

ECONOMY AND ENVIRONMENT COMMITTEE



Date: Thursday, 08 March 2018

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

CONSTITUTIONAL MATTERS

- 1. Apologies for absence and declarations of interest**

Guidance on declaring interests is available at

<http://tinyurl.com/ccs-conduct-code>

- 2. Minutes and Action Log of the Economy and Environment**

5 - 26

Committee meeting held 8th February 2018

- 3. Petitions**

KEY DECISIONS

- 4. Wintringham Park Planning Application - Outline Planning Application**

27 - 54

OTHER DECISIONS

- 5. Finance and Performance Report - January 2018 55 - 86**
- 6. Economy and Environment Committee agenda plan, Training Plan 87 - 102 and Appointments to Outside Bodies**

The Economy and Environment Committee comprises the following members:

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

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

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

Clerk Name: Rob Sanderson

Clerk Telephone: 01223 699181

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

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Thursday 8th February 2018

Time: 10.00 a.m. to 12.20 a.m.

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

Apologies: D Adey and D Giles

82. DECLARATIONS OF INTEREST

None

83. MINUTES

The minutes of the meeting held on 11th January 2018 were agreed as a correct record.

84. MINUTE ACTION LOG

The following updates since the agenda publication were reported:

Minute 16 - Bikeability Cycle Training local sponsorship – there was no update to that included in the report with it stated that the lead officer's view was that having pursued the issue with local firms, local sponsorship of the training scheme appeared to be unlikely.

Minute 57 - St Neots Master Plan – Appointment to Combined Authority Steering Group – As a follow up to the note and discussions that had been undertaken by the Chairman, Councillor David Wells was appointed as the County Council's representative and Councillor Ian Gardener as his substitute.

22nd September Committee Minute 40 land North of Cherry Hinton –request for a new developments seminar

A seminar on new developments would be scheduled later in the year.

Minute 57 - St Neots Master Plan - Steering Group - It was highlighted as an update at the January Committee meeting that a "Steering Group" to own the Masterplan had now been established with Huntingdonshire District Council being the lead delivery partner. It had been suggested by them that Councillor Ian Gardener be invited to sit on the Group as the County Council representative. However as this was an appropriate appointment to be made by the Committee or through the delegation already in place on outside bodies' appointments, the Chairman intended to discuss this further as he was aware of other local member interest. As an update the Chairman confirmed that he had now spoken to Councillor Wells who had previously expressed an interest and

was still keen to participate on this new Steering Group. Further to this, the Chairman proposed with the Vice Chairman seconding and the Committee confirming the following:

It was resolved:

To appoint Councillor Wells as the County Council representative on the St Neots Master Plan Steering Group and to appoint Councillor Gardener as his named substitute. Action: Democratic Services to inform Combined Authority.

The Minutes Action Log as updated at the meeting was noted.

85. PETITIONS AND PUBLIC QUESTIONS

No petitions were received. A request from a member of the public Tom Clarke to speak in respect of the Queen Adelaide Report was taken under that item.

CHANGE IN THE ORDER OF THE AGENDA

Due to the number of speakers for items 6 and 7, the Chairman agreed to alter the agenda running order to take them first.

86. QUEEN ADELAIDE TRAFFIC STUDY

This report was presented in order that the Committee could consider the results of the Queen Adelaide Traffic study and agree to recommend that the Cambridgeshire and Peterborough Combined Authority fund more work on options to provide solutions to the issues identified. As background it was explained that five railway lines converge on Ely from Cambridge, Newmarket, Norwich, King's Lynn, and Peterborough. The lines to King's Lynn, and Norwich split from the Ely-Peterborough line at Ely North Junction. In the early 1990s the line from Cambridge to King's Lynn was electrified but to keep costs down, the junction layout was simplified. This limited the number of trains that could use the junction and with growing demand for both passenger and freight trains this was now a serious strategic constraint on the wider railway network in East Anglia. As a result, Network Rail had been considering a project to upgrade the rail junction and increase capacity for passenger and freight services.

It was highlighted that any increase in rail capacity at the Ely North Junction would have impacts on the level crossings in the area from increased train numbers and additional barrier down time. The report summarised the results of a traffic survey in this area, considered the existing situation, and the impact of any future proposal by Network Rail to change or close any level crossings. The report set out the benefits to Cambridgeshire of improving the junction which were both direct, through better train services, and indirect through fewer vehicles on the A10, and with any increase in rail freight services, fewer heavy goods vehicles on the A14. As north of the rail junction all three lines crossed the B1382 at Queen Adelaide, increasing train numbers would impact on traffic and safety at the level crossings, which Network Rail were required to consider and manage. In addition to the significant safety concerns from increasing train numbers, they had identified the substantial increased risk of substantial traffic blocking back from one crossing on to another and initially concluded that the current

half barrier crossings would need to be replaced with full barrier crossings, which would be closed for much longer, increasing barrier down time.

In 2015 the Network Rail Project was halted by the Hendy Review. Following this Network Rail approached the County Council to seek assistance with the Highways issues which related to the project which lead to the Commissioning of the Queen Adelaide Traffic Study included at Appendix 1 to the report. At a similar time to this the Ely Task Force was created to highlight the need for improvements to the Ely North Junction and to lobby central Government with membership made up of local MPs, Councillors, the two local enterprise partnerships Network Rail, Train operators and the Department for Transport (DfT). The two local enterprise partnerships plus the Strategic Freight Network agreed to fund a Network Rail Study into the Ely Area Rail Capacity Improvements including the Ely North Junction with a view to securing funding from the Department of Transport (DfT) for implementation in the next Network Rail five year Control Period starting in 2020. Network Rail would be required to have a rail scheme developed by the summer of 2019.

The report and appendix detailed an engagement event with local residents and businesses held in September 2017 on their use of the local roads and the three level crossings. A full report was provided in chapter 4 of appendix 1. Summarising it highlighted that both the public and businesses had expressed significant concerns around the impacts of any potential level crossing closures and the effect of access to employment, customers, education and other key services as well as issues regarding emergency services access and the additional trip length both in time and fuel costs. Residents and businesses in Queen Adelaide and Prickwillow had serious concerns regarding any changes to the level crossings on the B1382 as the road provided a vital link to Ely for a variety of key services, employment and education as well as access for customers to businesses in the area and to fields and farm yards. The B1382 was also used by a wider population as the commuter route both into and out of Ely.

The completed baseline traffic study was summarised in section 2 of the report with the full Traffic Study included as appendix 1. The Study had considered eight initial options for reducing traffic over the Queen Adelaide level crossings as listed in paragraph 2.4 with Table 1 under paragraph 2.5 summarising their rail impact, benefits and the issues. Having set out the potential impact of increased frequency and duration of level crossing closures, the report proposed opposing any measures that restricted traffic flow across the level crossings to the detriment of residents / local business until alternative solutions were put in place. It was highlighted that the Cambridgeshire and Peterborough Combined Authority were seeking to fund the options development for a road or bridge solution. (Option 7 - a Bridge over the Peterborough Line and option 8 constructing a bypass north of Queen Adelaide)

Paragraphs 2.10 to 2.16 set out a summary of the recommendations of the consultants' report which concluded that it was not possible to introduce full barrier level crossings in Queen Adelaide, without reducing the volume of traffic in some way and recommended that more work was undertaken on the initial options identified, but ruling out Option 2 for the reasons set out in the report.

The Chairman next invited Mr Tom Clarke an Ely resident, local farmer and member of the Ely Level Crossings Action Group to speak. In his presentation while welcoming the

report recommendations, he highlighted the need for further rail options which he suggested would be cheaper and would be the responsibility of Network Rail whose job it was to fix the bottleneck. To illustrate this he estimated the cost of a bridge at £40m questioning whether there was sufficient land and suggesting that its height would overshadow houses in the village. He estimated the cost of a bypass at £100m which would not connect the village to other routes. He suggested three new options:

- Option 9 Relocate the Peterborough Branch curve to the north and out of the village
- Option 9a Add Norwich crossing road bypass – providing a new southern route onto Queen Adelaide Way
- Option 10 Relocating both Peterborough and Norwich Branch lines.

The detail of the above options are included as appendix A to these minutes and copies were tabled at the meeting for all Members of the Committee to view.

He proposed an additional recommendation e) reading: Agrees to continue to work with the Combined authority , Network Rail and the Ely Area Task Force to develop a comprehensive road OR RAIL BASED solution that meets the needs of all Cambridgeshire residents and in particular the communities of Queen Adelaide, Prickwillow and Ely. The proposals to include a rail based solution met with widespread support from members of the Committee

Questions / issues raised by Members included:

- That Option 9 still had a level crossing and still had the same number of trains converging into one crossing.
- Clarifying that he was ruling out a bridge crossing.
- Questioning the cost on Option 10 of £20m and whether it included land purchase. Mr Clarke in reply indicated that his estimates had been based on rail track figures provided in the Railfuture East Anglia document which estimated the cost of new track into Wisbech at £15m 2 years ago, to which he had added an additional £5m. He also gave the example that a new railway in the Scottish borders was estimated at £11m per mile.

In subsequent related discussion another Member questioned to what extent council bodies could influence what options should be given more weight, to ensure there was an aligned view between Network Rail and residents. In reply it was indicated that there was a Programme Management Board which Bob Menzies attended in addition to the Taskforce, so assurance could be provided that the local authorities' views, which included Cambridgeshire, Norfolk and Suffolk, would be strongly represented.

The Chairman then invited Local Member submissions. For those from Councillor Every (who also spoke in person at the meeting) Councillor Hunt, Councillor Dupre and Councillor Raynes (the latter three being read out by Democratic Services) who all supported the main thrust of the report recommendations, these have been included as further appendices to the minutes. In respect of the submission from Councillor Dupre, as this included a list of questions, it was agreed officers would provide a response to them outside of the meeting to be copied to the Committee. **Action: Jack Eagle**

Councillor Bailey the Member for Ely South, while recognising the importance of the rail

upgrade for the region which she supported, was speaking on behalf of residents and farmers opposing the road closure at Queen Adelaide, highlighting the wider adverse impacts, including extra traffic affecting the new bypass at Ely, the effect on the wider Ely North, as well as likely gridlock in Ely city centre. In terms of timing and making reference to Network Rail's project timetable of late summer-early Autumn 2019, she highlighted the need for the road solution to be implemented at the same time as the rail junction upgrade.

In debate issues raised included:

- The view that any solution should deal with rail, resident and traffic requirements.
- Asking who had the influence on the Secretary of State for a final agreed scheme as there was concern that a Network Rail sponsored solution might not be the right solution for residents / traffic concerns. It was clarified that Network Rail had approached the local councils with the view of working in partnership to provide a solution, but as the project was of such national significance, in strictly legal terms, they could promote the scheme to shut the crossings or build a new road bridge which would lead to a public inquiry and a decision by the Secretary of State.
- When was the timescale for the separate provision of pedestrian / cycle provision? It was explained that while a detailed timescale could not be given at the current time, it was clarified that any crossing restrictions to cars would not apply to pedestrians and cyclists.

It was clear from the debate that proposals needed to address both the road and rail requirements and impacts, and that regional and national benefits should not be achieved by imposing unreasonable costs on local people. Flexibility on the options was important. The County Council welcomed the work being taken forward by the Combined Authority on the identified feasible options to be developed. These needed to take place in parallel with any development work for Network Rail's proposals for establishing a case for investment.

It was moved by the Chairman and seconded by Councillor Ambrose Smith as amendments to the officer recommendations:

- Recommendation d) add on the third line after the words "for a road..." the words "and / or rail solution" and delete the word "bridge" to provide for a comprehensive solution not excluding road or rail and deleting the words "(Options 7 or 8 of the Traffic Study"
- in recommendation e) deleting the word "road" in the third line between the words "comprehensive" and "solution" for the same reasons.

Having voted on the proposed amendment,

It was resolved unanimously to:

- a) Note the proposals for wider regional and national benefits, of increased rail capacity through Ely North Junction;

- b) Note the potential impact on the whole community, residents and local businesses of increased frequency and duration of level crossing closures;
- c) Agree to oppose any measures that restrict traffic flow across the level crossings to the detriment of residents and local businesses until alternative solutions are put in place;
- d) Note the intention to explore opportunities with the Cambridgeshire and Peterborough Combined Authority to fund the options development for a road and / or rail solution and;
- e) Agree to continue to work with the Combined Authority, Network Rail and the Ely Area Task Force to develop a comprehensive solution that meets the needs of all Cambridgeshire residents and in particular the communities of Queen Adelaide, Prickwillow and Ely.

87. RECOMMENDATION FROM THE ELY-CAMBRIDGE TRANSPORT STUDY

This report sought the Committee's views on the recommendations from the above multi modal study on the transport schemes needed to accommodate the major development planned at a new town north of Waterbeach, Cambridge Northern Fringe East (CNFE) and the Cambridge Science Park (CSP). The study had three strands:

- Strand 1 looks at the overall transport requirements on the corridor
- Strand 2 looks at the specific requirements for growth at Waterbeach
- Strand 3 looks at the specific requirements for growth at CNFE/CSP.

The study was separate to, but linked with the A10 Ely to King's Lynn Study reported to the Committee in September and to the M11-A47 Extension Study commissioned by the Cambridgeshire and Peterborough Combined Authority due to report in summer 2018. While that full route was outside the scope of the study, option 6 had been included to investigate the principle of an offline link which could give strategic traffic an alternative to the A10, thus freeing up capacity on the route between Ely and Cambridge. Such a link could potentially form the southern section of a longer M11-A47 link. More work was to be undertaken to establish whether there was a business case for both schemes.

Section 2 of the report highlighted the technical work undertaken and the key issues that had informed the study recommendations. The following six mitigation packages had been modelled:

| Option | Composition of package |
|------------------------|--|
| Option 1 Mode shift | Significant investment in cycling / pedestrian routes Segregated public transport route between development north of Waterbeach and Cambridge |

| | |
|--|---|
| | Bus based Park and Ride at development north of Waterbeach Relocated railway station Parking restraint at CNFE / CSP. |
| Option 2 Junction Improvements | Option1 PLUS Improvements to eight junctions along the A10, including Milton Interchange. |
| Option 3 North Dual | Option 1 and 2 PLUS Dualling of A10 between Ely and development north of Waterbeach to encourage users to use new Park and Ride site. |
| Option 4 South Dual | Options 1 and 2 PLUS Dualling of A10 between development north of Waterbeach and Milton Interchange to provide additional capacity on most congested section of route. |
| Option 5 Full Dual | Options 1,2,3 and 4 Dualling of length of A10 between Ely and Milton Interchange. |
| Option 6 sensitivity test Offline alternative to A10 | Options 1 and 2 PLUS New Offline route to remove strategic traffic from the A10 and potentially form the southern section of an M11-A47 link. |

It was highlighted that the study:

- confirmed the existing policy position that a multi-modal package of measures would be needed for the whole corridor to include a package of measures to encourage a mode shift away from car.
- confirmed that smaller scale highway measures to discourage rat running would be required along parallel routes, as well as improvements to junctions along the A10 in the short term.
- recommended that to accommodate the significant proportion of strategic trips through the study area, major investment in additional highway capacity along the A10 was required.
- recognised that an offline alignment that potentially formed the southern part of an M11-A47 link had merit by providing an alternative route for the significant proportion of strategic traffic using the A10.

Members noted that with the formation of the Cambridgeshire and Peterborough Combined Authority that while the Greater Cambridge Partnership had substantially funded the study, given the geographic coverage of the recommendations, it was appropriate that going forward the Combined Authority should have the responsibility for approving the recommendations. Whilst the study did not recommend a specific option

regarding the provision of highway capacity, officers recommended that the Committee commend option 5 to the Combined Authority for approval and further development. This would enable the impacts of dualling the full length of the A10 between Ely and the Milton Interchange to be fully understood and considered, alongside an alternative route that potentially form the southern section of an M11-A47 link.

Councillor Bailey spoke as the Member for Ely South making the point that the Study held few surprises and highlighted that in respect of cycling provision, currently few people cycled from Littleport to Cambridge due to the dangers for cyclists. She expressed disappointment that the dualling proposals would not extend as far as Littleport. She asked for clarity regarding the proposals for the A10 as there were two pieces of work, the other being the A10 Angel Drove proposals. She also sought confirmation on whether the dualling would extend as far as the BP roundabout. She welcomed the modal shift measures proposed, as these were of equal importance, as well as the proposals for junction improvements and cycle paths.

Questions of clarification included:

- Councillor Ambrose Smith expressed his disappointment that issues relating to Littleport had not been addressed and that East Cambridgeshire had not been included in the study. Councillor Bailey explained in response that she would have liked to see the dualling go to the Littleport roundabout but that traffic data did not support it. She considered it ridiculous that proposals to upgrade always had to wait until the traffic became so heavy that it was then dealt with in a reactive manner. She was surprised that it stopped at the BP roundabout and believed it would be more appropriate to carry on to the Little Downham roundabout.
- Concern from one Member that any further investigation of the potential M11/A47 link might delay the A10 upgrade, as if modelling showed it would decrease traffic on the A10, it could result in a view being taken that the A10 dualling was not required. Councillor Bailey responded that in her view the A10 dualling was urgent and could not wait.

Councillor Hunt who was unable to attend provided the following comments which were read out at the meeting:

"I am very sorry that I cannot attend but please understand that I am passionate in my support of the proposed actions.

The A10 dualling will have a massive effect on my division as the A10 runs through Soham South and Haddenham for about 6 miles (Chittering north to just south of Ely).

Ely is expanding as are the villages that "feed" into the A10 (Wicken, Little Thetford, Stretham, Haddenham, Soham and Wilburton).

If Cambridge is to continue to expand then this is one key bit of infrastructure that is 100% essential.

I commend Cllr Bailey for introducing the first motion at Full Council in 2016 on this subject and I urge all members of all parties to give Item 5 (Full Dualling) full and complete support.

In addition, a written response from Councillor Dupre which was also submitted on behalf of herself and Councillors Bradman, Jenkins and Manning highlighted the need to prioritise the provision of accessible, affordable attractive convenient and reliable public transport with smart ticketing to encourage modal shift and minimize congestion on the A10. The full submission which was read out by Democratic Services at the meeting is included as appendix 4 to these minutes. In addition to the submission an oral update read out on behalf of Councillor Manning stated that:

“Modal shift should also include dutch class, segregated cycleways as standard - physically segregated from both motor traffic and pedestrians.

Improved bus services should include ensuring franchising is considered properly by the Mayor – as many bus services run commercially.”

