to the end of May show that there are currently 1774 learners taking courses in the most deprived wards. Figures are expected to increase during the year as partners run multiple short courses.

A targeted programme has started, focusing on increasing the participation in these deprived areas.

The number of people completing courses will not be recorded until the end of the academic year. The target of 2,200 is end-of-year.

People in the most deprived wards completing courses to improve their chances of employment



Economic Development

- The percentage of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average (to December 2016)

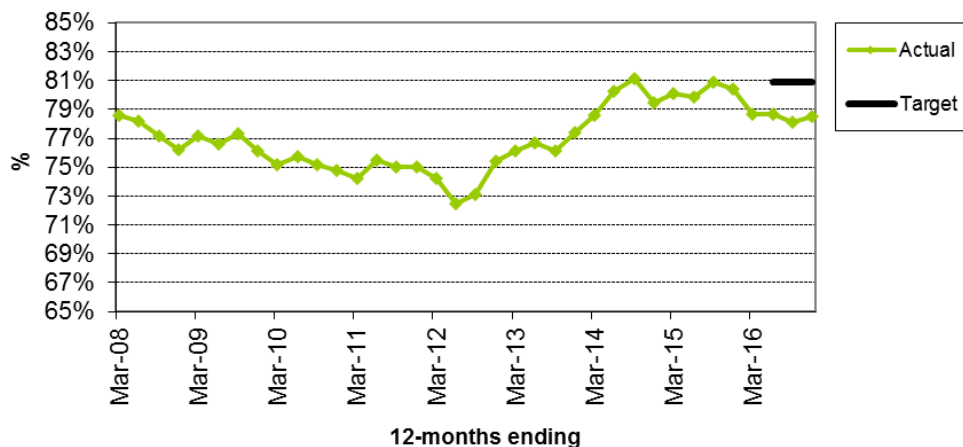
The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS).

The 12-month rolling average is 78.5%, which although it has increased slightly from the last quarterly rolling average, is still below the 2016/17 target range of 80.9% to 81.5%. It is above both the national figure of 74.0% and the Eastern regional figure of 76.8%.

11.8% of employed 16-64 year old Cambridgeshire residents are self-employed and 66.7% are employees.

Due to economic uncertainty the target remains challenging.

% of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average



Economy

- 'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others (at November 2016)

The 2016/17 target of $\leq 11.5\%$ is for the most deprived areas (top 10%).

Latest figures published by the Department for Work and Pensions show that, in August 2016, 10.8% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits, compared with 4.8% of those living elsewhere in Cambridgeshire.

The gap of 6.0 percentage points is lower than the last quarter and is currently achieving the target of ≤ 6.5 percentage points.

Traffic and Travel

- The average journey time per mile during the morning peak on the most congested routes (September 2015 to August 2016)

At 4.52 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is better than the previous year's figure of 4.87 minutes.

The target for 2017/18 is to reduce this to 4 minutes per mile.

b) ETE Operational Indicators

No new information.

4.4 Green Indicators (new information)

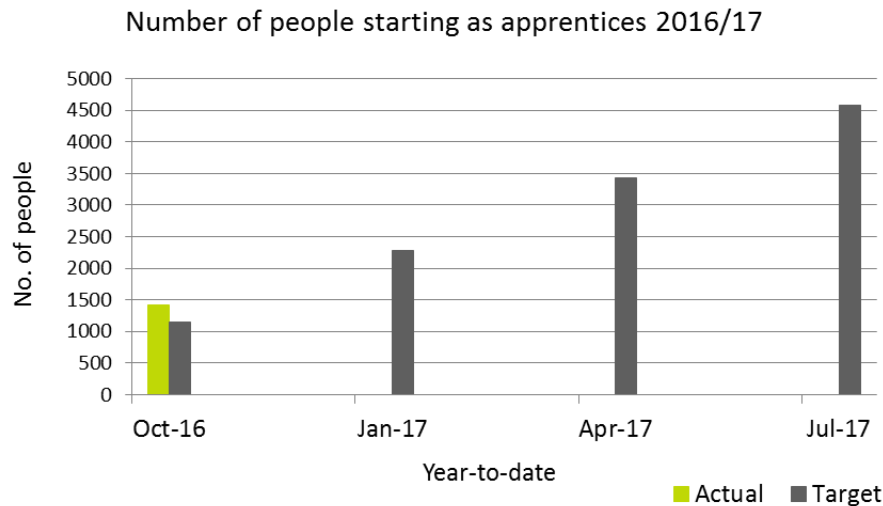
The following indicators are currently on-course to achieve year-end targets.

a) Economy & Environment

Adult learning and skills

- The number of people starting as apprentices – academic year, 2016/17

Provisional figures for the number of people starting as apprentices during the first quarter of 2016/17 is 1,420, compared with 1,300 for the same quarter in 2015/16 - an increase of 9%. This means that the 2016/17 target of 4,574 is on track to be achieved.

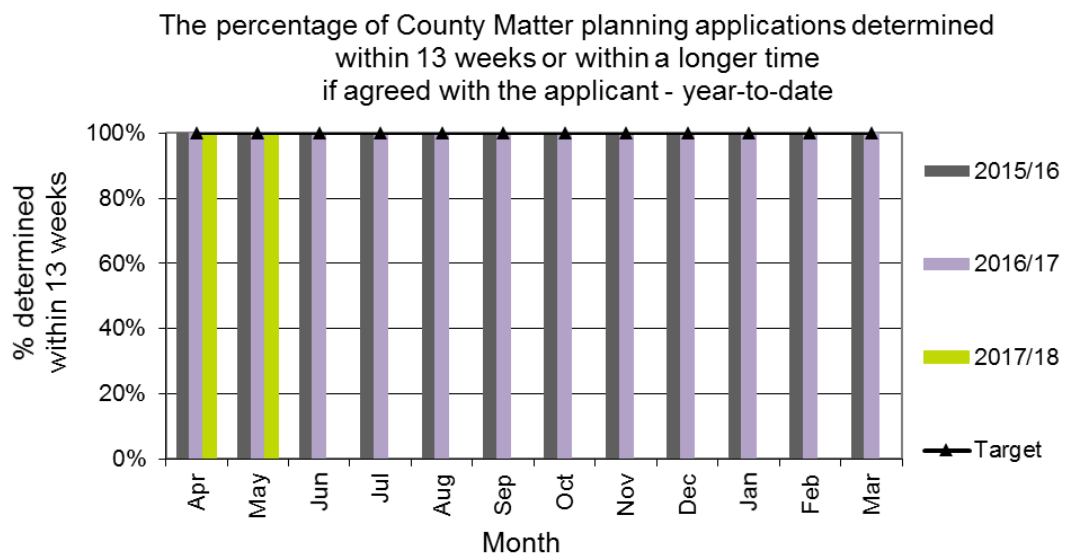


Planning applications

- The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant - year-to-date (to May 2017)

Three County Matter planning applications have been received and determined on time since the beginning of the 2017/18 financial year.

There were two other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). Both applications were determined on time.

