

Thursday, 05 March 2020

Democratic and Members' Services
Fiona McMillan
Monitoring Officer

10:00

Shire Hall
Castle Hill
Cambridge
CB3 0AP

Kreis Viersen Room
Shire Hall, Castle Hill, Cambridge, CB3 0AP

AGENDA

Open to Public and Press

1. **Apologies for absence and declarations of interest**
Guidance on declaring interests is available at
<http://tinyurl.com/ccc-conduct-code>
2. **Minutes 16th January 2020 Economy and Environment Committee** 5 - 14
3. **Minute Action Log update** 15 - 22
4. **Petitions and Public Questions**

At the time of agenda publication the following Petition request had been received:

DNA Cycle Path request to widen the cycle path and provide overhead lighting

KEY DECISIONS

- | | | |
|-----------|--|----------------|
| 5. | Integrated Transport Block Funding Allocation Proposals | 23 - 52 |
| 6. | Bikeability Contract | 53 - 60 |

DECISIONS

- | | | |
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| 7. | Kings Dyke Level Crossing Closure - Proposed Project Governance Arrangements | 61 - 80 |
| 8. | March Area Transport Study Progress Report | 81 - 98 |
| 9. | Grants to Community Providers | 99 - 102 |

INFORMATION AND MONITORING

- | | | |
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| 10. | Performance Report Quarter 3 2019-20 | 103 - 120 |
| 11. | Finance Monitoring Report - January 2020 | 121 - 158 |
| 12. | Economy and Environment Committee Agenda Plan and any outside body appointment requirements UPDATE | 159 - 162 |
| 13. | Date of Next Meeting 23rd April 2020 | |

The Economy and Environment Committee comprises the following members:

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

Councillor David Ambrose Smith Councillor Henry Batchelor Councillor David Connor
Councillor Ryan Fuller Councillor Noel Kavanagh Councillor Tom Sanderson 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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<https://tinyurl.com/CommitteeProcedure>

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ECONOMY AND ENVIRONMENT COMMITTEE: MINUTES

Date: Thursday, 16th January 2020

Time: 10.00 a.m. to 11.10 a.m.

Present: Councillors: D Ambrose Smith, I Bates (Chairman), D Connor, R Fuller, L Harford, D Jenkins, N Kavanagh, T Sanderson and J Williams

Apologies: Councillors: H Batchelor (Substitute Councillor D Jenkins) T Wotherspoon (Vice-Chairman) (Substitute L Harford)

296. DECLARATIONS OF INTEREST

None.

297. MINUTES

The minutes of the meeting held on 5th December 2019 were agreed as a correct record.

298. MINUTE ACTION LOG

The Minutes Action Log was noted.

In reviewing the response provided on the breakdown of the Community Transport underspend and particularly the additional information included in the appendix on bus contracts that had ceased, in respect of Contract 28 Councillor Williams raised on behalf of Councillor Kindersley, concerns that the former had not been notified in advance as the relevant local Councillor.

In a subsequent discussion Councillor Williams also indicated that he had not received details of any bus route cessations in his division since September. He therefore challenged whether, as a matter of course, local Members were still being notified when a local bus route ceased to operate in their electoral division. He also asked whether local members were consulted before the decision was made. A number of other members on the Committee indicated that they still received regular updates.

It was agreed that officers should prepare a note on the procedure undertaken regarding notifying local members of bus route closures that could be circulated to the whole Committee and to also investigate and respond directly to Councillor Kindersley regarding whether he had been notified on this particular route closure, and if not, any reasons why. **Action: Andy Preston/ Paul Nelson**

299. PETITIONS AND PUBLIC QUESTIONS

No petitions were received by the deadline. One request to speak had been received from Matthew Danish from Camcycle in respect of the A14 Huntingdon report and it was agreed that it would be taken with that item.

CHANGE IN THE ORDER OF AGENDA

As there were two requests to speak, with the Committee's consent, the Chairman agreed to revise the running order of the agenda and take the A14 Huntingdon Report as the next item of business.

300. A14 HUNTINGDON

It was explained that the A14 Cambridge to Huntingdon scheme was now at an advanced stage of construction with completion expected by December 2020. The report informed the Committee of the proposals for works in Huntingdon resulting from the A14 improvements scheme and outlining the issues for the County Council.

