

ECONOMY AND ENVIRONMENT COMMITTEE



Date: Thursday, 10 August 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 13th July 2017 Economy and Environment Committee** **5 - 14**
3. **Minutes Action Log Update**
- to follow
4. **Petitions and public questions**

KEY DECISIONS

5. **A605 Kings Dyke Level Crossing Closure - Award of Contract for** **15 - 24**
Design and Construction

6.	Changes to Whippet Services	25 - 34
7.	Cambridge Minerals Waste Development Scheme and Local Plan Review	35 - 48
	OTHER DECISIONS	
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9.	Resources and Performance Report to the end of June 2017	57 - 88
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12.	Economy and Environment Policy and Service Committee Agenda Plan	97 - 102
13.	Date of Next Meeting	

The next meeting will be held at 10 a.m. on Thursday 14th September.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

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Thursday 13th July 2017

Time: 10.00 a.m. to 10.56 p.m.

Present: Councillors: D Adey, D Ambrose-Smith, I Bates (Chairman), D Connor, R Fuller, D Giles, N Kavanagh, S Tierney, J Williams and T Wotherspoon (Vice Chairman).

Apologies: None

11. DECLARATIONS OF INTEREST

None received.

12. MINUTES

The minutes of the meeting held on 1st June 2017 were agreed as a correct record.

13. MINUTE ACTION LOG

The Minute Action Log update was noted.

14. PETITIONS AND PUBLIC QUESTIONS

None received

15. WATERBEACH BARRACKS – COUNTY COUNCIL RESPONSE TO PLANNING APPLICATION

The Committee received a report in order to consider and agree a formal response to the Waterbeach outline planning application (S/0559/17/OL) for 6,500 dwellings (1,400 in Phase 1) prior to determination of the planning application by South Cambridgeshire District Council. The response was in respect of the acceptability of the proposals as they primarily affected County Council infrastructure and services, including the mitigation measures proposed, and the emerging section 106 draft Heads of Terms.

The South Cambridgeshire Local Plan allocated three new strategic scale residential led development including Waterbeach. 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.

In addition to the general principles set out in the Local Plan, South Cambridgeshire District Council were preparing a Supplementary Planning Document (SPD) to provide greater clarity on key strategic issues to be published for consultation later in the year. Supplementary to this, the County Council and partners had commissioned a study to examine the implications of growth in the sub-region on the A10 Corridor to evaluate the impacts, and consider multi-modal solutions to enable growth to take place.

County Council officers in collaboration with South Cambridgeshire District Council officers had engaged with the applicant in pre-application discussions to help shape the planning application. While the application was broadly consistent with the emerging local plan policy, there were still either gaps in some of the information provided, or further clarifications required. Therefore, to protect the Council's position, holding objections were recommended in some areas. The full technical response was set out in Appendix 2 of the report with a summary of the key issues highlighted as follows:

Service	Key Comments
Education	Objection – insufficient provision (land + contribution) identified for Special Education Needs (SEN) and Post-16. Secondary school provision (single site) not sufficient to meet needs of the area.
Floods and Water	Object – concerns relating to discharge rates, climate change allowance, existing barrack drainage, and water quality treatment.
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

More detail on Education and Transport and planning obligation issues were set out on paragraphs 2.4 to 2.8 of the report.

Issues raised in the subsequent debate included:

- Whether the trip predictions included data on predicted cycling in the area including those wishing to cycle to other places such as Cambridge, in view of the Council's commitment to encourage take up of cycling through segregated cycle lanes etc. Another Member asked whether the trip analysis included estimates of numbers who would be coming to the station to then commute on to London as this would lead to further road traffic congestion. In response it was explained that the planning application was in outline and so there was very little detail at the current stage, but that officers would be ensuring that there would be sustainable travel modes built into all the new developments incorporating lessons learnt from earlier developments. Officers would wish to see exemplar cycle routes to Cambridge and Ely. In addition, the Local Transport Plan recognised the need for a new rail station at Waterbeach to deal with expected increasing commuter pressures for which advance discussions were ongoing with Network Rail and this, linked to studies on the A10 and A14, would feed into future mitigation discussions / solutions. The A10 Study was looking at the cycling road improvements required.
- The need to construct bus stops at an early stage even if no bus services had been agreed, as they would be needed later. In response, assurance was provided that the intention was for this to happen early in the development, as part of future proofing the transport infrastructure requirements.
- There was a query regarding developers, as part of the building programme, being required to install solar panels, as this could also be a selling point. In response it was indicated that as this was a South Cambridgeshire District Council issue, the matter would be raised with them. It was however highlighted that the experience at Trumpington Meadows was that this was not a priority where the build was for the 'buy to let market'.
- A query was raised regarding whether the views of the local Member for Waterbeach were known, as while noting that she had been consulted, there was no submission from her and she was not at the Committee to inform the meeting of her views. Another member of the Liberal Democrat Group indicated that the relevant parish councils had responded in respect of the application and that he believed that Councillor Bradnam was content with the proposals.
- In support of providing a 'dutch style' cycling project in the new town, a Member made reference to the submission sent to Members of the Committee in advance of the meeting from the Cambridge Cycling Campaign. (Appendix 1 to these minutes). The County Council lead officer indicated that her officers agreed with many of the points set out in the letter. The Chairman requested that the letter was passed on to South Cambridgeshire District Council planning officers as the relevant authority to receive the submission. **Action: Juliet Richardson**
- Highlighting the need for a residential home to be considered as part of the necessary infrastructure requirements. Officers indicated that they had already recognised that this was an important requirement.
- Making reference to paragraph 2.14 and 2.15 of the response to achieving a 'BREAM Excellent standard' included in the planning statement for the new

schools and the CCC Education objection on the basis it would increase the cost delivery of the school, the Vice-Chairman commented that he still hoped that the 'excellent' rather than the 'very good standard' would be adopted.

- Paragraph 7.19 on health impacts - supporting safe street suitable for pedestrian, cyclist and community interaction, reference was made to the many studies undertaken which showed that young people and older people both had issues around being able to judge the speed of vehicles in terms of the danger they posed to them.

It was unanimously resolved to:

- a) Approve the response to 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.

16. BIKEABILITY CYCLE TRAINING

As demand nationally for Bikeability funding has risen year on year, the Department for Transport (DfT) DfT cannot now guarantee that every local authority will receive the level of funding required to meet all the costs involved. Priority is being given to new schemes, rather than established ones like Cambridgeshire's. Based on the previous year's uptake for 2017/18 the total shortfall could be up to £60,000. At the March meeting of this Committee, a proposal to charge schools for Bikeability was discussed and rejected, with officers requested to seek alternative funding for the scheme through sponsorship or other funding streams and to come back with a further progress report.

This report provided an update the Committee, seeking approval for short term and long term proposals for funding Bikeability cycle training. Cycle training has been an established part of the school programme in primary schools, and given that the DfT had 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.

The report explained that seeking sponsorship now for Bikeability, in isolation, was premature in advance of the guidance being completed by the Transformation Team. However opportunities were still being pursued and if it was not possible to find sponsorship in the current financial year, it was proposed to fund the shortfall from the Economy, Transport and Environment (ETE) underspend. Working with the Transformation Team on a longer term basis, and co-ordinated with other Council services efforts officers would continue to seek to secure long term sponsorship arrangements for Bikeability. If no opportunities presented themselves, further consideration would need to 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.

In the ongoing discussion:

- The Council Cycling champion highlighted the health benefits of cycling as set out in paragraphs 4.2 and 5.6 of the report and asked whether it might be possible to receive a cross subsidy from the Health budget. In response the lead officer indicated that public health money was already supporting Road Safety work. Officers would investigate this proposal further with Public Health, while recognising that all service committee budgets were under pressure **Action: Bob Menzies.**
- Another Member suggested that cycling advocate groups should be asked to volunteer their services to help reduce the ongoing cost. In response it was explained that groups such as the Cycling Campaign already backfilled a lot of the work previously undertaken by Council employees, including attending and speaking at events such as 'University Fresher Week', bike lights initiatives with local employers and undertaking training activities. On a further point, one Member suggested that officers should ask the training provider if their training included safety tips regarding falling off bikes safely. **Action: Mike Davies to investigate and report back.**
- Another Member suggested that there could be a role for community navigators and area champions to seek further local volunteers. As this was an area of work being developed by the Communities and Partnership Committee, it was suggested that officers initially make contact with Councillor Criswell regarding this being included as a future item for that Committee to discuss further. **Action: Mike Davies to investigate and report back.**
- Another suggestion was for officers to investigate the cost benefits of the Council and its partners jointly funding training for volunteers. **Action: Mike Davies to investigate and report back.**
- That the Chairman raise the issue of lobbying the Department for Transport for retaining the same level of funding with the Local Government Association LGA **Action: Councillor Bates**

It was unanimously resolved 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.
- c) Agree to receive further updates on both the funding situation and the uptake of training.

17. FINANCE AND PERFORMANCE REPORT – MAY 2017

Economy and Environment Committee received the latest Finance and Performance Report for the period to the end of May 2017 to enable them to both note and comment on the projected financial and performance outturn position.

It was highlighted that:

Revenue: That at this early stage of the year ETE was forecasting an overspend of £62K but cautioning that there were potential pressures within the Waste budget, which would be considered by Highways and Community Infrastructure Committee who had the responsibility for this area. All ETE budgets were being reviewed to identify any underspends which could be held, if required, to offset other pressures. A new addition to the report was a tracker report appendix which monitored the Business Plan savings and would be presented on a quarterly basis.

Capital; the capital budget had been revised to carry forward unused budget from 2016-17 and to reflect the latest planning phasing for the schemes. In terms of the land negotiations for Kings Dyke and the subsequent emerging pressures, this would be the subject of a report to the August meeting.

Performance: on the revised suite of fourteen performance indicators, two were currently showing as red (Local bus journeys originating in the authority area with the second being the average journey time per mile during the morning peak on the most congested routes) four were showing as amber, and eight green. At year-end the current forecast was that only one performance indicator would be red (Local bus journeys originating in the authority area) while six would be amber and seven green.

Comments made in discussion included:

- On page 105 one Member queried why the Guided Busway graph for passenger numbers was not showing an increase and had instead plateaued out. The Member commented that he would have expected an increase of passenger numbers with houses now being occupied in Northstowe. He also asked if the University Group U Service was included in the figures, as if so, he would again expected these to have contributed to increasing the figures. In response it was explained that the figures in the report only covered the period to the end of April and that guided busway passengers had in the past shown a 3.5 % increase year on year. The lead officer present indicated that he would check the May / June figures and get back to the Member. **Action: Bob Menzies.**
- Regarding the capital expenditure information provided in paragraph 3.2, one Member asked for further details to that provided in the summary text. In response it was explained that the review of the phasing of work due to service diversions for the Ely Bypass project related to delays with power cables, with more detail to be provided in the next report to the Committee. In respect of the Kings Dyke pressure issues, these were as a result of having to pay more for the land than had been expected following the land negotiations, which had been complicated by changes to the Compulsory Purchase Power regulations in 2015. An updated report would

be coming to the next meeting. Councillors Tierney and Connor requested a briefing on Kings Dyke following the meeting. **Action Bob Menzies.**

- Although not within the Committee's control, (it was within the Highways and Community Infrastructure (H and CI) Committee's remit) as the question was asked, on this occasion only, the Chairman indicated he would seek more information for Councillor Kavanagh on page 108 (page 14 of the specific report) regarding the text under the heading 'Parking Enforcement' reading "Income from city centre access cameras was currently ahead of budget but is not expected to continue at this level as drivers get used to the new restrictions" Councillor Kavanagh asked whether this was wholly in relation to income generated from enforcement, as there were concerns from Cambridge residents regarding a perceived lack of enforcement action. **Action: Councillor Bates to clarify where the money was obtained from.**
- One Member queried the staff sickness figure on page 104 reading "During May the total number of absences within Economy, Transport and Environment was 133 days based on 534 staff..." and whether this was unusually high. The response clarified that the 12 month rolling average had reduced to 3.00 days per full time equivalent, which was below the 6 day target and was therefore good, and that ETE were routinely the best directorate. The Member was interested in how the performance figure for ETE compared with previous years. **Action: Sarah Heywood**

Having reviewed and commented on the report,

It was resolved to:

note the report.

18. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

The agenda plan was noted.

As an oral update it was explained that item 1 "Waterbeach Waste Management Park" organised by H and CI Committee due to have been held on 12th July had been cancelled as only one Member indicated they could attend. A replacement date would be sought in September / October with Members to be consulted in due course on proposed dates.

Members were urged to respond to invitations so that officers could gauge in good time the demand for a proposed seminar. Concern was expressed that in the past, even when a seminar went ahead, some had been very sparsely attended.

In response on whether there were any further areas within the remit of the E and E Committee that Members considered that they needed training, there was a request for a seminar in due course (the Member accepted that it might be too early in the current year as the remits were still being developed) on the role and how the functions of the E and E Committee fitted into the decision making process in relation to the terms of reference of both the Combined Authority and the Greater Cambridge Partnership.

Action: RVS and Cathryn Rutangye

It was resolved to:

- a) Note the Training Plan.
- b) Add a note to the Plan, that in due course when the governance issues were clearer, a training seminar should be convened on how the Committee related to the Combined Authority and Greater Cambridge Partnership.

19. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

The forward agenda plan was noted with a request that the report 'Connecting Cambridgeshire - Superfast Broadband update' shown for the August meeting should also provide details of the current pilots being undertaken in three areas, including Cherry Hinton, Cambridge, on super superfast broadband known as ultrafast broadband and how they fitted in to the overall strategy. **Action: RVS to inform Noelle Godfrey of the requested addition.**

20. DATE AND TIME OF NEXT MEETING 10 A.M. THURSDAY 10th AUGUST 2017

Chairman 10TH August 2017

APPENDIX 1

MINUTE 15. WATERBEACH BARRACKS – COUNTY COUNCIL RESPONSE TO PLANNING APPLICATION - LETTER FROM CYCLING CAMPAIGN

Dear Councillor,

We hope that you have had the opportunity to read our objection to this planning application.