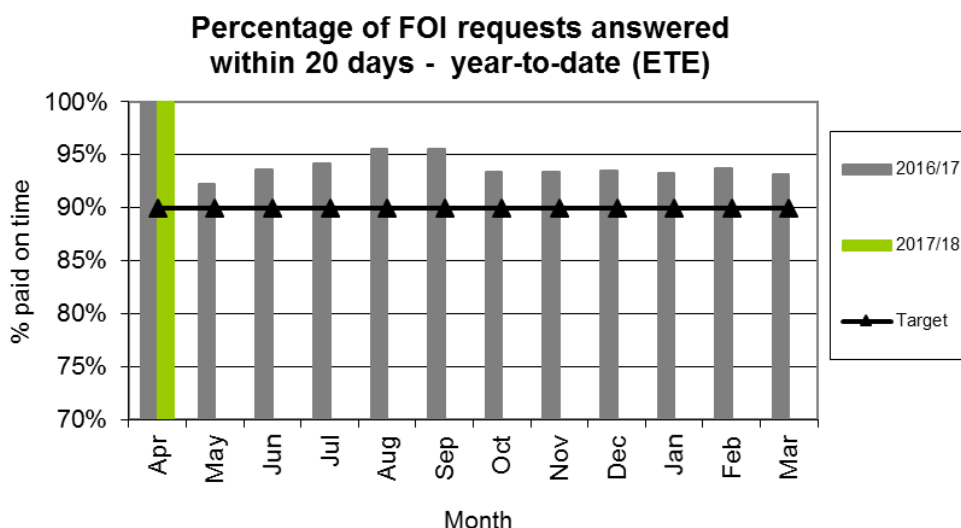


b) ETE Operational Indicators

Freedom of Information (FOI) requests

- Freedom of Information (FOI) requests - % responded to within 20 days (April 2017)
26 Freedom of Information requests were received during April 2017. Provisional figures show that 100% were responded to on time.

26 Freedom of Information requests have been received since April 2017 and 100% of these have been responded to on-time. This compares with 100% (out of 23) and 100% (out of 23) for the same period last year and the year before.



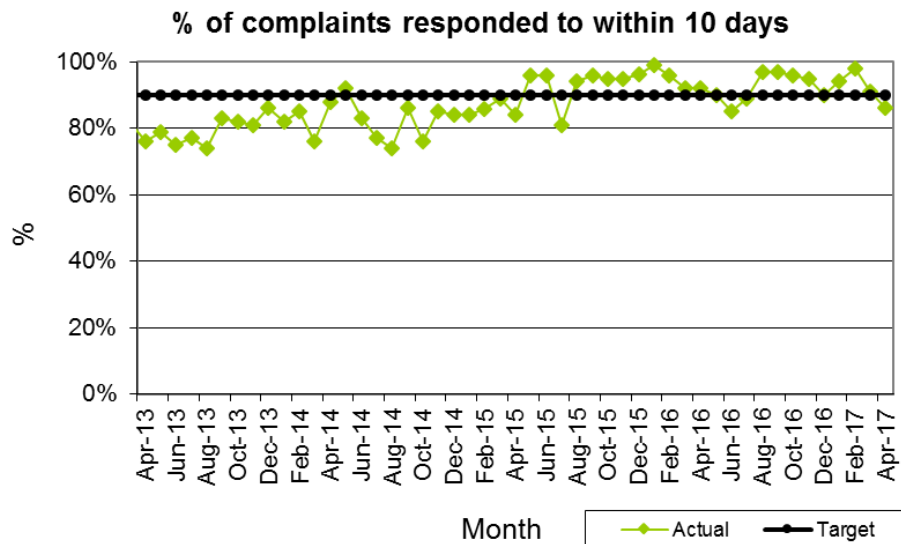
Complaints and representations – response rate

- Percentage of complaints responded to within 10 days (April 2017)
38 complaints were received in April 2017. 86% of these were responded to within 10 working days.

The majority of complaints for Infrastructure Management & Operations were for Highways and 19 out of the 25 received were responded to on time.

The majority of complaints received by Strategy & Development were for Passenger Transport and all 13 out of the 13 received were responded to within 10 days.

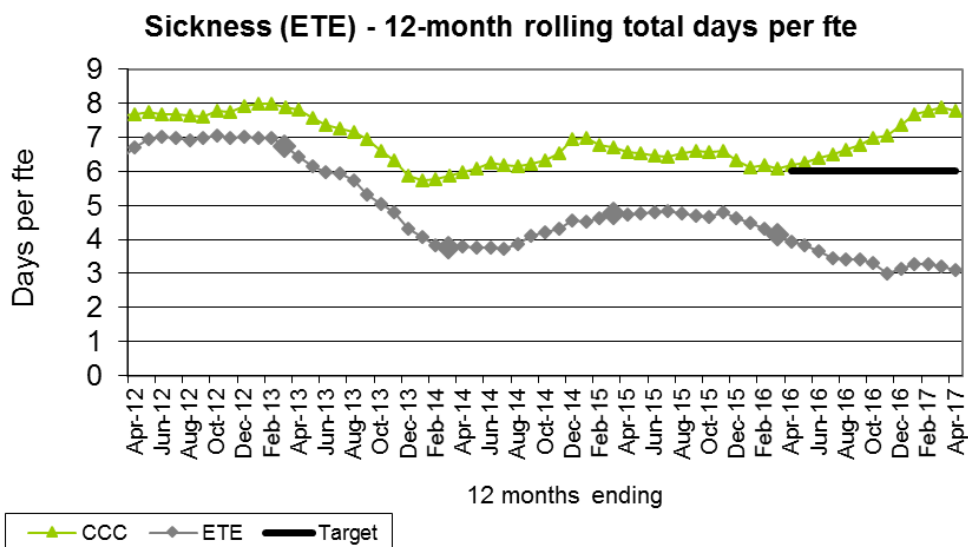
The year-to-date figure is currently 86%.



Staff sickness

- Economy, Transport & Environment staff sickness per full time equivalent (f.t.e.) - 12-month rolling average (to May 2017)

The 12-month rolling average has reduced slightly at 3.0 days per full time equivalent (f.t.e.) which is below (better than) the 6 day target.



During May the total number of absence days within Economy, Transport & Environment was 133 days based on 534 staff (f.t.e) working within the Service. The breakdown of absence shows that 68 days were short-term sickness and 65 days long-term sickness.

4.5 Contextual indicators (new information)

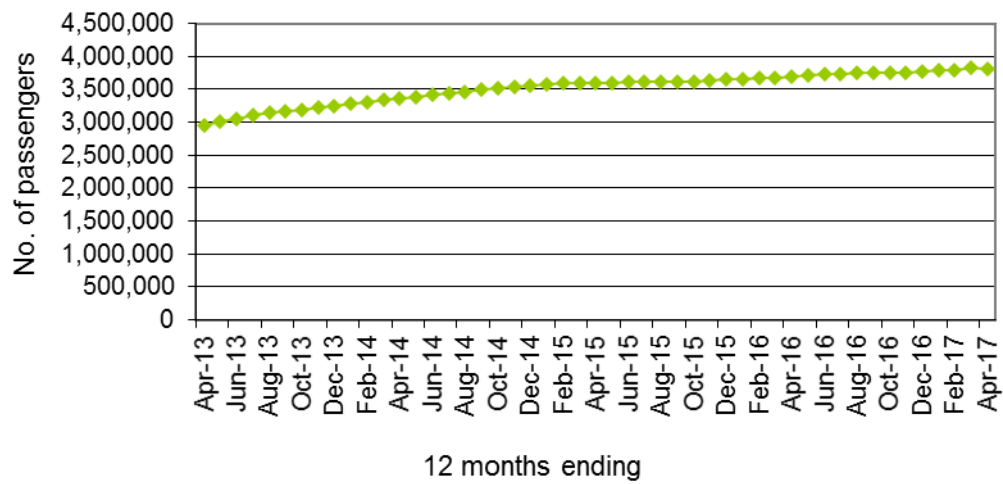
a) Economy & Environment

Passenger Transport

- Guided Busway passenger numbers (May 2017)

The Guided Busway carried 331,395 passengers in May. There have now been over 19.6 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.84 million.