With reference to the removal of the A14 Huntingdon Railway Viaduct, it was highlighted that the viaduct itself was in poor condition, despite a considerable amount of structural repair work having been undertaken. It was currently owned and managed by Highways England, but once the existing A14 had been de-trunked, it would have no reason to manage or maintain the viaduct. The condition of the viaduct was such that it could not be repaired economically, with the works carried out to date only being to prevent issues in the short term. The cost of maintaining the structure would in the future fall on the County Council. It was highlighted that the removal of the viaduct allowed for the creation of new access roads into the town centre, improving accessibility for all modes and allowing the existing A14 alignment to serve as a high quality local road. This in turn was expected to ease pressure on the Spital's interchange, the A141 bypass and the main thoroughfares in Godmanchester. The view of the County Council following meetings between David Bray, Highways England, the Chairman, local councillors and officers was that, on balance, the removal of the viaduct and creation of a junction would be beneficial to Huntingdon.

It was explained that areas of Huntingdon were currently classed as an 'Air Quality Management Area'. The reduction in traffic through the realignment of the A14 was expected to see pollution reduce to the extent that Huntingdon would no longer be designated as an Air Quality Management Area.

The report highlighted that at the Development Consent Order (DCO) Examination Stage, the County Council had raised concerns over the traffic modelling work carried out by Highways England. As a result, the DCO carried a Requirement (planning condition) providing for traffic monitoring before and one year after construction completion with an obligation on Highways England to address variations in actual traffic from that predicted, as well as the need to demonstrate acceptable performance of the proposed junctions. Highways England would need to agree mitigation with the County Council if the monitoring highlighted that traffic due to the A14 works was in excess of that predicted. Further to this, Baseline surveys were carried out in 2016 before construction started, with the requirement that following completion, further surveys would be undertaken and compared to the baseline and forecasts.

On information provided by Highways England, Officers were satisfied that the predicted traffic impacts of the works in Huntingdon were net beneficial to Huntingdon and Godmanchester, with the predicted performance in 2035 being no worse than existing traffic. During the design development process Highways England had made

various changes to the proposals in the Development Consent Order as listed in paragraph 2.5 of the report.

Matthew Danish from Camcycle presented a request for more separate cycleways as opposed to shared pedestrian paths along stretches of the new A14, as well as highlighting the need to improve the maintenance of the existing paths which were currently in a poor state of repair. (His presentation and maps which were shown at the meeting as power-point slides are included as appendices 1 to 3 of the minutes).

As a clarification, one member of the Committee asked if he could recall whether Highways England had undertaken to improve the pathways / cycleways when the scheme was reviewed at the Public Inquiry. Mr Danish indicated that he had not been present at the Inquiry, but was speaking on behalf of Mr Goodings, who had spent time at the inspection. Officers later in the meeting explained that the major constraints regarding providing separate cycling lanes along Brampton Road were in relation to the railway bridge and the limited width available. Some work had been undertaken to improve the alignment. On the issue of the provision of a footbridge, this had been discussed with Highways England who did not support it and as it was their project, the County Council was not in a position to compel them. Officers had made a note of the specific cycling issues raised.

The local Member for Brampton and Buckden spoke next, highlighting that he was not opposed to the A14 improvements, believing them to be beneficial to Huntingdon as they would improve air quality and reduce heavy good vehicles in the near vicinity. His reason for speaking was in relation to what he believed were two significant missed opportunities, which were also referenced in the report.

Local Members had raised concerns over the existing “dead end” status of Hinchingsbrooke Park Road with a single exit onto Brampton Road. Councillor Downes highlighted that this exit served 1200 homes, the largest school in the vicinity (with 1800 pupils) and a hospital. This resulted in huge delays along both Hinchingsbrooke Park Road and Brampton Road during the rush hour and when the school closed in the afternoon.

The report explained that the new Views Common link provided a second means of exit and entry to Hinchingsbrooke Park Road. Local Members had suggested relocation of the Views Common link to a position west of the hospital. This, the report explained, had the following issues:

- Parkway was a residential area – this definition was disputed by Councillor Downes in his presentation as, in his opinion, Parkway was not a residential area as there were only a few houses along the road.
- A link road, as proposed, would bring traffic into Hinchingsbrooke in the vicinity of a primary school. Councillor Downes suggested that the school in question was well protected as it was totally fenced in.
- A reason for the link being close to the Police Headquarters was the slip roads at Spittalls Interchange.

