

## **ECONOMY AND ENVIRONMENT COMMITTEE**

### **COMMUNITY IMPACT ASSESSMENTS**

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## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		Name: Celia Melville  Job Title: Head of Policy and Business Development  Contact Details: (01223) 715659  Date completed:  Date approved: 6 November 2015
Service / Document / Function being assessed		
Centralise Business support posts across Economy Transport and Environment (ETE)		
Business Plan Proposal Number (if relevant)	B/R.6.002	
Aims and Objectives of Service / Document / Function		
<p>Business support roles are present in all Services in ETE. They provide support to the Services on a range of tasks, some generic and others more specialised to the Service within which they are based.</p>		
What is changing?		
<p>Since the move of all services out of Castle Court into Shire Hall, the majority of ETE Services are located in close proximity on the top floor of the building. This presents an opportunity to review the current business support arrangements, with a view to considering how support is provided to Services. The work to develop this proposal is at an early information gathering stage, however it is anticipated that options will be devised where roles are brought together into a central resource. This might be based on consolidating functions into certain roles, such as finance, although this is far from definite.</p> <p>The savings figures for the business plan proposal are £25k in 2016/17 and £20k in 2017/18. The allocation across two financial years is based on the changes being brought in part way through 2016/17, with the remainder of the savings being secured the follow year.</p> <p>There will be changes to job descriptions and roles, line management arrangements and structure. The Council's human resource procedures will be followed in order to mitigate the impact of these changes on individuals. A restructure consultation will be launched outlining the proposed changes.</p> <p>This is a simple efficiency measure and so there will be no impact on any of the protected characteristics.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Celia Melville, Head of Policy and Business Development Tamar Oviatt-Ham, Business Development Manager		

## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		✓	
Disability		✓	
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		✓	
Deprivation		✓	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

<b>Positive Impact</b>
N/A
<b>Negative Impact</b>
N/A
<b>Neutral Impact</b>
N/A
<b>Issues or Opportunities that may need to be addressed</b>
<p>It will be important to align with the implementation of other business plan proposals to ensure options do not contradict one another.</p> <p>Also, the opportunity presented by posts becoming vacant and then not be replaced should also be taken into account.</p>

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

N/A

## Version Control

Version no.	Date	Updates / amendments	Author(s)
1	06.11.2015	Version for E&E Committee on 17.11.2015	Celia Melville

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport & Environment (ETE)  Growth & Economy (G&E)		Name: Juliet Richardson  Job Title: Acting Head of Growth & Economy  Contact Details: (01223) 699868  <a href="mailto:Juliet.Richardson@cambridgeshire.gov.uk">Juliet.Richardson@cambridgeshire.gov.uk</a>  Date completed: 3 November 2015  Date approved: 6 November 2015	
Service / Document / Function being assessed			
Remove final Economic Development Officer post			
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.203		
Aims and Objectives of Service / Document / Function			
The aim of the Economic Development Officer post is to maximize the potential for job growth by facilitating programmes of economic growth and development across the county through policy development, attracting external resources and inward investment, the promotion of skills, and influencing the conditions for development through the planning process.			
What is changing?			
<p>Currently, Economic Development posts exist in the County Council, some of the District Councils and the Local Enterprise Partnership (LEP). There are also external similar posts in for example, the Cambridge Promotion Agency. The role and function of these posts are not the same, however there is some overlap. There is therefore some potential for part of the County Council's Economic Development functions to be covered by the LEP, such as the handling of inward investment enquiries, the management of the Agri-tech programme and European Union (EU) application advice, or the District Councils for input into major development sites and bidding for funding. The LEP and Children, Families &amp; Adults (CFA) liaison activities are likely to be lost.</p> <p>It was already planned to reduce the service to one post in 2016/17 and to make a saving of £50k. It is now proposed that the County Council withdraws completely from an Economic Development function and the remaining post is also withdrawn. County Council HR policies and procedures will be followed to mitigate the impact of any structural changes.</p>			
Who is involved in this impact assessment?			
e.g. Council officers, partners, service users and community representatives.			
Service Director: Strategy and Development, Cambridgeshire County Council Acting Head of Growth & Economy, Cambridgeshire County Council			

## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		✓	
Disability		✓	
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		✓	
Deprivation			✓

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

<b>Positive Impact</b>
Not Applicable.
<b>Negative Impact</b>
The proposal will rationalise the provision of economic development services across the county; however, the overall reduction in resource will mean a reduction in economic development activity which could have an adverse impact on the level of external funding and investment (both public and private) secured for the county and for job growth. This could impact disproportionately on the less economically buoyant areas of the county due to the greater effort needed to secure investment for these areas.
<b>Neutral Impact</b>
Not Applicable.
<b>Issues or Opportunities that may need to be addressed</b>
<p><u>Risk of impact on the Agri-tech programme</u></p> <p>The risk of impact on the Agri-tech programme, which these posts help administer, is uncertain but likely to be limited. It is unknown at the moment whether the Agri-tech funding will be extended beyond the current year. If it is not, the LEP and other partners such as Norfolk County Council should be able to handle the residual claim checking and project monitoring requirements in 2016/17; if funding is extended the LEP may need to tender the project appraisal, claim checking and monitoring work associated with newly approved projects.</p>