Having been opened up for discussion, issues raised / point made included:

- One Member highlighting the need to not just concentrate on road improvements but to enhance public transport and cycling provision. To facilitate this would also require tough parking measure restrictions at the Science Park and Cambridge Northern Fringe East and at new development sites, to encourage the move away from using private cars.
- On the discussion to extend dualling to the Little Downham roundabout, the point was made by a number of Members that the current criteria of not putting into place infrastructure until traffic flows exceeded the road capacity was short sighted planning and a half measure, as it was cheaper, using economies of scale to continue the dualling to future proof the road as one construction job, rather than to come back to it at a later date when the traffic position was at gridlock and the construction costs to remedy it would be far greater. The suggestion was made that the Combined Authority should be asked to review such criteria for cost effectiveness. Another Member of the Committee argued that this was not appropriate as there was simply not the money to finance the many schemes around the country that could reduce traffic jams, making the point that the Department for Transport (DfT) had to allocate money to projects using the strict evidence base criteria currently in place. As a response to this, the Member who had raised the issue made the point that the officer report was a tool and not the law and that the purpose of seeking local members' views was for them to highlight particular local issues that should be taken into consideration.
- A Member made the point that in terms of a multi modal approach, the A14 guided bus was a good example and sought clarity on whether what was being proposed was a high quality public transport system emanating from Ely and whether there was a plan by the Combined Authority to go to Ely with a Cam Metro.

The lead officer in responding to questions raised clarified that;

- A report on the A10 Ely North dualling had been received and agreed at the September meeting 2017 which supported dualling from the Angel Drove to the Witchford roundabouts. In making any decision as stated earlier by a Member in the discussion, the Department for Transport would consider volume of traffic and the value for money implications against other similar schemes.
- Regarding the M11 – A47 study, from work already carried out there might be merit in both schemes, as not all traffic would be taken off the A10 if it did go ahead. Further detailed work would establish whether there was a business case for both schemes.
- In terms of public transport options these would be looked at to Waterbeach, but with regard to Ely to Cambridge, heavy rail would always be the quicker option.
- In terms of current discussions taking place on the Cambridge to Ely A10 study in the Combined Authority arena and the future role of the Greater Cambridge Partnership, the Vice Chairman who was a member of the Joint Assembly read out the following extract from the Joint Assembly meeting report from the 18th January meeting:
 - *The Joint Assembly provided a range of views upon viewing this report, with some of the members disappointed that it had been perceived as a road centric scheme that had not looked at all other available options, whilst other members welcomed the prospect of focusing more on the north of Cambridge and the opportunities that the scheme provided for long distance cycle ways.*
 - *The Joint Assembly also discussed how the success of the scheme in achieving modal shift was reliant on better Park and Ride facilities to the north of Cambridge, including Waterbeach train station, and that this needed to be carefully considered particularly the interplay between the public transport proposal in option one and rail.*
 - *The Joint Assembly endorsed the recommendation to the Executive Board to pass this scheme onto the Combined Authority to deliver but felt that the Greater Cambridge Partnership was well placed to deliver the modal shift opportunities that option 1 in section 5.1 could bring.*
 - *This discussion concluded in a suggestion that the Executive Board may wish to consider an additional recommendation to make this offer to the Combined Authority.*

An amendment was proposed to include an additional recommendation to dual the A10 from the BP roundabout to the Little Downham roundabout. During the discussion that followed, it was confirmed by a question to the officers that this section of the A10 was already covered by the previous report referred to earlier in the discussion. It was proposed for clarity that it should be referred to by including a further recommendation c). This was moved and seconded as an amendment by the Chairman and Vice Chairman and agreed on being put to the vote.

It was therefore resolved to:

- a) Endorse the recommendations set out in the study; and
- b) Commend the package which includes the full dualling of the A10 between Ely and the Milton Interchange (option 5) to the Cambridgeshire and Peterborough Combined Authority for approval and further development.
- c) Commend to the Cambridgeshire and Peterborough Combined Authority the Council's previous recommendation dated 14th September to dual the section of the A10 between Angel Drove and Witchford Road Roundabouts.

88. TRANSPORT SCHEME DEVELOPMENT

This report set out the process for prioritising transport infrastructure schemes to be developed using budget allocated from the Business Plan. It sought approval to a list of schemes to be developed in 2018-19 and to the methodology process for sifting and prioritising schemes for 2019/20 going forward.

With the creation of the Cambridgeshire and Peterborough Combined Authority and the additional investment it had available to it, it was considered timely for the County Council to develop a pipeline of transport schemes ready for implementation, either by the Combined Authority or to submit them as part of funding bids when opportunities arose. A budget of £1 million has been set aside for this as part of the Capital Budget in the Council's Business Plan, with the intention of bringing schemes to the point where they could be submitted for funding and the development costs reclaimed. The report proposed that this budget was used to develop schemes costing between £1m and £5m, filling a gap not currently covered by other budgets and that schemes should focus on addressing existing congestion issues on the road network.

Work to date had focussed on two areas:

- Projects that could be developed during 2018/19, and
- A sifting and prioritisation process for identifying schemes to be developed if further funding comes forward in future years

For 2018-19 officers had focused on schemes which could be delivered without planning permission and within the existing highway boundary or schemes where sufficient information was already available, in order for design work to commence. The long list of schemes identified was as follows:

| <i>Scheme</i> | <i>District</i> |
|---|---------------------|
| a) A142 Fordham to Soham | East Cambridgeshire |
| b) A10/A142 roundabouts, Ely | East Cambridgeshire |
| c) March junctions improvements package | Fenland |
| 1) Phase 2 Industrial Northern Link Road, March | |
| 2) A141/B1099 Wisbech Road – roundabout | |
| 3) A141/Gaul Road | |
| 4) A141/Burrowmoor Road | |
| 5) B1101 Broad Street /B1101 Station Road /B1099 Dartford Road | |

| | |
|---|-----------------|
| 6) B1101 High Street/Burrowmoor Road – roundabout 7) B1101 High Street/St Peters Road 8) A141/Hostmoor Avenue 9) B1101 Elm Road/Twenty Foot Road | |
| d) A141 junctions Huntingdon: 1) A141 / St Peters industrial area roundabout 2) A141 / B1090 roundabout | Huntingdonshire |
| e) St Ives junctions 1. A1096 / Meadow Lane 2. A1123/B1040 and A1123/Harrison Way roundabouts 3. B1090/A1123 | Huntingdonshire |

It was highlighted that as schemes a) c) and d) above were now included on the Cambridgeshire and Peterborough Combined Authority approved shortlist of feasibility studies and business cases for funding schemes where finance approval was expected in March. As a result, approval was sought for the following shortlist of schemes to be developed in 2018/19, on the basis that they were not supported by another high level authority:

| |
|--|
| <i>Scheme location</i> |
| St Ives Junctions: |
| A1096 / Meadow Lane roundabout, St Ives |
| A1123 / B1040 and A1123 / Harrison Way roundabouts |
| B1090 / A1123 Houghton Road, St Ives |
| A10/A142 roundabouts Ely |

Approval was also sought to use the following Sifting and Prioritisation process if further scheme development funding was allocated for future years. This process would be used to develop a forward pipeline of schemes ready for delivery, focussing on schemes which tackled congestion, cost under £5 million, and were not already funded or part of a committed wider future scheme. The full proposed process was described below and illustrated in a diagram shown in Appendix 1 to the report.

- Stage 1 – Initial sift of schemes

The Transport Investment Plan has been used as the starting point for schemes and a sifting process had been developed based on the factors set out above.

- Stage 2 – second sift

To score the long list schemes solely against the congestion criteria of the National Productivity Investment Fund (NPIF) scoring system to produce a short list of schemes. The NPIF system is being utilised by the Combined Authority to develop its priority transport programme.

- Stage 3 - Prioritisation

to score the shortlist schemes against all the NPIF criteria to form a prioritised list of schemes that would become the scheme development programme.

It was proposed that a paper should be presented to the Committee each December to approve the following year's programme of schemes to be developed.

In discussion the following issues were raised:

- One Member highlighted the very extensive Public Health implications comments and that while the emphasis on tackling congestion in the criteria as set out in Appendix 1 had the potential for a positive impact on health, their last paragraph comment highlighted that exclusion of cycling and infrastructure projects from the criteria might reduce opportunities to improve health locally, particularly of this set a precedent for other Transport Policy decisions. As a balance to this, another Member made the point that while understanding the public health concept to encourage greater cycling and walking, some distances for more outlying towns, for example from St Ives, would never result in a large scale modal shift from using cars to cycling.
- With regard to recommendation c) concerns were raised by one Member who while fully supporting the proposed schemes strongly objected to the proposal to exclude Cambridge City schemes at sift stage 3 which she saw as being unfair and excluded a body of County tax payers. She argued that Cambridge schemes should be considered and evaluated in the same way as any other schemes from a different area of the County for equity purposes, in order to establish their relative need. It was explained to the Member that the intention for the Fund was to address gaps in funding in respect of looking to reduce congestion in market towns and to keep people moving around the County. Cambridge City issues were dealt with in other plans.

In respect of the above concern, Councillor Harrison moved and seconded an amendment that Sift three should be removed from the criteria but was defeated after being put to the vote. However to recognise the issue that had been raised, a further amendment was suggested by the Chairman seconded by the Vice Chairman that the process proposed would be further reviewed after a period of operation to see whether any changes were required. This was accepted by all present. **Action: Karen Kitchener / Chris Poultney**

Councillor Connor requested that the officers keep him informed regarding progress on the A141 schemes listed. On being informed that a Steering Group was to be set up in March, he requested that he be considered to serve on it. **Action: Karen Kitchener / Chris Poultney**

Councillor Fuller requested that a briefing meeting be organised between officers and himself regarding the three St Ives junction improvement schemes. **Action: Karen Kitchener / Chris Poultney**

It was resolved unanimously to:

- a) Note the scheme development work being undertaken by the Combined Authority;
- b) Approve the following list of schemes to be developed in 2018/2019 ; and

St Ives Junctions:

- A1096 / Meadow Lane roundabout, St Ives
- A1123 / B1040 and A1123 / Harrison Way roundabouts
- B1090 / A1123 Houghton Road, St Ives

A10/A142 roundabouts Ely

- c) Approve the process for sifting and prioritising transport schemes from 2019/20 onwards (as shown in Appendix 1 to the report), to be developed and designed ready to be implemented when funding opportunities arise.
- d) To receive a report back to the December meeting to approve developing the following year's programme of schemes.

89. FINANCE AND PERFORMANCE REPORT – DECEMBER 2017

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

The main issues highlighted were:

Revenue: The only change since the previous month related to Winter Maintenance which was outside the responsibility of the Economy and Environment Committee ETE was now forecasting an overspend of £143k a £124k increase from the November report.

Capital; The forecast spend on Huntingdon – West of Town Centre Link Road for 2017-18 had slipped by an additional £105k to £950k (£845k in the November Report) given the land cost claims were unlikely to be resolved until the new financial year and while Kings Dyke had slipped by £420k to reflect the latest planned profile of expenditure which was to do with ongoing land discussions and so would slip to the next year as the land would not be paid for before March. The expectation was that the scheme would still start in the autumn. A report on the Ely Southern bypass was due to come forward to the April Committee meeting.

Performance: on the twelve performance indicators: one was currently showing as red (the average journey time per mile during the morning peak on the most congested routes) three were showing as amber, and eight green. At year-end the current forecast was that no performance indicators would be red, five would be amber and seven green.

One Member drew attention to how poorly Appendix 7 reproduced in black and white as currently it was colour shaded blue on the electronic copy. The request to officers was

to look at producing it as a black and white document for future meetings. **Action: Lou Gostling**

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

90. ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

On receiving the details of the Plan

It was resolved;

- a) To note the Training Plan.
- b) To ask Democratic Services to confirm the date of the Waterbeach site visit outside of the meeting. **Action**
- c) To request that invites are sent out for training sessions rather than just via e-mail. **Action**

91. ECONOMY AND ENVIRONMENT COMMITTEE FORWARD AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES

Having received the forward agenda plan as set out in the agenda:

It was resolved:

To note the agenda plan with the following additions / changes since the version published on the agenda:

- the Connecting Cambridgeshire Report will be rescheduled from 8th March to 12th April E&E Committee and will be a key decision,
- The Wisbech Access Strategy report to be removed from Committee on 8th March as there were currently ongoing discussions with Fenland District Council, with the report to be re-programmed once completed.

As this was also the appropriate agenda item for service committees to consider any changes to outside bodies where a separate report slot had not been provided, the Committee noted that Councillor Giles earlier in the week informed Democratic Services that he wished to resign from being the County Council's appointee to the Huntingdon Bid Board and that Councillor Sanderson had expressed an interest to be appointed in his place. As there were no other expressions of interest

It was resolved:

to appoint Councillor Sanderson to replace Councillor Giles as the County Council's appointment to the Huntingdon Bid Board. **Action Democratic Services to inform the contact officer**

92. DATE AND TIME OF NEXT MEETING 10 A.M. THURSDAY 8th MARCH 2018

**Chairman:
8th March 2018**

**ECONOMY AND
ENVIRONMENT COMMITTEE****Minutes - Action Log**Cambridgeshire
County Council

This is the updated minutes action log as at 26th February 2018 and captures the actions arising from the most recent Economy and Environment Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

ACTIONS FROM MINUTES OF THE 13th JULY 2017 COMMITTEE

| MINUTE NO. | REPORT TITLE | ACTION TO BE TAKEN BY | ACTION | COMMENTS | STATUS |
|------------|---|--|--|--|-----------------------|
| 16. | BIKEABILITY CYCLE TRAINING - LOCAL SPONSORSHIP | Mike Davies Team Leader - Cycling Projects Major Infrastructure Delivery | The original action was for the Chairman to write to the Local Government Association (LGA) to ask them to lobby the Department for Transport regarding retaining the same level of funding. | <p>An update at the 22nd November Meeting indicated that Richard Mace from the Department of Transport leading on Bikeability had been exploring whether Cambridge based charity, 'The Bikeability Trust', could take on this role in future.</p> <p>At a local level, officers had been talking to OFO bikes on the possibility of funding cycle training in Cambridgeshire. At the time of this log update no further progress had been made and officer's view was that local sponsorship appeared unlikely.</p> | ACTION ONGOING |

ACTIONS FROM THE 22nd SEPTEMBER COMMITTEE 2017

| MINUTE NO. | REPORT TITLE | ACTION TO BE TAKEN BY | ACTION | COMMENTS | STATUS |
|------------|---|--|---|--------------------------------|-----------------------|
| 40. | LAND NORTH OF CHERRY HINTON SUPPLEMEN- TARY PLANNING DOCUMENT - REQUEST FOR A NEW DEVELOPMENTS FUTURE SEMINAR | Bob Menzies: Service Director Strategy and Development / Tamar Oviatt-Ham - Business Development Manager | Suggestions for the seminar raised included: <ul style="list-style-type: none"> • future proofing new homes to take account of the demands of a rising elderly population, • builders installing solar panels where possible • landscaping including where practicable, a tree planting programme. | This was still to be arranged. | ACTION ONGOING |

ACTIONS FROM THE 14TH DECEMBER 2017 COMMITTEE

| | | | | | |
|-----|--|---|--|---|--|
| 63. | INTEGRATED TRANSPORT BLOCK (ITB) FUNDING ALLOCATION PROPOSALS - AIR QUALITY (AQ) MONITORING ALLOCATION OF £23K | Elsa Evans Funding and Innovation Programme Manager | The outstanding action from this as reported to the last meeting was in relation to how much district councils receiving funding, contributed themselves for which officers had continued seeking more detail. | Officers update: All the Districts have their own air quality budget but the details provided include staff costs, as well as monitoring. As stated in the last Minute Log, the Districts all carry out numerous monitoring/small initiatives using their own budget (as well as other larger projects). The £23k County Council allocation is used to boost this (e.g. if a District has the money in their budget to monitor 10 sites, the Local Transport Plan (LTP) money can be used to monitor an 11th). So the | |
|-----|--|---|--|---|--|

| | | | | County Council helps to contribute/add to the Districts own budgets rather than the other way around. This being the case, this action can be closed down. | ACTION TO BE CLOSED DOWN |
|--|--|--|---|---|---------------------------------|
| ACTIONS FROM THE 8th FEBRUARY 2018 COMMITTEE | | | | | |
| MINUTE NO. | REPORT TITLE | ACTION TO BE TAKEN BY | ACTION | COMMENTS | STATUS |
| 84. | MINUTE ACTION LOG Minute 57 - St Neots Master Plan - Appointment to Combined Authority Steering Group | Rob Sanderson Democratic Services | Democratic Services to inform the Combined Authority of the appointment of Cllr Wells as the County Council representative with Councillor Gardener as his substitute. | E-mail sent the same day. | ACTION COMPLETED |
| 86. | QUEEN ADELAIDE TRAFFIC STUDY a) Additional Rail Options | Bob Menzies Service Director Strategy and Development | To pass details of the two additional rail options presented to by the public speaker Mr Tom Clarke to Network Rail for consideration as part of their options selection process. | The Submission from Mr Clarke tabled at the meeting and also provided electronically to Democratic Services was e-mailed on TO Network Rail the same day. | ACTION COMPLETED |

| | | | | | |
|-------------------|---|--|---|---|-------------------------|
| | b) Issues raised by the Local Member for Sutton requiring responses | Jack Eagle Principal Transport and Infrastructure Officer | In respect of the submission from Councillor Dupre, as this included a list of questions, it was agreed officers would provide a response outside of the meeting to be copied to the Committee. | An e-mail response was sent to Councillor Dupre copied to the rest of the Committee on 21 st February and is included as the separate Appendix 1 to the Minute Action Log. | ACTION COMPLETED |
| MINUTE NO. | REPORT TITLE | ACTION TO BE TAKEN BY | ACTION | COMMENTS | STATUS |
| 88. | TRANSPORT SCHEME DEVELOPMENT a) Review of Sift Process | Action: Karen Kitchener Principal Transport & Infrastructure Officer / Chris Poultney | a) That the process proposed would be further reviewed after a period of operation to see whether any changes were required. This was accepted by all present. | The process will be reviewed in Autumn 2018. | ACTION ONGOING |
| | b) Local member involvement on the A141 schemes listed | Karen Kitchener Principal Transport & Infrastructure Officer / Chris Poultney | b) Councillor Connor requested that he be kept informed regarding progress on the A141 schemes listed. He expressed an interest to serve on the proposed Steering Group. | Officers will be contacting Cllr Connor to provide timescales for the study and will arrange a meeting once the brief for the work is finalised in May 2018. | ACTION ONGOING |

| | | | | | |
|--|--|--|--|--|-----------------------|
| | requested for future seminars | Rob Sanderson Democratic Services | future Committee training events as opposed to just being sent via e-mail. | has already been the past arrangement but officers will ensure both methods are used for future seminars. | ACTION ONGOING |
|--|--|--|--|--|-----------------------|

WINTRINGHAM PARK PLANNING APPLICATION: OUTLINE PLANNING APPLICATION

To: Economy and Environment Committee

Meeting Date: 8th March 2018

From: Executive Director: Place and Economy

Electoral division(s): St Neots East & Gransden, Brampton & Buckden, St Neots Priory Park & Little Paxton, St Neots Eynesbury, Papworth and Swavesey, Alconbury & Kimbolton

Forward Plan ref: 2018/022 *Key decision:* Yes

Purpose: To consider and endorse the officers' response to the Wintringham Park Outline Planning Application.