In addition, the officers’ report highlighted that to facilitate the suggestion would require

a change to the A14 Development Consent Order (DCO) which would also need a new planning application. It was considered very unlikely that planning consent would be obtained, as through the DCO, it had already been granted for the Views Common link, to which the County Council had made no objection. Officers had been working closely with Highways England in developing detailed designs and examination of traffic modelling and operational assessments. As Highways England already had a DCO for its works, it had no interest in making a change that was not necessary for delivery of the A14 scheme. In addition, the County Council was not in a position to oppose or reject proposals that were not unreasonable.

The other suggestion, also raised by Councillor Downes, was to open the existing emergency services link at Parkway (Kingfisher Way) into the Hinchingsbrooke Business Park. On the conclusion of his presentation he requested that the Committee reject recommendation 2 of the report and renegotiate re-opening Kingfisher Way as an adopted road.

Questions of clarification included asking whether other exits could be opened up from the estate and whether he believed the measures proposed would help with issues at the bottom end of Hinchingsbrooke estate. In answer to the latter, Councillor Downes believed it would. Officers and the Chairman explained that the roads in the Business Park were not adopted public highway, being private roads and therefore not in the ownership or control of the County Council. Opening the link to traffic other than “blue light” vehicles would bring traffic, including heavy vehicles along a residential road. Another local Member on the Committee indicated that he had recently spoken to the agents regarding Kingfisher Way and was told that they would consider speaking to the County Council. As a response, officers highlighted that any proposed changes would require a public consultation and the consent of the current industrial estate agents. As a further update, officers had that week received a letter from the landowners clarifying that they were not prepared to engage further on the question of making Kingfisher Way a public, adopted road.

Other points made by Committee members / raised in discussion included:

- The Committee member for Huntingdon West also raised concerns regarding the current access from the estate, highlighting that traffic lights on the new link road had not worked for a week exacerbating the issues already referenced earlier in Councillor Downes presentation. He indicated that he had not been kept informed by the County Council regarding the reason for the delays, with the District Council keeping him better informed. In response officers apologised for any failure to keep the local member informed, as while it was Highways England operating manual traffic lights for which there had been problems, it was under Council Street Works supervision. Officers would investigate why the local councillor had not been kept informed and write to him outside the meeting.
Action: Andy Preston
- The same member also highlighted that following a recent incident when a gas main had been struck, adding the irony being in the context of the current discussion, that the diversion had utilised Kingfisher Way. He made the point that a link from Hinchingsbrooke Hospital to the New Road needed to be considered. On the issue of a public transport interchange he commented that there was already one, but it was not used.

- Regarding the requirement for further traffic modelling after the scheme had been completed, the question was raised of what mitigation would be needed and how would it be undertaken if traffic levels were higher than the modelling had predicted. This would involve Highways England engaging with County Council officers and undertaking what-ever mitigation was required to rectify any identified problems.
- One Member suggested the two well-presented questions required responses in writing that Members should further consider before making any final decision and therefore no decisions should be made at the present meeting.
- A question was raised on when, as a result of the reduction in traffic in Huntingdon was it expected that the Air Quality Management Area (AQMA) would be de-classified? In reply there was no fixed timescale. *(Post meeting Note: It would be for Huntingdonshire District Council to review post completion if the AQMA was still required. If measurements post completion indicated that Nitrogen Dioxide had fallen below threshold limits, then HDC could apply to the Department for Environment, Food and Rural Affairs (DEFRA) to revoke it).* The same member made the point that other ways to reduce congestion and pollution in urban areas would be through more resident parking schemes and road closures.
- Another Member reiterated that as the A14 project was Highways England, it was not in the gift of the County Council and that the ultimate arbiter to make changes was the Secretary of State. She also expressed her sorrow that it was only at this late stage that many local people had become aware of the potential implications that could arise. She suggested that the County Council needed to lobby and hold Central Government to account for any identified failures.

It was resolved:

- 1) To note the further development of the proposed works following the development consent order process.
- 2) To agree that the proposed works in Huntingdon were acceptable based on Highways England having demonstrated satisfactory performance of the proposed junctions.