Guided Busway passengers: 12-month rolling total



APPENDIX 1 – Service Level Budgetary Control Report

Service	Current Budget for 2017-18	Expected to end of May	Actual to end of May	Current Variance		Forecast Variance - Outturn May	
	£'000	£'000	£'000	£'000	%	£'000	%
Economy, Transport & Environment Services							
Executive Director	-62	155	143	-12	-8	+0	+0
Business Support	268	45	60	+15	+33	+0	+0
Direct Grants	-23,000	0	0	+0	+0	0	0
Total Executive Director	-22,794	200	203	+3	+2	+0	+0
Directorate of Infrastructure Management & Operations							
Director of Infrastructure Management & Operations	144	24	21	-3	-13	+0	+0
Waste Disposal including PFI	34,160	1,975	2,163	+187	+9	+0	+0
Highways							
- Road Safety	332	22	45	+23	+109	+0	+0
- Traffic Management	1,384	331	244	-87	-26	+0	+0
- Highways Maintenance	6,636	725	726	+1	+0	+0	+0
- Permitting	-1,333	-194	-165	+28	-15	+0	+0
- Winter Maintenance	1,975	0	-38	-38	+0	+0	+0
- Parking Enforcement	0	-573	-705	-132	+23	+0	+0
- Street Lighting	9,505	805	723	-82	-10	-44	-0
- Asset Management	537	62	82	+19	+31	+0	+0
- Highways other	584	286	257	-29	-10	+0	+0
Trading Standards	706	-2	-7	-5	+250	+0	+0
Community & Cultural Services							
- Libraries	2,930	522	515	-7	-1	-8	-0
- Archives	347	60	53	-7	-11	+3	+1
- Registrars	-541	-100	-26	+74	-74	+0	+0
- Coroners	780	99	79	-21	-21	+72	+9
Direct Grants	-6,635	0	0	0	+0	0	20
Total Infrastructure Management & Operations	51,512	4,043	3,964	-79	-2	+23	+0
Directorate of Strategy & Development							
Director of Strategy & Development	142	24	22	-1	-6	+0	+0
Transport & Infrastructure Policy & Funding	97	119	110	-9	-7	0	+0
Growth & Economy							
- Growth & Development	564	83	130	+47	+57	+0	+0
- County Planning, Minerals & Waste	304	-21	-84	-63	+296	+0	+0
- Historic Environment	53	35	91	+56	+162	+0	+0
- Flood Risk Management	329	18	12	-6	-34	-0	-0
- Highways Development Management	21	-21	-118	-97	+453	+0	+0
- Growth & Economy other	165	37	25	-12	-32	+0	+0
Major Infrastructure Delivery	0	0	55	+55	+18,440	+0	+0
Passenger Transport							
- Park & Ride	193	538	573	+35	+6	+38	+20
- Concessionary Fares	5,393	530	480	-50	-9	+0	+0
- Passenger Transport other	2,236	83	74	-9	-11	+0	+0
Adult Learning & Skills							
- Adult Learning & Skills	2,596	-104	-121	-17	+17	+0	+0
- Learning Centres	0	0	19	+19	+0	+0	+0
Direct Grants	-2,416	0	0	0	+0	0	0
Total Strategy & Development	9,678	1,319	1,267	-53	-4	+38	+0
Total Economy, Transport & Environment Services	38,397	5,562	5,434	-128	-2	+62	+0

MEMORANDUM							
Grant Funding	£'000	£'000	£'000	£'000	%	£'000	%
- Combined Authority funding	-23,000	0	0	+0	+0	+0	+0
- Street Lighting - PFI Grant	-3,944	0	0	+0	+0	+0	+0
- Waste - PFI Grant	-2,691	0	0	+0	+0	+0	+0
- Adult Learning & Skills	-2,416	0	0	+0	+0	+0	+0
Grant Funding Total	-32,051	0	0	0	0	0	+0

APPENDIX 2 – Commentary on Forecast Outturn Position

Number of budgets measured at service level that have an adverse/positive variance greater than 2% of annual budget or £100,000 whichever is greater.

Service	Current Budget for 2017/18 £'000	Current Variance		Variance	
		£'000	%	£'000	%
Waste Disposal incl PFI	34,160	+187	+9	0	0
The waste budget assumes the MBT is operating at 35% performance but in the first two months of the financial year performance was 28%, and also there is a significant pressure on 3 rd Party Income. However, we are currently reviewing the activity data in detail and will be able to report the actual in-year pressure, once known, in the June F&PR.					
Parking Enforcement	0	-132	+23	0	0
Income from City centre access cameras is currently ahead of budget but is not expected to continue at this level as drivers get used to the new restrictions.					
Coroners	780	-21	-21	+72	+9
Costs in this area has increased partly due to more deaths and also an increase in costs relating to Assistant Coroners.					
Concessionary Fares	5,393	-50	-9	0	0
There is likely to be a significant underspend on concessionary fares based on last year's level of activity but until the first set of performance data confirms the trend is ongoing service is forecasting a nil variance. The updated position will be reported in the June F&PR.					

APPENDIX 3 – Grant Income Analysis

The table below outlines the additional grant income, which is not built into base budgets.

Grant	Awarding Body	Expected Amount £'000
Grants as per Business Plan	Various	32,051
Non-material grants (+/- £30k)		0
Total Grants 2017/18		32,051

APPENDIX 4 – Virements and Budget Reconciliation

	£'000	Notes
Budget as per Business Plan	38,682	
Apprenticeship Levy	61	
Implementation of the Corporate Capacity Review	-698	
Allocation of Waste inflation	200	
Waste – allocation of demand funding to cover increased costs	170	
Non-material virements (+/- £30k)	-18	
Current Budget 2017/18	38,397	