Capacity to seek grant funding and other support for development of businesses and industry in Fenland and other less well-off areas is uncertain as Fenland District Council, as part of their savings for 2016/17, are currently considering whether this type of activity could be provided for them through a service-level agreement (SLA) with Opportunity Peterborough. Huntingdonshire District Council and East Cambridgeshire District Council still have some economic development capacity for this area of work.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

It is unlikely that there will be an impact on community cohesion as a result of the characteristic of deprivation being negatively impacted.

## Version Control

Version no.	Date	Updates / amendments	Author(s)
1	06.11.2015	Version for E&E Committee on 17.11.2015	Juliet Richardson

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE)		Name: Paul Nelson
Passenger Transport (PT)		Job Title: Acting Head of Passenger Transport
Service / Document / Function being assessed		Contact Details: (01223) 715608 Paul.Nelson@cambridgeshire.gov.uk
Remove non-statutory concessionary fares		Date completed: 17 October 2015
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.204	Date approved: 6 November 2015
Aims and Objectives of Service / Document / Function		
<p>To provide an equitable English National Concessionary Travel Scheme (ENCTS) to all operators, in line with the Department for Transport's (DfT's) principle that operators should be no better or no worse off as a result of being reimbursed for concessionary passengers using passes on their services.</p>		
What is changing?		
<p>Under Central Government rules, concessionary pass holders are entitled to travel free of charge anywhere in England, on off-peak local bus services only. The national scheme, the ENCTS, provides free travel after 09:30 on weekdays and all day on weekend days and Bank Holidays. The scheme allows Local Authorities to fund and provide additional discretionary benefits for their own residents. These additional benefits only apply locally when travelling in the area where the pass was issued and are not valid for travel in other areas.</p> <p>In Cambridgeshire, additional funding has been given to allow bus pass holders to use their passes on community transport Dial-a-Ride services. Currently, Cambridgeshire County Council funds half the fare. For all but two of the Dial-a-Ride services, the pass holders have to pay for the other half of the fare. For two of the Dial-a-Ride services, (Huntingdonshire Association for Community Transport (HACT) and Fenland Association for Community Transport (FACT)), the relevant District Council (Huntingdonshire District Council and Fenland District Council respectively) pays the other half of the fare. The proposal is to remove this concession, requiring users of community transport to pay the full cost of travelling if they live in Cambridge City, East Cambridgeshire or South Cambs and to pay half the fare if they live in Huntingdonshire or Fenland, subject to continued funding from these two District Councils.</p> <p>The proposal also includes removing the provision for pass holders with visual impairment to travel before 09:30. Although there are other categories of disabled pass holders, blind and partially sighted pass holders are the only ones who currently have an exception to travel free before 09:30.</p>		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		



Acting Head of Passenger Transport, Cambridgeshire County Council  
 Public Transport Business Manager, Cambridgeshire County Council  
 Passenger Transport Performance Officer, Cambridgeshire County Council  
 Community Transport Officer, Cambridgeshire County Council  
 Adult Services, Cambridgeshire County Council  
 Community Transport Operators  
 Fenland District Council  
 Huntingdonshire District Council  
 Cambridgeshire Future Transport

## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			✓
Disability			✓
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			✓
Deprivation			✓

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

### Positive Impact

N/A

### **Negative Impact**

Reducing the concessionary reimbursement element could cause community transport providers to increase fares; the costs would be passed onto the user.

Alternatively, the loss of revenue could impact on the viability of schemes. Reducing the potential of the various community transport services to be an alternative provision, especially in more rural and isolated areas, could restrict the offer of alternative Cambridgeshire Future Transport solutions. This could lead to reduced ability to travel, with impacts on mobility and access to essential services for service users, increased cost for users and the potential to transfer pressure and costs into other Cambridgeshire County Council service areas, such as Children, Family and Adults.

Where users cannot afford increased cost, there will be an impact on the Council's key outcome of 'Older people live well independently', since older people may not be able to travel to essential services such as shopping and health appointments. The outcome 'People with disabilities live well independently' will also be impacted as people with disabilities may not be able to travel to essential services such as health appointments and shopping and their opportunity to work could be removed. The outcome 'People lead a healthy lifestyle' will be impacted as older people in particular will become more housebound. There is a risk of impact on public health and wellbeing as a result of people's inability to travel. There is a risk to organisational reputation as a result of the Council withdrawing this ability to travel. There is a risk of impact on other services and/or external partners, such as Health and Social Care, where there could be a need to travel to residents rather than residents travelling to services, as well as the social care implications of increased isolation.

