

ECONOMY AND ENVIRONMENT COMMITTEE**COMMUNITY IMPACT ASSESSMENTS**

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COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		Name: Graham Hughes
Proposal being assessed		Job Title: Executive Director
Senior Management Review		Contact details: graham.hughes@cambridgeshire.gov.uk and 01223 715660
Business Plan Proposal Number (if relevant)	B/R.6.004	Date completed: 03/10/16 Date approved: 03/10/16
Aims and Objectives of the Service or Function affected		
<p>The services affected will be cross-directorate in the Economy, Transport and Environment (ETE) Directorate. ETE provides services across the county including highway maintenance and improvement, the delivery of all major transport infrastructure schemes, the management of a series of major contracts such as highways, waste and street lighting, tackling rogue and other illegal trading and providing business advice, delivery of non-commercial superfast broadband services, waste disposal, libraries and cultural services, planning, s106 negotiation, economic development, floods and water management, adult learning and skills, development of transport policy, funding bids, cycling, commissioning of community transport, operation of the Busway and the park and ride sites, and management of home to school, special needs and adults transport</p>		
What is the proposal?		
<p>This is a review of senior management in ETE to reduce cost and simplify structures, as well as sharing services with partners. The objective is not to affect the front line services delivered by ETE.</p>		
Who will be affected by this proposal?		
<p>.</p> <p>This proposal will affect staff working within ETE at senior levels and is intended not to impact directly on front line services.</p>		
What positive impacts are anticipated from this proposal?		
<ul style="list-style-type: none"> • Reduction of cost • Simplification of structures 		
What negative impacts are anticipated from this proposal?		
<p>Potential negative impacts from less senior staff resource although through the associated simplification of processes, this impact can be minimised.</p>		
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	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

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

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

If any of the boxes above have been ticked to indicate that people with the protected characteristics will be affected more than other people then use this section to describe that impact and any measures which will be put in place to mitigate those potential impacts

There will not be any disproportionate impact on protected characteristics.

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	03.10.16	CIA Completed	Graham Hughes

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: Acting Head of Passenger Transport
Reduction in Passenger Transport services		Contact Details: (01223) 715608 Paul.Nelson@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.104	Date completed: 19 July 2015 Updated: 26 September 2016 Date approved:
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>The Cambridgeshire Future Transport (CFT) and Total Transport projects are 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 CFT programme has been running since 2012 and has 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, public and leisure services.</p>		
What is the proposal?		
<p>The following budget reductions are required based on the proposals in the 2016/17 Business Plan:</p> <p>It is proposed to review the effectiveness of CFT provision and withdraw services as appropriate, to remove the allocation of grants to community transport operators, to withdraw the 15p per mile subsidy to community car users and withdraw the taxicard scheme. The total budget reduction programmed for 2017/18 is £694k.</p>		
Who will be affected by this proposal?		

All users of contracted local bus services, community car schemes, taxicard scheme and community transport. The proposal is countywide and will particularly impact on the elderly, disabled, lower income groups and isolated communities.

What positive impacts are anticipated from this proposal?

This proposal will deliver a saving of £694k.

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?

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 community transport and supported rural bus services. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.

Disability

Community transport services are used by those unable to drive. A reduction in support for community transport services will have an impact on their ability to access shops and local services and engage in social activities.

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

Community transport services are used by those without access to a car. The withdrawal of services will have an impact on their ability to access shops and local services and engage in social activities.

Rural communities: Reducing public and community transport funding will mean fewer services provided and journey choice reduced.

Access to employment and education and training

Again, transport choice will be reduced.

Isolation

Individuals within communities may feel isolated if their regular bus service to the nearest service centre (particularly in more rural areas) is removed as a consequence of these proposed savings.

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.

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1.0	19/11/2015	CIA completed	Paul Nelson
V1.1	26/09/2016	CIA updated for 2017/18	Paul Nelson
V1.2	29/09/2016	Minor amendments	Briony Davies

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: Acting Head of Passenger Transport
Reduce staff following reduction in provision of Passenger Transport services		Contact Details: (01223) 715608 Paul.Nelson@cambridgeshire.gov.uk
Business Plan Proposal Number (if relevant)	B/R.6.105	Date completed: 19 October 2015 Updated: 26 September 2016 Date approved:
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>The Cambridgeshire Future Transport (CFT) and Total Transport projects are 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 CFT programme has been running since 2012 and has 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?		
<p>Proposed reductions in local bus services, community car schemes and taxicard schemes would enable appropriate staff reductions. If proposal B/R.6.208 is not implemented then staff will be required to continue to deliver the service.</p> <p>Please note the impact of the service changes are considered in the Community Impact Assessment for proposal B/R.6.104</p>		
Who will be affected by this proposal?		
<p>This particular proposal will affect the staff in the Passenger Transport team.</p> <p>Please note the impact of the service changes are considered in the Community Impact Assessment for proposal B/R.6.104</p>		
What positive impacts are anticipated from this proposal?		
<p>The proposal will save £90k.</p>		

What negative impacts are anticipated from this proposal?
If the proposal is progressed separately from proposal B/R.6.208 then there will be insufficient staff resource to manage local bus services; assist community transport operators; manage concessionary fares on community transport services and process community car claims.
Are there other impacts which are more neutral?