Recommendation: The Committee is requested to:

- a) Endorse the response as set out in Appendix 1; and
- b) Delegate to the Executive Director (Place and Economy) in consultation with the Chairman and Vice Chairman of the Committee the authority to make minor changes to the response.

| <i>Officer contact:</i> | | <i>Member contacts:</i> | |
|--------------------------------|--|--------------------------------|--|
| Name: | Juliet Richardson | Names: | Councillors Bates and Wotherspoon |
| Post: | Business Manager Growth and Development | Post: | Chair/Vice-Chair |
| Email: | Juliet.Richardson@Cambridgeshire.gov.uk | Email: | lan.bates@cambridgeshire.gov.uk timothy.wotherspoon@cambridgeshire.gov.uk |
| Tel: | 01223 699868 | Tel: | 01223 706398 |

1. BACKGROUND

- 1.1 The Wintringham Park application site is 162.3 hectares, located on the eastern edge of St Neots, approximately 1.5km from the town centre. The site is bounded to the East by the A428 and open countryside beyond. The Northern boundary is defined by Cambridge Road, with the Love's Farm development sites on the other side of Cambridge Road. The East Coast Main Line marks the western boundary of the site. The boundary to the South fronts on to the existing B1046 Potton Road, which connects Eynesbury with Abbotsley and Great Gransden.
- 1.2 The agricultural land is gently undulating, sloping towards the streams which run east to west across the site. It is located within Flood Zone 1 (which represents areas with the lowest probability of flooding) and is not within a conservation area, or has any landscape or wildlife designations.
- 1.3 Figure 1 below shows the location of the site:

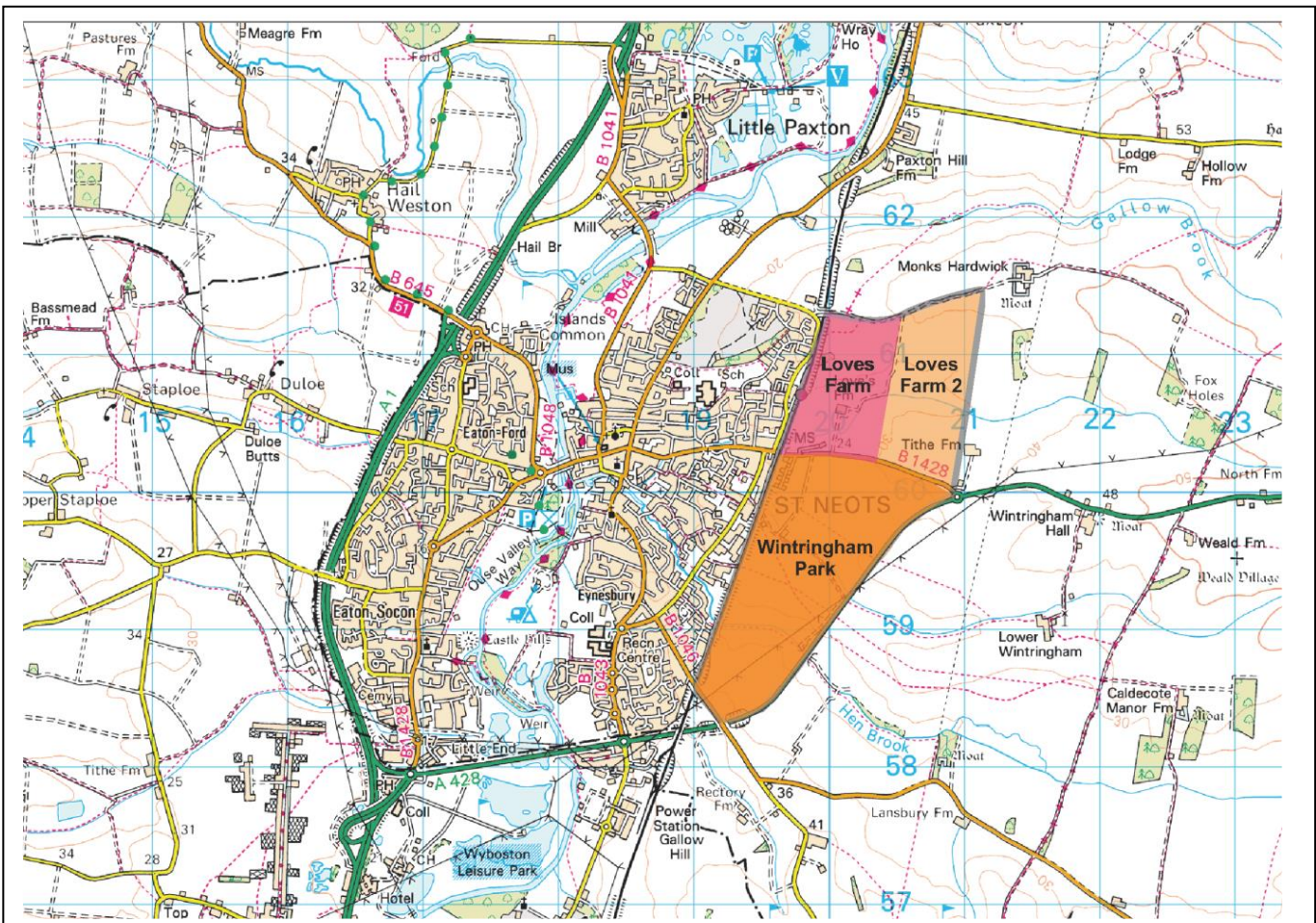


Figure 1: Site Location

- 1.4 The site is allocated for development in the Huntingdonshire District Council (HDC) Core Strategy (2009), which sets out the development blueprint for the district to 2026. HDC is

preparing a new Local Plan, Huntingdonshire's Local Plan to 2036 and has published the [Proposed Submission Local Plan](#). The consultation period expires on 5th February 2018.

- 1.5 An outline planning application for Wintringham Park (reference number 1300178OUT) was submitted in February 2013. This was approved by Huntingdonshire Development Panel subject to the resolution of the s106. However, there was not agreement in the quantum of affordable housing and the application was appealed for non-determination. The applicant withdrew the appeal a week before the inquiry and Urban and Civic are now leading on the site and have submitted a new planning application.
- 1.6 The new planning application (17/02308/OUT) was submitted in October 2017. This hybrid planning application comprises the following:
 - 1) Application for outline planning permission for development of a mixed use urban extension to include:
 - Up to 2,800 dwellings;
 - Up to 63,500 sqm of employment development (B1-B8);
 - District Centre including shops, services, community and health uses;
 - Local Centre;
 - Temporary Primary School, Two permanent Primary Schools;
 - Open Space;
 - Play Areas;
 - Recreation facilities and landscaping;
 - Strategic access improvements including new access points from Cambridge Road & 428;
 - Associated ground works and infrastructure.
 - 2) Application for full planning permission for:
 - Construction of new roads;
 - Hard and soft landscaping;
 - Creation of SUDs and all associated engineering works including creation of haul routes.
- 1.7 This report highlights the key issues raised in the Council's response to the consultation on the new outline planning application. Due to time constraints comments were submitted on 29th November 2017 to meet Huntingdonshire District Council's (HDC) deadline. The report was not presented earlier to members as a result of the ongoing negotiations on education land provision at St Neots eastern expansion, this is now resolved and additional education land is provided within the Wintringham Park development. It is anticipated that HDC will consider the planning application in March 2018. Any amendments made to the officer response will be forwarded to HDC.
- 1.8 Appendix 1 contains the full officer response.

2. MAIN ISSUES

- 2.1 Wintringham Park is planned to deliver up to 2,800 new homes with supporting infrastructure, including 2 primary schools, employment and community facilities. Consideration should be given to the relationship to Love's Farm development. Love's Farm 1 is almost built and comprises 1,350 dwellings, whilst Love's Farm 2, which has planning permission subject to the resolution of s106 agreement, proposes 1,020 dwellings. Together these three sites will provide over 5,300 dwellings in total. The cumulative impact of these developments will need to be considered. The intensification of the first phase of Love's Farm has created additional pressure on existing infrastructure provision, not least school places.

EDUCATION

- 2.2 The County Council welcomes the new location of both primary schools, the County Council previously objected as a result of their close location to the railway line, and this has been addressed.
- 2.3 Clarification is required with regard to the phasing plan and its potential implications. The application stipulates that the development is for up to 2,800 dwellings. However, the phasing section of the report stipulates that there is potential for up to 1,650 dwellings in phase 1. The 2 forms of entry (FE) school agreed for phase 1 would provide insufficient places to accommodate all children if more than 1200 dwellings were delivered in the first phase.
- 2.4 It has been agreed that the site for the first primary school will be sufficient for the development of a 3FE 2 storey primary school (2.78 ha), 1FE will provide places for current residents of St Neots (funded by CCC) and 2FE will mitigate the impact of the development.
- 2.5 A new temporary primary school has been included as part of this planning application, however, following discussions with the County Council, Urban and Civic and HDC the temporary primary school will be located at the Round House school in Love's Farm 2.
- 2.6 Secondary Education, Post 16 and Special Schools/specialist provision will be funded through CIL.

TRANSPORT

- 2.7 The following elements are to be secured by planning conditions or s106:
- A428/Barford Road Improvements (Highways England);
 - A428/Cambridge Road Improvements (Highways England);
 - Cambridge Road Improvements;
 - Caxton Gibbet (Highways England);
 - Station Road/Cambridge Road/Cromwell Road Improvements and Monitoring (Local Road Network);
 - Huntingdon Road/Priory Hill Road/Mill Lane and Monitoring (Local Road Network);
 - Improvement to the Northern and southern ECML underpasses.

- 2.8 The principle of the mitigation has been agreed for the two external junctions on the local road network listed above. The details have yet to be agreed as these will be the subject of the planning condition.
- 2.9 Within the s106 details of the following are still to be agreed:
- Bus Service contribution
 - Bus Stop Provision, RTPI and Maintenance Contribution
 - Highway/Travel Plan Contribution
 - Right of Way Improvements

LIBRARIES AND LIFELONG LEARNING

- 2.10 It is confirmed that library and lifelong learning facility will be contained in the Community Centre.

STRENGTHENING COMMUNITIES SERVICE, PEOPLE AND COMMUNITES

- 2.11 The County Council would like a commitment from the developer to more formal support for community development, especially for those more vulnerable, to ensure all people are fully integrated and welcome in the new community. This can be achieved through things such as a commitment to provide community development workers and specialist workers for those who are more susceptible to social isolation (those who are at risk of developing mental health problems) and for children and young people.

HEALTH

- 2.12 We have concerns regarding the proposed phasing. From the application it is uncertain when the proposed health facility will be located and when it will be delivered. An assessment needs to be made with the Cambridgeshire and Peterborough Clinical Commissioning Group and NHS England as to when the existing Primary Care capacity will no longer be able to support the incoming population in the area, and therefore trigger the need for the health facility to be built.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority. Any development may include employment opportunities for the local economy.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority. Any planning application coming forward will need to demonstrate how it provides for healthy and independent lives in accordance with local plan policies.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority. Any planning application coming forward will need to demonstrate how it provides for protecting vulnerable people in accordance with local plan policies.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

There are no further resource implications to detail at this stage.

4.2 Statutory, Risk and Legal Implications

Officers of the County Council will seek to ensure that the Section 106 Contributions sought comply with the statutory tests for planning obligations.

4.3 Equality and Diversity Implications

There are no further resource implications to detail at this stage.

4.4 Engagement and Consultation Implications

No further resource implications to detail at this stage.

4.5 Localism and Local Member Involvement

No further resource implications to detail at this stage.

4.6 Public Health Implications

No further resource implications to detail at this stage.

| Implications | Officer Clearance |
|--|---|
| | |
| Have the resource implications been cleared by Finance? | Yes Name of Financial Officer: Eleanor Tod |
| | |
| Has the impact on Statutory, Legal and Risk implications been cleared by LGSS Law? | Yes Name of Legal Officer: Hannah Edwards |
| | |
| Are there any Equality and Diversity implications? | Yes Name of Officer: Tamar Oviatt-Ham |
| | |
| Have any engagement and communication implications been cleared by Communications? | Yes Name of Officer: Joanne Shilton |
| | |

| | |
|--|--|
| Are there any Localism and Local Member involvement issues? | 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 |
|--|--|
| Wintringham Park - Planning Application 17/02308/OUT | Available at https://publicaccess.huntingdonshire.gov.uk/online-applications/ |

Appendix 1

Cambridgeshire County Council Representation to Wintringham Park Planning Application 17/02308/OUT

1.0 EDUCATION INFRASTRUCTURE SERVICE

1.1 The County Council, as the Local Children's Services Authority (defined under the Children Act 2004), has responsibility for planning and commissioning services, including education provision for children and young people in Cambridgeshire. The Council has a number of statutory duties to ensure sufficient places in the County for children between the ages 5 and 16 years. It works with other partners to ensure a sufficient supply of 16 – 19 year places. In addition the Council has a statutory duty to ensure a sufficiency supply of pre-school places (e.g. Day Care and/or Nursery provision) for children aged three and four. There is also a duty to ensure free places for eligible two-year olds.

1.2 The NPPF attaches great importance to ensuring sufficient choice of school places is available and states (paragraph 72):

“Local planning authorities should take a proactive, positive and collaborative approach to meeting this requirement, and to development that will widen choice in education. They should:

- *give great weight to the need to create, expand or alter schools; and*
- *work with schools promoter to identify and resolve key planning issues before applications are submitted.”*

1.3 Section 106 of the Town and Country Planning Act 1990 sets in place the statutory basis for entering into planning obligations to secure infrastructure to mitigate the impacts of a development. Section 106(1)(d) specifically allows for the making of payments to Local Authorities on a specified date or dates or periodically.

1.4 The overriding principle which governs Cambridgeshire County Council's approach is that development proposals which generate a net increase to the number of dwellings within any given area would in most cases result in an increase in children, and as such would necessitate the need for school places to be provided for the children requiring them.

1.5 In terms of calculating the number of pupils arising from developments, the County Council's Research Service has developed an evidence base using information on child yield from all types of development that have occurred across Cambridgeshire and in surrounding Local Authorities. From this information general multipliers have been derived that can be applied to proposed development in order to forecast the expected child yield. These are as follows:

- Early Years = 20-30 children per 100 dwellings
- Primary Education = 25-35 children per 100 dwellings
- Secondary Education = 15-25 children per 100 dwellings

- 1.6 Further details on these multipliers are contained within the County Council report entitled *Pupil Forecasts – Adoption of Revised Multipliers for Forecasting Education Provision for New Developments*, which was approved by the Children and Young People Committee on 8 September 2015. The multipliers were originally adopted by the County Council in 2009 and subsequently included in the Huntingdonshire Planning Obligations SPD. The refreshed multipliers are based on updated demographic data from the 2011 Census, the monitoring of recent new developments and surveys of new estates in Cambridgeshire. These now provide an up to date basis for forecasting pupil numbers.
- 1.7 The proposed planning application is outline and therefore the final housing mix of the development is remains unknown. Therefore using the mid-point (30 children/100 dwellings) of the County Council's general multipliers it forecasts 840 primary school aged children arising from this development. Accordingly the planning application identifies the need for two 2-form of entry (FE) primary schools to meet the needs of the Wintringham Park development. Two schools of this size would provide the 840 places forecast.
- 1.8 Applying the higher range point (35 children/100 dwellings) of the County Council's general multipliers the number of primary school children could reach up to 980 pupils. In anticipation of this the County Council has included reserved land to extend the second primary school by an additional form of entry if it is demonstrated that the final housing mix at reserved matters stages would generate more pupils than anticipated by using the mid-point of the County Council's general multipliers.

Early Years

- 1.9 Local Authorities have a statutory duty to ensure sufficient early years and childcare places. Some children, from the term following their 2nd birthday and all children from the term following their 3rd birthday, are entitled to 15 hours a week free early years education up to the point they are entitled to start statutory education. The free entitlement has increased from September 2017 to 30 hours for 3 and 4 year olds. Section 106 funds are sought to support the development of these places. Places may be provided by day nurseries, pre-schools, maintained nursery classes or accredited child-minders.
- 1.10 Based on the County Council's general multipliers this development is expected to generate a net increase of 700 early years aged children (2,800 dwellings x 0.25 multiplier).
- 1.11 Both primary schools will make provision for 104 early years places although this will be insufficient to meet the likely demand for early years and childcare places. Therefore, additional space needs to be provided within the development to enable 2 x 100 place day nurseries to be provided. This is in addition to the early years and childcare space within both schools. A typical 100 place day nursery would require a site in the region of 0.1 ha.
- 1.12 In order to ensure places are available to the first families who move into the Wintringham Park Early years and childcare should be provided early in the development.

Primary Education

- 1.13 Based on the County Council's general multipliers this development would be expected to yield 840 primary-aged pupils (2800 dwellings x 0.30 mid-range multiplier) or 980 primary-aged pupils (2800 dwellings x 0.35 upper end multiplier).
- 1.14 As highlighted above the planning application proposes two primary schools to accommodate the children arising from this development.
- 1.15 It is not possible, ahead of detailed design and planning, and acquisition of a school site to produce a fully costed design proposal. Contributions for inclusion in S106 agreements must be calculated, therefore, on the basis of applying a cost per square metre building rate to the gross internal floor area of the building required for its planned size and organisation. These costs are benchmarked to historical local costs and national yardsticks. Other elements of the capital scheme are then calculated as a percentage of this build cost and include:
- Preliminaries
 - Construction works (to BREEAM 'Very Good')
 - Furniture, fittings and equipment (including ICT)
 - Contingencies
 - Professional fees
 - Risk
- 1.16 The catchment forecast predicts that there will be a shortage of places across St Neots in the near future.

| Catchment forecast for St Neots | | | | | |
|---------------------------------|-----|-----|-----|-----|--------------------------------------|
| | PAN | R | Yr1 | Yr2 | Difference between PAN and Reception |
| 2016/17 | 457 | 459 | 428 | 418 | -2 |
| 2017/18 | 457 | 444 | 460 | 426 | 13 |
| 2018/19 | 457 | 460 | 446 | 459 | -3 |
| 2019/20 | 457 | 496 | 465 | 448 | -39 |
| 2020/21 | 457 | 496 | 493 | 459 | -39 |

- 1.17 When looking at primary school capacity, the County Council will consider the pressures across all year groups. However, particular weight will be applied to the capacity in the reception class in the upcoming years. The reason for this is if the reception class is at, or nearing, capacity then this pressure will feed through the school in future years.
- 1.18 The above analysis demonstrates that whilst there is marginal surplus capacity at Reception Year for admission in September 2017 this will be reduced to a deficit as the cohorts move into Reception. This reception year deficit will coincide with the anticipated occupation of the first phases of development at Wintringham Park.
- 1.19 Therefore it will be necessary for both primary schools on Wintringham Park to be established in time to receive children from the development. The County Council is also mindful of the relative

proximity of the Loves Farm 2 development and the need to coordinate, where feasible, the delivery of all three schools. To that end the proposed triggers reflect the timing for the transfer of the school sites and staged payment of the contribution.