The removal of free pre-09:30 travel for passengers who are blind or visually impaired will impact on when these passengers are able to travel, subject to their financial means. They will continue to be able to travel for free after 09:30 but will have to either change their travel times or pay if they wish to continue to travel before 09:30.

### **Neutral Impact**

The protected characteristics shown in neutral are not, in themselves, determining factors about whether an individual needs to or will travel. Similarly, they are not characteristics that will determine the mode choice of travel.

Therefore the proposals are estimated as having a neutral impact on the travel choices and options for these characteristics.

### **Issues or Opportunities that may need to be addressed**

- There are risks of moving costs to other Cambridgeshire County Council services and to partner organisations.
- There are risks to the ongoing sustainability of community transport services, with potential impacts on the most isolated, deprived and vulnerable transport users.
- Loss of community transport as a viable transport alternative may have impact on wider Passenger Transport agendas by reducing offers available for Education and Special Educational Needs Transport and Cambridgeshire Future Transport.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Reduced opportunity to be involved in community activities for those upon which there will be a negative impact as a result of this proposal.

## Version Control

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1	06.11.2015	Version for E&E Committee on 17.11.2015	Paul Nelson

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE)		Name: Juliet Richardson  Job Title: Acting Head of Growth & Economy  Contact Details: (01223) 699868  <a href="mailto:Juliet.Richardson@cambridgeshire.gov.uk">Juliet.Richardson@cambridgeshire.gov.uk</a>  Date completed: 3 November 2015  Date approved: 6 November 2015
Growth and Economy (G&E)		
Service / Document / Function being assessed		
Remove one planning enforcement post		
Business Plan Proposal Number (if relevant)	B/R.6.205	
Aims and Objectives of Service / Document / Function		
<p>The monitoring and enforcement role of Cambridgeshire County Council relates specifically to 'county matters' and is to do with the control of mineral and waste sites. The Council is also the planning authority for the County Council's own development, such as new schools and transportation schemes, under Regulation 3 of the Town and Country Planning General Regulations 1992. The Planning Enforcement Officer post is responsible for the monitoring and control of mineral and waste sites in Cambridgeshire. The post ensures that such sites are operated in accordance with planning consents and conditions and breaches of planning control are addressed in an appropriate and proportionate way.</p> <p>Enforcement action may be required where development has taken place without the benefit of planning permission or a condition imposed on a planning permission has not been implemented or whose implementation is incomplete. The objectives of enforcement action are to bring the unauthorised activity under control and to remedy the undesirable effects of unauthorised development.</p> <p>Where breaches of planning control are identified, the Council has a discretionary power to take enforcement action (when it is satisfied that this course of action is in the public interest).</p>		
What is changing?		
<p>It is proposed that the service area is reduced by one post; this will mean that two Planning Enforcement Officer posts will remain in the County Council's Growth and Economy service. The total saving will be in the region of £30k.</p> <p>Whilst some of the work carried out by this post at present may be backfilled by the remaining team members, the removal of this post will leave the County Council vulnerable in terms of fulfilling the requirement to enforce in times of intense activity. It will also mean that the County Council will be relying on partners such as the Environment Agency to support its role in this matter. There is also a risk that the Council's statutory duty to monitor mineral and waste sites will be under pressure with only two members of staff left in the enforcement and monitoring team.</p>		

**Who is involved in this impact assessment?**

e.g. Council officers, partners, service users and community representatives.

Business Manager: County Planning, Minerals and Waste, Cambridgeshire County Council  
Principal Enforcement and Monitoring Officer, Cambridgeshire County Council

**What will the impact be?**

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		✓	
Disability		✓	
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		✓	
Deprivation		✓	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

**Positive Impact**

Not applicable.

**Negative Impact**

Not applicable.

**Neutral Impact**

Not applicable.

**Issues or Opportunities that may need to be addressed**

The timescales and instances where enforcement action is required to be taken will need to be reviewed in light of the reduction in staff and the Enforcement Plan updated to take account of this. The risks of relying on other partners to enforce breaches of planning control will also need to be considered and the impact the reduction in staff will have on our statutory duty to undertake monitoring visits to mineral and waste sites.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Not applicable.