We are supportive of new development at the Waterbeach Barracks and we admire the bold aspirations of Urban & Civic for a modern, sustainable and well-connected community and their use of the Dutch city Vathorst as their inspiration.

However, the details of what has been proposed so far will inevitably fail to deliver on these aspirations and look nothing like the Dutch new towns that the applicants have claimed to be their inspiration.

Our vision for the Waterbeach Barracks development is for it to be the first development in the UK where every child can cycle or walk to school independently and safely. We know this can be done and we have the knowledge to help Urban & Civic achieve this goal. We believe that a development such as this is very marketable and would ensure a strong return for investors.

We also know that the demographic that will move to this development (E.g. Science Park workers and their families) are already cycling at rates of at least 30% for commutes and possibly higher for all journeys. With the right infrastructure, this rate can easily be increased. The proposals from Urban & Civic, however, indicate a reduction in cycling rates down to 4.5% or less, a strange figure that is well below existing Waterbeach levels of cycling. Either they lack aspiration or something has gone awry with their modelling.

We will be reaching out to Urban & Civic to work with them on their plans and we hope that you will support our vision for cycling as the key driver of a modern, sustainable and well-connected development as follows:

Point 1:

Take note that contrary to Appendix 2 paragraph 2.2, the location of Primary School 1 has been placed adjacent to a primary road through the site, and not only that, adjacent to a questionable "shared space" junction on the primary road. We have grave concerns about the safety of this setup.

Please amend the response so that it calls for a safe location for Primary School 1 (and all of the Primary Schools) away from any primary roads, that "shared space" junctions should not be used, and that there are safe, family-friendly walking and cycling routes leading from all of the homes to the school.

Point 2:

Amend the response paragraph 4.26 to say that the street cross sections are not acceptable because the primary streets lack protected and segregated provision for cycling.

Point 3:

In many paragraphs, the county has indicated the importance of having safe, protected,

attractive, separate footways and cycleways with safe, protected junctions usable by people of all ages & abilities. This applies both to routes on the site, and the connecting routes off the site that are agreed as part of the application. We agree with the county's response on these matters and hope to work together to ensure that these goals are met.

Yours sincerely,

Roxanne De Beaux
Cycling Campaign Officer

A605 KINGS DYKE LEVEL CROSSING CLOSURE -AWARD OF CONTRACT FOR DESIGN AND CONSTRUCTION

To: Economy and Environment Committee

Meeting Date: 10th August 2017

From: Executive Director, Economy and Environment.

Electoral division(s): Whittlesey North & Whittlesey South

Forward Plan ref: 2017/004 **Key decision:** Yes

Purpose: To inform the Committee of the outcome of the procurement process for the Design and Construction contract for the Kings Dyke level crossing bypass, to seek Committee's approval to award the contract to the preferred bidder, and to update committee on the land acquisition process.

Recommendation: The Economy and Environment Committee is recommended to:

- a) Note the procurement process and the revised scheme cost.
- b) Approve the award of the Design and Construction contract to the preferred bidder as detailed in Section 2 of this report.
- c) Delegate the decision to commence the second stage of the contract (construction) to the Executive Director of Economy, Transport and Environment in consultation with the Chair and Vice Chair of the Economy and Environment Committee as detailed in Section 2.
- d) Note the need to conclude some land acquisition in advance of the stage 2 contract award and the associated risks; and
- e) Note that approval from the General Purposes Committee for an increased budget for the project may be required following Stage 1 (Design) of the contract.

<i>Officer contact:</i>		<i>Member contacts:</i>	
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1. BACKGROUND

- 1.1 The A605 between Whittlesey and Peterborough carries over 12,000 vehicles per day and there are some 120 daily train movements across the level crossing. The resulting closure of the King's Dyke level crossing barrier causes significant delay to traffic. Future plans by the rail industry to increase the number of trains along the route would further increase delays.
- 1.2 The situation is exacerbated in wetter periods, when local flooding closes North Bank, an alternative route to Peterborough, for long periods of time. The additional 5,000 vehicles a day using the level crossing doubles the average delay per vehicle.
- 1.3 The delays have an impact on local businesses and commuters travelling between Whittlesey and Peterborough. Addressing these problems is vital for the local economy.
- 1.4 When this scheme was developed, a number of options were evaluated. The Benefit Cost Ratio (BCR) of each option was calculated. The BCR takes into account the benefits, assessed in monetary terms, of implementation of a project against the cost of delivery. A higher BCR is indicative of a better investment. The monetary benefit takes into account a range of factors including journey time savings, reliability benefits, vehicle operating costs and indirect tax benefits relating to spend on fuel. The Department for Transport uses the following Value for Money (VfM) categories in relation to Benefit Cost Ratios:
 - Low value for money if BCR = 1.0 to 1.5
 - Medium value for money if BCR = 1.5 to 2.0
 - High value for money if BCR = 2.0 to 4.0.
- 1.5 Early scheme cost estimates indicated a scheme cost of £13.6m, however it was subsequently reported at E&E Committee that the cost for the scheme could increase to £16.9m based upon a revised figure for Optimism Bias which effectively covers the risk of schemes costing more than initially expected. It was noted therefore that additional funding may be required.
- 1.6 The preferred option demonstrated a BCR of 2.43 at a cost of £16.9m. The higher forecast cost was used as this would demonstrate the lowest potential BCR value. This was presented to Committee on the 3rd February 2015 and so it is clear that the scheme falls into the high value for money category according to the Department for Transport. Framework.
- 1.7 At its meeting on 19th April 2016 the Economy and Environment Committee approved the use of the competitive process within the Eastern Highways Framework Contract (EHF2) for the detailed design and construction through an Early Contractor Involvement (ECI), two-stage Design and Construct contract. The procurement has been completed with the outcome detailed in section 2 of this report.
- 1.8 Significant work has been undertaken to secure the land for the scheme and informal agreement has now been reached with all the landowners for the purchase of the land. The legal conveyancing is ongoing but will be completed before the project goes to the construction stage. Further detail is within section 3.

- 1.9 The total scheme costs have been reviewed with the use of the preferred bidder's tendered price for the scheme, and land prices agreed with land owners. Further detail is within section 4.

2. PROCUREMENT

- 2.1 The ECI two stage Design and Construct contract brings the contractor into the project team early, with the team working together through the design and construction phases. This provides benefits of ensuring that the contractor can use his experience in the design phase to reduce overall project risk and ensure buildability.
- 2.2 Whilst an ECI contract is awarded for design and construction, the process is divided into two parts, the first stage will be under a NEC Professional Services Contract (PSC) covering the developed design, detailed design and consents process, with construction as a second stage awarded under a NEC Engineering and Construction Contract (ECC). Currently, a target cost has been given by the contractors for stage 2 based on the outline planning stage design, which will be revised at the end of stage 1 once the detailed engineering design has been carried out.
- 2.3 The Invitation to Tender (ITT) was issued on 11th April as a mini-competition to the 6 contractors on the EHF2 framework under Lot 2. The contractors were given a 10 week tender period which was extended following requests from tenderers for a further 2 weeks and so the tender period closed on 30th June. All six contractors submitted a tender.
- 2.4 The tender required a quality submission to demonstrate how the contractors proposed to build a high quality product to meet the requirements of the County Council, along with separate target costs for the design and construction. The tenders were submitted on the LGSS Procurement e-tendering system and the cost and quality submissions were evaluated separately. No cost information was shared until the quality evaluation had been completed. The scores for each component were then combined to give an overall score. (The quality score is a mix of framework scores and project specific tender scores). The overall score was calculated on a ratio 60% quality to 40% price. The evaluation was undertaken by CCC officers and consultants and independently moderated by LGSS Procurement Officers.
- 2.5 At this stage in the procurement process information on the bidders and details of the tendered prices are confidential. The overall result of the evaluation is set out in **Table 1** below.

Table 1

Bidder	Quality score (Max 60%)	Financial score (Max 40%)	Total score (Max 100%)
Bidder 1	41.48	40	81.48
Bidder 2	42.83	35.67	78.5
Bidder 3	48.6	28.73	77.33

Bidder 4	44.85	31.96	76.81
Bidder 5	35.33	30.97	66.29
Bidder 6	38.03	24.6	62.62

From the table it can be seen that Bidder 1 has provided the most economically advantageous tender. It is therefore recommended that the contract for the design and construction of Kings Dyke bypass is awarded to Bidder 1. Details of the bidders' tendered prices are shown in the **Confidential Appendix 1** that will be circulated to committee members.

- 2.6 There is a presumption that the scheme will be delivered as a single package, but there is no guarantee to the contractor that they will be allowed to move directly from detailed design to construction. This would be conditional on satisfactory performance and agreement of a construction target price based on the detailed design.
- 2.7 Given the aspiration to deliver the scheme as quickly as possible, it is proposed that the agreement of the construction Target Price and commencement of construction is delegated to the Executive Director of Economy Transport and Environment, in consultation with the Chairman and Vice Chairman of the Economy and Environment Committee if the cost remains within the currently allocated budget. If the post-design Target Price is significantly higher than the tender stage construction price and/or the scheme cost exceeds scheme budget allocation the decision to trigger construction and seek additional funding will be referred back to Committee.
- 2.8 Tenderers have identified some areas where costs are likely to be higher than initially anticipated, particularly around the ground stabilisation requirements where the route runs close to the disused clay extraction pit. Prices are also heavily influenced by the availability of fill materials for the embankments, construction difficulties posed by ground conditions, the interface with Network Rail and statutory undertakers but these risks will be assessed and managed collaboratively with the contractor throughout the contract to seek to minimise any adverse impact on the budget.

3 LAND ACQUISITION

- 3.1 Recent Government advice on the use of Compulsory Purchase indicates that these powers should only be used as a last resort when acquiring land and that an acquiring authority should make its best endeavours to negotiate land acquisition. The County Council has therefore sought to acquire the land required by agreement with each of the landowners rather than use Compulsory Purchase Order (CPO) powers. Negotiating land acquisition also prevents a lengthy CPO process, which would delay the project with an underlying risk that the CPO might not be successful at Public Inquiry.
- 3.2 As land negotiations have continued, informal agreements on land values and the impact of the scheme on retained land has been reached. The values are greater than the initial estimates as the owners have demonstrated greater value for potential development than Land Agents initially anticipated. The land negotiations are still in the final stages of negotiation, therefore the cost is still confidential at this point. It is likely that some land will need to be acquired prior to the award of the stage 2 contract and this does present some

risks to the County Council should the scheme not subsequently go ahead. However, to not proceed with acquisition when terms have been agreed also carries risk. The Officers' view is therefore that land should be acquired as soon as it is possible to do so.

4 COSTS AND FUNDING.

- 4.1 The current agreed funding for the project of £13.6m consists of £5m from the Growth Deal Funding, £3m from the Local Transport Body, £3.5m from residual unallocated capital funds, and £2.1m from County Council borrowing. Using the costs from the tender return and land cost following negotiations, there is now a much greater certainty on the overall cost for the scheme.
- 4.2 These costs, together with the estimates of third party costs (e.g. Network Rail and statutory undertakers), management, supervision and optimism bias at 15%, indicate that the forecast scheme cost is likely to exceed the current Business Plan allocation of £13.6m and could be close to the £16.9m that was previously reported to Committee.
- 4.3 The post-design construction Target Price will vary from the current construction Target Price estimate submitted as part of the tender, as a result of development of the engineering detail, the clarification of construction methods and material costs. Award of Stage 2 of the contract will be dependent on this cost. The proposed process for award is outlined in Section 2.7.
- 4.4 Stage 1 of the contract can be awarded within the agreed funding in the current Business Plan and it is recommended that Stage 1 is awarded at this meeting. Stage 1 of the contract will be used to undertake further site investigations and surveys, to liaise with third parties (Network Rail and Statutory Undertakers) to inform the detailed design and refine scheme costs. During this stage officers will work with the contractor, his designer and third parties to undertake value engineering exercises to reduce costs where possible, and to manage and mitigate risks associated with the project. Completion of stage 1 will provide a still greater level of cost certainty and further reduce optimism bias.
- 4.5 If the funding requirement following stage 1 increases over the current Business Plan allocation, additional funding will be sought from the Economy, Transport and Environment Committee and will be required to be approved by GPC before stage 2 of the contract can be awarded.
- 4.6 The County Council will continue to look for further funding from other sources for example, Network Rail but there is no guarantee this funding will become available.

5 PROGRAMME

- 5.1 The contractor's tender stage programme for construction is longer than anticipated at the preliminary design stage. If approval is given at this committee to appoint the preferred contractor, then the potential programme will be:

September 2017	Appoint contractor; Start stage 1 design
March 2018	Stage 1 design complete; Review Target cost

April 2018	Start stage 2 Construction (Subject to additional funding)
Summer/Autumn 2019	Construction complete; Scheme opens

However, following Stage 1, an agreed construction programme will be included in the Stage 2 contract. Once the Contractor is appointed in Stage 1, the project team will work with the contractor to review the construction and third party requirements to see whether the suggested programme can be reduced.

- 5.2 It should be noted that the construction programme will depend on the method of construction chosen by the contractor, the requirement to secure possessions from Network Rail to work over and close to the railway and statutory undertakers' work to divert or protect services. These elements of work will require liaison and detailed approvals based on the design detail, construction methods and programme. In order to minimise programme risks so far as practicable at the stage, discussions with Network Rail and statutory undertakers have been held. The contractor will be brought into these discussions at the earliest opportunity following award of contract.

6. ALIGNMENT WITH CORPORATE PRIORITIES

6.1 Developing the local economy for the benefit of all

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

- The current layout at the level crossing causes significant congestion, which makes the area unattractive for development. The scheme will support plans for improvements to the area.