- 1.20 Clarification is required with regard to the phasing plan and its potential implications. The application stipulates that the development is for up to 2,800 dwellings. However, the phasing section of the report stipulates that there is potential for up to 1,650 dwellings in phase 1. The 2FE school agreed for phase 1 school would provide insufficient places to accommodate all children if more than 1,200 dwellings were delivered in the first phase.
- 1.21 Should phase one deliver 1,650 dwellings, it is likely that there would be a shortage of 130 - 157 children primary school places in phase 1. Therefore phase one should be restricted to 1,200 dwellings unless it can be evidenced that delivery of the second primary school can be brought forward in line with demand.
- 1.23 It has been agreed that the site for the first primary school will be sufficient for the development of a 3FE 2 storey primary school (2.78 ha), 1FE will provide places for current residents of St Neots (funded by CCC) and 2FE will mitigate the impact of the development.
- 1.24 The site for the second primary school within the development will need to provide sufficient area (2.3ha) for the development of a 2FE (420 place) school, with land reserved for an additional 1FE should this be required, subject to a child yield review in earlier phases.
- 1.25 The County Council's view is that the County Council will fund the capital costs of 1FE of provision and the developers will fund the remaining primary education in full and that permission should only be granted subject to the conclusion of a satisfactory section 106 agreement which secures the required level of developer contribution.
- 1.26 The County Council also requires confirmation that access to a fully serviced site for the first primary school will be available to ensure the primary school would be open in time for the first residents, bearing in mind that it takes up to 2 years to design and build a school. If this cannot be secured in the location identified within the planning application an alternative temporary site will need to be identified.
- 1.27 The proposal to deliver primary school 1 within the early stages of the development is, therefore, supported but the timing for delivery of this and the second primary school will need to be formally agreed as part of a Section 106 agreement.
- 1.28 The County Council welcomes the new location of both primary schools.

Secondary Education

- 1.29 Based on the County Council's general multipliers this development is expected to generate a net increase of 700 secondary school places (2800 dwellings x 0.25 multiplier). The secondary age school pupils living in Wintringham Park will attend one of the two existing secondary schools in the Town; the Longsands Academy or the Ernulf Academy. Both schools are part of the St Neots Learning Partnership and will be expanded to accommodate the children arising from the development.
- 1.30 The County Council considered the provision of a third secondary school within St Neots to serve all of the new development proposed east of the railway line at both Wintringham Park and an extended Love's Farm following the previous submission for planning permission for Wintringham Park. County Council members supported the provision of a third school only if it could be located in the west of St Neots as they felt that this would provide a more balanced distribution of school places. However, a suitable site was not available and the decision was reached to plan on the basis of expansion of the two existing schools.
- 1.31 There is no provision in the Council's current 5 year capital programme to fund the expansion of either secondary school.
- 1.32 It is essential that the walking route from the development to the existing secondary schools in St Neots is safe, available¹ and under the statutory walking distance of 3 miles. This is particularly relevant as the housing is separated from the schools by a railway line. Should the route not meet these requirements there would be a significant increase in traffic movement on and off the site as all secondary children would require transport to and from school.

Post 16

- 1.33 Within the Huntingdonshire Area 16-19 Partnership there are a sufficient number of post 16 places available. An expansion of provision is not required. However, there are issues around the distribution of those places across the District and the accessibility of certain types of vocational courses that were formerly provided at an annex of Huntingdonshire Regional College in Almond Rd, St Neots. It is also possible that as St Neots grows some of the additional students will want to access the 6th form provision at the town's secondary schools. However, it is more reasonable to expect that changes of this nature are funded from future capital allocations that are received from the Department for Education (DfE) rather than funds available through CIL payments.
- 1.34 The possible need to provide additional post 16 places on the existing secondary school sites will add to the capital cost and complexity of those projects for expanding provision for 11-16 year olds.
- 1.35 The overall numbers of post 16 learners begin to increase within Huntingdonshire as a whole after 2025. It may be appropriate to address any needs arising in future reviews of CIL and the Infrastructure Project List.

¹ The "Availability" is assessed against the infrastructure and risks along the route. The term "available" is used in recognition that provision of a totally safe route is not practicable. The route does need to have an appropriately low level of risk at key points however.

Special Schools/specialist provision

- 1.36 The demand for special school provision is increasing with the rise in numbers of children with severe and complex disabilities. In Cambridgeshire, new developments are seeing 4.4% of the total child population attending special schools. This is significantly above other communities in Cambridgeshire where the percentage is under 1% of the total child population.
- 1.37 In modelling the demand for special school places arising from this development there are a number of assumptions which need to be made. These are:
- 0.9% of 2-19 year olds will require a special school place. (The Council's statutory duty extends from 2-23 years of age. Applying the multiplier to the pupil forecasts is appropriate as although 19-23 year olds will not be included, this is offset by the fact that fewer 2-5 year olds are likely to require a special school place)
 - In lieu of a detailed housing mix pupil forecasts will be based on the Council's standard multipliers that apply to pre-school, primary and secondary aged pupils.
- 1.38 The table below sets out the forecast demand for special school places based on these key assumptions for Wintringham Park:

| Demand for Special School places forecast from development at Wintringham Park | | | |
|--|---------------------|--------------------------|--|
| | Number of dwellings | Number of 2-19 year olds | Number of Special School places required |
| Wintringham Park | 2800 | 2381 | 25.2 |

- 1.39 This means that with the Wintringham Park site there will be an increased demand for special school places or for specialist provision at mainstream schools. The existing special schools in St Neots and Huntingdon are already operating at capacity.
- 1.40 This additional need will need to be recognised in discussions on the prioritisation of CIL payment. Local special school provision needs to be prioritised to:
- Enable parents to be involved with their children/young person's school;
 - Meet the needs of the children in the development;
 - Reduce the requirement to transport children/young people with complex needs distances from home thus keeping health and safety risk low and ensuring high levels of safeguarding;
 - Support independence in the community.

2.0 TRANSPORT

Transport Assessment

- 2.1 At the request of the planning inspectorate, an updated TA was produced for the Wintringham Park appeal, following the refusal of 13/00178/OUT. This was due to the age of the data in the original

transport evidence submitted in 2013. The revised scope involved the use of a spreadsheet model, using updated 2016 survey data. Cambridgeshire County Council accepted the scope and conclusions of that revised TA, and accept that these conclusions remain applicable to 17/02308/OUT.

Planning conditions

2.2 The following elements highlighted within the TA are to be secured via planning condition should the site gain planning permission:

- A428/Barford Road Improvements (Highways England);
- A428/Cambridge Road Improvements (Highways England);
- Cambridge Road Improvements;
- Caxton Gibbet (Highways England);
- Station Road/Cambridge Road/Cromwell Road Improvements and Monitoring (Local Road Network);
- Huntingdon Road/Priory Hill Road/Mill Lane and Monitoring (Local Road Network);
- Improvement to the Northern and southern ECML underpasses.

2.3 In addition the TA indicates that the proposed development will have a severe impact on the Potton Road/Cromwell Road junction. The applicant has shown that there is a suitable mitigation package for this junction but given that this improvement will not be required until such time as the southern access onto Potton Road is open to traffic it has been agreed that this junction will be monitored and mitigation implemented if the monitoring indicates that the proposed development has an impact at this junction in the future.

2.4 It is important to note that although the principle of the mitigation has been agreed for the two external junctions on the local road network listed above the details have yet to be agreed as these will be the subject of the planning condition.

2.5 It is important to note that the triggers and delivery mechanism has not been agreed between CCC and the developers of Wintringham Park and Loves Farm Eastern Expansion.

2.6 The improvements needed to the ECML underpasses is also still to be agreed with CCC.

S106

2.7 Within the S106 the following issues are still to be agreed:

Bus Contribution

2.8 The exact split of bus contributions has not been agreed with CCC. This needs to be agreed with the CCC Public Transport lead officer. The locations of the bus stops to receive Real Time Passenger Information the applicant needs to put forward a schedule of the bus stops to be improved and the timescales for implementing the RPTPI.

Highway Contribution

- 2.9 The TA refers to measures to fund additional travel planning in the area around the proposed development to encourage wider modal shift in St Neots. The exact nature of the travel planning, the timing and the costs associated with this have not been discussed and agreed with CCC.

Rights of Way Improvement

- 2.10 The rights of Way improvement contribution relates to the link through the Sealed Air Yard between the Northern ECML underpass and Cromwell Road, however, as yet there is no scheme for this and therefore a cost has not been determined. Any contribution agreed in relation to this matter WILL NOT include any costs associated with the improvement of the underpasses themselves as this will be secured by condition through the S278 associated with the development.

3.0 PUBLIC RIGHT OF WAYS

- 3.1 The Wintringham Park development provides an opportunity to connect and enhance the existing Rights of Way network within this major mixed use development. We welcome the outline proposals to create good pedestrian and cycle links as part of the development, as they are in accordance with the requirements of the County Council's adopted Rights of Way Improvement Plan to create links with new and existing communities and the existing Rights of Way network. Providing improved non-motorised user (NMU) infrastructure also encourages healthy lifestyles, in line with national and local policies on health and well-being, including those of the Cambridgeshire Health and Wellbeing Board.

- 3.2 We would emphasise the importance of ensuring that good soft-user infrastructure is in place before residents and community facilities. Experience from other major developments where community facilities were created before infrastructure was in place showed that people quickly fell into poor habits, quickly becoming reliant on their own private cars rather than walking or cycling. This was supported by a report entitled 'Lessons From Cambourne' in 2007 that stated:

"There is a lack of connection to surrounding villages and Cambourne is poorly integrated into the surrounding countryside. A new settlement should have good pedestrian and cycle links to local footpaths and bridleways and these rights of way need to be established well in advance of construction."

General principles

- 3.3 The Wintringham Park site has a large number of Public Rights of Way which all run in a generally east-west direction. Therefore Public Rights of Way will play a significant role in every step of the planning and delivery process. We would therefore like to draw your attention to some general principles in relation to Public Rights of Way:

- Public rights of way are highways that must remain open and unobstructed at all times, including during site construction. Building materials must not be stored on the public rights of way and contractors' vehicles must not be parked on them (it is an offence under s 137 of the Highways Act 1980 to obstruct a public right of way). A Code of Construction methodology must be agreed with the County Council's Highways Team for any rights of way affected. A methodology was successfully implemented for the development of Greater

and Upper Cambourne. Please see the attached document summarising that methodology and the Cambourne Design Guide for reference.

- If some Public Rights of Way cannot be left open during construction then the applicant will be required to apply to the County Council's Street Works Team for a Temporary Traffic Regulation Order (TTRO). However, this should be considered as a last resort and the timescales for any temporary closure must be agreed by the Definitive Map Team beforehand.
- No alteration to the surface of a public right of way is permitted without the County Council's consent (it is an offence to damage the surface of a highway under section 1 of the Criminal Damage Act 1971). The applicant will be required to enter into a Section 278 agreement (short-form if works are minimal) with the Highway Authority to implement improvement works to existing Public Rights of Way.
- Landowners are reminded that it is their responsibility to maintain hedges and fences adjacent to public rights of way, and that any transfer of land should account for any such boundaries (section 154 Highways Act 1980).
- The granting of planning permission does not entitle a developer to obstruct a public right of way (Circular 1/09 para 7.1).
- Legal orders to realign or create public rights of way take time and therefore need to be carefully programmed in to ensure that development can take place as planned. We would request that the developer sets up regular communications with the Asset Information Team to ensure the optimum outcome for this element of the development.
- The local communities should be kept informed as to proposed changes to the network, including any temporary closures that are necessary, as objections can significantly delay progress.

Request for improvements to the Rights of Way network

3.4 These Public Rights of Way currently run through two underpasses and one at level crossing of the East Coast Mainline. Two of them then proceed to cross the A428 at grade and one runs beneath the road via an underpass. We are pleased to see that the underpass links are proposed to be retained and enhanced.

3.5 The improvements listed below have been discussed directly with PBA and would allow the new and existing communities of St Neots and the new development to have better direct links to the wider countryside and Public Rights of Way network. These improvements when connected to the developer's proposed on-site routes would create an opportunity for a use of a greater circular route in and out of the proposed site for those wishing to take a longer recreational route beyond St Neots. The County Council strongly supports the opportunities set out in section 4.10 of the developer's Green Infrastructure Strategy which includes but should not be limited to:

- *"Opportunity to provide a network of public rights of way throughout the development via proposed green corridors and public open spaces. Careful consideration will be given to not compromise ecological sensitivities when providing public access."*
- *Opportunity to promote public access and future links from St Neots through the site to rural settlements and the wider countryside in the east.*

- *Opportunity to provide future north / south links between the site and the public rights of way and open spaces within the Loves Farm development.*
- *Opportunity to promote links from the development to Green Infrastructure destinations within the St Neots' Green Corridor, including Paxton Pits Nature Reserve, Priory Park, the Ouse Valley Way, Riverside Park and Barford Road Pocket Park via connections to existing public rights of way and cycle routes.*
- *Provision of a perimeter route within the development including the wider Loves Farm development which encompasses land to the north.*
- *Opportunity to rationalise and consolidate the existing rights of way running through the Site, including the stopping up of the at grade level crossing, to ensure the safe movement of pedestrians."*

3.6 These improvements would significantly add to the health and wellbeing of both communities and users from further afield in accordance with the policies noted above. The points below outline in more detail how the County Council would expect these opportunities to be realised.

- The County Council supports the provision of well-established green routes throughout the development. The County Council would look to record the most strategic routes as Public Rights of Way with the expectation that other connecting routes within the site would remain privately maintainable. This approach has been successfully implemented in Cambourne.
- Access to the countryside to the east is considered equally as important as links into St Neots Town Centre. The A428 currently presents a barrier for four of the five public footpaths and there should be improvements to countryside access across the A428 as part of the development. The PRoW network should become an integral part of the development and enhanced signage will need to be incorporated into the development to ensure that future residents are aware of the network available. This could also include the installation of interpretation boards (which can link to wildlife and biodiversity aims) and sufficient inclusion within resident travel plans.
- We note that the railway underpasses on the existing footpaths at Hen Brook and Wintringham and the footpath link to the railway bridge at Priory Hill have been identified as key connecting routes into St Neots. The underpasses in particular and the approaches to them from the west will require physical enhancement and signage to ensure that they both are and are perceived to be safe and welcoming to use. The outline PBA drawings 41481/2003/110 and 41481/2003/111 make supportive commitments to improvements at these underpasses, however additional information and discussion will be required to assess the feasibility of these improvements and whether changes to the PRoW network will be required to achieve them (i.e. diversions).
- New north-south links should be provided within the development. There is an expectation that this will be achieved through the provision of a circular NMU route running around the whole Wintringham Park development. A similar circular route is proving to be highly successful in other large scale developments in Cambridgeshire such as at Cambourne and at the soon to be implemented in new town of Northstowe. The County Council has also made similar requests at the Wyton Airfield and Waterbeach Barracks developments.
- Off-site improvements should be considered to improve links to long-distance paths such as the Roman Road to Sandy and open public spaces. If improvements cannot be directly secured by the developer then financial contributions should be considered in lieu of this.

- Whilst rationalisation of the PRoW network is broadly supported (discussed further below), there is a requirement that this rationalisation does not result in anomalies being created across the network. This is a particular concern on the eastern boundary with the A428 where the cluster of public footpaths continue over farm land towards Croxton. The applicant will therefore be required to engage with adjacent farm owners to bring forward a package of PRoW changes which do not only resolve matters on-site but also consolidates these adjacent network off-site. The County Council will not accept any proposal to divert or extinguish PRoW that result in dead – end footpaths terminating at the A428.
- The proposed development site is crossed by five public footpaths. These all run in a generally east-west direction from St Neots, across the A428 and continuing towards Croxton to Hail Lane (Abbotsley Public Byway No. 7). It is accepted that having a large concentration of public footpaths running in similar directions offers a limited benefit to wider countryside access and NMU provision. The County Council therefore supports the principle of rationalisation of the PRoW network in this location to provide a network of increased benefit in terms of facilitating access to the countryside. This is dependent on an acceptable package of PRoW creations and diversions being put forward that bring additional public benefits. This should including the provision of public bridleways where appropriate instead of footpaths to ensure that green routes are available to the widest possible range of NMUs. Any changes to the PRoW network will require detailed consultation with the local community and national and local user groups. The making of changes to the PRoW network is also bound by specific legislation (Highways Act 1980 and Town and Country Planning Act 1990) which sets out a prescribed and open process whereby objections and representations can be made. Therefore, the success of proposals cannot be guaranteed and the developer should ensure that proposals are advanced as early as possible in the design and delivery process to avoid later delays. The County Council charges for processing legal Orders to make changes to the PRoW network. Given the number of changes that will be required as part of this development, it would be appropriate in the circumstances for an agreement regarding the fee for the whole package of changes to be agreed between us in advance.

3.7 The County Council's Definitive Map Team will be happy to assist the developer during the design stage of this development to ensure that the optimum solution can be agreed. Please let me know should you wish to discuss any of the above further or require any additional information.

4.0 LIBRARIES AND LIFELONG LEARNING

- 4.1 Cambridgeshire County Council has a mandatory statutory duty under the Public Libraries and Museums Act to provide a comprehensive and efficient library service to everyone living, working or studying in Cambridgeshire.
- 4.2 The importance of libraries to the quality of life, well-being, social, economic and cultural development of communities is recognised both nationally and locally. Therefore, it is important to include access to a range of library facilities to meet the needs of the residents of this new development for information, learning and reading resources in connection with work, personal development, personal interests and leisure.

4.3 These services and facilities include:

- Adult and children's books
- Information books and leaflets
- Local studies and tourist information

4.4 These services in libraries, including mobile libraries, are supplemented by online access to books and high quality information resources available to library members from their home, workplace or school/college.