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.

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Age	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

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

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
<i>If any of the boxes above have been ticked to indicate that people with the protected characteristics will be affected more than other people then use this section to describe that impact and any measures which will be put in place to mitigate those potential impacts.</i>

Version Control

Version no.	Date	Updates / amendments	Author(s)

V1.0	06/11/2015		Paul Nelson
V1.1	26/09/2016		Paul Nelson
V1.2	26/09/2016	Minor changes	Briony Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport and Environment (ETE) Transport and Infrastructure Policy and Funding (TIPF)		Name:	Jeremy Smith
		Job Title:	Head of Transport and Infrastructure Policy and Funding
Proposal being assessed		Contact Details:	(01223) 715483 Jeremy.Smith@cambridgeshire.gov.uk
Remove Transport and Infrastructure Policy and Funding services that are not self-funding.		Date completed:	27 September 2015 Updated: 27 September 2016
Business Plan Proposal Number (if relevant)	B/R.6.106	Date approved:	
Aims and Objectives of the Service or Function affected			
<p>The Transport Infrastructure Policy & Funding Service (TIPF) has two key elements related to Transport and Infrastructure planning and Funding and Innovation:</p> <p>The Transport & Infrastructure Strategy part undertakes transport and infrastructure planning for the longer term. This provides an evidence base to underpin future investment decisions on transport infrastructure. The Service also develops business cases and early scheme development work, particularly related to City Deal and Growth Deal projects. This work is essential support in addressing the challenge of planning for and delivering an infrastructure capable of supporting Cambridgeshire's sustained economic growth to ensure the economy prospers to the benefit of all.</p> <p>Related to this, TIPF undertakes a key Statutory Duty to prepare, maintain and review the Local Transport Plan, and ensure that all key stakeholders are consulted when amending the LTP. Our LTP and policy focus is on promoting sustainable transport and creating the right conditions for growth and encourage people to use public transport and walk/cycle and supports in leading a healthy active lifestyle within a safe and accessible environment.</p> <p>The Funding and Innovation part of TIPF manages the Capital Programme and co-ordinates and bids for external funding and investment to support in delivering Cambridgeshire's Plans and priorities. Work also includes S106 developer contribution monitoring and management of the Cambridgeshire Sub Regional Model to support with assessing impacts of planned development. The Team also works to support the LEP Transport Panel and provides programme, technical and Accountable Body support to ensure that the Growth Deal Transport Programme is well managed and monitored and delivers the agreed outputs expected.</p>			
What is the proposal?			
<p>It is proposed to remove the £45,000 revenue (£25,000 during 2016/17 and £20,000 during 2017/18) which supports ETE's funding bidding function. This means that in future there won't be a dedicated resource for co-ordinating and bidding for external funds. This is expected to lead to a reduction in the amount of external grant funding likely to be secured. This will impact particularly on our capacity to deliver infrastructure priorities and support future growth and prosperity of our County, and testing more innovative approaches or learning from our partners.</p>			
Who will be affected by this proposal?			
<p>It is difficult to be precise about the impact of the proposed cut, as by their nature, bidding opportunities occur at the discretion of the funding partner. However, opportunities that have previously (and are currently) being bid for or supported have ranged across the ETE work area, geographically have covered much of the county, and demographically have been targeted at many different groups.</p>			
What positive impacts are anticipated from this proposal?			
Not applicable.			
What negative impacts are anticipated from this proposal?			
<p>Opportunities to supplement budgets in future years will be reduced due to reduced capacity to bid when opportunities present. When bids need to be made, resource will not be available to support or lead bidding processes, and will need to be fully resourced within services, pulling resource away from core tasks.</p>			
Are there other impacts which are more neutral?			
No			

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)

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Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