301. TRANSPORT INVESTMENT PLAN SCHEME LIST

The Transport Investment Plan (TIP) for Cambridgeshire details the transport infrastructure, services and initiatives required to support the growth of Cambridgeshire. Appendix 1 to the report provided the detail of the TIP Scheme List at September 2019, having last been reported to the Committee in October 2018. It was highlighted that the schemes were not in priority order and not all had committed funding.

The list presented by city/district was updated throughout the year managed by the TIP Officers Group, led by the Council's Transport Strategy and Funding Team, taking account of any changes in policy, legislation, funding, development proposals and scheme delivery. Schemes were identified through development Transport Assessment processes and as a result of the adoption of new transport strategies. A comprehensive review of the TIP schemes was undertaken annually in the spring, involving a series of area-based workshops with internal project managers and city/district council officers.

New schemes could also be proposed from discussions between local Members and the Officers Group. The Group also reviewed any schemes proposed for removal from the TIP, resulting from any duplication, or where they were identified as not being feasible to deliver, the latter following consultation with local Members. Appendix 2 to the report provided the TIP Policy document, which was updated and republished annually to reflect changes in strategies, policies and legislation.

The following issues were raised as part of the discussion:

- The risk of reputational damage to the County Council when schemes secured funding but later could not then be progressed as a result of increased costs (often the result of land acquisition issues) and a lack of contingency funding. It was indicated that work was underway on how the County Council assessed risk in respect of projects included on the list to ensure appropriate contingencies were in place.
- Related to the above, a question was raised regarding the County Council's policy on Compulsory Purchase Order (CPO's) when there were problems with land acquisition. In reply it was explained that national policy had changed and that currently it was necessary to undertake protracted negotiations with landowners as this was cheaper and more timely than the CPO process (the latter also required a Committee decision). However if a CPO was required, the necessary process would be invoked.
- As part of the presentation, reference had been made to scheme location information being available with a hyperlink to the map on the 'My Cambridgeshire' website. **The Chairman requested that the link details should be provided not only to all County Councillors but also to District, Parish and Town Councils. Action: Cat Rutangye**
- Linked to the above **there was also a request for officer contact details to be provided for each of the districts as part of the document. Action: Cat Rutangye**
- Councillor Kavanagh highlighted that some of the schemes he had suggested did not appear to be included on the current list. Officers would take this up with him outside of the meeting. **Action: Cat Rutangye / Elsa Evans**

It was resolved unanimously:

To note for information the Transport Investment Plan 2019.

302. REVIEW OF THE RISK REGISTER

The Committee received the latest quarterly update of the Place and Economy (P&E) Risk Register (set out in Appendix 1 to the report). It was highlighted that further to discussions during the last Committee cycle, a full review of all appropriate P&E risks was currently being undertaken and the next version of the register in April would reflect any updates.

Having made no comments, It was resolved unanimously:

To note the Risk Register.

303. APPOINTMENT TO EXTERNAL BOARDS - GREAT OUSE REGIONAL FLOOD COASTAL COMMITTEE (RFCC)

This report sought to appoint a third member and deputies to the Great Ouse Regional Flood and Coastal Committee (previously known as the Anglian Great Ouse Central Regional Flood and Coastal Committee).

In the summer, a consultation proposed changes to the constitution of the Anglian Great Ouse RFCC to better align the number of members to the amount of levy paid by each council with the details having been presented to this Committee's September meeting. The preferred option from the consultation was approved by the RFCC and the new constitution as detailed in the report was to go live from April 2020. The result for Cambridgeshire was that the number of members the Council was entitled to appoint to the RFCC had increased from two to three. The Committee was therefore asked to propose and choose a third member to sit on the Anglian Great Ouse RFCC to commence from the meeting on 23rd April 2020. The County Council had previously appointed Councillors Tim Wotherspoon and Mandy Smith as its two Anglian Central RFCC voting members. In addition, as there were currently no formal deputies and as it was particularly important at the annual local levy vote (usually October) for the Council to be able to present a full suite of elected members, the Committee was also asked to appoint three deputies.