APPENDIX 5 – Reserve Schedule

Fund Description	Balance at 31st March 2017 £'000	Movement within Year £'000	Balance at 31st May 2017 £'000	Yearend Forecast Balance £'000	Notes
General Reserve					
Service carry-forward	2,229	(762)	1,467	0	To be transferred to central reserve
Sub total	2,229	(762)	1,467	0	
Equipment Reserves					
Libraries - Vehicle replacement Fund	218	0	218	218	
Sub total	218	0	218	218	
Other Earmarked Funds					
Deflectograph Consortium	57	0	57	57	Partnership accounts, not solely CCC
Highways Searches	55	0	55	0	
On Street Parking	2,286	0	2,286	2,000	
Bus route enforcement	117	0	117	0	
Streetworks Permit scheme	98	0	98	0	
Highways Commuted Sums	620	0	620	620	
Community Transport	0	562	562	562	
Guided Busway Liquidated Damages	1,523	0	1,523	300	This is being used to meet legal costs if required.
Waste and Minerals Local Development Fra	59	0	59	59	
Proceeds of Crime	356	0	356	356	
Waste - Recycle for Cambridge & Peterborough (RECAP)	291	0	291	250	Partnership accounts, not solely CCC
Fens Workshops	61	0	61	61	Partnership accounts, not solely CCC
Travel to Work	211	0	211	211	Partnership accounts, not solely CCC
Steer- Travel Plan+	72	0	72	72	
Northstowe Trust	101	0	101	101	
Archives Service Development	234	0	234	234	
Other earmarked reserves under £30k - IMO	36	0	36	0	
Other earmarked reserves under £30k - S&D	(174)	0	(174)	0	
Sub total	6,003	562	6,565	4,883	
Short Term Provision					
Mobilising Local Energy Investment (MLEI)	669	0	669	0	
Sub total	669	0	669	0	
Capital Reserves					
Government Grants - Local Transport Plan	0	21,860	21,860	0	Account used for all of ETE
Government Grants - S&D	786	0	786	0	
Government Grants - IMO	0	0	0	0	
Other Capital Funding - S&D	5,788	(3,693)	2,095	5,000	
Other Capital Funding - IMO	699	40	739	200	
Sub total	7,274	18,207	25,480	5,200	
TOTAL	16,393	18,007	34,400	10,301	

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

2017/18						TOTAL SCHEME	
Original 2017/18 Budget as per BP	Scheme	Revised Budget for 2017/18	Actual Spend (May)	Forecast Spend - Outturn (May)	Forecast Variance - Outturn (May)	Total Scheme Revised Budget	Total Scheme Forecast Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000
	Integrated Transport						
200	- Major Scheme Development & Delivery	200	40	200	0	200	0
682	- Local Infrastructure Improvements	863	87	863	0	863	0
594	- Safety Schemes	594	-82	594	0	594	0
345	- Strategy and Scheme Development work	345	-21	345	0	345	0
2,362	- Delivering the Transport Strategy Aims	4,178	193	4,178	0	4,178	0
23	- Air Quality Monitoring	23	0	23	0	23	0
14,516	- Operating the Network	16,409	1,234	16,409	0	16,409	0
	Infrastructure Management & Operations Schemes						
6,269	- £90m Highways Maintenance schemes	6,000	-52	6,000	0	90,000	0
0	- Pothole grant funding	1,155	0	1,155	0	1,155	0
395	- Waste Infrastructure	395	0	395	0	5,120	0
2,060	- Archives Centre / Ely Hub	1,975	0	1,975	0	5,180	0
284	- Community & Cultural Services	592	0	592	0	1,540	0
0	- Street Lighting	736	0	736	0	736	0
0	- National Productivity Fund	2,890	0	2,890	0	2,890	0
	Strategy & Development Schemes						
4,370	- Cycling Schemes	4,852	233	4,852	0	17,598	0
850	- Huntingdon - West of Town Centre Link Road	1,510	0	1,510	0	9,116	0
25,000	- Ely Crossing	25,891	-734	25,891	0	36,000	0
0	- Chesterton Busway	0	3	0	0	0	0
1,370	- Guided Busway	1,200	124	1,200	0	148,886	0
11,667	- King's Dyke	6,000	50	6,000	0	13,580	0
0	- Wisbech Access Strategy	170	116	170	0	1,000	0
1,000	- Scheme Development for Highways Initiatives	1,000	0	1,000	0	0	0
100	- A14	142	29	142	0	25,200	0
0	- Soham Station	500	3	500	0	6,700	0
	Other Schemes						
3,590	- Connecting Cambridgeshire	4,217	0	4,217	0	36,290	0
0	- Other Schemes	200	0	200	0	200	0
75,677		82,037	1,223	82,037	0	423,803	0
-9,664	Capital Programme variations	-14,742		-14,742	0		
66,013	Total including Capital Programme variations	67,295	1,223	67,295	0		

The increase between the original and revised budget is partly due to the carry forward of funding from 2016/17, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2016/17 financial year. The phasing of a number of schemes have been reviewed since the published business plan and this has included a reduction in the required budget in 2017/18, for King's Dyke. This still needs to be agreed by GPC.

Two additional grants have been awarded since the published business plan, these being Pothole grant funding and the National Productivity fund.

The Capital Programme Board have recommended that services include a variation budget to account for likely slippage in the capital programme, as it is sometimes difficult to allocate this to individual schemes in advance. As forecast underspends start to be reported, these are offset with a forecast outturn for the variation budget, leading to a balanced outturn overall up to the point when slippage exceeds this budget. The allocations for these negative budget adjustments have been calculated and shown against the slippage forecast to date.

King's Dyke

Final land negotiations are concluding and some pressures are emerging which are being evaluated and quantified. A more detailed position will be presented to E&E Committee in August.

Ely Southern Bypass

The phasing of the work is being reviewed due to issues with service diversions and the profile of expenditure and any impact on costs. Once the outcome of this work is finalised it will be reported and reflected in the forecast position.

Capital Funding

2017/18				
Original 2017/18 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2017/18 £'000	Forecast Spend - Outturn (May) £'000	Forecast Funding Variance - Outturn (May) £'000
17,991	Local Transport Plan	20,075	20,075	0
2,483	Other DfT Grant funding	18,635	18,635	0
19,231	Other Grants	10,367	10,367	0
4,827	Developer Contributions	5,636	5,636	0
18,742	Prudential Borrowing	17,747	17,747	0
12,403	Other Contributions	9,577	9,577	0
75,677		82,037	82,037	0
-9,664	Capital Programme variations	-14,742	-14,742	0
66,013	Total including Capital Programme variations	67,295	67,295	0

The increase between the original and revised budget is partly due to the carry forward of funding from 2016/17, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2016/17 financial year. The phasing of a number of schemes have been reviewed since the published business plan and this has included a reduction in the required budget in 2017/18, for King's Dyke.

Two additional grants have been awarded since the published business plan, these being Pothole grant funding and the National Productivity fund.

Funding	Amount (£m)	Reason for Change
Rolled Forward Funding	6.0	This reflects slippage or rephasing of the 2016/17 capital programme to be delivered in 2017/18 which will be reported in July 17 for approval by the General Purposes Committee (GPC)

Additional / Reduction in Funding (Specific Grant)	-9.0	Rephasing of grant funding for King's Dyke (-£1.0m), costs to be incurred in 2018/19. Grant funding for Ely Crossing now direct from Department for Transport (DfT previously part of Growth Deal funding (-£8.3m)
Revised Phasing (Section 106 & CIL)	-0.8	Revised phasing of Guided Busway spend and receipt of developer contributions.
Revised Phasing (Other Contributions)	-3.2	Revised phasing of King's Dyke spend
Additional Funding / Revised Phasing (DfT Grant)	11.6	New Grant funding – National Productivity Fund (£2.9m) and Pothole Action Fund (£1.2m). Grant funding for Ely Crossing now direct from DfT previously part of Growth Deal funding (£11.3m)
Additional / Reduction in Funding (Prudential borrowing)	-3.2	Rephasing of grant funding for Ely Crossing reduced the requirement for borrowing (-£3.0m)