## Version Control

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1	06.11.2015	Version for E&E Committee on 17.11.2015	Juliet Richardson

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport and Environment (ETE)		Name: Juliet Richardson  Job Title: Acting Head of Growth & Economy  Contact Details: (01223) 699868  Date completed: 3 November 2015  Date approved: 6 November 2015	
Growth and Economy (G&E)			
Service / Document / Function being assessed			
Reduce level of flood risk management			
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.206		
Aims and Objectives of Service / Document / Function			
<p>Cambridgeshire County Council is a Lead Local Flood Authority (under the Flood and Water Management Act 2010). The Council's main responsibilities as a Lead Local Flood Authority are investigating and reporting on significant flood events in the county, establishing and maintaining a register for all significant flood risk assets in the county and producing a local flood risk management strategy to manage surface water, ordinary watercourses and groundwater flooding in partnership with other risk management authorities in the county.</p>			
What is changing?			
<p>As a result of the budget, there will be a reduction of £13k to the amount available in 2016/17 for spending on flood risk projects. The effects of this reduction can be mitigated in part by maintaining and strengthening joint working and resources with partners, including the Environment Agency, Internal Drainage Boards and District Councils. There is no staffing impact as a result of this proposal.</p> <p>As a Lead Local Flood Authority, the Council has many statutory responsibilities to fulfil. The cut will not prevent the Council being able to fulfil its responsibilities in this respect. It is possible however that the timescales and scales of delivery of flood risk management improvements may need to be adapted with community expectations managed accordingly.</p>			
Who is involved in this impact assessment?			
e.g. Council officers, partners, service users and community representatives.			
Flood and Water Business Manager, Cambridgeshire County Council			

## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		✓	
Disability		✓	
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		✓	
Deprivation		✓	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

<b>Positive Impact</b>
Not applicable.
<b>Negative Impact</b>
Worst case is that the delivery of flood schemes may need to be deferred until a later time when funding is available.
<b>Neutral Impact</b>
Not applicable.
<b>Issues or Opportunities that may need to be addressed</b>
Closer working with partner organisations, especially the Environment Agency and Internal Drainage Boards.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Not applicable.
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## Version Control

Version no.	Date	Updates / amendments	Author(s)
1	06.11.2015	Version for E&E Committee on 17.11.2015	Juliet Richardson

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport & Environment (ETE)  Passenger Transport (PT)		Name: Paul Nelson  Job Title: Acting Head of Public Transport	
Service / Document / Function being assessed		Contact Details: (01223) 715608 Paul.Nelson@cambridgeshire.gov.uk	
Reduce support for local bus services; Reduce or remove grant towards dial-a-ride services; Reduce or remove reimbursement for community car schemes; Reduce or remove support for taxicard scheme		Date completed: 19 October 2015  Date approved: 6 November 2015	
<b>Business Plan Proposal Number (if relevant)</b>	B/R 6.208		
Aims and Objectives of Service / Document / Function			
<p>The Passenger Transport service aims to provide passenger transport services to a wide range of clients across the county. Primarily through subsidised bus services where commercially viable services cannot be provided but are considered to be needed. It also includes financial support for the community transport sector through direct grants, subsidising the cost of using community car schemes and taxicard schemes.</p> <p>The Cambridgeshire Future Transport (CFT) project is designed to better integrate the commissioning and delivery of transport and to:</p> <ul style="list-style-type: none"> <li>Provide more efficient and tailored passenger transport services to meet community needs.</li> <li>To pool budgets from different providers of transport and thus allow for more efficient overall provision.</li> <li>To provide a more simple and integrated means of gaining information about passenger transport services.</li> </ul> <p>The CFT programme has been running since 2012 and has successfully changed the model of public transport investment in Cambridgeshire.</p>			

## What is changing?

From 2015/16, the CFT budget and all other funding towards community transport is being considered under one budget heading. This reflects the common objective of the (formerly) separate funding streams being used to help residents and visitors to Cambridgeshire access employment, education and training and public and leisure services.

The following budget reductions are required. This is based on the current budget from the 2015/16 Business Plan of £1.88m.

Financial Year	2016/17	2017/18
Savings required	-694	-694

It is proposed to review the effectiveness of CFT provision, to review the allocation of grants to community transport operators, to withdraw the 15p per mile subsidy to community car users and withdraw the taxicard scheme.

The potential impact reflects comments that have been made by community transport organisations about the impact on the services they currently provide resulting from the removal of the grants noted above. For example, Cambridge Dial-a-Ride has clearly stated that it would reduce the geographical area that Dial-a-Ride would cover. This would mean that the hundreds of customer journeys per year that they undertake in the South Cambridgeshire area would in all likelihood no longer be served.

## Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

### Officers

Paul Nelson – Acting Head of Passenger Transport, Cambridgeshire County Council  
Bess Sayers – Public Transport Business Manager, Cambridgeshire County Council

### Stakeholders

Community Transport organisations

## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age			✓
Disability			✓
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity			✓
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			✓
Deprivation			✓

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

Positive Impact
Not applicable.
Negative Impact
<p><b>Age:</b> The elderly form a disproportionate share of the users of community transport and supported rural bus services. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Disability:</b> Community transport services are used by those unable to drive. A reduction in support for community transport services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Pregnancy and maternity:</b> Some pregnant women are unable to drive as a result of pregnancy. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Deprivation:</b> Community transport services are used by those without access to a car. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.</p> <p><b>Rural communities:</b> Reducing public and community transport funding will mean fewer services provided and journey choice reduced.</p> <p><b>Access to employment and education and training:</b> Again, transport choice will be reduced.</p> <p><b>Isolation:</b> Individuals within communities may feel isolated if their regular bus service to the nearest service centre (particularly in more rural areas) is removed as a consequence of these proposed savings.</p> <p>Where users cannot travel or afford increased cost there will be an impact on the Council's outcomes of: Older people live well independently as they will not be able to travel to essential services such as shopping and health; People with disabilities live well independently as they will not be able to travel to essential services such as health and shopping, as well as removing</p>

opportunity to work; People lead a healthy lifestyle as older people in particular will become more housebound. There is the risk of Impact on public health and wellbeing through people's inability to travel; organisational reputation through withdrawing this ability to travel; and other services and/or external partners such as health and social care where there could be a need to travel to residents rather than residents travelling to services, as well as the social care implications of increased isolation.

### **Neutral Impact**

The protected characteristics shown in neutral are not, in themselves, determining factors about whether an individual needs to or will travel. Similarly, they are not characteristics that will determine the mode choice of travel.

Therefore the proposals are estimated as having a neutral impact on the travel choices and options for these characteristics.

### **Issues or Opportunities that may need to be addressed**

The aim is to review and remove areas of the service that have been least effective. This may lead to impacts on other County Council services, including Social Care, with the most vulnerable being isolated.

## **Community Cohesion**

If it is relevant to your area you should also consider the impact on community cohesion.

Less opportunity to be involved with community activities.

## **Version Control**

<b>Version no.</b>	<b>Date</b>	<b>Updates / amendments</b>	<b>Author(s)</b>
1	06.11.2015	Version for E&E Committee on 17.11.2015	Paul Nelson

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE)		Name: Paul Nelson
Passenger Transport (PT)		Job Title: Acting Head of Passenger Transport
Service / Document / Function being assessed		Contact Details: (01223) 715608 Paul.Nelson@cambridgeshire.gov.uk
Reduce staff following reduction in provision of passenger transport services		Date completed: 19 October 2015  Date approved: 6 November 2015
<b>Business Plan Proposal Number (if relevant)</b>	B/R.6.209	
Aims and Objectives of Service / Document / Function		
<p>The Passenger Transport service aims to provide passenger transport services to a wide range of clients across the county. Primarily through subsidised bus services where commercially viable services cannot be provided but are considered to be needed. It also includes financial support for the community transport sector through direct grants, subsidising the cost of using community car schemes and taxicard schemes.</p> <p>The Cambridgeshire Future Transport (CFT) project is designed to better integrate the commissioning and delivery of transport and to:</p> <ul style="list-style-type: none"> <li>• Provide more efficient and tailored passenger transport services to meet community needs.</li> <li>• To pool budgets from different providers of transport and thus allow for more efficient overall provision.</li> <li>• To provide a more simple and integrated means of gaining information about passenger transport services.</li> </ul> <p>The CFT programme has been running since 2012 and has successfully changed the model of public transport investment in Cambridgeshire.</p>		
What is changing?		
<p>Proposed reductions in local bus services, community car schemes and taxicard schemes would enable appropriate staff reductions.</p> <p><b>Please note the impact of the service changes are considered in the Community Impact Assessment for proposal B/R.6.208</b></p>		

**Who is involved in this impact assessment?**

e.g. Council officers, partners, service users and community representatives.

Interim Head of Passenger Transport Service

**What will the impact be?**

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		✓	
Disability		✓	
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		✓	
Deprivation		✓	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

**Positive Impact**

Not Applicable.

**Negative Impact**

Not Applicable.

**Neutral Impact**

Not Applicable.

**Issues or Opportunities that may need to be addressed**

The reductions in budget noted in B/R 6.208 will result in a reduction in the level of service in this area. This change is simply about setting staffing levels at an appropriate level for the remaining budget.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Not Applicable.