4.5 The facilities and services provided by libraries play a vital role in the following areas:

- Developing children's reading skills and enjoyment of reading and providing the resources for improving them throughout their pre-school and school years;
- Encouraging and supporting the development of adult and children's literacy through the delivery of the Reading Agency's Universal Reading Offer;
- Supporting the economic development of the local area by providing books, information resources and courses for people in work to develop their skills and knowledge, or for people to improve their literacy, numeracy, IT or other basic skills to help them enter or return to the job market;
- Supporting local tourism, sense of place and population movement by providing information and leaflets about local places and services, and local history and heritage.

4.6 In assessing the contribution to be sought from developers towards library provision, a consistent methodology is applied in Cambridgeshire, based on the following two principles.

4.7 Firstly, the **requirement** for a contribution is determined according to:

1) The County Council's Service Levels Policy for the provision of a range of levels of library service to ensure that communities of similar sizes across the County receive equivalent access. Since this policy is used on an ongoing basis to determine the level of stock and resources available in line with the existing population it follows, therefore, that a significant increase in population will require a corresponding increase in the level of resources made available.

2) An assessment of how the additional demand can be addressed, taking into account:

- The size and position of the planned development;
- The distance to / catchment area of any existing static library provision or the location of any existing mobile library stop(s);
- The physical capacity of the existing library provision in the area to deliver a service to additional users.

4.8 Secondly, where appropriate the **level** of developer contributions for new library service provision will be based on national guidance which sets out the costs per head of population increase to cover building, fitting out, stocking and equipping libraries. The guidance is contained in the document: *Public Libraries, Archives and New Development: A Standard Charge Approach, May 2010*, developed by the Museums, Libraries and Archives Council on behalf of the Department of

Culture, Media and Sport, the central government department with overall statutory responsibility for public libraries. This standard charge approach has formed the basis of the agreements already in place for the major new developments in Cambridgeshire. The standard charges are based on the Royal Institution of Chartered Surveyors (RICS) Building Cost Index and the National Statistical Office Retail Price Index for books and periodicals and will be adjusted in line with those indices over time.

- 4.9 Based on these principles, the actual level of the contribution sought for each development will depend on its size and location in relation to the size / physical capacity of existing library accommodation. However, in all cases it will include a one-off contribution to book and library stock and the shelving, equipment and infrastructure to accommodate and support those additional resources.
- 4.10 In order to assess whether the contribution is ***necessary to make the development acceptable in planning terms*** the County Council calculates the number of new residents arising from the new development and assesses this against the current capacity in the area.
- 4.11 The Huntingdonshire Developer Contribution SPD sets out the average household size multiplier of 2.25 people per dwelling. This equates to 6,300 new residents arising from the development
- 4.13 This would have required the provision of 300sqm of serviced land for a Library in District Centre to be offered to County Council at NIL cost and 180sqm of fitted and equipped operational space.
- 4.14 The County's preference, however, is to have the library and lifelong learning facility within a suitable shared facility contained in the Community Centre. This should be built to the following specification:
- Located on a single level and at ground floor;
 - Has access to shared meeting facilities, staff facilities, buggy parking, delivery access/a delivery parking bay and customer toilets;
 - The library provision should have good clear views in from the street or from within the community building in which the floorspace is contained;
 - Potential for part of the floorspace to be made secure (but the floorspace may otherwise open/flow into shared space within the building in which the floorspace is contained);
 - Potential for self-service opening whenever the building in which the floorspace is contained is open;
 - Layout offering good sight lines with opportunities if possible for discrete zones for different functions and for flexibility in use of space;
 - Sufficient power and data connections to enable installation of appropriate information and communications technology and future changes in layout;
 - Accessible on foot by cycle and by public transport a lease on terms which conform to those set out
- 4.15 The contribution will be on the basis of £97 per head of population increase which is the cost specified in the Museums, Libraries and Archives Council for the resourcing and fit out of static libraries. The population will be determined based on the dwelling mix and tenure approved at

each reserved matters application. The trigger for payment will be prior to occupation of 50% of the dwellings within each reserved matters approval.

5.0 STRENGTHENING COMMUNITIES SERVICE, PEOPLE AND COMMUNITES

Community Facilities

- 5.1 It is important that the community facilities are suitable for activities for children and young people and their families. The community facilities will also need to be suitable for older people and for those with a disability (whether physical, sensory or learning). As a general rule if community facilities are deemed as accessible if they are within a 2km journey which is considered a reasonable walking distance. However, for young children, mums and dads with prams, older people, those vulnerable to mental health problems and the disabled this is can be a more difficult distance to walk so it is very important that location of community facilities in the new development are positioned with this in mind. Facilities should be designed to complement and provide added value existing facilities available in Loves farm. The design of these facilities should be flexible and reflect the needs of the community, the need to access public services as well as promote and aid the delivery of community –led support. Shared use facilities are seen as a positive option combining community space with Libraries and health facilities can offer substantial benefit to the community and providers. To ensure this, CCC Strengthening Communities Team would like to be engaged with the design of the community facilities to ensure needs of the community, especially those who are more vulnerable to social isolation, will be met.
- 5.2 In addition, it is generally believed that community facilities should be planned from the very beginning of the development and certainly in the early stages of the first phase. The intelligent use of temporary facilities during the build out of Wintringham would be acceptable. Therefore, we would like a commitment from the developer that some form of temporary indoor community facility, this could be as part of another building such as a school, will be available from the beginning of the development so that there is space for information sharing and signposting to existing services and a space for the community to meet together in the early stages of the development. This is especially important for young families, who will need information about the local children’s centre (for example) and those who are more vulnerable to social isolation.

An Environment that promotes good mental health

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

A physical environment that is accessible and easy to navigate

- 5.4 It is important that the physical environment is accessible and easy to navigate for all members of the community, especially those with dementia and older people who may be more likely to get lost if there is nothing distinctive about the environment. The description of 'street and blocks' causes some concerns as the "logical, legible grid to the development" may make different parts of the development look the same leading to confusion.
- 5.5 We would be looking for a commitment to include landmark buildings that can be used at key locations to aid navigability and orientation and for different areas of the development to have recognisable themes, character or distinctiveness to make them more identifiable. We would also encourage that other landmarks are used, possibly using landscaping and public art, to creative distinctive features throughout the development.
- 5.6 Also important that sensory and mobility needs are considered in the design, such as textured pavements, sensible placing of street furniture so it does not create a barrier and level pavements wide enough for ease of wheelchair use.

Housing

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

Placemaking, Social Integration and Supporting Residents

- 5.8 There is compelling evidence in new developments that simply providing the community facilities and an attractive landscape does not in itself create a sense of place and the community cohesion that is lacking in new development (Supporting New Communities Strategy, CCC). Instead softer measures are require in the form of Community development and early intervention measure in order to avoid the rapid escalation of need documented in other new developments. This was the experience of the neighbouring site of Loves farm, the County Council are keen to avoid the same situation in Wintringham.
- 5.9 The County Council would like a commitment from the developer to more formal support for community development, especially for those more vulnerable, to ensure all people are fully integrated and welcome in the new community. This can be achieved through things such as a commitment to provide community development workers and specialist workers for those who are more susceptible to social isolation (those who are at risk of developing mental health problems) and for children and young people. The table below shows details of the financial commitment required to deliver a comprehensive yet light touch program of intervention and development. This is essential to avoid the high needs (much higher mental health needs, higher cases of domestic abuse, higher levels of crime etc.) that plagued the earlier development of other sites of this scale.

| Cost Summary | Total |
|--|-----------------|
| Total kickstart funding | £28,849 |
| MH training/staff (level 3) (3 yrs) | £44,625 |
| MH training (level 2) | £0 |
| MH Counselling Services CYP | £4,480 |
| Locality staff (2 yrs) | £133,700 |
| Children centre staff (2 yrs) | £77,340 |
| Children centre equipment/activities | £35,000 |
| IDVA (2yrs) (if level 3) | £0 |
| Social care unit (2 yrs) if Level 3 (100%) | £0 |
| Social care unit (2 yrs) if Level 2 (50%) | £29,750 |
| Community Development Worker (2 yrs) if level 2 or 3 | £70,000 |
| Community Development Activities if level 1 | £0 |
| Public Health Lifestyle Initiatives | £4,200 |
| total | £427,944 |

6.0 HEALTH

- 6.1 We have concerns regarding the proposed phasing and the application would benefit from a detailed phasing plan. From the application it is uncertain when the proposed health facility will be located and when it will be delivered. An assessment needs to be made with the Cambridgeshire and Peterborough Clinical Commissioning Group and NHS England as to when the existing Primary Care capacity will no longer be able to support the incoming population in the area, and therefore trigger the need for the health facility to be built.
- 6.2 The Environmental Statement has not included impacts on human health which is now a requirement in the EU directive, but it is acknowledged that there is dispute about the requirement to consider human health impacts in EIA/ES as part of UK legislation.
- 6.3 The spatial principles contained within the Development Specification document are welcomed, particularly walkable neighbourhoods and an interconnected network of green infrastructure.

Health Statement

- 6.4 The inclusion of a Health Statement is welcomed in lieu of a formal policy requirement for a full Health Impact Assessment (which is a requirement of Huntingdonshire's Proposed Local Plan, but is not a requirement in the current local plan). Generally the Health Statement gives a good overview of the potential health impacts which could affect the future residents of Wintringham Park, and the existing residents of Love's Farm.
- 6.5 The topics chosen within the Health Statement have been taken from the HUDU rapid health impact assessment tool which is an appropriate set of topics to consider, however for an application of this size I would have expected to see a full health impact assessment, but agree

there is no policy requirement for this to be undertaken and submitted under the current Huntingdonshire Local Plan.

- 6.6 The use of the “secure by design” principles is welcomed.
- 6.7 The Health Statement should have used and made reference to local health data, in particular the “New Housing Developments and the Built Environment Joint Strategic Needs Assessment” (JSNA) which outlines some of the key challenges and health outcomes for residents in new communities. The JSNA contains data for the nearby Love’s Farm development which highlights concerns regarding the percentage of the 0 -19 population referred to Children's Social Care from Love’s Farm which is higher than the surrounding locality and the Cambridgeshire average. In addition Love’s Farm has a higher birth rate per 1000 females compared to the Cambridgeshire average which has implications for the phasing of the proposed health facility and early year’s provision and early help services, if the pattern seen at Love’s Farm is replicated in Wintringham Park.
- 6.8 Whilst the “Health Statement” is not a formal health impact assessment it has used the HUDU Rapid HIA tool. Specific comments on each HUDU topic are given below.

Housing Quality and Design

- 6.9 There are potential negative effects on Mental Health due to construction – particularly to occupants phase 1, including vulnerable groups of older people and children living nearby. – These should be controlled through the CEMP although the precise effects which can be controlled and by how is not clear.

Access to healthcare services and other social infrastructure

- 6.10 As acknowledged and mentioned above there will be increased demand on existing healthcare services during both the construction and early occupation periods and therefore would recommend that sufficient Section 106 or equivalent funds are sought from the applicant to cope with any increase in demand for services, this should also include mental health services which can see an increase in demand for services in the early stages of occupation. In addition there are concerns that there is likely to be a gap in terms of healthcare facilities provided in the local centre due to the projected phasing.

Access to Open Space and Nature

- 6.11 The County Council agrees with the assessment, however as mentioned above the precise details of what is to be included in each parcel of open space needs to be confirmed as part of any reserved matters applications.

Air Quality, Noise and Neighbourhood Amenity

- 6.12 We agree with the assessment, but would recommend that advice is sought from the Environmental Health Department at Huntingdonshire District Council with regards to the significance of concentrations of airborne pollutants from traffic.

- 6.13 We would also suggest that conditions are attached which control the location and design of any haul roads in order to protect existing residential properties (Love's Farm and wider St Neots) and the occupants of the phase 1. There is also likely to be noise from the commercial uses in the local centre which may need to be conditioned at reserved matters stage.

Accessibility and active travel

- 6.14 Safer routes to schools should be one of the guiding principles and seems absent from the Health Statement.

Crime Reduction and community safety

- 6.15 The construction site may become a possible target for crime and as such I would recommend a security strategy is agreed with the Police and Huntingdonshire District Council prior to the commencement of construction on site.

Access to healthy Food

- 6.16 Agree with the assessment.

Access to work and training

- 6.17 Agree with the assessment.

Social Cohesion

- 6.18 Agree with the assessment but there will be the need for additional community development work/workers to build on the work in Love's Farm and to work on phase 1 before the first occupation, therefore a facility should be made available prior to commencement of works on phase 1 for community development to have a base, this may be a temporary facility.

Minimising the use of resources

- 6.19 Agree with the assessment.

Key Phase 1 Design Code and Regulatory Plan

- 6.21 The measures to promote walking and cycling to control air quality are welcomed.
- 6.22 The proposed street furniture (seats/benches) which will be a mix of styles, some with backs and arm rests is welcomed and will benefit older people, and careful consideration will need to be given as to their location within phase 1, ideally these should be spread out throughout the development along streets, footpaths and provided in areas of open green space, the location of street furniture and a hierarchy of provision is not clear in the design code.
- 6.23 The Health Centre and its location is not defined within the proposed use classes for Phase 1, therefore it is assumed that the land for this facility will be provided in a subsequent phase. This may not be the best solution for the site and there may be opportunities to co-locate a health

facility with other community buildings around the local centre. Advice needs to be sought from both NHS England and the Cambridgeshire and Peterborough Clinical Commissioning Group on the exact requirements for a health facility to serve the development. In addition there is no commitment to provide both land and capital resources through Section 106 or CIL for the construction of a health facility.

- 6.24 The provision of a range of formal and informal play spaces is welcomed, but the exact details of what will be provided needs to incorporate facilities for older children/teenagers e.g. MUGAs as this is missing within the application.
- 6.25 The commitment to provide electric vehicle (EV) charging facilities in the local centre and through the development is vague and currently is a “may” rather than a “will” there needs to be a firm commitment that a range of opportunities for EV charging points (rapid and slow charging) will be provided at a range of locations and at residential dwellings.
- 6.26 The use classes for the local centre mentions use classes D2 & D4 – D4 is no longer a use class so this needs to be clarified as to what uses will be provided in Phase 1.

FINANCE AND PERFORMANCE REPORT – January 2018

To: **Economy and Environment Committee**

Meeting Date: **8th March 2018**

From: **Executive Director, Place & Economy Services
Chief Finance Officer**

Electoral division(s): **All**

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

Purpose: **To present to Economy and Environment Committee the January 2018 Finance and Performance report for Place & Economy Services.**

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 January 2018.

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

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

| <i>Officer contact:</i> | |
|--------------------------------|--|
| Name: | Sarah Heywood |
| Post: | Strategic Finance Manager |
| Email: | Sarah.Heywood@Cambridgeshire.gov.uk |
| Tel: | 01223 699714 |

1. BACKGROUND

- 1.1 The appendix attached provides the financial position for the whole of Place & Economy Services, 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 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 Place & Economy Services Finance and Performance report for January 2018. Following the restructure, Places & Economy Services came into being on 1st January. However, the layout of the Finance & Performance will be retained in the old Economy, Transport and Environment (ETE) structure for the remainder of this financial year so the new reporting and coding hierarchy will be input direct to the new financial system which is being implemented in April 2018.
- 2.2 **Revenue:** There have not been any material changes since last month relating to Economy & Environment Committee budgets.
- 2.3 The forecast bottom line position across ETE is a £112K underspend.
- 2.4 **Capital:**
- 2.5 Since last month, the forecast spend on Ely Crossing has reduced by £3.8m, Scheme Development for Highways Initiatives by £1.0m, and Soham Station by £0.3m. Overall across the Place & Economy Services capital programme there has been £5.2m of slippage which means that the Capital Programmes Variations estimate is now fully met.
- 2.5 **Performance:** The Finance & Performance Report (Appendix A) provides performance information for the suite of key indicators for 2017/18. E&E Committee has twelve **performance indicators** reported to it in 2017-18 (following the transfer out of the two relating to Adult Skills & Learning transferring).
- 2.8 Of these twelve performance indicators, one is currently red, four are amber, and seven are green. The indicator that is currently red is:
 - The average journey time per mile during the morning peak on the most congested routes
- 2.9 At year-end, the current forecast is that none of the performance indicators will be red, five will be amber and seven green.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

There are no significant implications for this priority.

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1

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

| Source Documents | Location |
|-------------------------|-----------------|
| None | |

Place & Economy Services**Finance and Performance Report – January 2018 for Economy & Environment Committee****1. SUMMARY****1.1 Finance**

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

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

| Monthly Indicators | Red | Amber | Green | Total |
|-----------------------------------|------------|--------------|--------------|--------------|
| Current status this month | 1 | 4 | 7 | 12 |
| Year-end prediction (for 2017/18) | 0 | 5 | 7 | 12 |

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 January £000 | Forecast Variance - Outturn January % |
|--|--|--|------------------------------|---------------------------|---|--|
| +207 | Executive Director | 1,832 | 99 | 4 | +250 | 14 |
| +671 | Infrastructure Management & Operations | 58,564 | -2,196 | -5 | +468 | 1 |
| -735 | Strategy & Development | 9,861 | -225 | -3 | -830 | -8 |
| 0 | External Grants | -28,228 | -1 | 0 | 0 | 0 |
| | | | | | | |
| +143 | Total | 42,030 | -2,322 | -5 | -112 | 0 |

The service level budgetary control report for January 2018 can be found in [appendix 1](#). Further analysis of the results can be found in [appendix 2](#).

2.2 Significant Issues

2.2.1 Waste Private Finance Initiative (PFI) Contract

We are currently forecasting the Waste PFI budget to be around £1.6m overspent. This is largely due to an increase in the quantity of waste collected compared to the forecast, lower levels of Third Party Income through the contract, an increase in the amount of bulky waste collected that is sent direct to landfill, an increased quantity of material rejected from the In-Vessel Composting process, rising costs for recycling wood and rigid plastics collected at Household Recycling Centres and a shortfall in the delivery of savings for the current financial year – it is expected that these will however be delivered next year. Although the Mechanical Biological Treatment (MBT) plant has performed slightly better than the 2016/17 performance levels, the savings this has delivered are not sufficient to offset the additional pressures.

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 historic disputes to consider, which are not factored into any of the above.

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 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.

2.2.2 Winter Maintenance

This budget is expected to overspend due to the number of gritting runs that have taken place in November to January compared to previous years. For this year 45.5 runs have taken place compared to 35.5 runs that took place over the same period last year. We are now forecasting 50 runs for the year based on the estimated expected runs for the remainder of the year comparing to previous years. The Highways budget is expected to cover the overspend on the winter maintenance service.

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 January 2018. 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 items above the de minimis reporting limit recorded in January 2018.