Issues raised included:

- Asking whether districts were represented. The answer was no, as representation was by upper tier councils. However district councils were able to apply for the levied funding held centrally for use as a discretionary contribution towards capital projects, revenue studies or for additional local maintenance.
- A question was raised regarding whether other parties had been canvassed for nominations. The Chairman responded that he had left seeking nominations to the Vice Chairman and in his absence, was not able to confirm how nominations had been sought.

Having considered nominations proposed by the Chairman, It was resolved:

to appoint Councillors Tim Wotherspoon, Mandy Smith and Matthew Shuter as the three Council representatives on the Great Ouse Regional Flood and Coastal Committee and Councillors David Ambrose Smith, Lynda Harford and Mark Goldsack as substitutes / deputies.

304. FINANCE MONITORING REPORT – NOVEMBER 2019

The Committee received a report outlining the Finance Monitoring Report (FMR) for Place & Economy Services as at the end of November 2019. The Strategic Finance Manager informed the Committee that a bottom line underspend of £2.7m was

forecasted, £0.2m down from the previous report. The main areas of overspend / underspend were:-

- Bus Lane Enforcement and Parking Enforcement: forecasting a £788K underspend
- Winter Maintenance: a projected overspend of £463K
- Community Transport & Concessionary Fares: Across the two headings the underspend had reduced from £164K to £61K.
- Waste Management: The forecast underspend was now £1.9m a reduction of 186K since the previous month due to legal costs on the changes to the contract.

The revised capital budget for 2019/20 reflected the carry-forwards of funding from 2018/19 and the agreed re-phasing of schemes. There had been no significant changes to any capital schemes since the previous report. The Vacancy, Tree and Local Highway Initiative (LHI) activity data was detailed in the appendix to the report.

In discussion, the following issues were raised by the Council's Cycling Champion in respect of page 142 – regarding expenditure for a number of cycling schemes:

- Fenstanton to the Busway - requesting more detail to be provided on what a Creation Order was.
- Referencing the text on the Rampton and Willingham scheme stating that it was not able to delivered, as more than a £100k was required, it was requested that more detail should be provided on the status of the scheme.

Officers agreed to take the above two issues raised away and provide a written answer outside of the meeting. Action: Andy Preston

It was resolved unanimously to:

note the report.

305. AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES

It was resolved to note:

- a) That there were no additional outside body appointments to be made.
- b) A change of status to the February report titled 'Highways Response to West Cambridge Master Planning Report' which had been re-designated a non key decision report.

306. DATE AND TIME OF NEXT MEETING THURSDAY 6TH FEBRUARY 2020

Post meeting note: this meeting was subsequently cancelled and items rescheduled for the March meeting.

**Chairman:
6TH February 2020**

Mathew Danish Camcycle

In this case, I am delivering these comments on behalf of Rupert Goodings for CTC Cambridge, which is part of Cycling UK. These comments pick up an issue from a submission that Mr Goodings made to the DCO process.

The overall plans for cycling in Huntingdon are unambitious and disappointing compared to what could have been achieved here for access to the station, National Cycle Routes 12 and 51, and a school route. There is excessive application of shared-use pavements in places where separate cycleways would have been more appropriate and too many multi-stage crossings that will endlessly frustrate people walking and cycling here.

In addition, Highways England seem to be doing the least possible amount of work to improve existing shared-use paths.

It is a terrible shame to do so much road works and not to make any improvements to these paths. Both sections are currently in very poor condition -- narrow and rough. If nothing else can be done about the aforementioned design problems, at least there should be some simple improvements: widen and resurface the existing paths.

Section 1: Brampton Rd - path on the north west side of Brampton Rd. Improve the narrow section all the way from the Common Link Rd to the Edison Bell Way junction (the big new crossroad junction). Total about 0.5 miles. [See attached map - section 1. Appendix 2 of the Minutes]

Section 2: Huntingdon Ring Road - path on the south side. Improve the narrow section from the new Pathfinder Link Road to the old river bridge (the road to Godmanchester). Total about 0.3 miles. [See attached map - section 2. Appendix 3 of the Minutes]

ECONOMY AND ENVIRONMENT COMMITTEE**Minutes - Action Log**

This is the updated minutes action log as at 26th February 2020 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 THE 16TH JANUARY 2020 COMMITTEE**JANUARY 2020**