APPENDIX 7 – Performance (RAG Rating – Green (G) Amber (A) Red (R))

a) Economy & Environment

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
Adult Learning & Skills									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work	High	↑	To 30-Apr-2017	1,774	2,200	A	A	Figures to the end of May show that there are currently 1774 learners taking courses in the most deprived wards. Figures are expected to increase during the year as partners run multiple short courses. A targeted programme has started, focusing on increasing the participation in these deprived areas. The number of people completing courses will not be recorded until the end of the academic year. The target of 2,200 is end-of-year.
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The number of people starting as apprentices	High	↑	2016/17 academic year to date	1,420	4,574	G	G	Final figures for the number of people starting as apprentices during 2015/16 is 4,430, compared with 4,200 during 2014/15 - an increase of 5%. This means that the 2015/16 target of 4,158 was achieved. Provisional figures for the number of people starting as apprentices during the first quarter of 2016/17 is 1,420, compared with 1,300 for the same quarter in 2015/16 - an increase of 9%. This means that the 2016/17 target of 4,574 is on track to be achieved.
Connecting Cambridgeshire									
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	% of premises in Cambridgeshire with access to at least superfast broadband	High	N/A	New indicator for 2016/17 To 31-Dec-2015	92.6%	95.2% by June 2017	G	G	The 2016/17 target is based on estimated combined commercial and intervention superfast broadband coverage by the end of June 2017. The formal programme update is not available until July but national comparison sites indicate that superfast broadband coverage in Cambridgeshire is currently 94.8%.
	% of take-up in the intervention area as part of the superfast broadband rollout programme	High	N/A	New indicator for 2016/17 To 30-Jun-2017	44.27%	Contextual		Figures to the end of April 2017 show that the average take-up in the intervention area has increased from 35.6% in June 2016 to 44.27%	
Economic Development									
Quarterly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	% of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average	High	↑	To 31-Dec-2016	78.5%	80.9% to 81.5%	A	A	<p>The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS).</p> <p>The 12-month rolling average is 78.5%, which although it has increased slightly from the last quarterly rolling average, is still below the 2016/17 target range of 80.9% to 81.5%. It is above both the national figure of 74.0% and the Eastern regional figure of 76.8%.</p> <p>11.8% of employed 16-64 year old Cambridgeshire residents are self-employed and 66.7% are employees.</p> <p>Due to economic uncertainty the target remains challenging.</p>
	'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others	Low	↓	Nov 2016	Gap of 6.0 percentage points Most deprived areas (Top 10%) = 10.8%	Gap of <=6.0 percentage points Most deprived areas (Top 10%) Actual <=11.5%	G	A	<p>The 2016/17 target of <=11.5% is for the most deprived areas (top 10%).</p> <p>Latest figures published by the Department for Work and Pensions show that, in August 2016, 10.8% of people aged 16-64 in the most deprived areas of the County were in receipt of out-of-work benefits.</p>

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
					Others = 4.8%				<p>compared with 4.8% of those living elsewhere in Cambridgeshire.</p> <p>The gap of 6.0 percentage points is lower than the last quarter and is currently achieving the target of <=6.5 percentage points.</p>
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Additional jobs created	High	↓	To 30-Sep-2015	+6,300 (provisional)	+3,500	G	A	<p>The latest provisional figures from the Business Register and Employment Survey (BRES) show that 6,300 additional jobs were created between September 2014 and September 2015 compared with an increase of 16,200 for the same period in the previous year. This means that the 2015/16 target of +3,500 additional jobs has been achieved.</p> <p>This information has recently been published by the Office for National Statistics (ONS) as part of the BRES Survey. BRES is the official source of employee and employment estimates by detailed geography and industry. The survey collects employment information from businesses across the whole of the UK economy for each site that they operate.</p>
Passenger Transport									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Guided Busway passengers per month	High	↑	May-2017	331,395	Contextual			<p>The Guided Busway carried 331,395 passengers in May. There have now been over 19.6 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.84 million.</p>
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	Local bus passenger journeys originating in the authority area	High	↓	2015/16	Approx. 18.9 million	19 million	R	R	<p>There were approximately 18.5 million bus passenger journeys originating in Cambridgeshire in 2015/16, representing a decrease of 400,000 compared with 2014/15.</p> <p>The drop in performance is part of a national trend which the Department of Transport (DfT) have reported as a 2.1% decline in England, outside of London, for 2015/16. There is a chance of growth in the future through the City Deal, but equally these could be offset by cuts through budget reduction. These two changes are unlikely to take effect until 2017/18 so it is unlikely that the 2016/17 target of 19 million bus passenger journeys will be achieved.</p>
Planning applications									
Monthly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant	High	↔	May-2017	100%	100%	G	G	<p>Three County Matter planning applications have been received and determined on time since the beginning of the 2017/18 financial year.</p> <p>There were two other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured).</p>
Traffic and Travel									
Yearly	Operating Model Outcomes: People lead a healthy lifestyle and stay healthy for longer & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	Growth in cycling from a 2004/05 average baseline	High	↑	2015	62.5% increase	70% increase	G	G	There was a 4.7 per cent increase in cycle trips in Cambridgeshire in 2015.

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									Overall growth from the 2004-2005 average baseline is 62.5 percent. which is better than the Council's target of 46%.
	% of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others	High	↑	Oct 2014	Fenland = 81.1% Other excluding Cambridge = 89.4%	Fenland = 86.3%	A	A	<p>Latest figures published by the Department for Transport show that in 2014/15, 81.1% of Fenland residents walked or cycled at least once a month. This a reduction compared with 2013/14, which is disappointing, although, because the indicator is based on a sample survey, the figure can vary from one survey period to the next, and the change since 2013/14 is not statistically significant.</p> <p>Excluding Cambridge, the latest figure for the rest of the County is 89.4%. The gap of 8.3 percentage points is only slightly less than the 2012/13 baseline gap of 8.7 percentage points.</p> <p>A large number of schemes have been undertaken across most parishes in Fenland to further promote cycling and walking including new cycle routes, new footways, large maintenance schemes, general improvements and whole town centre redesigns.</p> <p>During 2015/2016 Cambridgeshire was awarded funding from the Government for a project in Wisbech from the Local Sustainable Transport Fund (LSTF). The project included Sustrans undertaking cycling work with schools and the County Council Travel to Work Unit working with employers in Wisbech to encourage more sustainable travel for commuting.</p> <p>In addition to this, the Cycling Projects team regularly work with Fenland District Council and their Transport team to undertake surveys and audits with the Transport Strategy Team</p>

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									helping to determine some of the improvement schemes.
Yearly	Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents								
	The average journey time per mile during the morning peak on the most congested routes	Low	↓	Sep 2015 to Aug 2016	4 minutes 52 seconds	4 minutes	R	A	<p>At 4.52 minutes per mile, the latest figure for the average morning peak journey time per mile on key routes into urban areas in Cambridgeshire is better than the previous year's figure of 4.87 minutes.</p> <p>The target for 2017/18 is to reduce this to 4 minutes per mile.</p>

c) ETE Operational Indicators

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
ETE Operational Indicators									
Monthly	Operating Model enabler: Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us								
	% of Freedom of Information requests answered within 20 days	High	↑	Apr-2017	100%	90%	G	G	26 Freedom of Information requests were received during April 2017. Provisional figures show that 100% were responded to on time. 26 Freedom of Information requests have been received since April 2017 and 100% of these have been responded to on-time. This compares with 100% (out of 23) and 100% (out of 23) for the same period last year and the year before.
	Operating Model enabler: Ensuring the majority of customers are informed, engaged and get what they need the first time they contact us								
	% of complaints responded to within 10 days	High	↓	Apr-2017	86%	90%	A	G	38 complaints were received in April 2017. 86% of these were responded to within 10 working days. The majority of complaints for Infrastructure Management & Operations were for Highways and 19 out of the 25 received were responded to on time. The majority of complaints received by Strategy & Development were for Passenger Transport and all 13 out of the 13 received were responded to within 10 days. The year-to-date figure is currently 86%.
	Operating Model enabler: Having Councillors and officers who are equipped for the future								