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

3.2.1 Ely Southern By Pass

The construction target cost for the contract was £27.4m at the time of award of Stage 2. Whilst work is progressing on site, some significant risks have emerged requiring additional work, including Network Rail requirements, the diversion of statutory undertakers' plant, buildability issues arising from the complex V piers and additional temporary works resulting from poor and variable ground conditions. These will increase the outturn cost of the scheme significantly and are currently being considered with the contractor to minimise the impact on the project and to reduce the cost impact.

The completion date is likely to be late summer/Autumn 2018 depending on weather. The Council is working with the contractor to identify options to mitigate against delay and minimise costs. A number of value engineering opportunities are also being explored.

The current expected expenditure for 17/18 financial year is £3.8m below budget. This is due to the extended construction programme. As a reduced quantity of construction work is anticipated during the 17/18 financial year there is in turn a reduced anticipated spend.

3.2.2 Scheme Development for Highways Initiatives

To shortlist schemes for development, discussions have been required with Members. This has meant that the Committee did not approve schemes for development until February 2018 meaning that new schemes could not be developed until this point.

3.2.3 Soham Station

Network Rail who will be constructing the work on this scheme have submitted a spend profile that is not as was originally expected. This means that more spend will be carried out in 2018-19 than was originally expected. Due to the increase in cost for the next stage of work further discussion has been required before we could progress with the next stage of work GRIP3. Network Rail have now provided a revised forecast of spend.

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 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

Economic Development

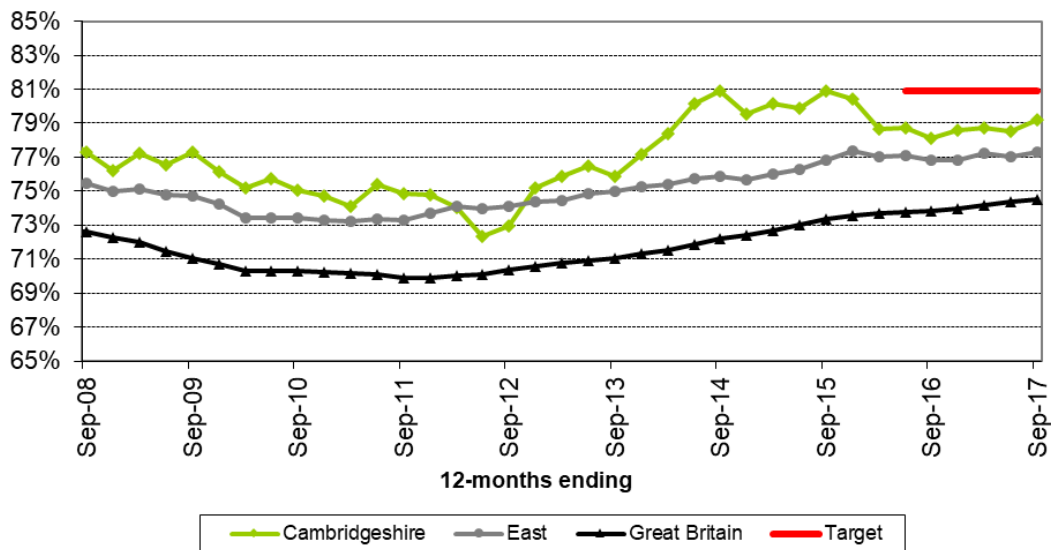
- The percentage of 16-64 year-old Cambridgeshire residents in employment: 12-month rolling average (to June 2017)

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

The 12-month rolling average is 79.2%, which is a slight increase from the last reported quarterly rolling average figure of 78.5% as at the end of June 2017. This said, it is still below the 2016/17 target range of 80.9% to 81.5%. It is above both the national figure of 74.5% and the Eastern regional figure of 77.3%.

79.6% are employed full time and 20.4% are employed part time.

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



Traffic and Travel

- Percentage of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others (2015/16)

Latest figures published by the Department for Transport show that in 2015/16, 73.7% of Fenland residents walked or cycled at least once a month. This a reduction compared with 2014/2015 (81.1%).

It is worth noting that 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. For instance the sample size for Fenland was 360 people and the sample size for the whole of Cambridgeshire was 2,323.

Excluding Cambridge, the latest figure for the rest of the County is approximately 80.6%. The gap of 7.0 percentage points is less than the 2014/15 gap of 8.3 percentage points. The 2012/13 baseline gap was 8.7 percentage points.

b) ETE Operational Indicators

No new information this month

4.4 Green Indicators (new information)

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

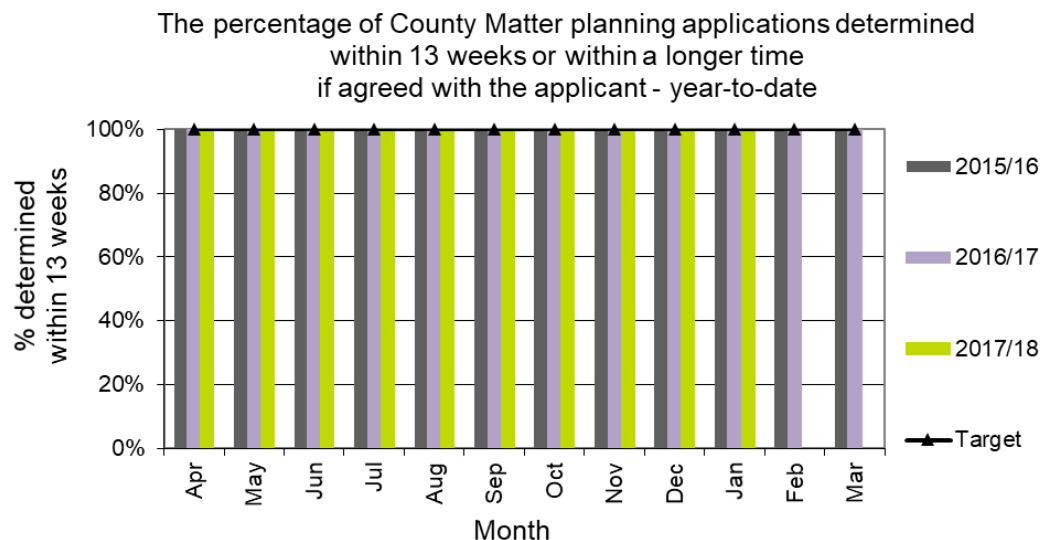
a) Economy & Environment

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 January 2018)

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

There were 10 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). 100% of these were determined on time.



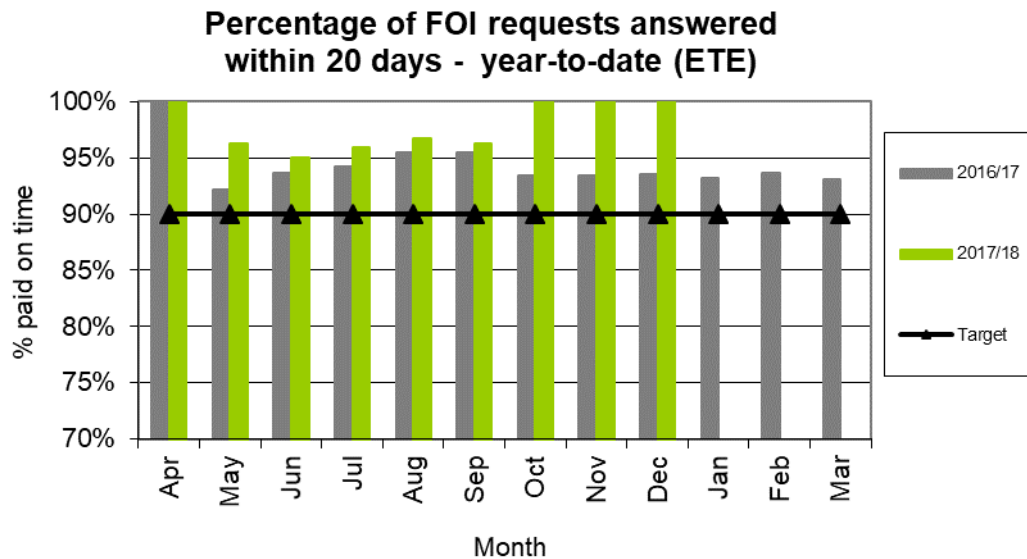
b) ETE Operational Indicators

Freedom of Information (FOI) requests

- FOI requests - % responded to within 20 days (December 2017)

12 Freedom of Information requests were received during December 2017. Provisional figures show that all 12 (100%) of these were responded to on time.

186 Freedom of Information requests have been received since April 2017 and 97.3% of these have been responded to on-time. This compares with 93.5% (out of 261) and 97.9% (out of 238) for the same period last year and the year before.



Complaints and representations – response rate

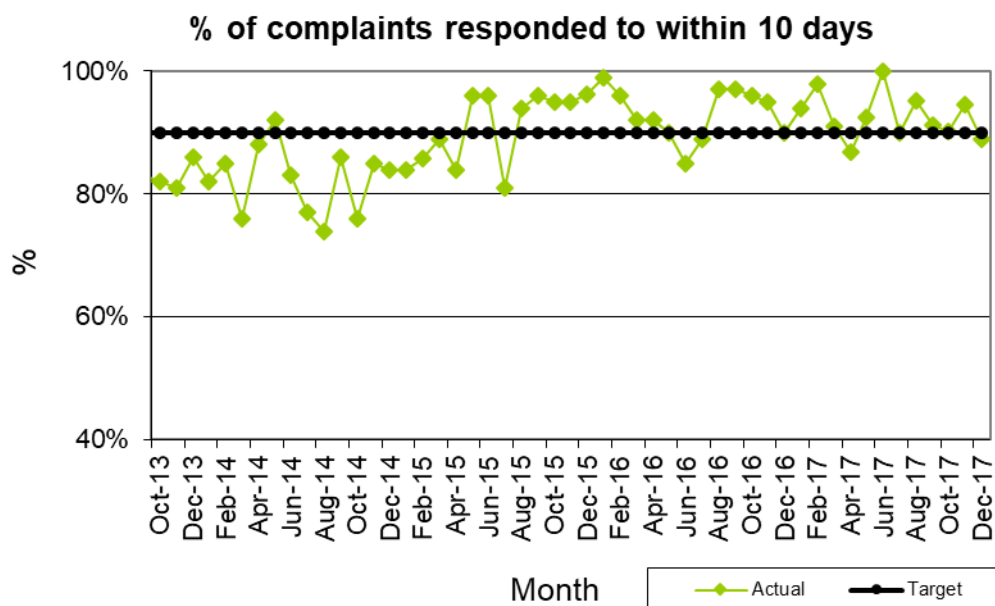
- Percentage of complaints responded to within 10 days (December 2017)

38 complaints were received in December 2017. 34 (89%) of these were responded to within 10 working days.

31 complaints were for Infrastructure Management & Operations and 27 (87%), were responded to on time.

7 complaints were for Strategy & Development and all 7 (100%), were responded to within 10 working days.

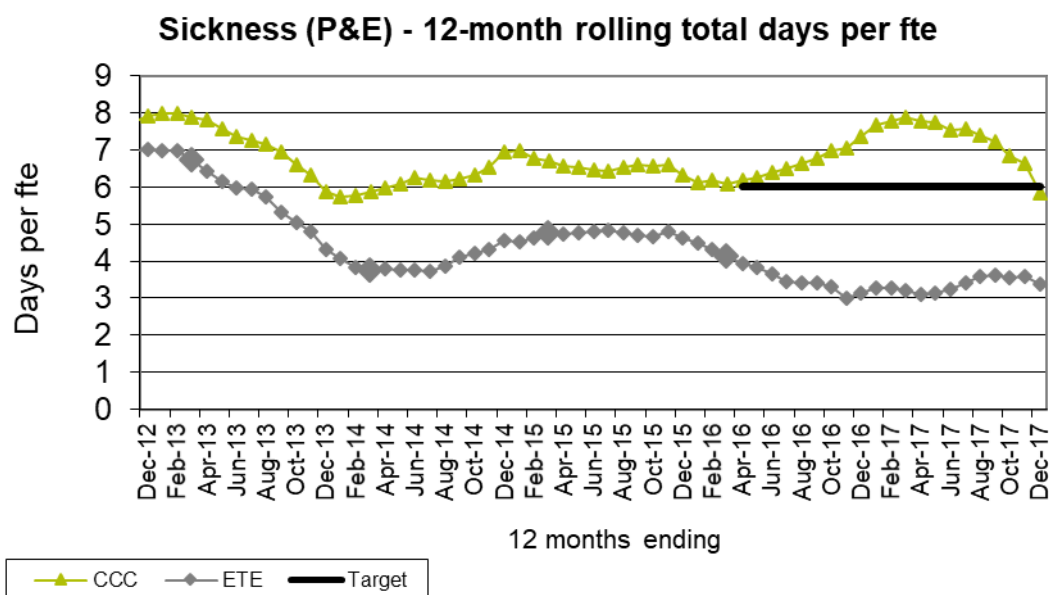
The year-to-date figure is currently 92%.



Staff sickness

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

The 12-month rolling average has fallen slightly to 3.4 days per full time equivalent (f.t.e.) and is below (better than) the 6 day target.



During December the total number of absence days within Economy, Transport & Environment was 95 days based on 540 staff (f.t.e) working within the Service. The breakdown of absence shows that 94 days were short-term sickness and 1 day was long-term sickness.

4.5 Contextual indicators (new information)

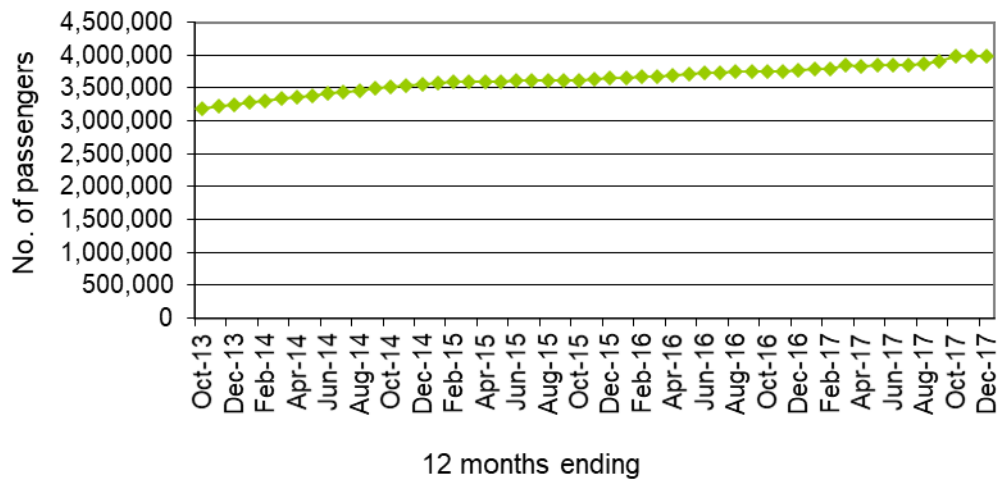
a) Economy & Environment

Passenger Transport

- Guided Busway passenger numbers (December 2017)

The Guided Busway carried 323,578 passengers in December. There have now been over 22.5 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.98 million.

Guided Busway passengers: 12-month rolling total



APPENDIX 1 – Service Level Budgetary Control Report

| Forecast Variance - Outturn December | Service | Current Budget for 2017-18 | Expected to end of January | Actual to end of January | Current Variance | | Forecast Variance - Outturn January | |
|---|--|----------------------------------|----------------------------------|--------------------------------|---------------------|-----------|--|-----------|
| £'000 | | £'000 | £'000 | £'000 | £'000 | % | £'000 | % |
| | Place & Economy Services | | | | | | | |
| +206 | Executive Director | 1,564 | 2,048 | 2,167 | +119 | +6 | +246 | +16 |
| +0 | Business Support | 268 | 233 | 214 | -19 | -8 | +4 | +2 |
| 0 | Direct Grants | -21,673 | 0 | 0 | +0 | +0 | +0 | +12 |
| +207 | Total Executive Director | -19,841 | 2,281 | 2,380 | +99 | +4 | +250 | -1 |
| | Directorate of Infrastructure Management & Operations | | | | | | | |
| -4 | Director of Infrastructure Management & Operations | 144 | 120 | 105 | -15 | -13 | -4 | -3 |
| +1,604 | Waste Disposal including PFI | 34,080 | 27,666 | 27,585 | -81 | -0 | +1,604 | +5 |
| | Highways | | | | | | | |
| +0 | - Road Safety | 332 | 297 | 293 | -4 | -1 | +0 | +0 |
| -131 | - Traffic Management | 1,384 | 1,205 | 1,038 | -167 | -14 | -177 | -13 |
| +51 | - Highways Maintenance | 6,786 | 5,625 | 5,356 | -269 | -5 | +129 | +2 |
| -9 | - Permitting | -1,333 | -913 | -963 | -50 | +6 | -23 | +2 |
| +112 | - Winter Maintenance | 1,975 | 1,764 | 1,809 | +45 | +0 | +234 | +12 |
| -240 | - Parking Enforcement | 0 | -444 | -1,590 | -1,145 | +258 | -240 | +0 |
| -372 | - Street Lighting | 9,505 | 6,889 | 6,703 | -186 | -3 | -429 | -5 |
| -45 | - Asset Management | 578 | 674 | 615 | -59 | -9 | -40 | -7 |
| -400 | - Highways other | 438 | -250 | -213 | +38 | -15 | -639 | -146 |
| +0 | Trading Standards | 706 | 525 | 503 | -22 | -4 | +0 | +0 |
| | Community & Cultural Services | | | | | | | |
| -67 | - Libraries | 3,383 | 2,835 | 2,603 | -233 | -8 | -120 | -4 |
| -7 | - Archives | 347 | 302 | 259 | -43 | -14 | -9 | -2 |
| +44 | - Registrars | -541 | -412 | -422 | -10 | +2 | +46 | -9 |
| +135 | - Coroners | 780 | 624 | 629 | +5 | +1 | +135 | +17 |
| 0 | Direct Grants | -6,555 | -4,916 | -4,917 | -1 | +0 | 0 | 22 |
| +671 | Total Infrastructure Management & Operations | 52,009 | 41,590 | 39,393 | -2,197 | -5 | +468 | +1 |
| | Directorate of Strategy & Development | | | | | | | |
| +0 | Director of Strategy & Development | 142 | 118 | 110 | -8 | -7 | +0 | +0 |
| +9 | Transport & Infrastructure Policy & Funding | 297 | 81 | 215 | +134 | +166 | +9 | +3 |
| | Growth & Economy | | | | | | | |
| -84 | - Growth & Development | 549 | 456 | 350 | -106 | -23 | -84 | -15 |
| +0 | - County Planning, Minerals & Waste | 304 | 188 | 156 | -33 | -17 | -3 | -1 |
| +0 | - Historic Environment | 53 | 103 | 131 | +27 | +26 | +0 | +0 |
| +0 | - Flood Risk Management | 422 | 312 | 284 | -28 | -9 | +1 | +0 |
| -250 | - Highways Development Management | 0 | 45 | -421 | -466 | -1,036 | -311 | +0 |
| -47 | - Growth & Economy other | 165 | 338 | 319 | -18 | -5 | -39 | -24 |
| +0 | Major Infrastructure Delivery | 0 | 277 | 336 | +59 | +21 | +0 | +0 |
| | Passenger Transport | | | | | | | |
| +70 | - Park & Ride | 193 | 487 | 785 | +298 | +61 | +43 | +22 |
| -408 | - Concessionary Fares | 5,393 | 3,996 | 3,666 | -330 | -8 | -408 | -8 |
| -26 | - Passenger Transport other | 2,342 | 1,591 | 1,836 | +246 | +15 | -39 | -2 |
| 0 | Direct Grants | 0 | 0 | 0 | 0 | +0 | +0 | 0 |
| -735 | Total Strategy & Development | 9,861 | 7,993 | 7,768 | -225 | -3 | -830 | -8 |
| 143 | Total Place & Economy Services | 42,030 | 51,864 | 49,542 | -2,322 | -4 | -112 | -0 |
| | MEMORANDUM | | | | | | | |
| £'000 | Grant Funding | £'000 | £'000 | £'000 | £'000 | % | £'000 | % |
| 0 | - Combined Authority funding | -21,673 | 0 | 0 | +0 | +0 | +0 | +0 |
| 0 | - Street Lighting - PFI Grant | -3,944 | -2,958 | -2,958 | +0 | +0 | +0 | +0 |
| 0 | - Waste - PFI Grant | -2,611 | -1,958 | -1,959 | -1 | +0 | +0 | +0 |
| +0 | Grant Funding Total | -28,228 | -4,916 | -4,917 | -1 | 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 | % |
| Executive Director | 1,564 | +119 | +6 | +246 | +16 |
| <p>The review of Senior management within ETE has completed with implementation on 1st January 2018. This limits the amount of savings that can be made in this financial year. The full year will save up to £250k.</p> | | | | | |
| Waste Disposal incl PFI | 34,080 | -81 | -0 | +1,604 | +5 |
| <p>We are currently forecasting the Waste PFI budget to be around £1.6m overspent. This is largely due to an increase in the quantity of waste collected compared to the forecast, lower levels of Third Party Income through the contract, an increase in the amount of bulky waste collected that is sent direct to landfill, an increased quantity of material rejected from the In-Vessel Composting process, rising costs for recycling wood and rigid plastics collected at Household Recycling Centres and a shortfall in the delivery of savings for the current financial year – it is expected that these will however be delivered next year. Although the Mechanical Biological Treatment (MBT) plant has performed slightly better than the 2016/17 performance levels, the savings this has delivered are not sufficient to offset the additional pressures.</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 historic disputes to consider, which are not factored into any of the above.</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 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 | -167 | -14 | -177 | -13 |
| <p>The signals budget is expected to underspend by £100k mainly due to savings from a new contract and savings on energy. There is also expected to be an increase in income of £65k for Temporary Traffic Regulation Orders (TTRO), however the income for New Roads and Street Works Act (NRSWA) charges is behind expected budgeted position. This underspend will be used to help cover the pressure on the Waste budget.</p> | | | | | |