6.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

6.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

7. SIGNIFICANT IMPLICATIONS

7.1 Resource Implications

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

- The overall cost for the scheme is likely to be greater than the previously reported amounts owing to the increased cost to acquire the land and potential increase in construction cost from the previous estimate. As noted above, officers will work with the contractor to reduce this where possible.

- See section 4 for details of available funding. The County Council will continue to look for further funding from other sources, for example Network Rail.
- The current scheme estimate includes a rate of Optimism Bias of 15% to reflect the increase of cost certainty based on the contractor's tendered price. With further development of the design there will be a reduction in optimism bias and potential opportunity to reduce overall costs and programme by undertaking value engineering exercises with the contractor.
- Significant efforts have been made to ensure that the scheme is delivered competitively by the most appropriate contractor. The tender process has tested bidders' understanding of the scheme and key risks in its delivery.
- As a Target Cost Contract, actual costs will be paid. In construction projects where a number of factors are unknown, costs will almost certainly vary from the agreed Target Prices.

7.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The report above sets out details of significant implications in section 2.

7.3 Statutory, Legal and Risk Implications

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

- The key risks are detailed in a scheme Risk Register which has been considered by bidders as part of their tender submission. Updating this is a key activity and will commence collaboratively soon after appointment of the contractor. Identified key risks include coordinating work with Network Rail and statutory undertakers, dealing with poor ground conditions, and cost control. The risk register will be reviewed and updated throughout the project and mitigation actions agreed.
- Health and Safety on the scheme will be managed in accordance with all relevant legislation, including the Construction Design and Management Regulations 2015.
- There is ongoing legal conveyancing work that needs to be completed for the land acquisitions. The timescales for this can vary but we anticipate it will be completed well in advance of the construction stage. However, completing this process and making payments on land in advance of the agreement of the construction target cost presents a risk to the County Council, if for any reason the County Council should decide not to proceed with the construction.
- Stage 1 can be carried out within the current funding allocated within the business plan. Additional funding may be required before the project can go to stage 2. Stage 1 of the contract could be awarded within the current funding. However, additional funding will need to be approved before Stage 2 can commence.

7.4 Equality and Diversity Implications

There are no significant implications within this category

7.5 Engagement and Communications Implications

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

- Public consultation has been a key factor in the identifying a recommendation for a preferred option.
- Further public consultation and community engagement has been undertaken as part of the planning process.
- Updates for stakeholders and the public will be provided during the next stages of the scheme.
- The Project Board draws upon local members both for steering the project and local knowledge of issues.

7.6 Localism and Local Member Involvement

There are no significant implications within this category.

7.7 Public Health Implications

There are no significant implications within this category

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Yes Name of Procurement Officer: Linda Baxter
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: Tess Campbell
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Source Documents	Location
Planning Committee, Economy and Environment Committee Report 19th April 2016 Major Schemes Business Case-V2 March 2017 Tender evaluation summary	Room Box 1311 Shire Hall, Cambridge

CHANGES TO WHIPPET SERVICES

To: Economy and Environment Committee

Meeting Date: 10 August 2017

From: Executive Director, Economy, Transport and Environment

Electoral division(s): All

Forward Plan ref: Not applicable **Key decision:** Yes

Purpose: To consider the implications of the withdrawal of bus services by Whippet Coaches and agree an action plan.

Recommendation: Committee is recommended to:

- a) agree to fund replacement bus services for up to one year from local bus reserve funding;
- b) request that officers undertake a full review of contracted bus services and community transport provision with a view to identifying further efficiencies and alternative means of provision; and
- c) to report back to Committee on this work within 9 months to allow a decision to be made on the provision of contracted bus services and Community Transport.

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Paul Nelson Post: Interim Head of Passenger Transport Services Email: paul.nelson@cambridgeshire.gov.uk Tel: 01223 715608	Names: Cllr Ian Bates/Cllr Tim Wotherspoon Post: Chair/Vice-Chair Email: ian.bates@cambridgeshire.gov.uk tim.wotherspoon@cambridgeshire.gov.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 Cambridgeshire County Council has received notification from Whippet Coaches that they are deregistering a number of bus routes from 3 September 2017. These routes are a mixture of commercially operated and existing contracted routes.
- 1.2 The County Council has a duty under the 1985 Transport Act to consider whether replacement services are required, and if so, has the power to provide such services.

2. MAIN ISSUES

- 2.1 Whippet Coaches operate a range of bus services in the County. These services are a mixture of commercial services, which are operated without any direct funding from the County Council, and others on contract to the County Council.
- 2.2 The 1985 Transport Act enables operators to deregister services that they operate by registering this intention with the local Traffic Commissioner, as long as they give the required 56 days' notice. Operators have a duty to inform local authorities of this intention at the same time, but this is only for information and the local authority has no power to stop this process.
- 2.3 Whippet Coaches have registered their intention to deregister a number of contracts, which are listed under appendix A. Appendix A also shows which services are currently commercially operated and which are on contract. These services will cease to operate from 3 September 2017.
- 2.4 The commercial services have no current resource implication on the County Council, but the contracted services have a net annual budget commitment of £268,857.
- 2.5 Officers have been in discussion with Whippet Coaches to see if replacement services can be provided within existing resources. These discussions have assumed that where there is a duplication with other commercial services, such as between Bar Hill and Cambridge, that replacements will not be provided. In addition, officers have not requested a quotation to cover areas that are better served by existing community transport schemes, such as the Monday only journey to St Ives from Holywell.
- 2.6 Unfortunately, Whippet cannot provide the reduced level of service discussed within existing resources. Whippet have indicated that the additional cost to the County Council to provide this reduced service level would be between £220k and £250k per annum. For clarification, this is in addition to the current budget commitment for the contracted services of £269k.
- 2.7 Officers have also taken the opportunity to discuss the budget implications of the services continuing as close to the existing services as possible. Whippet have confirmed that to do this, with some smaller changes to service provision, would cost around an additional £550k per annum.
- 2.8 In view of the cost implications noted above officers have issued tenders for replacement services to test the market and see if alternative providers can be obtained through a competitive process.

- 2.9 Although alternative providers are being sought it is highly likely that the cost of replacing the deregistered services will be higher than the budget currently available. It is proposed, therefore, to allocate funding from local bus service reserves for up to one year in order to maintain replacement bus services. There are two potential funds available, Cambridgeshire Future Transport (£216k) and Community Transport (£346k). The level of these replacement services will depend on the bids received within the available funding.
- 2.10 Alongside this and over the next nine months, it is also proposed the officers should undertake a full review of contracted bus services and community transport provision with a view to identifying further efficiencies and alternative means of provision. This work will be reported back to Committee and its purpose will be to identify how best, within available budgets can high quality public transport be provided for communities where there are no commercial services.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

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

- The role of local bus services remains critical to the success of the County and its employers and businesses. Local bus services continue to ensure that car traffic is reduced and does not add to the existing congestion experienced in the county.

3.2 Helping people live healthy and independent lives

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

- Local bus services offer a convenient way of accessing employment, businesses and public services; hence allowing people to live independently. That role is illustrated by the fact that a proportion of journeys made are undertaken by concessionary pass holders.

3.3 Supporting and protecting vulnerable people

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

- A community impact assessment is attached as appendix B.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The resource implications are discussed in the main body of the report.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

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

- The value of the contracts would normally require a full European Union (EU) tender process. However, the timescales involved mean that this cannot be

achieved and an exemption has therefore been granted to tender for the service under requests for quotation. The contracts will be time limited until the end of March 2018 at which point a full EU tender process will take place if required.

4.3 Statutory, Legal and Risk Implications

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

- There is a duty under the 1985 Transport Act to secure the provision of such public passenger transport services as the Council consider it appropriate to secure to meet any public transport requirements within the County which would not in their view be met apart from any action taken by them for that purpose. The duty, however, is only to consider and there is no duty to provide services.

4.4 Equality and Diversity Implications

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

- A community impact assessment is attached as appendix B.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

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

- Affected members and E&E members were made aware of the service withdrawals in an email on Friday 7th July 2017.

4.7 Public Health Implications

The implications on public health of the withdrawal of routes will be determined as part of the larger review of all contracted bus services over the next year.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by LGSS Head of Procurement?	Yes Paul White
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Tamar Oviatt-Ham

Have any engagement and communication implications been cleared by Communications?	Yes Eleanor Bell
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Tamar Oviatt-Ham
Have any Public Health implications been cleared by Public Health	Yes Iain Green

Source Documents	Location
None	

List of deregistered services

Appendix A

Commercial services

Service 1 Hilton – Hemingfords - St Ives
Service 1A St Ives – Fenstanton – Cambridge

Service 5 St Ives - Hemingford Abbots - Hemingford Grey - St Ives
 Service 16 Huntingdon - Oxmoor Circular
 Service 21 St Ives - Earith - Somersham – Ramsey
 Service 45A Huntingdon - Houghton - St Ives
 Service 117 Cambridge City Centre - Fen Estate

Contracted services

Service 2 Cambridge - Hardwick - Toft - Caldecote – Boxworth
 Service 3 Papworth St Agnes – Papworth Everard – Huntingdon (Saturday journeys only)
 Service 7A Whittlesford - Babraham Road Park & Ride
 Service 8 Cambridge - Dry Drayton - Papworth Everard
 Service 9 St Ives - Elsworth – Hilton
 Service 12 St Ives Town Circular
 Service 15 St Ives - Swavesey – Over
 Service 18 Newmarket - Fulbourn – Teversham – Cambridge
 Service 45 Huntingdon - Houghton - St Ives
 Service 114 Cambridge City Centre - Grafton - Beehive – Addenbrookes

Appendix B

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area	Officer undertaking the assessment
Economy, Transport and Environment (ETE) Passenger Transport	

		Name: Paul Nelson
Proposal being assessed		Job Title: Interim Head of Passenger Transport
Reduction in Passenger Transport services		Contact Details: (01223) 715608
Business Plan Proposal Number (if relevant)		Paul.Nelson@cambridgeshire.gov.uk
		Date completed: 12/7/17
		Date approved: 12/7/17
Aims and Objectives of the Service or Function affected		
<p>The Passenger Transport service provides passenger transport services to a wide range of clients across the county. This is 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>In addition to the local bus service provision the Total Transport project is designed to better integrate the commissioning and delivery of transport and to:</p> <ul style="list-style-type: none"> • Provide more efficient and tailored passenger transport services to meet community needs. • To pool budgets from different providers of transport and thus allow for more efficient overall provision. • To provide a more simple and integrated means of gaining information about passenger transport services. <p>The previous CFT programme ran from 2012 and successfully changed the model of public transport investment in Cambridgeshire.</p> <p>From 2015/16, the local bus budget and all other funding towards community transport has been 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.</p>		
What is the proposal?		

To respond to the decision by Whippet Coaches to withdraw a number of commercial and contracted services.

Who will be affected by this proposal?

A proposal may affect everyone in the local authority area or alternatively it might affect specific groups or communities, please describe

- *Whether the proposal covers all of Cambridgeshire or specific geographical areas*
- *Which particular service user groups would be affected*
- *Whether certain demographic groups would be affected more than others*
- *Any other information to describe specifically who would be affected*

All users of commercial and contracted local bus services withdrawn by Whippet Coaches. The proposal covers areas of Huntingdonshire, Cambridge City and South Cambridgeshire and will particularly impact on the elderly, disabled, lower income groups and isolated communities.

What positive impacts are anticipated from this proposal?

None

What negative impacts are anticipated from this proposal?

Please see the list of disproportionate impacts below. In general the proposal will remove or severely reduce the opportunity for residents to travel and risks isolating users of these services so they are unable to access education, work and other services.

Are there other impacts which are more neutral?

None

Impacts on specific groups with protected characteristics

Specific consideration should be given as to whether the proposal has a particular or disproportionate impact on any of the groups listed below.

Please consider each characteristic and tick to indicate any where there will potentially be a disproportionate impact (positive or negative) from implementation of the proposal. Do not tick the boxes if the impact on these groups is the same as the impact on the community as a whole (described in the above sections)

Impact	Tick if disproportionate impact
Age	X
Disability	X
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	X
Race	

Impact	Tick if disproportionate impact
Religion or belief	
Sex	
Sexual orientation	
Rural isolation	X
Deprivation	X

Details of Disproportionate Impacts on protected characteristics and how these will be addressed

Age

The elderly form a disproportionate share of the users of 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.

Disability

Some disabled people are unable to drive as a result of their disability. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities

Pregnancy and maternity

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.

Deprivation

Local bus 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.

Rural communities

Reducing local bus services will mean fewer services provided and journey choice reduced.

Access to employment and education and training

Local bus services are used by residents of all ages, but could disproportionately impact younger people who do not have access to a car due to age or finances. Again, transport choice will be reduced and the withdrawal of services will have an impact on their ability to access employment and education and training.

Isolation

Individuals within communities may feel isolated if their regular bus service to the nearest service centre (particularly in more rural areas) is removed.

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 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.

CAMBRIDGESHIRE MINERALS & WASTE DEVELOPMENT SCHEME & LOCAL PLAN REVIEW

To: **Economy and Environment Committee**

Meeting Date: **10th August 2017**

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

Electoral division(s): **All**

Forward Plan ref: **2017/041** *Key decision:* **Yes**

Purpose: **To consider the preparation of a Cambridgeshire and Peterborough Minerals and Waste Local Plan; and the Cambridgeshire Minerals and Waste Development Scheme which will set the timetable for the Plan's preparation.**

Recommendation: **To:**

a) approve the preparation of the Cambridgeshire and Peterborough Minerals and Waste Local Plan in partnership with Peterborough City Council.

b) approve the Cambridgeshire Minerals and Waste Development Scheme 2017, and,

c) note the cost of the preparation of the Cambridgeshire and Peterborough Minerals and Waste Local Plan and the proposed funding arrangements.