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

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

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

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1.0	27/09/2016		Jeremy Smith
V1.1	28/09/2016	Minor changes	Briony Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment	
Economy, Transport and Environment (ETE) Transport and Infrastructure Policy and Funding (TIPF)		Name:	Jeremy Smith
		Job Title:	Head of Transport and Infrastructure Policy and Funding
Proposal being assessed		Contact Details:	(01223) 715483 Jeremy.Smith@cambridgeshire.gov.uk
Remove Transport and Infrastructure Policy and Funding services that are not self-funding.		Date completed:	27 September 2016,
		Date approved:	
Business Plan Proposal Number (if relevant)	B/R.6.107		
Aims and Objectives of the Service or Function affected			
<p>The Transport and Infrastructure Policy and Funding service, (TIPF), undertakes work relating to two key elements:</p> <ul style="list-style-type: none"> • Transport and Infrastructure Strategy • Funding and Innovation. <p>The Transport and Infrastructure Strategy team undertakes transport and infrastructure planning for the longer term, providing an evidence base to underpin future investment decisions and a policy basis against which funding can be negotiated. The team:</p> <ul style="list-style-type: none"> • Prepares, maintains and reviews the Cambridgeshire Local Transport Plan, (LTP), as required by statute. • Produces more detailed transport strategy documents, covering areas of the county, that set out specific transport needs with a particular focus on planned growth. These documents are developed alongside the District and City Council's Local Plans. • Links transport activities with the wider strategic objectives of the Council, of government, and of local partners, including in relation to planning, education, health and wellbeing, and community safety. • Develops Major Scheme Business Cases for large transport projects and carries out early scheme development work, particularly in relation to the City Deal and Growth Deal programmes. This work is essential in addressing the challenge of planning for and delivering an infrastructure capable of supporting Cambridgeshire's sustained economic growth and ensuring that the economy prospers to the benefit of all. <p>The Funding and Innovation team manages the Council's Capital Programme and co-ordinates and bids for external funding and investment to support the delivery of Cambridgeshire's plans and priorities. The work of the team includes:</p> <ul style="list-style-type: none"> • S106 developer contribution monitoring. • Management of the Cambridgeshire Sub Regional Model and the Council's other transport models, which are used to support the assessment of the transport impacts of planned development. • Supporting the Local Enterprise Partnership (LEP) Transport Panel and providing programme, technical and Accountable Body support to ensure that the Growth Deal Transport Programme The Transport Infrastructure Policy & Funding Service (TIPF) has two key elements related to Transport and Infrastructure planning and Funding and Innovation: 			

What is the proposal?

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

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

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

This means:

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

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

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

Who will be affected by this proposal?

What positive impacts are anticipated from this proposal?

Not applicable.

What negative impacts are anticipated from this proposal?

See details of disproportionate impacts below.

Are there other impacts which are more neutral?

No

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	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
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

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

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

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

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1.0	27/09/2016		Jeremy Smith
V1.1	28/09/2016	Minor changes	Briony Davies

COMMUNITY IMPACT ASSESSMENT

Directorate / Service Area		Officer undertaking the assessment
ETE Cross-Directorate		Name: Tamar Oviatt-Ham Job Title: Business Development Manager – Policy and Business Development ETE Contact Details: (01223) 715668 Date completed: 29 September 2016 Date approved:
Proposal being assessed		
Centralise Business Support posts across Economy, Transport and Environment (ETE)		
Business Plan Proposal Number (if relevant)	B/R.6.201	
Aims and Objectives of the Service or Function affected		
Business support roles are present in all Services in ETE. They provide support to the Services on a range of tasks, some generic and others more specialised to the Service within which they are based.		
What is the proposal?		
A further review of Business Support roles across ETE will be carried out in order to ensure that Business Support roles across ETE services are fit for purpose and that efficiencies and saving can be made were appropriate. The savings figures for the business plan proposal are £20k in 2017/18.		
Who will be affected by this proposal?		
<p><i>A proposal may affect everyone in the local authority area or alternatively it might affect specific groups or communities, please describe</i></p> <ul style="list-style-type: none"> • <i>Whether the proposal covers all of Cambridgeshire or specific geographical areas</i> • <i>Which particular service user groups would be affected</i> • <i>Whether certain demographic groups would be affected more than others</i> • <i>Any other information to describe specifically who would be affected</i> <p>No effect on the community. Staff may be affected as part of the review.</p>		
What positive impacts are anticipated from this proposal?		
N/A.		
What negative impacts are anticipated from this proposal?		
N/A.		
Are there other impacts which are more neutral?		
N/A.		

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	
Disability	
Gender reassignment	
Marriage and civil partnership	
Pregnancy and maternity	
Race	

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

Details of Disproportionate Impacts on protected characteristics and how these will be addressed
<p><i>If any of the boxes above have been ticked to indicate that people with the protected characteristics will be affected more than other people then use this section to describe that impact and any measures which will be put in place to mitigate those potential impacts</i></p> <p>N/A</p>

Version Control

Version no.	Date	Updates / amendments	Author(s)
V1	29.09.16		Tamar Oviatt-Ham