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2016/17 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	Staff Sickness - Days per full-time equivalent (f.t.e.) - 12-month rolling total. A breakdown of long-term and short-term sickness will also be provided.	Low	↓	To May-2017	3.0 days per f.t.e.	6 days per f.t.e	G	G	<p>The 12-month rolling average has reduced slightly at 3.0 days per full time equivalent (f.t.e.) which is below (better than) the 6 day target.</p> <p>During May the total number of absence days within Economy, Transport & Environment was 133 days based on 534 staff (f.t.e) working within the Service. The breakdown of absence shows that 68 days were short-term sickness and 65 days long-term sickness.</p>

Savings Tracker 2017-18

					Planned £000					Forecast £000										
					50	-2,026	-449	-431	-476	-3,382	-801	-540	-675	-1,114	-3,130	252				
Reference	Title	Description	Transformation Workstream	Investment 17-18 £000	Original Phasing - Q1	Original Phasing - Q2	Original Phasing - Q3	Original Phasing - Q4	Original Saving 17-18	Current Forecast Phasing - Q1	Current Forecast Phasing - Q2	Current Forecast Phasing - Q3	Current Forecast Phasing - Q4	Forecast Saving	Variance from Plan £000	Saving complete?	RAG	Direction of travel	Forecast Commentary	
B/R.6.001	Senior management review in ETE	A review of senior management in ETE to reduce cost and simplify structures, as well as sharing services with partners.	Workforce planning & development	0	-250	0	0	0	-250	0	0	0	-63	-63	187	No	Red	↓	Given timescales this will now only be a part year saving, but other efficiencies may make up the difference.	
B/R.6.101	Improve efficiency through shared county planning, minerals and waste service with partners	Reduced costs to the Council by sharing our services for minerals and waste planning applications with other Councils.	Commissioning	0	-25	0	0	0	-25	0	0	0	0	0	25	No	Red	↔	These savings were originally to be made by sharing services with the District Councils. The focus of sharing services is now with Peterborough City Council and work is underway to develop options. This saving will therefore be made later than originally anticipated and there is only likely at best to be a part year saving in 2017/18.	
B/R.6.102	Improve efficiency through shared growth and development service with partners	Reduced costs to the Council by sharing our services with other councils to process major planning applications and negotiate financial contributions from developers that can be used to pay for essential infrastructure such as schools and roads.	Commissioning	0	-25	0	0	0	-25	0	0	0	0	0	25	No	Red	↔	These savings were originally to be made by sharing services with the District Councils. The focus of sharing services is now with Peterborough City Council and work is underway to develop options. This saving will therefore be made later than originally anticipated and there is only likely at best to be a part year saving in 2017/18.	
B/R.6.002	Centralise business support posts across ETE	Costs will be reduced by centralising business support for the whole of ETE.	Workforce planning & development	0	0	0	-20	0	-20	0	0	0	-5	-5	15	No	Red	↓	This will follow on from the senior management review so not yet started	
B/R.6.103	Reduction in Concessionary fare payments	To remove £300k from the Concessionary Fare budget for 2017-18 following actual underspend of £300k for 2015-16 and projected underspend of £300k for 2016-17	Environment, transport & economy	0	-75	-75	-75	-75	-300	-75	-75	-75	-75	-300	0	No	Green	↔	Budget reduced to match reduction in demand	
B/R.6.202	Upgrade streetlights to LEDs	This will involve upgrading street light bulbs with LEDs where this offers good value for money, such as the energy savings are greater than the cost of conversion. This links to capital proposal B/C.3.109. This is the full year effect of a saving made in 2016-17.	Contracts, commercial & procurement	0	0	-14	0	0	-14	0	0	-14	0	-14	0	No	Green	↔	LED project plan for accrued street lights has been agreed with Balfour Beatty and Connect Roads. The contract change is being written and the deed of variation should be signed by the end of June. Once signed the order will be placed and work will take place in Q3.	
B/R.6.203	Rationalise business support in highways depots to a shared service	Move to shared service business support across the highway depots.	Workforce planning & development	0	-25	0	0	0	-25	-25	0	0	0	-25	0	Yes	Green	↑	Vacant post has been deleted from the establishment.	
B/R.6.205	Replace rising bollards with cameras	The rising bollards in Cambridge are old and becoming increasingly expensive to maintain. This will save the annual maintenance cost of the bollards.	Commissioning	0	-25	0	0	0	-25	-25	0	0	0	-25	0	Yes	Green	↑	Three sites went live in 16/17 (Emmanuel Rd, Bridge St & Regent St). Station Road is due to go live imminently and there is the potential for two further sites in 2017/18 (Silver St, Worts Causeway), both of which are being investigated further.	

				Planned £000						Forecast £000												
				50	-2,026	-449	-431	-476	-3,382	-801	-540	-675	-1,114	-3,130	252							
Reference	Title	Description	Transformation Workstream	Investment 17-18 £000	Original Phasing - Q1	Original Phasing - Q2	Original Phasing - Q3	Original Phasing - Q4	Original Saving 17-18	Current Forecast Phasing - Q1	Current Forecast Phasing - Q2	Current Forecast Phasing - Q3	Current Forecast Phasing - Q4	Forecast Saving	Variance from Plan £000	Saving complete?	RAG	Direction of travel	Forecast Commentary			
B/R.6.207	Highways Services Transformation	The Council is replacing its existing contract for highway works such as road maintenance and pot hole filling. This will allow us to achieve greater value for money and reduce costs significantly while improving service quality.	Contracts, commercial & procurement	0	0	-267	-267	-266	-800	0	-267	-267	-266	-800	0	No	Green	↔	The new highway contract has been procured, with Skanska the successful bidder. The contract starts on 1 July and the year one saving (nine months) of £800k has been captured through the price of the tender.			
B/R.6.209	Reduce library management and systems support and stock (book) fund	One year reduction of £325k in spending on new library stock, together with further savings in deliveries and some IT systems support. Any further reduction in support would impact the ability of communities to take on their libraries and there is reputational risk in reducing the book fund.	Commissioning	0	-340	0	0	0	-340	-340	0	0	0	-340	0	Yes	Green	↑	expect to be able to deliver the saving through cutting back on new stock acquired			
B/R.6.211	Road Safety projects & campaigns - savings required due to change in Public Health Grant	This is a removal of a one off Public Health grant. This has funded specific work and campaigns which have now ended and so the money is no longer required.	Commissioning	0	-84	0	0	0	-84	-84	0	0	0	-84	0	Yes	Green	↔	This funding has been removed and therefore this saving achieved. The Road Safety team is utilising opportunities through the PCC To continue certain activities.			
B/R.6.213	Move to full cost recovery for non-statutory highway works	Communities and Parish/Town Councils can pay for additional highway works such as traffic calming and yellow lines that are extra to the Council's normal work. The Council delivers these works but has not in the past recovered the full cost of delivery of schemes and officer time in preparing them will be charged.	Commissioning	50	-100	0	0	0	-100	0	0	-50	-50	-100	0	No	Green	↔	New process has been drafted. Due to go to H&CI in July for approval. Subject to member approval, will launch late July to coincide with the next round of LHI applications. The £100k saving this year has been achieved by top slicing the budget. Therefore achievement of savings is not dependent on performance of the new scheme this financial year.			
B/R.6.214	Street Lighting Synergies	Cambridgeshire County Council can make an £8m joint saving with Northamptonshire if both parties enter the same Street Lighting PFI contract. In order for this to happen, CCC will have to pay a Break Cost estimated to be £800k. This cost can be paid upfront or over time. It is proposed that CCC pays the Break Cost upfront.	Environment, transport & economy	0	-32	-32	-32	-33	-129	-32	-32	-32	-33	-129	0	No	Green	↔	"£800k investment in 16-17 The streetlighting synergies were signed in March 2017, but the full realisation of the saving will not be achieved until year end, with the savings made throughout the year"			