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Ann Barnes	Names:	Cllr Ian Bates/Cllr Tim Wotherspoon
Post:	Principal Planning Officer (Policy)	Post:	Chair/Vice-Chair
Email:	ann.barnes@cambridgeshire.gov.uk	Email:	ian.bates@cambridgeshire.gov.uk tim.wotherspoon@cambridgeshire.gov.uk
Tel:	01223 715526	Tel:	01223 706398

1. BACKGROUND

- 1.1 The County Council as a Mineral and Waste Planning Authority has a statutory duty to prepare and maintain a minerals and waste local plan. This has been undertaken previously in partnership with Peterborough City Council, and the Councils have adopted The Cambridgeshire and Peterborough Mineral and Waste Core Strategy (2011), and the associated Site Specific Proposals Plan (2012). The adopted Plan sets out forward planning policies and allocations for mineral and waste management development over the period to 2026.

2. MAIN ISSUES

- 2.1 National planning policy places local plans at the heart of the 'plan led' system. They set out a vision and a framework for the future development of the area, addressing needs and opportunities in relation to all types of development; in this case mineral and waste management facilities. Such development underpins the economy through the provision of the raw materials necessary for housing and other types of growth, including major infrastructure projects such as the current improvements to the A14. The provision of waste management infrastructure is also essential to service existing and future development, including new settlements and urban extensions.
- 2.2 Mineral and waste local plans also provide a basis for safeguarding the environment, including the finite mineral resource; ensuring mineral and waste management development can adapt to climate change; and facilities are well designed. Local plans are a critical tool in guiding decisions about individual development proposals, as they are the starting point for considering whether planning applications can be approved. The plan process, which is governed by Regulations, also allows the public and interested parties to have a say in shaping spatial policy below the national level.
- 2.3 It is therefore important for all areas to put an up to date plan in place to positively guide development decisions. The Government in its 'National Planning Policy Framework' (NPPF) advises that local plans should *'be drawn up over an appropriate timescale, preferably a 15 year horizon, take account of longer term requirements, and be kept up to date'*.
- 2.4 The current Plan covers the period to 2026. A local plan typically takes a minimum of 3 years to prepare, so if work started on a new minerals and waste local plan this autumn, the plan would not be in place until the end of 2020. By this time the current plan would have a horizon of just 6 years which is less than half that required by the Government.
- 2.5 National planning policy requires plans to be kept up to date and the Government has been considering how to ensure that this is achieved. It has considered evidence from the independent Local Plan Expert

Group which recommended to the Communities Secretary and Minister of Housing and Planning that if pre-National Planning Policy Framework plans were not reviewed by 2018 they would be regarded as being out of date, and would fall away. The Government has responded through the recent White Paper 'Fixing Our Broken Housing Market'. It has stated that there will be new Regulations that will require local plans to be reviewed every five years. This is likely to include mineral and waste local plans which fulfil an essential role in maintaining a steady supply of construction materials for housing delivery. Therefore it is imperative that the County Council's Plan is reviewed.

- 2.6 If the minerals and waste plan is not updated there will be a real risk of increased challenges to decisions made on planning applications, which opens the County Council up to potential planning appeals and cost applications if the decision, or the basis on which it is made, is found to be unsound. Planning applications which are a departure from current policy are coming forward and these will test the current plan. The Council needs to update its plan and through this process, consider if the current planning policy should continue or be changed. Having a plan which is found to be out of date is a reputational and cost risk to the Council, and would undermine its ability to undertake its statutory function of determining mineral and waste planning applications against both national and local policy.
- 2.7 Furthermore, the NPPF states where a local plan is absent, silent or relevant policies are out of date, then planning permission should be granted unless any adverse impacts of doing so would significantly and demonstrably outweigh the benefits when assessed against the policies in the NPPF; or specific policies in the NPPF indicate that development should be restricted. Thus planning applications would be determined against national rather than local planning policy. (Please also see risk implications in paragraph 4.3).
- 2.8 Having regard to the above it is proposed that work commences on a new minerals and waste local plan, in partnership with Peterborough City Council. The Plan would extend over the period to 2036 giving it a horizon of around 16 years when adopted, in line with many of the Cambridgeshire district council plans currently under preparation. The first stage of this process is to approve a Minerals and Waste Development Scheme which will set out the timetable for plan preparation. The draft scheme is set out in appendix 1, with the key stages being:

Sustainability Appraisal Scoping Report consultation:	December 2017
Issues and Options consultation:	May / June 2018
Draft Plan consultation:	Mar / April 2019
Submission Plan consultation:	Nov / Dec 2019
Submission to the Secretary of State:	March 2020
Examination in Public:	June 2020

- 2.9 It is proposed that the new Plan will be prepared with Peterborough City Council, building upon the long relationship of joint minerals and waste management planning. As the County Council no longer has its own local plans team, the Head of Sustainable Growth Strategy at Peterborough City Council would provide the project lead, with the County Council providing a more focussed input drawing on its experience of preparing the previous local plan. Key evidence documents would be commissioned from Northamptonshire County Council e.g. waste management needs forecasting. Northamptonshire has experience of preparing evidence documents and plans for other mineral and waste planning authorities. The Members of Peterborough City Council are considering this matter during July, and a verbal update on their position will be provided at Committee.

Resources

- 2.10 The Plan will involve significant expenditure, estimated to be around £325,000 across a period of three years (four financial years). However, it is not yet known what issues may arise during the course of its preparation; the number of proposed mineral and waste management sites which may be put forward (which will require detailed assessment); or the number of representations coming forward during the public consultation stages. All of these factors may increase the cost of the Plan, and vary the cost of the work undertaken by Northamptonshire County Council on our behalf.
- 2.11 Peterborough City Council will lead on the local plan, with Cambridgeshire having a more focussed input (see paragraph 2.7). The cost of staff time will be equally shared; with Cambridgeshire paying Peterborough for the additional resource they put into the process.
- 2.12 It is estimated that the work provided by Northamptonshire County Council would be around £55,000 spread over a three year period (four financial years). Cambridgeshire's share of this (around 50%) has been included in the total estimate of £325,000 above and is based on an itemised quote.
- 2.13 Based on the costs above this will be split across the financial years as follows:
- | | |
|-------------|----------|
| 2017 / 2018 | £54,200 |
| 2018 / 2019 | £108,300 |
| 2019 / 2020 | £108,300 |
| 2020 / 2021 | £54,200. |
- A request will be made to General Purposes Committee to set aside the £54,200 from the General Fund for the work required in this financial year, with the funding for future years being addressed through the Business Planning process.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

The policies of the mineral and waste plan will underpin the local economy through ensuring the provision of the raw materials necessary for housing and other types of growth. They will also ensure the provision of waste management infrastructure which is an essential service to existing and future development, including new settlements and urban extensions.

3.2 Helping people live healthy and independent lives

The minerals and waste plan will ensure that mineral is provided in a sustainable way, and that essential waste infrastructure is in place to manage waste arising from existing and new communities.

3.3 Supporting and protecting vulnerable people

None.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The estimated cost of preparing the Plan is £325,000 spread over a three year period. It is proposed that the General Purposes Committee will be asked to set aside funding for this financial year, and that subsequent funding will be addressed through the business planning process.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

A Memorandum of Understanding would be prepared to cover the working relationship between the County Council and Peterborough City Council.

A Service Level Agreement would be put in place between Cambridgeshire County Council (on behalf of both Councils) and Northamptonshire County Council which would secure the delivery of key evidence base methodologies and documents along the timescales required.

4.3 Statutory, Legal and Risk Implications

The County Council has a statutory duty under the Planning and Compulsory Purchase Act 2004 to prepare and maintain a minerals and waste local plan. It also has a duty to prepare a Minerals and

Waste Development Scheme under section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011). This must specify (among other matters) the documents which will be prepared; the timetable and what will comprise the Local Plan for the area.

The European Waste Framework Directive, 2008 (2008/98/EC), as transposed through the Waste (England and Wales) Regulations 2011 (as amended), requires waste planning authorities to put in place waste local plans.

Risk Implications: if a new Minerals and Waste Local Plan is not adopted in these timescales the County Council would have no up to date and locally-determined land-use policy framework against which to regulate proposals for new mineral working and waste management in Cambridgeshire. Such a diminution of local control over these operations would leave the authority with much less influence over the location of future minerals and waste operations and make it heavily reliant on the National Planning Policy Framework and National Planning Policy for Waste, which are considerably less comprehensive and detailed in their coverage of these matters.

4.4 Equality and Diversity Implications

Community (Equality) Impact Assessment will be prepared for the Plan during the plan preparation processes.

4.5 Engagement and Communications Implications

The community engagement undertaken during the plans preparation will be in accordance with the County Council's Statement of Community Involvement 2014; and the Town and Country Planning (Local Planning) (England) Regulations 2012, which defines the relevant interested parties which must be consulted during the plan process (see source documents).

4.6 Localism and Local Member Involvement

All local communities and Members, statutory consultees and other interested parties will have opportunities to feed into the plan process (see para 4.5).

4.7 Public Health Implications

There may be public health implications relating to the implementation of the minerals and waste local plan and therefore Public Health will be involved in its preparation, and consulted on the Plan as it progresses through the statutory processes.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes (Sarah Heywood)
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Yes (Chris Malyon)
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Yes (Fiona McMillan).
Have the equality and diversity implications been cleared by your Service Contact?	Yes (Tamar Oviatt-Ham)
Have any engagement and communication implications been cleared by Communications?	Yes (Eleanor Bell)
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes (Tamar Oviatt-Ham)
Have any Public Health implications been cleared by Public Health	Yes (Iain Green)

Source Documents	Location
National Planning Policy Framework	https://www.gov.uk/government/publications/national-planning-policy-framework--2
Cambridgeshire County Council's Statement of Community Involvement 2014	https://www.cambridgeshire.gov.uk/business/planning-and-development/planning/submitting-a-planning-application/
Town and Country Planning (Local Planning) (England) Regulations 2012	http://www.legislation.gov.uk/uksi/2012/767/pdfs/uksi_20120767_en.pdf

Appendix 1



**Cambridgeshire Minerals and Waste Development
Scheme**

August 2017

Cambridgeshire County Council
Shire Hall
Castle Hill
Cambridge
CB3 0AP

www.cambridgeshire.gov.uk

1.0 INTRODUCTION

- 1.1 This Minerals and Waste Development Scheme is for Cambridgeshire.
- 1.2 The County Council is responsible for the preparation of planning policy to guide future mineral and waste management proposals. It also receives and processes planning applications for minerals and waste management development; and applications for its own development e.g. education, major infrastructure delivery, libraries.
- 1.3 Cambridgeshire County Council works closely with all surrounding authorities, and has produced joint Plans with Peterborough City Council. Joint working will continue in the future, and this document sets out proposals for the preparation of a new joint Minerals and Waste Local Plan with colleagues at Peterborough City Council.
- 1.4 The Planning and Compulsory Purchase Act (2004) requires all local planning authorities to produce a Development Scheme. County authorities produce a Minerals and Waste Development Scheme (MWDS) which is a programme for preparing mineral and waste management planning policy documents over the next three years.

2.0 PLANNING POLICY DOCUMENTS

- 2.1 In Cambridgeshire there is a suite of different documents which have been prepared by the district councils and the county council, which together provide the spatial planning strategy for the area. These are:
 - a. **Development Plan Documents (DPDs) and / or Local Plans:** these are prepared by the relevant plan making authority i.e. this Council has responsibility for preparing minerals and waste plans and the district council's produce plans covering other forms of development. These are all spatial planning documents and are subject to an independent Examination by a Planning Inspector appointed by the Secretary of State. Development Plan Documents (which can be single subject) are gradually being replaced by comprehensive Local Plans.
 - b. **Supplementary Planning Documents (SPDs):** these can cover a wide range of issues on which the planning authority wishes to provide guidance to supplement the policies and proposals in the DPD's and Local Plans. They will not form part of the Development Plan or be subject to an independent hearing, but their programme of preparation must be set out within a Scheme such as this.
 - c. **Neighbourhood Plans:**
Neighbourhood planning is a right for communities introduced through the Localism Act 2011. Communities can shape development in their areas through the production of Neighbourhood Development Plans, Neighbourhood Development Orders and Community Right to Build Orders. Neighbourhood Development Plans become part of the Local Plan and the policies contained within them are then used in the determination of planning applications.
 - d. **Statement of Community Involvement (SCI):** this document sets out the standards which the local planning authority intend to achieve in relation

to involving the community in the preparation, alteration and continual review of all policy documents, and in significant development control decisions. It is required to specify how these standards will be achieved.

3.0 CAMBRIDGESHIRE MINERALS AND WASTE DEVELOPMENT SCHEME

3.1 This Scheme will specify:

- i. existing mineral and waste planning policy documents, and their status
- ii. joint working arrangements
- iii. the new document(s) to be prepared, including:
 - their subject matter and geographical area
 - the type of document, and if the documents will be prepared jointly with one or more other Councils
 - timetable for the preparation of the document
 - arrangements for production
 - time period to be covered and timetable for preparation and review.

i. Existing Mineral and Waste Management Planning Policy Documents and their Status

3.2 The County Council has the following adopted mineral and waste management planning policy documents:

Cambridgeshire and Peterborough Minerals and Waste Core Strategy (Development Plan Document), July 2011

This Plan sets the framework for all minerals and waste development until 2026. It sets out visions and spatial strategies for mineral and waste management, which aim to support the significant growth planned over this period. Strategic and detailed land use policies are there to guide mineral and waste management development with the underlying aim to:

- ensure a steady supply of minerals (construction materials e.g. sand and gravel) to supply the growth that is planned for the area
- enable new modern waste management facilities, to manage our waste in a much better way than landfill. It covers all waste streams including commercial and industrial; demolition, excavation and inert; municipal; and specialist waste arising.

The Plan is used by developers when preparing and putting forward proposals and by councils when considering planning applications.

Cambridgeshire and Peterborough Minerals and Waste Site Specific Proposals Plan (Development Plan Document), February 2012

The Site Specific Proposals Plan sets out the allocations for site specific proposals for future development and management of minerals and waste within Cambridgeshire and Peterborough until 2026. It also includes supporting site specific policies. This plan and the Core Strategy are supported by three adopted Key diagrams showing Minerals and Transport Zones; Waste; and Mineral Safeguarding Areas.