| | | | | | |
|---|-------|--------|--------|------|------|
| Winter Maintenance | 1,975 | +45 | 0 | +234 | +12 |
| This budget is expected to overspend due to the number of gritting runs that have taken place in November to January compared to previous years. For this year 45.5 runs have taken place compared to 35.5 runs that took place over the same period last year. We are now forecasting 50 runs for the year based on the estimated expected runs for the remainder of the year comparing to previous years. | | | | | |
| Parking Enforcement | 0 | -1,145 | +258 | -240 | 0 |
| 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. | | | | | |
| Street Lighting | 9,505 | -186 | -3 | -429 | -5 |
| We are currently forecasting the Street Lighting budget to be £429k under spent. This is due to the higher number of deductions for performance failures than expected, which were made in line with the PFI contract and relate to adjustments due under the contract Payment Mechanism regarding performance. An element of this forecast outturn is also due to project synergy savings which have now been realised in this financial year. | | | | | |
| Highways other | 438 | +38 | -15 | -639 | -146 |
| 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. This budget is also expected to cover an overspend on the winter maintenance service. | | | | | |
| Libraries | 3,383 | -233 | -8 | -120 | -4 |
| Projected savings in Libraries are due to a number of staffing vacancies within the service. | | | | | |
| Coroners | 780 | +5 | +1 | +135 | +17 |
| Costs in this area have increased due to more deaths and also an increase in costs relating to Assistant Coroners handling complex cases. There is also an increase in inquest costs due to the large case load. | | | | | |
| Highways Development Management | 0 | -466 | -1,036 | -311 | 0 |
| Section 106 and section 38 fees have come in higher than expected for new developments and is expected to lead to an overachievement of income. However, this is an unpredictable income stream and the forecast outturn is updated regularly. | | | | | |
| Concessionary Fares | 5,393 | -330 | -8 | -408 | -8 |
| 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 |
| Waste PFI Grant | | -80 |
| Reduction to match Combined authority levy | | -1,327 |
| Adult Learning & Skills - now being reported under People & Communities | | -2,418 |
| Non-material grants (+/- £30k) | | +2 |
| Total Grants 2017/18 | | 28,228 |

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 | |
| Adjustment to match Combined authority levy | 1,327 | |
| Use of earmarked reserve – Asset Information records | 45 | |
| Use of earmarked reserve – Transport Strategy & Policy | 200 | |
| Use of earmarked reserve – Flood Risk Management | 42 | |
| Use of earmarked reserve – Former Whippet Bus Routes | 118 | |
| Transfer of Service from Corporate Services – Green Spaces | 56 | |
| Adult Learning & Skills - now being reported under People & Communities | -180 | |
| Transfer of Service from Corporate Services – Cultural Services | 427 | |
| Allocation of budget to match insurance charges | 1,615 | |
| | | |
| Non-material virements (+/- £30k) | -35 | |
| Current Budget 2017/18 | 42,030 | |

APPENDIX 5 – Reserve Schedule

| Reconciliation List for Personal Accounts for P&E Services as at 31st January 2018 | | | | | |
|---|-----------------------------------|-----------------------------|-------------------------------------|---------------------------------|---|
| Fund Description | Balance at 31st March 2017 | Movement within Year | Balance at 31st January 2018 | Yearend Forecast Balance | Notes |
| | £'000 | £'000 | £'000 | £'000 | |
| 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 | (117) | 0 | 0 | |
| Streetworks Permit scheme | 98 | 0 | 98 | 0 | |
| Highways Commuted Sums | 620 | 81 | 700 | 620 | |
| Asset Information records | 0 | 0 | 0 | 0 | |
| Streetlighting - LED replacement | 0 | 200 | 200 | 0 | |
| Community Transport | 0 | 444 | 444 | 562 | This is being used to meet legal costs if required. |
| Guided Busway Liquidated Damages | 1,523 | (707) | 816 | 300 | |
| Waste and Minerals Local Development Fra | 59 | 0 | 59 | 59 | |
| Strategic Transport Corridor Feasibility Studies | 0 | 0 | 0 | 0 | |
| Flood Risk funding | 0 | 0 | 0 | 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 | 3 | 38 | 0 | |
| Other earmarked reserves under £30k - S&D | (188) | (1) | (189) | 0 | |
| Sub total | 5,989 | (98) | 5,890 | 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 | 25,368 | 25,368 | 0 | Account used for all of ETE |
| Government Grants - S&D | 786 | 13,731 | 14,517 | 0 | |
| Government Grants - IMO | 0 | 0 | 0 | 0 | |
| Other Capital Funding - S&D | 5,532 | (1,102) | 4,430 | 5,000 | |
| Other Capital Funding - IMO | 699 | 208 | 907 | 200 | |
| Sub total | 7,017 | 38,204 | 45,222 | 5,200 | |
| TOTAL | 16,123 | 35,877 | 51,999 | 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 (January) | Forecast Spend - Outturn (January) | Forecast Variance - Outturn (January) | Total Scheme Revised Budget | Total Scheme Forecast Variance |
| £'000 | | £'000 | £'000 | £'000 | £'000 | £'000 | £'000 |
| | Integrated Transport | | | | | | |
| 200 | - Major Scheme Development & Delivery | 200 | 46 | 198 | -2 | 200 | 0 |
| 682 | - Local Infrastructure Improvements | 1,014 | 485 | 995 | -19 | 863 | 0 |
| 594 | - Safety Schemes | 594 | 54 | 594 | 0 | 594 | 0 |
| 345 | - Strategy and Scheme Development work | 601 | 585 | 488 | -113 | 345 | 0 |
| 2,362 | - Delivering the Transport Strategy Aims | 4,501 | 1,434 | 3,468 | -1,033 | 4,178 | 0 |
| 23 | - Air Quality Monitoring | 23 | 0 | 23 | 0 | 23 | 0 |
| 14,516 | Operating the Network | 16,255 | 9,225 | 15,345 | -910 | 16,248 | 0 |
| | Infrastructure Management & Operations Schemes | | | | | | |
| 6,269 | - £90m Highways Maintenance schemes | 6,000 | 2,834 | 6,259 | 259 | 90,000 | 0 |
| 0 | - Pothole grant funding | 1,155 | 841 | 1,155 | 0 | 1,155 | 0 |
| 395 | - Waste Infrastructure | 395 | 7 | 395 | 0 | 5,120 | 0 |
| 2,060 | - Cambridgeshire Archives | 1,975 | 85 | 163 | -1,812 | 5,180 | 0 |
| 284 | - Community & Cultural Services | 1,993 | 87 | 1,493 | -500 | 3,042 | 0 |
| 0 | - Street Lighting | 752 | 0 | 752 | 0 | 736 | 0 |
| 0 | - National Productivity Fund | 2,890 | 1,787 | 2,909 | 19 | 2,890 | 0 |
| 0 | - Challenge Fund | 4,583 | 443 | 4,583 | 0 | 6,250 | 0 |
| 0 | - Safer Roads Fund | 1,175 | 126 | 1,175 | 0 | 1,175 | 0 |
| | Strategy & Development Schemes | | | | | | |
| 4,370 | - Cycling Schemes | 5,149 | 2,141 | 2,216 | -2,933 | 17,598 | 0 |
| 850 | - Huntingdon - West of Town Centre Link Road | 1,510 | 546 | 665 | -845 | 9,116 | 0 |
| 25,000 | - Ely Crossing | 25,891 | 17,503 | 22,080 | -3,811 | 36,000 | 0 |
| 0 | - Chesterton Busway | 200 | 240 | 206 | 6 | 200 | 0 |
| 1,370 | - Guided Busway | 1,200 | 172 | 1,200 | 0 | 148,886 | 0 |
| 11,667 | - King's Dyke | 6,000 | 518 | 5,580 | -420 | 13,580 | 0 |
| 0 | - Wisbech Access Strategy | 449 | 337 | 449 | 0 | 1,000 | 0 |
| 1,000 | - Scheme Development for Highways Initiatives | 1,000 | 4 | 5 | -995 | 1,000 | 0 |
| 100 | - A14 | 342 | 308 | 310 | -32 | 25,200 | 0 |
| 250 | - Energy Efficiency Fund | 250 | 96 | 166 | -84 | 1,000 | 0 |
| 0 | - Soham Station | 500 | 13 | 200 | -300 | 6,700 | 0 |
| | Combined Authority Schemes | 626 | 181 | 626 | 0 | 55 | 0 |
| | Other Schemes | | | | | | |
| 3,590 | - Connecting Cambridgeshire | 4,217 | 1 | 850 | -3,367 | 36,290 | 0 |
| 0 | - Other Schemes | 200 | 200 | 200 | 0 | 200 | 0 |
| 75,927 | | 91,640 | 40,299 | 74,748 | -16,892 | 434,824 | 0 |
| -9,664 | Capital Programme variations | -15,022 | | 0 | 15,022 | | |
| 66,263 | Total including Capital Programme variations | 76,618 | 40,299 | 74,748 | -1,870 | | |

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 has been reviewed since the published business plan and this has included a reduction in the required budget in 2017/18, for King's Dyke. This still needs to be agreed by GPC.

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

Operating the Network

One of the signals schemes will be delayed until 2018/19, as traffic modelling work needs to be completed to determine the final design options. The scheme is on Cherry Hinton Road, Cambridge at the Queen Ediths Way / Robin Hood junction. The scheme is funded by developer contributions and expected cost is £556k.

Safer Roads Fund

A successful bid was made to Department for Transport (DfT) to secure £1,300,000 worth of funding from the Safer Roads Fund. This funding is specifically for safety improvements on the A1303. The scheme will be completed in 2018/19.

Cambridgeshire Archives

When last assessed it was assumed that a third of the construction work would be delivered in 2017/18. The latest schedule received from the Contractor indicates that all construction work will now start in May 2018, therefore £3.778m of the £3.817m capital budget will be required in 2018/19. However, the scheme is still on track to complete in 2018/19.

King's Dyke

Negotiations on land acquisition are progressing and land costs have been established. It is anticipated that contracts will be exchanged very shortly. However, it is not expected that completion on all the land acquisitions will be made before the end of March. This amount has now been removed from the spend profile for the 2017-2018 year and will be carried into the first quarter of 2018/19.

Kier, the appointed contractor, has commenced on the Stage 1 contract for detailed design. Progress has been slower than expected owing to delays in agreeing access to land for ground investigation. Further and more detailed land and ground survey work is required to feed into the design and the first of the Ground Investigation (GI) works are expected to start early in mid-February. This will involve trial holes in the existing A605 to locate and survey the public utility services within the road and verges, vegetation clearance and any remaining GI surveys. The design will inform a more robust construction target price prior to award of the Stage 2 contract for construction. Slower progress has reduced this year's expenditure on Stage 1 of the contract.

Negotiations with statutory undertakers on the scope of diversions is continuing. We are expecting to make payment to one provider in early February with 3 others in March. The final provider we expect to make payment in April, which has been reflected in the spend profile.

The current business plan forecast remains at £13.6m based on early estimates. As previously reported to Economy and Environment (E&E) Committee, the estimated cost could increase and an upper possible figure of £16.9m was indicated. Stage 1 will provide an opportunity to assess in more detail the potential risks, including ground conditions,

statutory undertakers' costs, Network Rail requirements and any associated construction difficulties. It will also provide the opportunity to undertake value engineering exercises to provide a more economical design. Any additional funding requirements, will be reported to the E&E Committee and GPC.

Ely Southern By Pass

The construction target cost for the contract was £27.4m at the time of award of Stage 2. Whilst work is progressing on site, some significant risks have emerged requiring additional work, including Network Rail requirements, the diversion of statutory undertakers' plant, buildability issues arising from the complex V piers and additional temporary works resulting from poor and variable ground conditions. These will increase the outturn cost of the scheme significantly and are currently being considered with the contractor to minimise the impact on the project and to reduce the cost impact.

The completion date is likely to be late summer/Autumn 2018 depending on weather. The Council is working with the contractor to identify options to mitigate against delay and minimise costs. A number of value engineering opportunities are also being explored.

The current expected expenditure for 17/18 financial year is £3.8m below budget. This is due to the extended construction programme. As a reduced quantity of construction work is anticipated during the 17/18 financial year there is in turn a reduced anticipated spend.

Abbey - Chesterton Bridge

This project is still in the process of discharging planning conditions to enable works to start on site..

Originally, planned spend for 2017/18 was £1,917,000 but now looks to be £300,000. The planning application was submitted in July 2016 and it was anticipated that this process would complete by Autumn 2016, with construction of the bridge in late 2017, and thus significant construction related spend could be achieved.

The planning permission was not granted until February 2017 following the need to submit multiple packages for certain aspects of the application. Construction now looks likely to commence in March 2018, though this is dependent upon discharging the pre-start planning conditions.

Significant spend will not be encountered until the construction work actually commences, thus the majority of spend will now come in 2018/19 rather than 2017/18.

A contractor is currently mobilising resources to commence the required scrub clearance and tree felling before the bird nesting season commences.

Huntingdon – West of Town Centre Link Road

The outturn for the scheme has reduced to £665,000 from £1,510,000, this is due to land cost claims which have not been resolved as anticipated and it is now expected these claims will be resolved in 2018/19.

Cambridge Cycling infrastructure

This is the programme of S106 funded cycling projects in Cambridge. The funding is generally not time limited, and thus any underspend rolls into the next year. The original planned spend was £1,580,000 but now looks to be around £100,000. This is a consequence of public consultation and scheme development work being extended, not least Queen Edith's Way, which is the project with the largest single budget.

Following consultation, E&E Committee agreed to undertake further development and consultation with local residents. The delivery team's priority has been to complete projects that have some time limited funding associated with them such as DfT Cycle City Ambition funded schemes and St Neots Northern foot and cycle bridge, and to progress some of the higher profile projects such as Abbey-Chesterton Bridge.

Cycle City Ambition Grant

- **A10 Harston** - Scheme substantially complete with minor works required to tidy up verges. Current spend suggests a slight overspend for the year but a contribution from the Traffic Signals Team towards the costs is yet to be received so therefore still on track to achieve spend forecast of £1,130,000 for the year;
- **Trumpington Road** - Scheme recently completed with a few minor snagging items. Spend coming in very close to the original forecast of £480,000 now that a contribution towards the works has been received from the Traffic Signals Team;
- **Quy to Lode** - Scheme substantially complete - 2km new village link. Final costs coming in slightly higher than the original spend forecast of £451,000 for the year, due to the need to import more sub-base material to address level differences.

Major Scheme Development and Delivery – Relocation of BT poles has been ordered in advance of a new foot and cycleway being built in the future on the A1198 between Papworth and Cambourne. Preliminary design work is underway to determine the feasibility of improved street lighting on West Fen Road, Ely and a new foot and cycleway between Burwell and Exning.

Milton Road to Cambridge North Station - This project is now substantially complete apart from some minor snagging issues. The previous Network Rail Track is to become public highway and the adoption process is underway. There will be some fees and charges associated with this process either in 2017/18 or 2018/19 depending on the date of adoption.

Cambridgeshire Busway Lighting - This project is now complete and operational. There is a requirement to pass on a commuted sum of £50k for maintenance purposes from 2018/19.

Scheme Development for Highways Initiatives

To shortlist schemes for development, discussions have been required with Members. This has meant that the Committee did not approve schemes for development until February 2018 meaning that new schemes could not be developed until this point.