Planned £000						Forecast £000					
50	-2,026	-449	-431	-476	-3,382	-801	-540	-675	-1,114	-3,130	252

Reference	Title	Description	Transformation Workstream	Investment 17-18 £000	Original Phasing - Q1	Original Phasing - Q2	Original Phasing - Q3	Original Phasing - Q4	Original Saving 17-18	Current Forecast Phasing - Q1	Current Forecast Phasing - Q2	Current Forecast Phasing - Q3	Current Forecast Phasing - Q4	Forecast Saving	Variance from Plan £000	Saving complete?	RAG	Direction of travel	Forecast Commentary	
B/R.6.215	Contract savings for the maintenance of Vehicle Activated signs (VAS) and traffic signal junctions/crossings	A new 5 year contract is now in place to provide maintenance for traffic signalled junctions, crossings and vehicle speed activated signs (VAS). The proposed saving is realised from sharing fixed contract overhead costs with neighbouring authorities and the reallocation of risk. Funding will no longer be available to replace VAS signs if they cannot be repaired unless they are safety critical.	Contracts, commercial & procurement	0	-17	-17	-18	-18	-70	-17	-17	-18	-18	-70	0	No	Green	↔	The new contract will be paid for on a monthly basis and therefore the total saving will be achieved at year end	
B/R.6.302	Renegotiation of the Waste PFI contract.	The Council has a contract with Amey to process and recycle the waste collected across Cambridgeshire. Through negotiation, the Council is seeking to reduce the cost of this contract.	Contracts, commercial & procurement	0	-920	0	0	-80	-1,000	-100	-100	-200	-600	-1,000	0	No	Green	↔	Savings of approximately £500,000 have been identified that will be delivered in this financial year. It is anticipated that further savings will come on stream in year that will contribute to achieving the overall £1m annual target.	
B/R.7.100	Increase income from digital archive services	The Council currently charges for digital versions of documents from our archive. As more documents are being digitised each year, the Council expects income to increase.	Environment, transport & economy	0	-5	0	-15	0	-20	0	-5	-15	0	-20	0	No	Green	↔	This saving was predicated on better facilities available in new Ely archives centre, which is significantly delayed. However some additional funding should be forthcoming from deals with TNA and Ancestry, which should go some way to meeting the target - aiming for -£20k	
B/R.7.109	Introduce a charge for commercial events using the highway	Large commercial events that require closures of roads such as cycling and running races currently cost the council money to administer. In future, the cost of the Council's work will be recovered. This will not impact on small community events.	Environment, transport & economy	0	-2	-3	-3	-2	-10	-2	-3	-3	-2	-10	0	No	Green	↔	This charge was introduced in 16/17 and subject to events continuing to be staged on the public highway then this saving will be achieved.	
B/R.7.110	Increase highways charges to cover costs	This relates to a wide range of charges levied for use of the highway such as skip licences for example. All charges have been reviewed across ETE. Further targeted review and monitoring of charges will continue to ensure they remain relevant.		0	0	-1	-1	-1	-2	-5	-1	-1	-1	-2	-5	0	No	Green	↔	Fees & Charges increased inline with inflation for statutory services, whilst discretionary functions have been reviewed and increased accordingly.
B/R.7.111	Introduce a highways permitting system	This proposal will allow the Council to better control works on our roads being carried out by utility and other commercial companies through the use of permits. This will mean better coordination of road works, reduced delays and the ability to fine companies when they do not work efficiently on our roads.	Environment, transport & economy	0	-100	-40	0	0	-140	-100	-40	0	0	-140	0	No	Green	↔	Permitting scheme implemented Oct 16. Already seeing overachievement in the first six months. Although likely to plateau and drop off slightly as the scheme beds in, the income target will be achieved.	

ECONOMY & ENVIRONMENT COMMITTEE TRAINING PLAN*

A description of each training session is provided on page 2.

The text in red italics indicates that the details are yet to be confirmed.

Ref	Subject	Responsibility / Lead officer	Date	Venue booked? Y/N	Invitation sent to? (Cat)	Agenda sent? Y/N (Lead officer)	Reminder sent? Y/N (Cat)	Nature of training	Cllrs Attending	% of total
1.	Waterbeach Waste Management Park [Organised by H&CI C'ttee]	Adam Smith	12 th July 10am-12pm	Y Education Centre	Y			Site visit		
2.	The budget and ETE business planning process**	Amanda Askham	Wed 9 th Aug 10am-12pm	Y KV Room	Y			Presentation		
3.	Introduction to major infrastructure delivery	Stuart Walmsley	<i>Tue 22nd Aug 2-4pm</i>	Y KV Room	<i>N</i>			Presentation		
4.	Ely Bypass	Brian Stinton, Stuart Walmsley	Fri 25 th Aug All day reserved. <i>(time tbc)</i>	Y Conference room	Y			Site visit, seminar		
5.	A14 Upgrade	Stuart Walmsley	<i>Sep (date tbc)</i>	<i>tbc</i> Swavesey	<i>N</i>			Site visit, seminar		
6.	Connecting Cambridgeshire	Noelle Godfrey	Mon 4 th Sep 2-4pm	Y KV Room	Y			Presentation		
7.	Adult Skills and Learning	Lynsi Hayward-Smith	Mon 11 th Sep 2-4pm	Y KV Room	Y			Presentation		
8.	County's role in Growth and Development, including • pre-apps • CIL and S106	Sass Pledger, Juliet Richardson	Mon 2 nd Oct 2-4pm	Y KV Room	Y			Presentation		
9.	Flood Risk Management Strategy and work	Sass Pledger, Julia Beeden	Wed Oct 25 th 2-4pm	Y KV Room	Y			Presentation		
10.	Energy Strategy and work	Sass Pledger, Sheryl French	Mon 13 th Nov 10am-12pm	Y KV Room	Y			Presentation		
11.	County Planning Minerals and Waste	Sass Pledger, Emma Fitch	Wed 29 th Nov 2-4pm	Y KV Room	Y			Presentation		
12.	Major railway projects	Jeremy Smith	Mon 18 th Dec 2-4pm	Y KV Room	Y			Presentation		

* Note:

- The training sessions are primarily for E&E Committee Members and Substitutes, but will be open to all County Councillors, with the exception of:
 - site visits - a limited number of visitors can be accommodated during site visits. H&CI Committee may be invited if space is available.
 - the budget and ETE business planning process – targeted to ETE. H&CI Committee may be invited if space is available.
- Members can ask officers for one-to-one meetings if they would like to discuss topics further.
- In addition to the E&E training plan, Member Seminars are to re-start in October 2017 (contact Democratic Services for more information).