The Block Fen / Langwood Fen Master Plan (Supplementary Planning Document), adopted July 2011

The Block Fen/Langwood Fen Master Plan provides detailed guidance on the development of this area to supplement the policies and guide the delivery of strategic mineral and waste management allocations in this area, made by the overarching Core Strategy (above). Through the Minerals and Waste Core Strategy it is proposed that Block Fen/Langwood Fen will:

- provide an annual average of 1.4 million tonnes per annum of sand and gravel from 2010 onwards
- recycle around 240,000 tonnes per annum of inert waste
- dispose of around 0.5 million tonnes per annum of inert construction waste (which will be used to create the new lowland wet grassland)
- create strategic flood storage bodies with capacity of around 10 million m³
- create around 480 hectares of enhancement lowland wet grassland immediately adjacent the Ouse Washes
- deliver a strategic recreation after use and navigational improvements through the sealing of the Forty Foot Drain

The Location and Design of Waste Management Facilities (Supplementary Planning Document), adopted July 2011

This document seeks to guide the location and design of waste management facilities in Cambridgeshire and Peterborough and ensure high quality facilities in design and operation. The guide illustrates how these facilities can be developed in both urban and rural settings. It also sets out a series of development principles based on good planning and design practice which

- encourage a more cooperative approach by all those involved in the design and development of waste management facilities
- provide a good practice benchmark to guide sustainable developments and designs and to speed up the evaluation and approval of proposals
- achieve the highest standards of design, in relation to integration, layout, access and environment, as well as making efficient use of materials

RECAP Waste Management Design Guide (Supplementary Planning Document), adopted February 2012

The adopted Cambridgeshire and Peterborough Minerals and Waste Core Strategy sets out a requirement for developments to make provision for waste storage, collection and recycling in accordance with the content of the RECAP Waste Management Design Guide. Developers are also required to contribute to the provision of waste management infrastructure, including waste storage containers, Household Recycling Centres and Bring Sites within Cambridgeshire and Peterborough.

The RECAP Waste Management Design Guide provides advice on the design and provision of waste management infrastructure as outlined above as part of residential and commercial developments including the following:

- internal/external storage capacity
- location of waste storage
- waste storage infrastructure
- highway design
- developer contributions
- the RECAP Waste Management Guide also includes a toolkit to be used by developers to demonstrate how they have addressed the waste

management infrastructure requirements set out above as part of their proposals.

Status

All of the above plans and documents are adopted and they will remain in force until superseded by other plans or documents when they are adopted by the County Council. However, as the new Cambridgeshire and Peterborough Minerals and Waste Local Plan goes through statutory processes as it is being prepared, the weight which can be placed on its emerging policies and proposals increases.

ii. Joint Working Arrangements

- 3.3 Cambridgeshire County Council and Peterborough City Council are committed to joint working and jointly prepare minerals and waste policy. Officers from both Councils work closely together, and oversee consultancy work as required. Each Authority reports to its own Members at key stages. The emphasis is on producing a sound Plan through good project management, and progress will be closely monitored through regular project meetings.

iii New Minerals and Waste Management Planning Policy Documents

- 3.4 It is proposed to prepare the following minerals and waste management planning policy documents over the coming three years:
- Cambridgeshire and Peterborough Minerals and Waste Local Plan
- 3.5 A schedule for the preparation of this document follows.

<u>Cambridgeshire and Peterborough Minerals and Waste Local Plan</u>	
Document Details	<p><u>Role & Content</u> Document setting out mineral and waste management policies and allocations over the period to 2036 (inclusive).</p> <p><u>Status</u> Local Plan</p> <p><u>Chain of Conformity</u> To conform with national planning policy and Regulations and the strategies for Cambridgeshire and Peterborough</p> <p><u>Geographic Coverage</u> County of Cambridgeshire and Peterborough Unitary Authority Area</p>
<p>Timetable</p> <p>Stages:</p> <ol style="list-style-type: none"> 1. Sustainability Scoping Report Consultation 2. Issues & Options Consultation 3. Draft Plan Consultation 4. Submission Plan Consultation 5. Submission to the Secretary of State 6. Examination in Public: 7. Adoption 	<p>Dates:</p> <p>December 2017</p> <p>May / June 2018</p> <p>Mar / April 2019</p> <p>Nov / Dec 2019</p> <p>March 2020</p> <p>June 2020</p> <p>November 2020</p>
Arrangements for Production	The Plan will be jointly prepared with Peterborough City Council (PCC).
Post Production	The document will be monitored and will then be subject to review if the monitoring highlights such a need. Any proposals to review this document will be set out in a future MWDS.

Cambridgeshire and Peterborough Minerals and Waste Local Plan Timetable

	2017							2018										2019										2020																	
<u>Document</u>	J u n e	J u l y	A u g	S e p t	O c t	N o v	D e c	J a n	F e b	M a r	A p r	M a y	J u n	J u l y	A u g	S e p t	O c t	N o v	D e c	J a n	F e b	M a r	A p r	M a y	J u n e	J u l y	A u g	S e p t	O c t	N o v	D e c	J a n	F e b	M a r	A p r	M a y	J u n e	J u l y	A u g	S e p t	O c t	N o v			
Cambridgeshire and Peterborough Minerals and Waste Local Plan							1					2											3									4					5			6		7			8

	<u>Plan Stages</u>
1	Consultation on Sustainability Appraisal Scoping Report
2	Issues and Options Consultation (Regulation 18)
3	Draft Plan Consultation (Regulation 18)
4	Submission Plan Consultation (Regulation 19)
5	Plan Submitted for Examination (Regulation 22)
6	Examination in Public
7	Inspector's Report
8	Adoption

FINDINGS OF THE MEMBER-LED REVIEW ON CYCLING INFRASTRUCTURE

To: **Economy and Environment Committee**

Meeting Date: **10 August 2017**

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

Electoral division(s): **All**

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

Purpose: **To consider the recommendations of the Member-led Review on Cycleways for future cycleway schemes.**

Recommendation: **Committee is recommended to:**

- a) Note the key findings of the Review (see section 2).**
- b) Approve the recommendations from the Review (see section 3).**
- c) Agree the publication of the detailed report.**

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Tamar Oviatt-Ham Post: Business Development Manager, ETE Email: Tamar.Oviatt-Ham@cambridgeshire.gov.uk Tel: 01223 715668	Names: Cllr Mandy Smith Post: Chair of the Review Group, Member-led Review into Cycling Infrastructure Email: Mandy.Smith@cambridgeshire.gov.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 In September 2016, the Economy and Environment Committee agreed that Spokes set up a Member-Led Review to assess the success of recent cycleway schemes, including floating bus stops and crossings. The purpose of this Review was to develop our understanding of what makes a successful, and well-implemented, cycling infrastructure scheme.
- 1.2 With this enhanced understanding, the Council will be able to build on best practice, and continue to gain value for the public purse, as it plans future cycling infrastructure schemes, many of which are due to commence in 2017.
- 1.3 In December 2016, Members agreed the Review Group's Terms of Reference and final cross party membership (provided in the detailed report in Appendix 1)
- 1.4 The following 6 cycleway schemes were in the scope for review:
 - A10 Cambridge to Royston Cycleway
 - Hills Road Cycleway, Cambridge
 - Huntingdon Road Cycleway, Cambridge
 - Lisle Lane Cycleway, Ely
 - Wimblington Road Cycleway, March
 - Needingworth to Bluntisham Cycleway

2. MAIN ISSUES

- 2.1 This review was conducted via online surveys which were open to the public and Members. In total there were 760 responses from the public and one response from a Member.
- 2.2 The public survey asked respondents about why they use the cycleway, how frequently, how safe the cycleway is, the impact on wider public safety and on the local environment, and how well the scheme was implemented.
- 2.3 The Member survey asked Members to detail any concerns/feedback they had received from local stakeholders about the cycleway and its implementation.
- 2.4 The results from both the public and Member surveys were collated and analysed. The detailed report is provided online at the following web link, while the Executive Summary is included here as Appendix 1:

www.cambridgeshire.gov.uk/results-of-the-member-led-review-into-cycling-infrastructure

- 2.5 The key findings from the surveys were as follows:
 - 71% of respondents used the cycleways.
 - 88% of respondents felt safe using the cycleways.
 - Almost half of the respondents (49%) use the cycleways daily or almost daily.

- The respondents use the cycleway mostly for exercise (18%), to avoid traffic (18%) and as a quicker travel option (17%). In addition, some praised the value of cycleways as a safer route of travel.
- Almost a third of respondents (32%) cycle more frequently following the creation of the cycleways.
- Of those who did not use the cycleway most (75%) said that their reasons were not due to the facility itself.
- In terms of the implementation process, most respondents felt that the following areas were adequate: the quality of public consultation; the quality of information provided; the consideration shown for public safety; and the level of consideration shown for residents' needs.
- The majority of respondents indicated that the efficiency of the construction process was very good.

3. RECOMMENDATIONS

The following recommendations have been prepared for officers to consider when planning future cycleway schemes. Many of these recommendations are already done as part of the planning and implementation process, however it is useful to re-iterate here since they have been raised by survey respondents:

- 3.1 Public consultation:** There were a few concerns from respondents about the final layout of the cycleways, which ideally should have been raised in the early design/planning stages. Officers should continue to encourage stakeholders to participate in public consultations, and consultation documents should be presented in a way that they are easily understood by stakeholders (not too technical).
- 3.2 Signage:** Cycleway schemes should wherever possible provide signage to show:
- distances in miles and journey times in minutes
 - identify which users are permitted on the cycleway
 - provide directions to key destinations
 - indicate any cycle links across the network
- 3.3 Inclusive use of cycleways:** Where possible, cycleways should be opened up to all Non-Motorised Users and this should be clearly signposted.
- 3.4 Regular updates:** Officers should provide stakeholders with regular updates on cycleway schemes, particularly where delays take place. This could be done for example through local community meetings, via social media, on the Council website, etc.
- 3.5 Consideration for local residents:** Officers have discussed with contractors some concerns raised about contractors at times being inconsiderate to local resident's needs/safety. This issue has been resolved.
- 3.6 Maintenance:** Cycleways should be regularly cleared of weeds/plants and hedges trimmed, to ensure that their full width can be used safely. The surface structure should also be inspected regularly.

- 3.7 Post-implementation surveys:** Following the launch of new cycleways, there should be a follow-up survey(s) to identify and address any concerns from the public. These surveys could be done using feedback cards through doors, an online survey, etc.
- 3.8 Publicity and promotion:** In order to encourage more frequent use of the cycleways there should be regular publicity campaigns evidencing positive feedback from users. In addition, any positive feedback received from the public should be publicised to highlight the Council's successes.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 Developing the local economy for the benefit of all

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

- Adopting the recommendations of this Review will help to ensure that new cycleway schemes are cost-effective and provide maximum benefits to local communities.
- Improved cycleways in the future will provide a safe route for commuters and students, thereby supporting their contribution to the local economy.

4.2 Helping people live healthy and independent lives

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

- The provision of effective cycleways will provide users with a form of exercise to improve health.
- Cycleways promote independence by providing local communities with an accessible and affordable mode of travel.

4.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

Where post-implementation surveys are carried out, there will be a cost attached which needs to be included in the overall project costs (see para. 3.7)

5.2 Procurement/Contractual/Council Contract Procedure Rules Implications

Discussions with contractors have taken place on how to work better in the local community. This now has to be maintained, which will require officer follow-up.

5.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

5.4 Equality and Diversity Implications

There are no significant implications within this category.

5.5 Engagement and Communications Implications

There is scope to improve the way public consultations are conducted (see section 3.1) and there is a need to publicise areas of success (see section 3.8)

5.6 Localism and Local Member Involvement

Local Members need to be encouraged to participate in future post-implementation surveys (see section 2.1)

5.7 Public Health Implications

The following bullet point sets out details of significant implications identified by officers:

- The provision of effective cycleways will provide users with a form of exercise to improve health.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by Finance?	Yes Name of Officer: Chris Malyon
Has the impact on statutory, legal and risk implications been cleared by LGSS Law?	Not applicable
Have the equality and diversity implications been cleared by your Service Contact?	Not applicable
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: Tess Campbell

Source Documents	Location
None	

Appendix 1: Executive Summary

(Excerpt from the Member-led Review of Cycling Infrastructure Detailed Report)

The Economy and Environment Committee decided in September 2016 to conduct a Member-led review of cycling infrastructure. Subsequently, a Review Group made up of Spokes was set up to steer the review process.

In March 2017, an online survey was conducted to understand the effectiveness of six targeted cycle schemes in Cambridgeshire, and provide learning for future schemes. This survey was opened to the public and to Local Members, and there were 760 public respondents and one Member response received. Since the respondents were self-selecting, the results may not be representative of the views of the public as a whole. 78% of the responses related to the Hills Road cycleway in Cambridge.

The surveys provided hundreds of responses from respondents. Overall, respondents were pleased with the new cycleways and felt they offered a safe route for travel. The creation of the cycleways encouraged a third of respondents to cycle more frequently than they had done previously.

Some of the key findings from the surveys were:

- 71% of respondents used the cycleway.
- 88% of respondents felt safe using the cycleways.
- Almost half of the respondents (49%) use the cycleways daily or almost daily.
- The respondents use the cycleway mostly for exercise (18%), to avoid traffic (18%) and as a quicker travel option (17%). In addition, some praised the value of cycleways as a safer route of travel.
- Almost a third of respondents (32%) cycle more frequently following the creation of the cycleways.
- Of those who did not use the cycleway most (75%) said that their reasons were not due to the facility itself.
- In terms of the implementation process, most respondents felt that the following areas were adequate: the quality of public consultation; the quality of information provided; the consideration shown for public safety; and the level of consideration shown for residents' needs.
- The majority of respondents indicated that the efficiency of the construction process was very good.