## Version Control

Version no.	Date	Updates / amendments	Author(s)
1	06.11.2015	Version for E&E Committee on 17.11.2015	Paul Nelson



## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport and Environment (ETE)  Transport and Infrastructure Policy and Funding (TIPF)		Name: Jeremy Smith  Job Title: Acting Head of Transport and Infrastructure, Policy and Funding	
Service / Document / Function being assessed		Contact Details: (01223) 715483 <a href="mailto:Jeremy.Smith@cambridgeshire.gov.uk">Jeremy.Smith@cambridgeshire.gov.uk</a>	
Remove Transport and Infrastructure Policy and Funding services that are not self-funding		Date completed: 14 October 2015	
<b>Business Plan Proposal Number (if relevant)</b>	B/R. 6.210	Date approved: 6 November 2015	
Aims and Objectives of Service / Document / Function			
<p>The Transport Infrastructure Policy &amp; Funding Service (TIPF) has two key elements related to Transport and Infrastructure planning and Funding and Innovation:</p> <p>The Transport &amp; Infrastructure Strategy part undertakes transport and infrastructure planning for the longer term. This provides an evidence base to underpin future investment decisions on transport infrastructure. The Service also develops business cases and early scheme development work, particularly related to City Deal and Growth Deal projects. This work is essential to support in addressing the challenge of planning for and delivering an infrastructure capable of supporting Cambridgeshire's sustained economic growth to ensure the economy prospers to the benefit of all.</p> <p>Related to this, TIPF undertakes a key Statutory Duty to prepare, maintain and review the Local Transport Plan, and ensure that all key stakeholders are consulted when amending the LTP. Our LTP and policy focus is on promoting sustainable transport and creating the right conditions for growth and encourage people to use public transport and walk/cycle and supports in leading a healthy active lifestyle within a safe and accessible environment.</p> <p>The Funding and Innovation part of TIPF manages the Capital Programme and co-ordinates and bids for external funding and investment to support in delivering Cambridgeshire's Plans and priorities. Work also includes S106 developer contribution monitoring and management of the Cambridgeshire Sub Regional Model to support with assessing impacts of planned development. The Team also works to support the LEP Transport Panel and provides programme, technical and Accountable Body support to ensure that the Growth Deal Transport Programme is well managed and monitored and delivers the agreed outputs expected.</p>			

### What is changing?

It is proposed to remove the £45,000 revenue (£25,000 during 2016/17 and £20,000 during 2017/18) which supports ETE's funding bidding function. This means that in future there won't be a dedicated resource for co-ordinating and bidding for external funds. This is expected to lead to a reduction in the amount of external grant funding likely to be secured. This will impact particularly on our capacity to deliver infrastructure priorities and support future growth and prosperity of our County, and testing more innovative approaches or learning from our partners.

### Who is involved in this impact assessment?

e.g. Council officers, partners, service users and community representatives.

ETE Officers and service users  
Partners, District Councils, LEP

### What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		x	x
Deprivation		x	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

### Positive Impact

Not applicable.

### Negative Impact

There won't be a dedicated resource for co-ordinating and bidding for external funds, and making a compelling case for funding. This is expected to impact particularly on our capacity to deliver improvements and invest in improving accessibility, particularly in the more remote areas outside the main growth locations, where the business case for investment may be less strong.

### Neutral Impact

The proposed loss of revenue for the ETE bidding function means that Cambridgeshire will have reduced capacity and skills for co-ordinating and bidding for external grant funding. While this is unlikely to impact on any specific group, particularly at the outset, the County Council could miss out on opportunities for funding for projects or improvements in future years to improve accessibility and support with improving conditions for growth generally. With no revenue resources, the focus will have to be on TIPF priorities and working with partners to bid where there is strongest chance of success, linked to economic growth and the County's key objectives and outcomes sought.

### Issues or Opportunities that may need to be addressed

Work with LEP and partners to identify how the gap might be addressed and ensure clarity and alignment on priorities for future funding opportunities.

Work with colleagues across the County Council and partners to raise risks related to reduced resources and likelihood of reduced funding for transport and infrastructure, particularly for areas outside the main growth locations to ensure alignment and opportunities for delivering outcomes differently potentially to ensure that accessibility is maintained for the more remote areas as far as possible.

### Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

N/A

### Version Control

Version no.	Date	Updates / amendments	Author(s)
1	06.11.2015	Version for E&E Committee on 17.11.2015	Dearbhla Lawson/ Jeremy Smith