Soham Station

Network Rail who will be constructing the work on this scheme have submitted a spend profile that is not as was originally expected. This means that more spend will be carried out in 2018-19 than was originally expected. Due to the increase in cost for the next stage of work further discussion has been required before we could progress with the next stage of work GRIP3. Network Rail have now provided a revised forecast of spend

Connecting Cambridgeshire

Expenditure in this year will be lower than estimated in relation to the BT contract. To confirm, delivery is on track but expenditure has been re-phased, and therefore the funding will be required next financial 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 (January) £'000 | Forecast Funding Variance - Outturn (January) £'000 |
| 17,991 | Local Transport Plan | 17,815 | 17,058 | -757 |
| 2,483 | Other DfT Grant funding | 21,965 | 20,348 | -1,617 |
| 19,231 | Other Grants | 10,367 | 10,367 | 0 |
| 4,827 | Developer Contributions | 6,418 | 3,622 | -2,796 |
| 18,992 | Prudential Borrowing | 23,768 | 14,537 | -9,231 |
| 12,403 | Other Contributions | 11,307 | 8,816 | -2,491 |
| 75,927 | | 91,640 | 74,748 | -16,892 |
| -9,664 | Capital Programme variations | -15,022 | 1,870 | 16,892 |
| 66,263 | Total including Capital Programme variations | 76,618 | 76,618 | 0 |

| 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 August 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 & 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) | 16.3 | New Grant funding – National Productivity Fund (£2.9m), Pothole Action Fund (£1.2m), Challenge Fund (£3.5m) and Safer Roads 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) | -1.0 | Rephasing of grant funding for Ely Crossing reduced the requirement for borrowing (-£3.0m). Brought forward borrowing to fund DfT Challenge Fund schemes (£2.25m). |

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.

Four additional grants have been awarded since the published business plan, these being Pothole grant funding, the National Productivity fund, Challenge Fund and Safer Roads Fund.

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

a) Economy & Environment

| Economy & Environment | | | | | | | | | |
|---------------------------|---|---------------|-----------------|--|--------|--------------------|----------------|---|--|
| Frequency | Measure | What is good? | Dir'n of travel | Latest Data | | 2017/18 Target | Current status | Year-end prediction | Comments |
| | | | | Period | Actual | | | | |
| Connecting Cambridgeshire | | | | | | | | | |
| Quarterly | Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents | | | | | | | | |
| | % of take-up in the intervention area as part of the superfast broadband rollout programme | High | N/A | New indicator for 2016/17 To 31 December 2017 | 50.1% | Contextual | | Figures to the end of November 2017 show that the average take-up in the intervention area has increased from 46.79%.in July 2017 to 49.4% at the end of November 2017. | |
| Yearly | Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents | | | | | | | | |
| | % of premises in Cambridgeshire with access to at least superfast broadband | High | N/A | New indicator for 2016/17 To 31 December 2017 | 96.1% | 95.2% by June 2017 | G | G | Figures have risen to 95.8% as at the end of December 2017. The 2016/17 target is based on estimated combined commercial and intervention superfast broadband coverage by the end of June 2017. |
| 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 30 September 2017 | 79.2% | 80.9% to 81.5% | A | A | The latest figures for Cambridgeshire have recently been published by the Office for National Statistics (ONS). The 12-month rolling average is 79.2%, which is a slight increase from the last reported quarterly rolling average figure of 78.5% as at the end of June 2017. This said, it is still below the 2016/17 target range of 80.9% to 81.5%. It is above both the national figure of 74.5% and the Eastern regional figure of 77.3%. 79.6% are employed full time and 20.4% are employed part time. |

| Frequency | Measure | What is good? | Dir'n of travel | Latest Data | | 2017/18 Target | Current status | Year-end prediction | Comments |
|-----------|--|---------------|-----------------|----------------------|---|---|----------------|---------------------|--|
| | | | | Period | Actual | | | | |
| | 'Out of work' benefits claimants – narrowing the gap between the most deprived areas (top 10%) and others | Low | ↓ | November 2016 | 10.8%:4.8% Ratio of most deprived areas (Top 10%) to all other areas Gap of 6.0 percentage points | 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, 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 September 2016 | +12,600 (provisional) | +3,500 | G | G | <p>The latest provisional figures from the Business Register and Employment Survey (BRES) show that 12,600 additional jobs were created between September 2015 and September 2016 compared with an increase of 6,300 for the same period in the previous year. This means that the 2016/17 target of +3,500 additional jobs has been achieved.</p> <p>This information is usually published late September/early October each year, for the previous year, 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> |

| Frequency | Measure | What is good? | Dir'n of travel | Latest Data | | 2017/18 Target | Current status | Year-end prediction | Comments |
|-----------------------|--|---------------|-----------------|---------------------|----------------------|----------------|----------------|--|--|
| | | | | Period | Actual | | | | |
| Passenger Transport | | | | | | | | | |
| Monthly | Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents | | | | | | | | |
| | Guided Busway passengers per month | High | ↑ | To 31 December 2017 | 393,512 | Contextual | | The Guided Busway carried 323,578 passengers in December. There have now been over 22.5 million passengers since the Busway opened in August 2011. The 12-month rolling total is 3.98 million. | |
| Yearly | Operating Model Outcome: The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents | | | | | | | | |
| | Local bus passenger journeys originating in the authority area | High | ↑ | 2016/17 | Approx. 18.7 million | 19 million | A | A | There were over 18.7 million bus passenger journeys originating in Cambridgeshire in 2016-7. This represents an increase of almost 2% from 2015-6; this growth can probably be attributed to the continued increase in passenger journeys on the guided busway. As predicted last year the target of 19 million bus passenger journeys was not achieved, but it still is anticipated that there is a chance of growth in the future through the City Deal and if so, this will take place in 2017-8 at the earliest. |
| 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 | ↔ | To 31 January 2018 | 100% | 100% | G | G | Thirteen County Matter planning applications have been received and determined on time since the beginning of the 2017/18 financial year. There were 10 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 |

| Frequency | Measure | What is good? | Dir'n of travel | Latest Data | | 2017/18 Target | Current status | Year-end prediction | Comments |
|---------------------------|---|---------------|-----------------|--------------|--|-----------------|----------------|---------------------|---|
| | | | | Period | Actual | | | | |
| | | | | | | | | | measured). 100% of these were determined on time. |
| Traffic and Travel | | | | | | | | | |
| Yearly | Operating Model Outcomes: People lead a healthy lifestyle and stay healthy for longer & The Cambridgeshire economy prospers to the benefit of all Cambridgeshire residents | | | | | | | | |
| | Growth in cycling from a 2004/05 average baseline | High | ↑ | 2015 | 62.5% increase | 70% increase | G | G | There was a 4.7 per cent increase in cycle trips in Cambridgeshire in 2015. Overall growth from the 2004-2005 average baseline is 62.5 percent which is better than the Council's target of 46%. |
| | % of adults who walk or cycle at least once a month – narrowing the gap between Fenland and others | High | ↓ | October 2016 | Fenland = 73.7% Other excluding Cambridge = 80.6% | Fenland = 86.3% | A | A | Latest figures published by the Department for Transport show that in 2015/16, 73.7% of Fenland residents walked or cycled at least once a month. This a reduction compared with 2014/2015 (81.1%). It is worth noting that 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. For instance the sample size for Fenland was 360 people and the sample size for the whole of Cambridgeshire was 2,323. Excluding Cambridge, the latest figure for the rest of the County is approximately 80.6%. The gap of 7.0 percentage points is less than the 204/15 gap of 8.3 percentage points. The 2012/13 baseline gap was 8.7 percentage points. |
| 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 | | | | |
| | The average journey time per mile during the morning peak on the most congested routes | Low | ↓ | September 2015 to August 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> |

b) ETE Operational Indicators

| Frequency | Measure | What is good? | Dir'n of travel | Latest Data | | 2017/18 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 | ↑ | To 31 December 2017 | 100% | 90% | G | G | 12 Freedom of Information requests were received during December 2017. Provisional figures show that all 12 (100%) of these were responded to on time. 186 Freedom of Information requests have been received since April 2017 and 97.3% of these have been responded to on-time. This compares with 93.5% (out of 261) and 97.9% (out of 238) 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 | ↓ | To 31 December 2017 | 89% | 90% | A | G | 38 complaints were received in December 2017. 34 (89%) of these were responded to within 10 working days. 31 complaints were for Infrastructure Management & Operations and 27 (87%), were responded to on time. 7 complaints were for Strategy & Development and all 7 (100%), were responded to within 10 working days. The year-to-date figure is currently 92%. |
| Operating Model enabler: Having Councillors and officers who are equipped for the future | | | | | | | | | |

| Frequency | Measure | What is good? | Dir'n of travel | Latest Data | | 2017/18 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 31 December 2017 | 3.4 days per f.t.e. | 6 days per f.t.e | G | G | <p>The 12-month rolling average has fallen slightly to 3.4 days per full time equivalent (f.t.e.) and is below (better than) the 6 day target.</p> <p>During December the total number of absence days within Economy, Transport & Environment was 95 days based on 540 staff (f.t.e) working within the Service. The breakdown of absence shows that 94 days were short-term sickness and 1 day was long-term sickness.</p> |

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1st February 2018
Updated 28th February



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 |
|-----------------|--|-------------------------------|---------------------------|----------------------------|----------------------|
| 08/03/18 | Response to Outline Planning Application for Wintringham Park, St Neots & Section 106 | Juliet Richardson | 2018/022 | 22/02/18 | 27/02/18 |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 12/04/18 | Ely Bypass Costs | Brian Stinton | 2018/021 | 29/03/18 | 03/04/18 |
| | Cambridgeshire and Peterborough Minerals and Waste Local Plan – Preliminary Consultation | Ann Barnes | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|--------------------------------------|---|-------------------------------|----------------------------------|-----------------------------------|-----------------------------|
| | Connecting Cambridgeshire Update | Noelle Godfrey | Not applicable | | |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 24/05/18 | Planning Obligations Strategy | Colum Fitzsimons | Not applicable | 10/05/18 | 15/05/18 |
| | Waterbeach Supplementary Planning Document | Juliet Richardson | Not applicable | | |
| | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 14/06/18 (reserve meeting) | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 31/05/18 | 05/06/18 |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|--------------------------------------|---|-------------------------------|----------------------------------|-----------------------------------|-----------------------------|
| 12/07/18 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 28/06/18 | 03/07/18 |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 16/08/18 (reserve meeting) | | | | 02/08/18 | 07/08/18 |
| 13/09/18 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 30/08/18 | 04/09/18 |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 11/10/18 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 27/09/18 | 02/10/18 |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 15/11/18 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 01/11/18 | 06/11/18 |
| | 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 | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 06/12/18 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 22/11/18 | 27/11/18 |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 10/01/19 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 21/12/18 | 31/12/18 |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |
| 07/02/19 (Reserve date) | | | | 24/01/19 | 29/01/19 |
| 14/03/19 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | 01/03/19 | 05/03/19 |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | Not applicable | | |
| | Agenda Plan | Democratic Services | Not applicable | | |

| Committee date | Agenda item | Lead officer | Reference if key decision | Deadline for draft reports | Agenda despatch date |
|-----------------------------------|---|-------------------------------|----------------------------------|-----------------------------------|-----------------------------|
| 11/04/19 (Reserve date) | | | | 28/03/19 | 02/05/19 |
| 23/05/19 | Finance and Performance Report | Sarah Heywood / David Parcell | Not applicable | | |
| | Business Planning | Graham Hughes | Not applicable | | |
| | Economy and Environment Committee Training Plan | Tamar Oviatt-Ham / Tess Adams | 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

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red have not yet taken place or details not yet confirmed

| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
|-----|---|--|-----------------|--|---------|--------------------|-----------------------|---|---|
| 1. | The Budget and ETE Business Planning Process | To provide an understanding of the process | Amanda Askham | Wednesday 9 th August 2017 10-12 noon | KV Room | Seminar | E and E Ctte and Subs | 6 (no individual details provided) | 10% of full Council Membership |
| 2. | Introduction to Major Infrastructure Delivery | To provide an understanding of the subject | Stuart Walmsley | 28th November 2017 | KV Room | Seminar | All | David Ambrose Smith Henry Bachelor Ian Bates Anna Bradnam Kevin Cuffley John Gowing Anne Hay Joan Whitehead Donald Adey Bill Hunt Nichola Harrison Josh Schumann Tim Wotherspoon Lorna Dupre Anna Bailey Matthew | 26% of full Council Membership 40% of main E and E Committee membership |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red have not yet taken place or details not yet confirmed

| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
|-----|--|--|-----------------------------------|---|---------|--------------------|--|--|---|
| | | | | | | | | Shuter | |
| 3. | Ely Bypass Site Visit | To view the site to help gain a better understanding of the issues | Brian Stinton/ Stuart Walmsley | Friday 25 th August 2017 10 a.m. - 1.p.m. | On site | Site Visit | E and E Ctte and Subs | David Ambrose Smith Ian Bates Henry Batchelor Lorna Dupre Ian Gardener Bill Hunt Tom Sanderson Tim Wotherspoon | 24% of full Council membership 30% of main E and E Committee membership |
| 4. | Waterbeach Waste Management Park site visit [Organised by H&CI Committee] | To help provide a better understanding of the subject | Adam Smith | Mon 12th Feb 2018 11am – 2pm | On site | Site Visit | H and C Ctte – invitation also extended to E and E Committee | Ian Bates Henry Batchelor David Connor Sebastian Kindersley | 7% of full Council membership 20% of main E and E Committee membership |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red have not yet taken place or details not yet confirmed

| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
|-----|--|--|---|--|---------|---------------------------------|----------------|--|--|
| 5. | The Combined Authority | To provide an understanding of the Authority and its relationship to the County Council and other partners | Martin Whiteley from the Combined Authority | Friday 16 March 2018 - part of Member seminar 10.30am a one hour plus slot | KV Room | Topic on Monthly Member Seminar | All | | |
| 6. | Connecting Cambridgeshire – Digital Connectivity | To update Members on Progress and to help provide a better understanding | Noelle Godfrey | Mon 4th Sep 2017 2-3pm | KV Room | Seminar | All | David Ambrose Smith, Ian Bates, Adela Costello, Lorna Dupre, Lis Every, Mark Howell, David Jenkins, Noel Kavanagh, John Williams, Tim Wotherspoon, | 16% of Council membership 50% of main E and E Committee membership |

| ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN | | | | | | | | | |
|--|---|--|---------------------------------|-------------------------------------|---------|--------------------|----------------|---|--|
| Those in red have not yet taken place or details not yet confirmed | | | | | | | | | |
| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
| | | | | | | | | | |
| 7. | County's role in Growth and Development | To update Members on progress and to help provide a better understanding | Sass Pledger, Juliet Richardson | Mon 2 nd Oct 2017 2-4pm | KV Room | Seminar | All | Donald Adey David Ambrose Smith Ian Bates Anna Bradnam Steve Criswell Lis Every Lynda Harford Anne Hay Linda Jones Lina Joseph Noel Kavanagh Joshua Schumann | 20% of Council membership 40% of main E and E Committee membership |
| 8. | Flood Risk Management Strategy and work | To help provide a better understanding of the subject | Sass Pledger, Julia Beeden | Wed Oct 25 th 2017 2-4pm | KV Room | Seminar | All | Ian Bates Anna Bradnam John Gowing Mark Howell Tom Sanderson Joan Whitehead John Williams | 13% of Council membership 30% of main E and E Committee membership |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red have not yet taken place or details not yet confirmed

| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
|-----|------------------------------------|---|-----------------------------|--|---------|--------------------|----------------|---|---|
| | | | | | | | | Tim Wotherspoon | |
| 9. | Energy Strategy and Work | To help provide a better understanding of the subject and provide a progress update | Sass Pledger, Sheryl French | Mon 13 th Nov 2017 10am-12pm | KV Room | Seminar | All | Ian Bates Anna Bradnam John Gowing Mark Howell Joshua Schumann Terry Rogers | 10% of full Council membership 10% of main E and E Committee membership |
| 10. | County Planning Minerals and Waste | To help provide a better understanding of the subject and provide a progress update | Sass Pledger, Emma Fitch | Wed 29 th Nov 2017 2-4pm | KV Room | Seminar | All | David Connor Anna Bradnam Ian Gardener John Gowing Lynda Harford Terry Rogers Joan Whitehead John Williams | 13% of full Council membership 20% of main E and E Committee membership |
| 11. | Major railway | To help provide a | Jeremy Smith | Mon 18 th | KV Room | Seminar | All | Donald Adey | 16% of full |

| ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN | | | | | | | | | |
|--|---|---|---|---|-------------------------|--------------------|----------------|---|---|
| Those in red have not yet taken place or details not yet confirmed | | | | | | | | | |
| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
| | projects | better understanding of the subject and provide a progress update | | Dec 2017 2-4pm | | | | David Ambrose Smith Anna Bradnam John Gowing Ian Bates Lis Every Bill Hunt Terry Rogers Joan Whitehead John Williams | Council membership 40% of main E and E Committee membership |
| 12. | A14 site visit (Possibly to also include H&CI Cttee. depending on number of spaces available as only 12 sets of safety clothing) | To see the progress on the construction and to be given more details on site | Stuart Walmsley / Highways England | Possible date being looked at p.m. 10th April | On site Swavesey | Site Visit | E and E Cttee | | |
| | | | | | | | | | |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red have not yet taken place or details not yet confirmed

| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
|-----|-----------------|---|--------------------|--------------------------------|---------|---|----------------|--|---|
| 13. | Bus Bill | Review of supported bus services explaining the economies and constraints of running a commercial bus service. | Paul Nelson | 2nd February | KV Room | Taken as part of the Member Monthly Seminar | All | Anna Bailey Anna Bradnam Adela Costello Steve Count Steve Criswell Kevin Cuffley Lorna Dupre Lis Every John Gowing Anne Hay Roger Hickford Mark Howell Peter Hudson Bill Hunt Linda Jones Noel Kavanagh Ian Manning Mac McGuire Lucy Nethsingha Terry Rogers Mike Shellens Mandy Smith Joan Whitehead John Williams | 39% total Council Membership 20% of main E and E Committee membership |

ECONOMY AND ENVIRONMENT COMMITTEE TRAINING PLAN

Those in red have not yet taken place or details not yet confirmed

| Ref | Subject | Purpose | Responsibility | Date | Venue | Nature of training | Attendance by: | Cllrs Attending | Percentage of total |
|-----|------------------|---------|----------------|------|-------|--------------------|----------------|-----------------|---------------------|
| 14. | Section 106 | | TBC | TBC | | | | | |
| 15. | New Developments | | TBC | TBC | | | | | |
| | | | | | | | | | |