Recommendations were made for future planning of schemes, based on the learning from these surveys. Many of them are already completed by Council officers, however where possible these should be enhanced:

- Make public consultations less technical, so that stakeholders can ably comment on plans to improve cycleways design and safety.
- Improve communication by providing local stakeholders with regular updates on the progress of schemes.

- Maintain cycleways (e.g. clear weeds and overgrown hedges) to encourage use and safe cycling.
- Conduct regular surveys following completion of a cycleway, to understand from users what is working and what is not. Ensure that relevant Local Members participate.
- In order to encourage more frequent use of the cycleways there should be regular publicity campaigns evidencing positive feedback from users. In addition, any positive feedback received from the public should be publicised to demonstrate the success of the Council's efforts.

These findings will be shared with Members, the public and Council officers.

FINANCE AND PERFORMANCE REPORT – JUNE 2017

To: **Economy and Environment Committee**

Meeting Date: **10th August 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
June 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 June 2017.**

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

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

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name:	Sarah Heywood	Names:	Cllr Ian Bates/Cllr Tim Wotherspoon
Post:	Strategic Finance Manager	Post:	Chair/Vice-Chair
Email:	Sarah.Heywood@Cambridgeshire.gov.uk	Email:	ian.bates@cambridgeshire.gov.uk tim.wotherspoon@cambridgeshire.gov.uk
Tel:	01223 699714	Tel:	01223 706398

1. BACKGROUND

1.1 The appendix 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 June 2017.

- 2.2 **Revenue:** At this stage in the financial year, ETE is forecasting a £116K overspend. There is a £1m pressure in Waste (which comes under Highways and Community Infrastructure (H&CI) Committee) and underspends in Concessionary Fares, estimated to be £400K, are being used to partly offset the Waste pressure.

- 2.3 **Capital:** There is a separate report on this Committee Agenda detailing the pressures on King's Dyke. There are also funding pressures on the Ely Southern By-pass scheme which will be reported to a future E&E Committee.

- 2.4 **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.

- 2.5 Of these fourteen performance indicators, two are currently red, three are amber, and nine 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

- 2.6 At year-end, the current forecast is that one performance indicators will be red – the Local bus journeys originating in the authority area.

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

Source Documents	Location
None	

Economy, Transport & Environment Services**Finance and Performance Report – June 2017for Economy & Environment Committee****1. SUMMARY****1.1 Finance**

Previous Status	Category	Target	Current Status	Section Ref.
Green	Income and Expenditure	Balanced year end position	Amber	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	3	9	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 (June) £000	Forecast Variance - Outturn (June) %
0	Executive Director	227	-9	-3	0	0
+23	Infrastructure Management & Operations	58,147	-765	-8	+541	1
+38	Strategy & Development	12,074	-108	-5	-425	-4
0	External Grants	-32,051	0	0	0	0
+62	Total	38,397	-882	-8	+116	0

The service level budgetary control report for June 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

We are currently forecasting the Waste PFI budget to be around £1.0m overspent. This is largely due to the budget not reflecting current (lower) levels of Mechanical Biological Treatment (MBT) plant performance and lower levels of Third Party Income through the contract. This is based on an assumption that the MBT will continue to perform largely in-line with 2016/17 performance levels although there will be in year savings related to street sweeping disposal and the authority will be able to reduce the bill for plastic offtake from the MBT.

The variable nature of the MBT creates significant uncertainty in the forecast and actual performance could improve (and the forecast overspend reduce) or worsen (and the overspend increase). There are also potential additional savings that are not accounted for above, a greater reduction in disposal costs for MBT outputs and various contract savings. Whilst these are currently thought to be less likely to be achieved than the savings detailed above, it is still possible that some of these may be implemented by year end. There are also historic disputes to consider, which are not factored into any of the above.

As a result, there is significant uncertainty in our year end position at present and it is unlikely that there will be a noticeable increase in clarity in this position until October/November.

A number of predicted underspends have been identified across Economy, Transport and Environment (ETE), (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 areas which are predicted to underspend (or achieve additional income) are, Concessionary Fares, Traffic Signals, Streetlighting, Highways income and City centre access cameras.

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 June 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)

There are no virements recorded in June 2017

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

The process for land negotiations are currently underway with the land owners. The initial estimates are higher than originally reported as the land owners have demonstrated greater value arising from future development opportunities. The land value has been adjusted and estimated at £4.6m.

The tender process for design and construction is complete and at the time of writing the evaluation is underway to finalise the target price for the detailed design and an estimated target price for construction. The final target price together with the adjusted land values will be reported to the 10th August 2017 Economy and Environment (E and E) Committee. The contractor leading the design process in stage 1 will formulate a more robust construction target price prior to award of stage 2. Stage 1 will afford the opportunity to undertake more detailed value engineering reviews to assess where it is possible to reduce the cost of the scheme. A break clause in the contract at the end of stage 1 provides the opportunity to review the cost and risk before proceeding with construction.

The current business plan shows an allocation of £13.6m based on early estimates. It was previously reported to E and E committee that the estimated cost including optimism bias could increase and an upper possible figure of £16.9m was indicated.

Tenderers have identified higher costs and risks in delivering the project. These relate to ground stabilisation requirements where the route runs close to the disused clay extraction pit. Prices are also heavily influenced by the availability of fill materials for the embankments, construction difficulties posed by ground conditions and the interface with Network Rail and statutory undertakers. Until award is approved and the successful tenderer notified, the details of the contractor's cost are confidential at this stage. An estimated evaluation will be based upon the preferred bidder's prices together with costs that fall directly to the County Council, including land values. Once the contract for the design is let, officers will work with the contractor to value engineer the scheme if possible to ensure any cost increases over the current budget are minimised. Should additional funding be required, this will be reported back to the Economy and Environment Committee and General Purposes Committee (GPC).

Ely Southern By Pass.

The construction target cost for the contract was developed based on this design work and emerged at £27.4m. This was an increase from the construction estimate at

tender stage, resulting from a number of factors, the most significant being the high risk complex structural design construction requirements and the cost of the piled foundations, which increased in size significantly. However, this cost remained well within the Benefit Cost Ratio range agreed with the Department for Transport (DfT) for allocation of the £16m Growth Deal and within the estimated budget of £36m.

At the award of stage 2, it was highlighted to the Project Board and the Chair and Vice Chair of the E and E Committee along with Executive Director, that the target price, whilst within budget, would use any contingency or risk allowance. It was highlighted that as a high risk scheme in difficult site conditions, it would be likely that additional funding would be required which could fall into the 10-20% category. It was determined that further funding would be sought at an appropriate time, when there would be greater clarity on cost.

Key risks have been identified and highlighted throughout the project. These include; Network Rail approvals, diversion of statutory undertakers' plant, poor and variable ground conditions, Environment Agency (EA) agreement and approvals, other third party agreements, (e.g. land costs and accommodation works), temporary work and site access. As the scheme progresses and work below ground is completed the risk of further increases should reduce.

Of these risks the most significant that has materialised, is the diversion of a 33kV power supply, at the site of the western abutment of the railway bridge. This needs to be diverted underground, beneath the railway, and away from the abutment before this part of bridge construction can start. Design and approval of the diversion by UKPN and Network Rail has taken significantly longer than expected, and is currently likely to lead to an overall 13 week delay to the Planned Completion date. This will mean that the road opening is likely to be delayed from Spring until Summer 2018. A cost will be associated with this delay which is currently anticipated at £1.5-2m. Work is ongoing with the main contractor to minimise and mitigate this risk as much as possible. The outage date, where the existing overhead line will be switched off and the diversion powered up, has been booked by UKPN.

Work is underway to provide a revised outturn forecast to take account of this delay and the other risks outlined above and this will be reported in the Finance and Performance report to the E and E Committee later in the year.

Funding

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 pre 2017/18 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

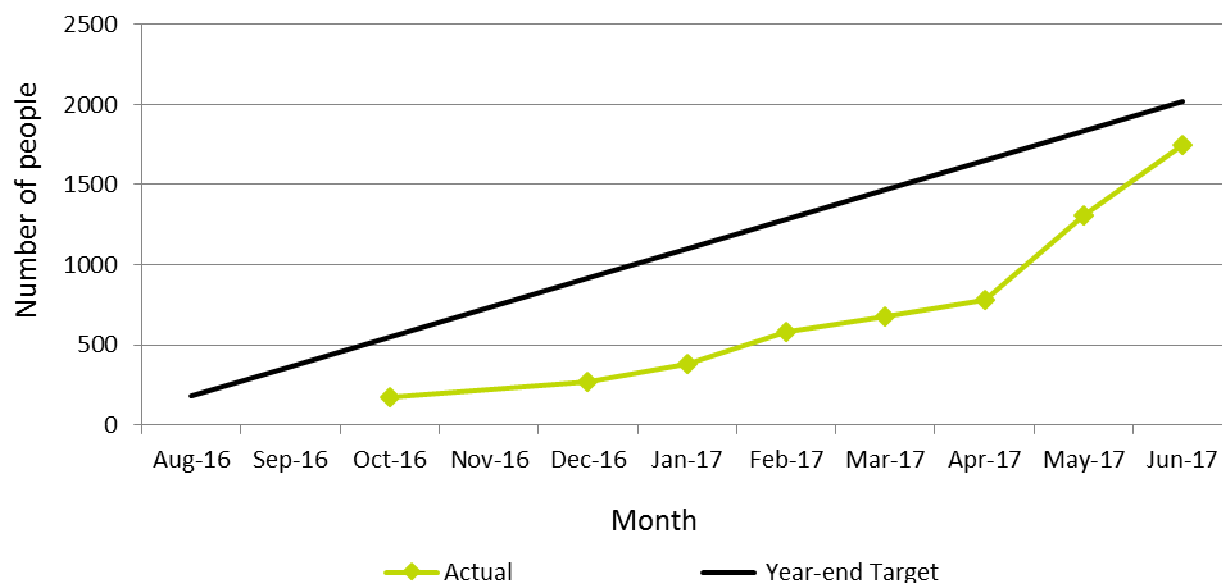
- The number of people in the most deprived wards completing courses to improve their chances of employment or progression in work (June 2017)

Figures to the end of June show that there are currently 1751 learners taking courses in the most deprived wards. This figures are expected to increase during the year as partners run multiple short courses and the data is received.

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



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.

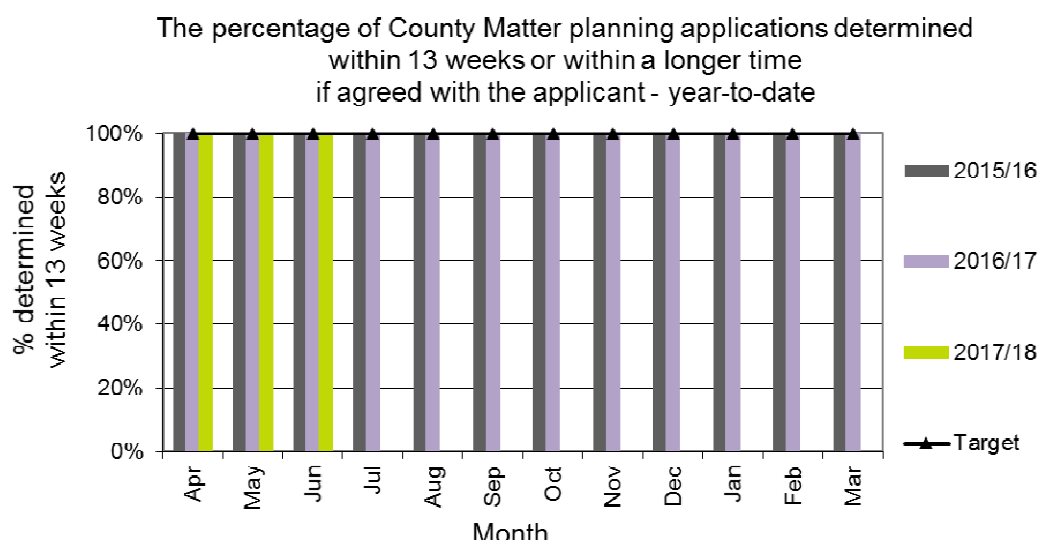
a) Economy & Environment

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 June 2017)

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

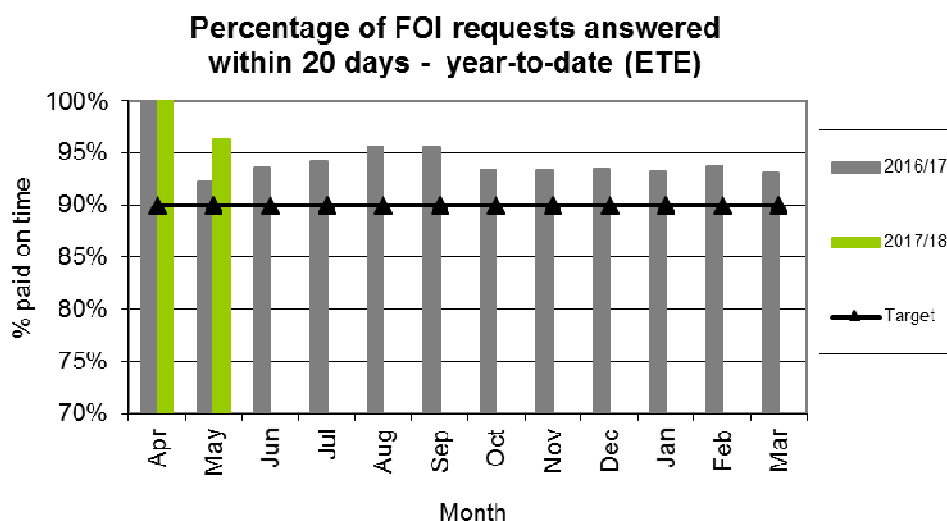
There were three other applications excluded from the County Matter figures. These were applications that required minor amendments or Environmental Impact Assessments (a process by which the anticipated effects on the environment of a proposed development is measured). Both applications were determined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



b) ETE Operational Indicators

Freedom of Information (FOI) requests

- FOI requests - % responded to within 20 days (May 2017)**
 27 Freedom of Information requests were received during May 2017. Provisional figures show that 96.3% were responded to on time.
 53 Freedom of Information requests have been received since April 2017 and 98.1% of these have been responded to on-time. This compares with 100% (out of 47) and 100% (out of 49) for the same period last year and the year before.