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
298.	MINUTES ACTION LOG - Local Member consultation on cessation of bus routes	Andy Preston / Paul Nelson	In reviewing the response provided on the breakdown of the Community Transport underspend and particularly the additional information included in the appendix on bus contracts that had ceased, in respect of Contract 28, on behalf of Councillor Kindersley, Councillor Williams raised concerns that the former had not been notified in advance as the relevant local Councillor. In a subsequent discussion Councillor Williams also indicated that he had not received details of any bus route cessations in his division since September. He therefore challenged		

			<p>whether, as a matter of course, local Members were still being notified when a local bus route ceased to operate in their electoral division. He also asked whether local members were consulted before the decision was made. It was agreed that officers should prepare a note on the procedure undertaken regarding notifying local members of bus route closures that could be circulated to the whole Committee and to also investigate and respond directly to Councillor Kindersley regarding whether he had been notified on this particular route closure, and if not, any reasons why.</p>	<p>See responses set out as appendix 1 to this Minute action log. In respect of the e-mail dated sent to Councillor Kindersley on 21st January he responded on 22nd January to Paul Nelson confirming that he had been aware at the time and had undertaken quite a lot of work on trying to persuade the Parish Council to consider means of getting the handful of regular users an alternative - with no luck. He thanked Paul for making sure.</p>	<p>ACTION COMPLETED.</p>
300.	A14 HUNTINGDON	Andy Preston	<p>The Committee member for Huntingdon West raised concerns regarding the current access from the estate, highlighting that traffic lights on the new link road had not worked for a week exacerbating the issues already referenced</p>		

			<p>earlier in Councillor Downes presentation. He indicated that he had not been kept informed by the County Council regarding the reason for the delays, with the District Council keeping him better informed. Officers would investigate why the local councillor had not been kept informed and write to him outside the meeting.</p>	<p>Officers met with Cllr Sanderson on 20th January to discuss the issue.</p>	<p>ACTION COMPLETED.</p>
<p>301.</p>	<p>TRANSPORT INVESTMENT PLAN SCHEME LIST</p> <p>a) Scheme location being available via a hyperlink</p>	<p>Cat Rutangye</p>	<p>As part of the presentation, reference was made to scheme location information being available with a hyperlink to the map on the 'My Cambridgeshire' website.</p> <p>The Chairman requested that the link details should be provided not only to all County Councillors but also to District, Parish and Town Councils.</p>	<p>This was provided in an e-mail to the Committee on 26th February. See appendix 2 of this document.</p> <p>This action is in hand. The Capital and Funding Manager Transport Strategy and Funding is currently liaising with the Communications Team to complete the action.</p>	<p>ACTION COMPLETED</p> <p>ACTION ONGOING</p>

	b) Officer Contact details	Cat Rutangye	There was also a request for officer contact details to be provided for each of the districts as part of the Transport Investment Plan Scheme List document.	This was provided in an e-mail to the Committee on 26 th February. See appendix 2 of this document.	ACTION COMPLETED
	c) schemes not included - clarification	Elsa Evans / Cat Rutangye	Councillor Kavanagh highlighted that some of the schemes he had suggested did not appear to be included on the current list. Officers would take this up with him outside of the meeting.	Officers met with Councillor Kavanagh following the meeting. Further to this Elsa Evans wrote to Councillor Kavanagh on 17 th January confirming his request to add Coldhams Lane: development of segregated cycle lanes on both sides of the road from Cromwell Road junction to Sainsburys roundabout had been received. As it was received after the TIP was updated for Committee, it was to go to the next quarterly update by the TIP Officer Group on 21/01/2020. That meeting agreed to add the scheme to the TIP.	ACTION COMPLETED
304.	FINANCE MONITORING REPORT – NOVEMBER 2019				
	Expenditure Query on Cycling Schemes	Andy Preston	The following issues were raised by the Council's Cycling Champion in respect of page 142 – regarding expenditure for a number of cycling schemes:		

			<ul style="list-style-type: none"> • Fenstanton to the Busway - requesting more detail to be provided on what a Creation Order was. • Referencing the text on the Rampton and Willingham scheme stating that it was not able to delivered as more than a £100k was required, requested more detail on the status of the scheme. <p>Officers agreed to take the two issues raised away and provide a written answer outside of the meeting.</p>	<p>Officers have been contacted for an update. No update was able to be provided at the time this agenda was published.</p>	<p>ACTION ONGOING</p>
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APPENDIX 1 LOCAL MEMBER CONSULTATION ON CESSATION OF BUS ROUTES