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE)		Name: Jeremy Smith
Transport and Infrastructure Policy and Funding (TIPF)		Job Title: Acting Head of Transport and Infrastructure, Policy and Funding
Service / Document / Function being assessed		Contact Details: (01223) 715483 <a href="mailto:Jeremy.Smith@cambridgeshire.gov.uk">Jeremy.Smith@cambridgeshire.gov.uk</a>
Remove Transport and Infrastructure Policy and Funding services that are not self-funding		Date completed: 14 October 2015
Business Plan Proposal Number (if relevant)	B/R 6.211	Date approved: 6 November 2015
Aims and Objectives of Service / Document / Function		
<p>The Transport and Infrastructure Policy and Funding service, (TIPF), undertakes work relating to two key elements:</p> <ul style="list-style-type: none"><li>• Transport and Infrastructure Strategy</li><li>• Funding and Innovation.</li></ul> <p>The Transport and Infrastructure Strategy team undertakes transport and infrastructure planning for the longer term, providing an evidence base to underpin future investment decisions and a policy basis against which funding can be negotiated. The team:</p> <ul style="list-style-type: none"><li>• Prepares, maintains and reviews the Cambridgeshire Local Transport Plan, (LTP), as required by statute.</li><li>• Produces more detailed transport strategy documents, covering areas of the county, that set out specific transport needs, with a particular focus on planned growth. These documents are developed alongside the District and City Council's Local Plans.</li><li>• Links transport activities with the wider strategic objectives of the Council, of government, and of local partners, including in relation to planning, education, health and wellbeing, and community safety.</li><li>• Develops Major Scheme Business Cases for large transport projects and carries out early scheme development work, particularly in relation to the City Deal and Growth Deal programmes. This work is essential in addressing the challenge of planning for and delivering an infrastructure capable of supporting Cambridgeshire's sustained economic growth and ensuring that the economy prospers to the benefit of all.</li></ul> <p>The Funding and Innovation team manages the Council's Capital Programme and co-ordinates and bids for external funding and investment to support the delivery of Cambridgeshire's plans and priorities. The work of the team includes:</p> <ul style="list-style-type: none"><li>• S106 developer contribution monitoring.</li><li>• Management of the Cambridgeshire Sub Regional Model and the Council's other transport models, which are used to support the assessment of the transport impacts of planned</li></ul>		

development.

- Supporting the Local Enterprise Partnership (LEP) Transport Panel and providing programme, technical and Accountable Body support to ensure that the Growth Deal Transport Programme is well managed and monitored and delivers the agreed outputs expected.

### **What is changing?**

The Transport and Infrastructure Strategy team is already more than 80% capital funded, using Local Transport Plan (LTP) Integrated Transport Block (ITB) grant funding from Government and other external grant funding to deliver agreed priority projects such as those in the City Deal and City Deal or Growth Deal programmes.

The change proposed is to remove all remaining revenue funding for the Transport and Infrastructure Strategy team (£35,000 reduction in 2016/17 and the remaining £30,000 removed in 2017/18) and to make the team entirely self-funding using:

- ITB capital funding (which has reduced by 50% in recent years) for Local Transport Plan work.
- City Deal/ Growth Deal funding for development work on major projects in these programmes, and for relevant programme management work.

This means:

- There will be much less scope to undertake scheme or strategy development work outside of areas where grant funding is already available. General policy development work would need to reduce very significantly as this is a revenue function.
- ITB funding would focus on the review, monitoring and updating of the LTP to comply with the basic statutory duty.
- Unless Service Level Agreements can be agreed, the scope to undertake significant work in support of the District and City Council's Local Plans will be limited.

There would be no revenue to develop new County/ District wide strategies or Market Town Transport Strategies; this could have broader implications in terms of supporting Local Plans and identifying infrastructure needed to support and mitigate growth, and also in identifying what funding is to be secured from developers towards this. There are real risks therefore that less funding will be secured towards infrastructure and that the network will be under even more pressures. There would also be little or no funding for developing the pipeline of projects or feasibility studies or business cases, and this combined with loss of bidding function could have significant implications for the Council in delivering more aspirational aims to improve accessibility across the County longer term.

If policies and plans are not developed and funding bids are not submitted, there will be far less funding for new cycle ways, bus or road improvements. The impacts could be significant and impact into the long term, with a real risk that improvements will not be delivered or barriers addressed and the outcomes that the County Council is seeking related to creating the right conditions for economic growth may not be successfully achieved.

### **Who is involved in this impact assessment?**

e.g. Council officers, partners, service users and community representatives.

Acting Head of Transport and Infrastructure Policy and Funding, Cambridgeshire County Council  
Transport Assessment Manager, Cambridgeshire County Council

Head of Major Infrastructure Delivery, Cambridgeshire County Council  
 Officers at Cambridge City Council and the District Councils of Cambridgeshire with  
 responsibility for Local Plans, and with input into transport matters  
 Greater Cambridge Greater Peterborough Enterprise Partnership

## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		x	
Disability		x	
Gender reassignment		x	
Marriage and civil partnership		x	
Pregnancy and maternity		x	
Race		x	

Impact	Positive	Neutral	Negative
Religion or belief		x	
Sex		x	
Sexual orientation		x	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation			x
Deprivation			x

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

### Positive Impact

N/A

### Negative Impact

The proposed loss of revenue for the Transport and Infrastructure Strategy function means that the work focus will need to be more on scheme development and delivery related to the main capital funding streams which are currently the LTP Integrated Transport Block (ITB), City Deal and Growth Deal.

Policy development work will need to reduce very significantly as this is a revenue function, (unless funding secured through Service Level Agreements (SLAs) for work to support local plans). Funding such as through an SLA is far more likely to be achieved in urban areas that are experiencing growth than in the rural areas of the county.