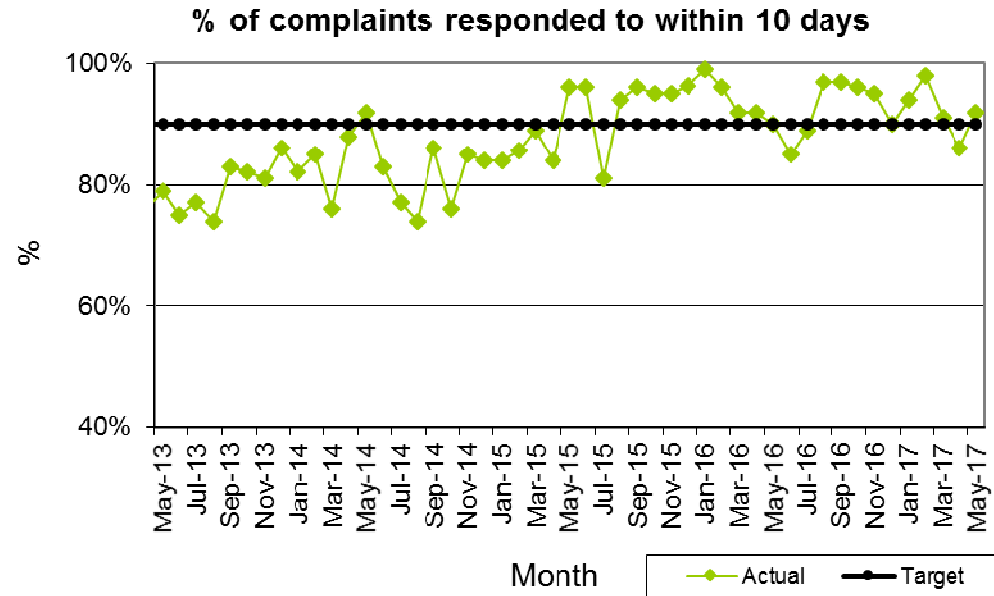
Complaints and representations – response rate

- Percentage of complaints responded to within 10 days (May 2017)**
 53 complaints were received in May 2017. 92% of these were responded to within 10 working days.

42 complaints were for Infrastructure Management & Operations and 38 out of the 42 received, 90%, were responded to on time.

11 complaints were for Strategy & Development and all of them, 100%, were responded to within 10 working days.

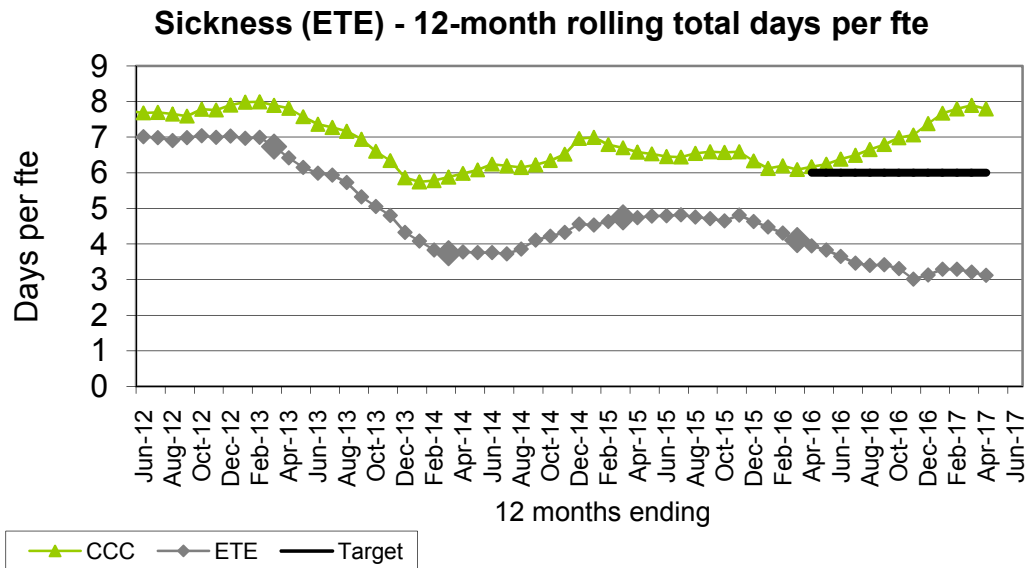
The year-to-date figure is currently 90%.



Staff sickness

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

The 12-month rolling average has increased slightly to 3.3 days per full time equivalent (f.t.e.) which is below (better than) the 6 day target.



During June the total number of absence days within Economy, Transport & Environment was 127 days based on 534 staff (f.t.e) working within the Service. The breakdown of absence shows that 86 days were short-term sickness and 41 days long-term sickness.

4.5 Contextual indicators (new information)

a) Economy & Environment

No new information this month

APPENDIX 1 – Service Level Budgetary Control Report

Forecast Variance - Outturn May	Service	Current Budget for 2017-18	Expected to end of June	Actual to end of June	Current Variance		Forecast Variance - Outturn June	
£'000		£'000	£'000	£'000	£'000	%	£'000	%
	Economy, Transport & Environment Services							
+0	Executive Director	-41	209	198	-11	-5	+0	+0
+0	Business Support	268	65	67	+2	+3	+0	+0
0	Direct Grants	-23,000	0	0	+0	+0	0	0
0	Total Executive Director	-22,773	274	265	-9	-3	+0	-0
	Directorate of Infrastructure Management & Operations							
+0	Director of Infrastructure Management & Operations	144	36	32	-4	-12	+0	+0
+0	Waste Disposal including PFI	34,160	5,155	4,730	-425	-8	+1,000	+3
	Highways							
+0	- Road Safety	332	63	53	-10	-16	+0	+0
+0	- Traffic Management	1,384	374	285	-89	-24	-102	-7
+0	- Highways Maintenance	6,636	897	962	+65	+7	+0	+0
+0	- Permitting	-1,333	155	194	+39	+25	+69	-5
+0	- Winter Maintenance	1,975	23	-14	-37	+0	+0	+0
+0	- Parking Enforcement	0	-119	-448	-328	+275	-240	+0
-44	- Street Lighting	9,505	1,444	1,421	-23	-2	-100	-1
+0	- Asset Management	533	303	319	+16	+5	+45	+8
+0	- Highways other	588	65	28	-37	-57	-201	-34
+0	Trading Standards	706	-13	-21	-8	+63	+0	+0
	Community & Cultural Services							
-8	- Libraries	2,930	793	754	-39	-5	-13	-0
+3	- Archives	347	94	79	-15	-16	+6	+2
+0	- Registrars	-541	-141	-57	+84	-59	+0	+0
+72	- Coroners	780	161	208	+47	+29	+78	+10
0	Direct Grants	-6,635	0	0	0	+0	0	20
+23	Total Infrastructure Management & Operations	51,512	9,289	8,524	-765	-8	+541	+1
	Directorate of Strategy & Development							
+0	Director of Strategy & Development	142	35	33	-2	-6	+0	+0
+0	Transport & Infrastructure Policy & Funding	97	24	132	+108	+442	0	+0
	Growth & Economy							
+0	- Growth & Development	564	148	82	-65	-44	-22	-4
+0	- County Planning, Minerals & Waste	304	16	-118	-134	-817	-42	-14
+0	- Historic Environment	53	48	84	+36	+74	+0	+0
+0	- Flood Risk Management	329	45	37	-8	-18	-0	-0
+0	- Highways Development Management	0	-27	-79	-52	+193	+0	+0
+0	- Growth & Economy other	165	69	73	+4	+6	+1	+0
+0	Major Infrastructure Delivery	0	141	119	-22	-16	+0	+0
	Passenger Transport							
+38	- Park & Ride	193	682	782	+100	+15	+38	+20
+0	- Concessionary Fares	5,393	814	665	-149	-18	-400	-7
+0	- Passenger Transport other	2,236	268	331	+63	+24	-0	-0
	Adult Learning & Skills							
+0	- Adult Learning & Skills	2,596	-91	-95	-4	+4	+0	+0
+0	- Learning Centres	0	0	19	+19	+0	+0	+0
0	Direct Grants	-2,416	0	0	0	+0	0	0
38	Total Strategy & Development	9,658	2,175	2,067	-108	-5	-425	-4
62	Total Economy, Transport & Environment Services	38,397	11,738	10,856	-882	-8	+116	+0
	MEMORANDUM							
£'000	Grant Funding	£'000	£'000	£'000	£'000	%	£'000	%
0	- Combined Authority funding	-23,000	0	0	+0	+0	+0	+0
0	- Street Lighting - PFI Grant	-3,944	0	0	+0	+0	+0	+0
0	- Waste - PFI Grant	-2,691	0	0	+0	+0	+0	+0
0	- Adult Learning & Skills	-2,416	0	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	-425	-8	+1,000	+3
<p>We are currently forecasting the Waste PFI budget to be around £1.0m overspent. This is largely due to the budget not reflecting current (lower) levels of Mechanical Biological Treatment (MBT) plant performance and lower levels of Third Party Income through the contract. This is based on an assumption that the MBT will continue to perform largely in-line with 2016/17 performance levels although there will be in year savings related to street sweeping disposal and the authority will be able to reduce the bill for plastic offtake from the MBT.</p> <p>The variable nature of the MBT creates significant uncertainty in the forecast and actual performance could improve (and the forecast overspend reduce) or worsen (and the overspend increase). There are also potential additional savings that are not accounted for above, a greater reduction in disposal costs for MBT outputs and various contract savings. Whilst these are currently thought to be less likely to be achieved than the savings detailed above, it is still possible that some of these may be implemented by year end. There are also historic disputes to consider, which are not factored into any of the above.</p> <p>As a result, there is significant uncertainty in our year end position at present and it is unlikely that there will be a noticeable increase in clarity in this position until October/November.</p> <p>A number of predicted underspends have been identified across ETE, (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 areas which are predicted to underspend (or achieve additional income) are, Concessionary Fares, Traffic Signals, Streetlighting, Highways income and City centre access cameras.</p>					
Traffic Management	1,384	-89	-24	-102	-7
<p>The signals budget is expected to underspend by £100k mainly due to savings from a new contract and savings on energy. This underspend will be used to help cover the pressure on the Waste budget.</p>					
Parking Enforcement	0	-328	+275	-240	0
<p>Income from City centre access cameras is currently ahead of budget, due to new cameras but the level of income is not expected to continue as drivers get used to the new restrictions.</p>					
Street Lighting	9,505	-23	-2	-100	-1
<p>Savings are expected from the PFI contract and further energy savings than were budgeted. This underspend will be used to help cover the pressure on the Waste budget.</p>					

Highways other	588	-37	-57	-201	-34
Additional Highways income that has been achieved would normally be re-invested in preventative maintenance work but until the spend on the Waste budget is clearer, this funding will be held to cover the pressure on the Waste budget.					
Coroners	780	+47	+29	+78	+10
Costs in this area has increased partly due to more people dying and also an increase in costs relating to Assistant Coroners.					
County Planning Minerals & Waste	304	-134	-817	-42	-14
Forecast underspend mainly owing to difficulty in filling a technical vacancy					
Concessionary Fares	5,393	-149	-18	-400	-7
The projected underspend is based on the final spend in the last financial year and currently the initial indications are that this level of underspend will be achieved this year. This underspend will be used to help cover the pressure on the Waste budget.					

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 30th June 2017 £'000	Yearend Forecast Balance £'000	Notes
General Reserve					
Service carry-forward	2,229	(2,229)	0	0	To be transferred to central reserve
Sub total	2,229	(2,229)	0	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	
Asset Information records	0	45	45	0	
Streetlighting - LED replacement	0	200	200	0	
Community Transport	0	562	562	562	
Guided Busway Liquidated Damages	1,523	0	1,523	300	
Waste and Minerals Local Development Fra	59	0	59	59	This is being used to meet legal costs if required.
Strategic Transport Corridor Feasibility Studies	0	200	200	0	
Flood Risk funding	0	42	42	0	
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)	(1)	(175)	0	
Sub total	6,003	1,048	7,051	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	2,380	3,166	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	20,587	27,860	5,200	
TOTAL	16,393	19,406	35,799	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 (June)	Forecast Spend - Outturn (June)	Forecast Variance - Outturn (June)	Total Scheme Revised Budget	Total Scheme Forecast Variance
£'000		£'000	£'000	£'000	£'000	£'000	£'000
	Integrated Transport						
200	- Major Scheme Development & Delivery	200	47	200	0	200	0
682	- Local Infrastructure Improvements	863	273	860	-3	863	0
594	- Safety Schemes	594	-53	594	0	594	0
345	- Strategy and Scheme Development work	345	-28	345	0	345	0
2,362	- Delivering the Transport Strategy Aims	4,178	403	4,178	0	4,178	0
23	- Air Quality Monitoring	23	0	23	0	23	0
14,516	Operating the Network	16,409	2,114	16,403	-6	16,409	0
	Infrastructure Management & Operations Schemes						
6,269	- £90m Highways Maintenance schemes	6,000	466	6,000	0	90,000	0
0	- Pothole grant funding	1,155	56	1,155	0	1,155	0
395	- Waste Infrastructure	395	0	395	0	5,120	0
2,060	- Archives Centre / Ely Hub	1,975	1	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	367	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	1,137	25,891	0	36,000	0
0	- Chesterton Busway	0	246	0	0	0	0
1,370	- Guided Busway	1,200	165	1,200	0	148,886	0
11,667	- King's Dyke	6,000	76	6,000	0	13,580	0
0	- Wisbech Access Strategy	170	137	170	0	1,000	0
1,000	- Scheme Development for Highways Initiatives	1,000	0	1,000	0	0	0
100	- A14	142	58	142	0	25,200	0
0	- Soham Station	500	8	500	0	6,700	0
	Other Schemes						
3,590	- Connecting Cambridgeshire	4,217	0	4,217	0	36,290	0
0	- Other Schemes	200	200	200	0	200	0
75,677		82,037	5,673	82,028	-9	423,803	0
-9,664	Capital Programme variations	-14,742		-14,733	9		
66,013	Total including Capital Programme variations	67,295	5,673	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 General Purposes Committee (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

The process for land negotiations are currently underway with the land owners. The initial estimates are higher than originally reported as the land owners have demonstrated greater value arising from future development opportunities. The land value has been adjusted and estimated at £4.6m.