** In addition, the following finance training is available to all Members (contact Democratic Services for dates and more information):

- One to One Budget Information Sessions, open to all Councillors by appointment – Michelle Rowe
- Local Government Finance (First Session), Chris Malyon
- Local Government Finance (Second Session), Chris Malyon
- Local Government Finance (Third Session), Chris Malyon

Ref	Subject	Date	Description of training
1.	Waterbeach Waste Management Park [Organised by H&CI Committee]	12 th July 10am – 12pm	The training will include a presentation from officers on our responsibilities, how we deliver our services and working with our partners. There will also be a presentation on the services delivered through the PFI contract. This will be followed by a tour of the Waterbeach site, please wear appropriate footwear and clothing as it is a working site.
2.	The budget and ETE business planning process**	Wed 9 th Aug 10am-12pm	The learning outcomes will be: <ul style="list-style-type: none"> • An overview of the Council's budget and how it works in ETE • A understanding of the business planning process and cycle • The committee process for approving, delivering and monitoring business cases and transformation ideas
3.	Introduction to major infrastructure delivery	<i>Tue 22nd Aug 2-4pm</i>	tbc
4.	Ely Bypass – site visit and seminar	Fri 25 th Aug All day reserved. <i>(time tbc)</i>	tbc
5.	A14 – site visit and seminar in Swavesey office	<i>Sep (date tbc)</i>	tbc
6.	Connecting Cambridgeshire	<i>Mon 4th Sep 2-4pm</i>	tbc
7.	Adult Skills and Learning	Mon 11 th Sep 2-4pm	The training aims to answer some key questions: <ul style="list-style-type: none"> • What does the service do? • How does it support the priorities of the County Council? • How does it work in partnership and plan for local delivery? • How does it link to the Employment and Skills policy? • Some examples of the work in local areas
8.	County's role in Growth and Development, including <ul style="list-style-type: none"> • pre-apps • CIL and S106 	Mon 2 nd Oct 2-4pm	The role of Growth and Development: <ul style="list-style-type: none"> • statutory planning responses for planning, transport and county community infrastructure (library, adult social care) • transport assessment role for strategic sites with close working relationship with policy TIPF, MID and Highways DC • Education planning for new school and school extensions for growth where necessary in response to planning applications. • Support and defence of application and districts at appeal. • Travel for Cambridgeshire sustainable travel planning role • Representation to local plans to ensure county functions have sufficient leverage and policy support and reference in local plans. • Liaison with City Deal and LEP for leverage of developer funding to support economic and residential development • Negotiation, drafting and agreement of S106 agreements with associated development. Including large site provision for education and transport, such as
9.	Flood Risk Management Strategy and work	Wed Oct 25 th 2-4pm	The training will cover: <ul style="list-style-type: none"> • The County Council's statutory duties and responsibilities in flood risk management • The importance of joint working with other risk management authorities and other internal teams • From investigation to delivery (Surface Water Management Plans) • How Members can help • The Flood and Water Team structure
10.	Energy Strategy and work	Mon 13 th Nov 10am-12pm	The training will cover: <ul style="list-style-type: none"> • Strategic overview – Disruption and change in the energy market and its relevance to the Council • Progress with the Local Energy Investment Strategy for Greater Cambridge Greater Peterborough Local Enterprise Partnership area • The East Anglian Local Innovation Project • Progress delivering the Council's Corporate Energy Strategy including: <ul style="list-style-type: none"> – Schools programme – CCC buildings – Solar Park – Smart Energy Grid – Procurement – Other projects
11.	County Planning Minerals and Waste	Wed 29 th Nov 2-4pm	The County Planning, Minerals and Waste training will set out the roles and responsibilities of the team, including the types of planning applications determined
12.	Major railway projects	Mon 18 th Dec 2-4pm	tbc

**ECONOMY AND
ENVIRONMENT POLICY
AND SERVICE COMMITTEE
AGENDA PLAN**

Published 3rd July 2017
Updated 4th July 2017



Cambridgeshire
County Council

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.

Additional information about confidential items is given at the foot of this document.

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
10/08/17	Kings Dyke Update/Appointment of Framework Contractor	Brian Stinton	2017/004	27/07/17	01/08/17
	Cambridge Minerals & Waste Development Scheme & Local Plan Review	Ann Barnes	2017/041		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Member Led Review of Cycle Infrastructure Schemes	Tamar Oviatt-Ham	Not applicable		
	Connecting Cambridgeshire – Superfast Broadband Update	Noelle Godfrey	To be confirmed Not applicable		
	Huntingdonshire Local Plan – This report is likely to move to 16th November	Colum Fitzsimons	Not applicable		
	Planning Obligations Strategy This report is likely to be moved to 12th October meeting	Colum Fitzsimons	Not applicable		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
14/09/17	Transport Investment Plan (TIP)	Jeremy Smith/Elsa Evans	2017/029	31/08/17	05/09/17
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
12/10/17	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	29/09/17	03/10/17
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
16/11/17	Allocations of Integrated Transport Block Funding Transport	Elsa Evans	2017/005	02/11/17	07/11/17
	Adult Learning Self-Assessment	Lynsi Hayward-Smith	Not applicable		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
7/12/17	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	23/11/17	28/11/17
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
11/01/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	28/12/17	02/01/18

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
8/02/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	25/01/18	30/01/18
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
8/03/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	22/02/18	27/02/18
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
12/04/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	29/03/18	03/04/18
	Business Planning	Graham Hughes	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
24/05/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	10/05/18	15/05/18
	Business Planning	Graham Hughes	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		

Notice made under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in compliance with Regulation 5(7)

1. At least 28 clear days before a private meeting of a decision-making body, public notice must be given which must include a statement of reasons for the meeting to be held in private.
2. At least 5 clear days before a private meeting of a decision-making body, further public notice must be given which must include a statement of reasons for the meeting to be held in private, details of any representations received by the decision-making body about why the meeting should be open to the public and a statement of the Council's response to such representations.

Forward plan reference	Intended date of decision	Matter in respect of which the decision is to be made	Decision maker	List of documents to be submitted to the decision maker	Reason for the meeting to be held in private
.../...	[Insert Committee date here]		[Insert Committee name here]	Report of ... Director	The decision is an exempt item within the meaning of paragraph ... of Schedule 12A of the Local Government Act 1972 as it refers to information

Decisions to be made in private as a matter of urgency in compliance with Regulation 5(6)

3. Where the date by which a meeting must be held makes compliance with the above requirements impracticable, the meeting may only be held in private where the decision-making body has obtained agreement from the Chairman of the Council.
4. Compliance with the requirements for the giving of public notice has been impracticable in relation to the business detailed below.
5. The Chairman of the Council has agreed that the Committee may hold a private meeting to consider the business referred to in paragraph 4 above because the meeting is urgent and cannot reasonably be deferred for the reasons stated below.

Date of Chairman's agreement	Matter in respect of which the decision is to be made	Reasons why meeting urgent and cannot reasonably be deferred

For further information, please contact Quentin Baker on 01223 727961 or Quentin.Baker@cambridgeshire.gov.uk