Similarly, the focus on growth in many recent funding rounds has made it more difficult to focus bids for new funding on other issues such as deprivation. Strategy work in these areas has therefore been maintained through revenue funding, and scheme delivery has been maintained through the core LTP ITB budgets. The capital budget has been cut by over 50% and the reduction in the revenue budget will make it more difficult to focus funding bids on deprived

areas.

### Neutral Impact

The impacts noted below are negative, but they do not discriminate in their impacts across any particular group (other than those in areas of rural isolation or deprivation noted above).

There would be no revenue to develop new County/ District wide strategies or Market Town Transport Strategies. This could have broader implications in terms of supporting Local Plan aims, identifying the infrastructure needed to support and mitigate growth and identifying what funding is to be secured from developers towards this. There are real risks therefore that less funding will be secured towards infrastructure, the network will be under even more pressure. The focus will be on agreed priorities related to the Council's outcomes and funding streams to ensure support for ongoing prosperity and economic growth. There will be no resources for undertaking more focussed feasibility work related to longer term or more aspirational aims and it may be difficult to support the case for investment outside of the key growth locations.

Policy development work will need to reduce very significantly as this is a revenue function (unless funding secured through SLA's for work to support local plans), with focus shifting to implementation, monitoring and updating LTP to comply with basic statutory duty.

There are real risks therefore that less funding will be secured towards infrastructure and that the transport network will be under more pressure than would otherwise be the case.

### Issues or Opportunities that may need to be addressed

Work with Local Authority partners to identify what transport policy evidence is required in support of Local Plans, and ascertain whether there is resource available to support this work and ensure clarity and alignment on priorities.

Work with colleagues across the County Council and partners to raise risks related to reduced resources and capacity for undertaking policy development work and the consequential likelihood of reduced funding for transport and infrastructure, particularly for areas outside the main growth locations to ensure alignment on priorities and resources to support in delivering outcomes differently.

### Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

### Version Control

Version no.	Date	Updates / amendments	Author(s)
1	06.11.2015	Version for E&E Committee on 17.11.2015	Dearbhla Lawson/ Jeremy Smith

## COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
Economy, Transport and Environment (ETE)  Passenger Transport (PT)		Name: Paul Nelson  Job Title: Acting Head of Public Transport  Contact Details: (01223) 715608 Paul.Nelson@cambridgeshire.gov.uk  Date completed: 16 October 2015  Date approved: 6 November 2015
Service / Document / Function being assessed		
Further commercialisation of Park and Ride Sites		
<b>Business Plan Proposal Number (if relevant)</b>	B/R 7.112	
Aims and Objectives of Service / Document / Function		
The Park and Ride Service provides a high quality, flexible alternative to driving into Cambridge, and has proved to be popular and well used. The Council runs and manages the five Cambridge Park and Ride Sites and the two Busway Park and Ride sites. All bus services are run commercially and make a contribution to the cost of the Park and Ride and Busway.		
What is changing?		
Explore options, including changing the use of the buildings and further commercialisation of the car parks. This should have no impact on the user except to potentially provide opportunities to use any businesses that set up on the park and ride sites.		
Who is involved in this impact assessment?		
e.g. Council officers, partners, service users and community representatives.		
Paul Nelson – Acting Head of Passenger Transport, Cambridgeshire County Council Campbell Ross-Bain - Bus Operations & Facilities Manager, Cambridgeshire County Council		



## What will the impact be?

Tick to indicate if the expected impact on each of the following protected characteristics is positive, neutral or negative.

Impact	Positive	Neutral	Negative
Age		✓	
Disability		✓	
Gender reassignment		✓	
Marriage and civil partnership		✓	
Pregnancy and maternity		✓	
Race		✓	

Impact	Positive	Neutral	Negative
Religion or belief		✓	
Sex		✓	
Sexual orientation		✓	
The following additional characteristics can be significant in areas of Cambridgeshire.			
Rural isolation		✓	
Deprivation		✓	

For each of the above characteristics where there is an expected positive, negative and / or neutral impact, please provide details, including evidence for this view. Consider whether the impact could be disproportionate on any particular protected characteristic. Describe the actions that will be taken to mitigate any negative impacts and how the actions are to be recorded and monitored. Describe any issues that may need to be addressed or opportunities that may arise.

<b>Positive Impact</b>
Not Applicable.
<b>Negative Impact</b>
Not Applicable.
<b>Neutral Impact</b>
There will be no impact on passengers as the concessions will not have any impact on bus travel or parking at the sites.
<b>Issues or Opportunities that may need to be addressed</b>
Not Applicable.

## Community Cohesion

If it is relevant to your area you should also consider the impact on community cohesion.

Not Applicable.

## Version Control

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