The tender process for design and construction is complete and at the time of writing the evaluation is underway to finalise the target price for the detailed design and an estimated target price for construction. The final target price together with the adjusted land values will be reported to the 10th August 2017 Economy and Environment Committee. The contractor leading the design process in stage 1 will formulate a more robust construction target price prior to award of stage 2. Stage 1 will afford the opportunity to undertake more detailed value engineering reviews to assess where it is possible to reduce the cost of the scheme. A break clause in the contract at the end of stage 1 provides the opportunity to review the cost and risk before proceeding with construction.

The current business plan shows an allocation of £13.6m based on early estimates. It was previously reported to E and E committee that the estimated cost including optimism bias could increase and an upper possible figure of £16.9m was indicated.

Tenderers have identified higher costs and risks in delivering the project. These relate to ground stabilisation requirements where the route runs close to the disused clay extraction pit. Prices are also heavily influenced by the availability of fill materials for the embankments, construction difficulties posed by ground conditions and the interface with Network Rail and statutory undertakers. Until award is approved and the successful tenderer notified, the details of the contractor's cost are confidential at this stage. An estimated evaluation will be based upon the preferred bidder's prices together with costs that fall directly to the County Council, including land values. Once the contract for the design is let, officers will work with the contractor to value engineer the scheme if possible to ensure any cost increases over the current budget are minimised. Should additional funding be required, this will be reported back to the Economy and Environment Committee and GPC.

Ely Southern By Pass.

The construction target cost for the contract was developed based on this design work and emerged at £27.4m. This was an increase from the construction estimate at tender stage, resulting from a number of factors, the most significant being the high risk complex structural design construction requirements and the cost of the piled foundations, which increased in size significantly. However, this cost remained well within the Benefit Cost Ratio range agreed with the DfT for allocation of the £16m Growth Deal and within the estimated budget of £36m.

At the award of stage 2, it was highlighted to the Project Board and the Chair and Vice Chair of the Economy and Environment (E and E) Committee along with Executive Director, that the target price, whilst within budget, would use any contingency or risk allowance. It was highlighted that as a high risk scheme in difficult site conditions, it would be likely that

additional funding would be required which could fall into the 10-20% category. It was determined that further funding would be sought at an appropriate time, when there would be greater clarity on cost.

Key risks have been identified and highlighted throughout the project. These include; Network Rail approvals, diversion of statutory undertakers' plant, poor and variable ground conditions, EA agreement and approvals, other third party agreements, (e.g. land costs and accommodation works), temporary work and site access. As the scheme progresses and work below ground is completed the risk of further increases should reduce.

Of these risks the most significant that has materialised, is the diversion of a 33kV power supply, at the site of the western abutment of the railway bridge. This needs to be diverted underground, beneath the railway, and away from the abutment before this part of bridge construction can start. Design and approval of the diversion by UKPN and Network Rail has taken significantly longer than expected, and is currently likely to lead to an overall 13 week delay to the Planned Completion date. This will mean that the road opening is likely to be delayed from Spring until Summer 2018. A cost will be associated with this delay which is currently anticipated at £1.5-2m. Work is ongoing with the main contractor to minimise and mitigate this risk as much as possible. The outage date, where the existing overhead line will be switched off and the diversion powered up, has been booked by UKPN.

Work is underway to provide a revised outturn forecast to take account of this delay and the other risks outlined above. and this will be reported in the Finance and Performance report to the E and E Committee later in the year.

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 (June) £'000	Forecast Funding Variance - Outturn (June) £'000
17,991	Local Transport Plan	20,075	20,066	-9
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	82,028	-9
-9,664	Capital Programme variations	-14,742	-14,733	9
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 DfT previously part of Growth Deal funding (-£8.3m)
Revised Phasing (Section 106 & Community Infrastructure levy (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-Jun-2017	1,751	2,200	A	A	Figures to the end of June show that there are currently 1751 learners taking courses in the most deprived wards. This figures are expected to increase during the year as partners run multiple short courses and the data is received. 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			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.
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	↔	June-2017	100%	100%	G	G	<p>Four County Matter planning applications have been received and determined on time since the beginning of the 2017/18 financial year.</p> <p>There were three 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.</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								

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
	Growth in cycling from a 2004/05 average baseline	High	↑	2015	62.5% increase	70% increase	G	G	<p>There was a 4.7 per cent increase in cycle trips in Cambridgeshire in 2015.</p> <p>Overall growth from the 2004-2005 average baseline is 62.5 percent, which is better than the Council's target of 46%.</p>
	% of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others	High	↑	Oct 2014	<p>Fenland = 81.1%</p> <p>Other excluding Cambridge = 89.4%</p>	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</p>

Frequency	Measure	What is good?	Dir'n of travel	Latest Data		2017/18 Target	Current status	Year-end prediction	Comments
				Period	Actual				
									District Council and their Transport team to undertake surveys and audits with the Transport Strategy Team 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	↓	May-2017	96.3%	90%	G	G	27 Freedom of Information requests were received during May 2017. Provisional figures show that 96.3% were responded to on time. 53 Freedom of Information requests have been received since April 2017 and 98.1% of these have been responded to on-time. This compares with 100% (out of 47) and 100% (out of 49) 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	↑	May-2017	92%	90%	G	G	53 complaints were received in May 2017. 92% of these were responded to within 10 working days. 42 complaints were for Infrastructure Management & Operations and 38 out of the 42 received, 90%, were responded to on time. 11 complaints were for Strategy & Development and all of them, 100%, were responded to within 10 working days. The year-to-date figure is currently 90%.
	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 Jun-2017	3.3 days per f.t.e.	6 days per f.t.e	G	G	<p>The 12-month rolling average has increased slightly to 3.3 days per full time equivalent (f.t.e.) which is below (better than) the 6 day target.</p> <p>During June the total number of absence days within Economy, Transport & Environment was 127 days based on 534 staff (f.t.e) working within the Service. The breakdown of absence shows that 86 days were short-term sickness and 41 days long-term sickness.</p>

**CAMBRIDGESHIRE COUNTY COUNCIL
ECONOMY AND ENVIRONMENT COMMITTEE OUTSTANDING APPOINTMENTS TO PARTNERSHIP
LIAISON AND ADVISORY GROUPS TO BE MADE AT THE AUGUST MEETING**

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	To be confirmed	<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
Anglian (Northern) Regional Flood and Coastal Committee 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.	4 – 5	1	To be confirmed.	Abigail.Jackson Regional Flood and Coastal Committee Secretariat – Anglian Northern 020302 55877 07789 271322 abigail.jackson@environment- agency.gov.uk
Cambridge BID Board A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre	6	1	To be confirmed.	Emma Thornton Head of Tourism and City Centre Management Cambridge City Council 01223 457446 Emma.Thornton@cambridge.gov.uk
Cambridgeshire Flood Risk Management Partnership The partnership is required by legislation - namely the Flood and Water Management Act 2010.	4	1	To be confirmed.	Sass Pledger – Head of Growth & Economy 01223 728353 Sass.pledger@cambridgeshire.gov.uk

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
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	To be confirmed.	Sue Bradshaw BID Huntingdon Manager 01480 450250 sue@bidhuntingdon.co.uk or info@bidhuntingdon.co.uk http://www.huntingdonfirst.co.uk/bid-huntingdon/
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	To be confirmed.	Democratic Services Cambridge City Council PO Box 700 CAMBRIDGE CB1 0JH 01223 457169 Democratic.Services@cambridge.gov.uk

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS
<p>Transport Strategy for Fenland Member Steering Group</p> <p>The Transport Strategy for Fenland will form part of the suite of district-wide transport strategies which support the Local Transport Plan (LTP) for Cambridgeshire. It will seek to outline a transport vision and emerging transport infrastructure requirements for Fenland. It will develop the high level policies of the LTP and seek to highlight how they can be adapted for Fenland. It will also build on the existing Market Town Transport Strategies, and seek to integrate them into other existing transport plans. The role of the member steering group will be to advise on the strategy's development. This will include, but not be limited to, the strategy's vision, challenges, policies, as well as commenting on any consultation work that is undertaken.</p>	4	2	To be confirmed.	<p>James Barwise</p> <p>James.Barwise@cambridgeshire.gov.uk</p>

ECONOMY & ENVIRONMENT COMMITTEE TRAINING PLAN*

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

The text in red bold 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.	The budget and ETE business planning process**	Amanda Askham	Wed 9 th Aug 10am-12pm	Y KV Room	Y			Seminar		
2.	Introduction to major infrastructure delivery	Stuart Walmsley	Tue 22 nd Aug 2-4pm	Y KV Room	Y			Seminar		
3.	Ely Bypass	Brian Stinton, Stuart Walmsley	Fri 25 th Aug 10am-1pm	Y Conference room	Y			Site visit, seminar		
4.	Waterbeach Waste Management Park [Organised by H&CI Committee]	Adam Smith	Tbc - H&CI rep to organise a new date for this visit in Autumn 2017	N	N			Site visit		
5.	The Combined Authority	Democratic Services	Tbc – Autumn 2017	N	N			Seminar		
6.	Connecting Cambridgeshire	Noelle Godfrey	Mon 4 th Sep 2-4pm	Y KV Room	Y			Seminar		
7.	Adult Skills and Learning	Lynsi Hayward-Smith	Mon 11 th Sep 2-4pm	Y KV Room	Y			Seminar		
8.	County's role in Growth and Development	Sass Pledger, Juliet Richardson	Mon 2 nd Oct 2-4pm	Y KV Room	Y			Seminar		
9.	Flood Risk Management Strategy and work	Sass Pledger, Julia Beeden	Wed Oct 25 th 2-4pm	Y KV Room	Y			Seminar		
10.	Energy Strategy and work	Sass Pledger, Sheryl French	Mon 13 th Nov 10am-12pm	Y KV Room	Y			Seminar		
11.	County Planning Minerals and Waste	Sass Pledger, Emma Fitch	Wed 29 th Nov 2-4pm	Y KV Room	Y			Seminar		
12.	Major railway projects	Jeremy Smith	Mon 18 th Dec 2-4pm	Y KV Room	Y			Seminar		
13.	A14 Upgrade	Stuart Walmsley	Tbc – Mar 2018	N Swavesey	N			Site visit, seminar		

* 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 (please 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.	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
2.	Introduction to major infrastructure delivery	Tue 22nd Aug 2-4pm	tbc
3.	Ely Bypass – site visit and seminar	Fri 25 th Aug 10am - 1pm	This training will include: <ul style="list-style-type: none"> • An overview of the project development and the work on site • A visit onto the site
4.	Waterbeach Waste Management Park [Organised by H&CI Committee]	Tbc - H&CI rep to organise a new date for this visit in Autumn 2017	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 from our contractor Amey who will provide an overview of the waste treatment technology and 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 (PPE will be provided by Amey).
5.	The Combined Authority	Tbc – Autumn 2017	This training will cover: <ul style="list-style-type: none"> • The role of E and E Committee and where it sits in relation to the decision making role and functions of the Combined Authority.
6.	Connecting Cambridgeshire	Mon 4th Sep 2-4pm	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 funding for new schools, significant highway improvements and city deal funding.
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

Ref	Subject	Date	Description of training
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 and how this function feeds into the wider growth agenda across Cambridgeshire.
12.	Major railway projects	Mon 18 th Dec 2-4pm	tbc
13.	A14 site visit	Tbc – Mar 2018	<p>Organised primarily for E&E Committee, however H&CI Committee may also attend where there are spaces available (spaces are limited to 20).</p> <p>This site visit will include:</p> <ul style="list-style-type: none"> • a presentation on the scheme background, scheme objectives, scheme overview, progress to date and work planned • visit to the Mobile Visitor Centre and the Traffic Management Control Centre

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published 1st August 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		
	Changes to Whippet Services	Paul Nelson	2017/042		

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		
	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable		
	Economy and Environment Committee Training Plan	Graham Hughes / Cathryn Rutangye	Not applicable		
	Agenda Plan	Democratic Services	Not applicable		
14/09/17	Trumpington Park and Ride	Chris Tunstall	Not applicable	31/08/17	05/09/17
	A10 Ely to Kings Lynn Study	James Barwise	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		
12/10/17	Transport Investment Plan (TIP)	Jeremy Smith/Elsa Evans	2017/029	29/09/17	03/10/17
	Land North of Cherry Hinton Supplementary Planning Document	Colum Fitzsimons and David Allatt	Not applicable		
	Uttlesford Local Plan	Colum Fitzsimons	Not applicable		
	Planning Obligations Strategy	Colum Fitzsimons	Not applicable		
	Huntingdonshire Local Plan	Colum Fitzsimons	Not applicable		
	Central Bedfordshire Local Plan	Colum Fitzsimons	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	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		
16/11/17	Adult Learning Self-Assessment	Lynsi Hayward-Smith	Not applicable	02/11/17	07/11/17
	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		
7/12/17	Allocations of Integrated Transport Block Funding Transport	Elsa Evans	2017/005	23/11/17	28/11/17
	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		
11/01/18	Finance and Performance Report	Sarah Heywood / David Parcell	Not applicable	28/12/17	02/01/18
	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		
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