Email sent to Councillor Kindersley 21st January 2020

Dear Sebastian

At last week's E&E Committee Councillor John Williams raised an issue that he didn't think you had been notified of changes to contract 28 last year. I can confirm that you were contacted at the time and I attach some e-mails on the matter. *(Note: e-mails dated 5/6/19 and 27/06/19 were attached specifically regarding contract 28 and the fact that no tenders had been received)*. I appreciate that members are very busy and it isn't possible to remember every issue but hopefully the attached is of help.

Thank you

Paul Nelson
Public Transport Manager
Cambridgeshire County Council
07824623259

Email sent to Committee 27th January 2020

Dear Economy and Environment Committee and substitutes who attended the January Committee

There was a couple of queries raised at the January Economy and Environment Committee regarding whether local members were still receiving notifications of cessations of local bus services, including a specific issue raised by Councillor Williams on behalf of Councillor Kindersley. Councillor Kindersley was written to on 21st January to confirm that he had received the appropriate notifications which included copies of correspondence between himself and Paul Nelson.

Paul has also provided the following general response on whether members were still receiving notifications. I hope this helps clarify.

The Passenger Transport Team have confirmed that where they are made aware of changes to local bus services a notification is sent to all members, not just ones in the division affected. Since January 2019 notifications of changes have been issued on 11-03-19, 17-06-19, 09-07-19, 30-07-19, 08-10-19 and 09-12-19. As the majority of changes are made by commercial operators there is no consultation involved, it is

simply an information notification. Where services are operated as contracted services and changes are planned these are always discussed with local members. Confirmation has also been received that Councillor Kindersley was involved in discussions about the ending of contract 28 due to no operators tendering to operate the contract, and the alternative arrangements available to users.

Thank you

*Paul Nelson
Public Transport Manager
Cambridgeshire County Council
07824623259*

Kind regards

Rob Sanderson
Democratic Services Officer
Telephone 01223 699181
Email: Rob.Sanderson@cambridgeshire.gov.uk

Appendix 2

Transport Investment Plan E and E Committee Actions from January 2020

Dear Members,

Further to the Transport Investment Plan (TIP) item presented at January Committee, please find attached the TIP spreadsheet. The spreadsheet lists all schemes in the TIP and provides web links to the mapped schemes.

Guidance on how to use the spreadsheet to find schemes in your area is provided in the spreadsheet's 'Guidance' tab. The list itself is in the tab called 'Schemes'.

Members also asked for the best way to propose new schemes to add to the TIP. You can discuss new schemes with a local transport officer (e.g. highways, cycling or transport policy officer). If you're unsure who this is, please contact me on 01223 715532 or cathryn.rutangye@cambridgeshire.gov.uk

I was asked to share the updated TIP list with parish councils, which I am liaising on with CCC Communications Team. The public TIP webpage will be shared, which is located here: <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-investment-plan>

Please don't hesitate to contact me if you need any help using the TIP spreadsheet.

Kind regards,

Cat

Cat Rutangye

Capital and Funding Manager
Transport Strategy and Funding
Place and Economy

01223 715532

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INTEGRATED TRANSPORT BLOCK FUNDING ALLOCATION PROPOSALS

To: Economy and Environment Committee

Meeting Date: 5 March 2020

From: Steve Cox, Executive Director – Place and Economy

Electoral division(s): All

Forward Plan ref: 2020/010 **Key decision:** Yes

Purpose: To consider the proposed allocation of the Local Transport Plan Integrated Transport Block funding (ITB) for 2020/21;

Recommendation: It is recommended that the Committee:

- a) Support the allocation to the ITB budget categories as set out in paragraph 2.1; and
- b) Support the prioritised projects in Appendix 1 for allocation of ITB Delivering Transport Strategy Aims category funding in 2020/21, subject to the Cambridgeshire and Peterborough Combined Authority passporting the funding to the County Council; and
- c) Delegate authority to the Executive Director in consultation with the Chairman and Vice-chairman to decide on amendments as described in paragraph 3.9.
- d) Recommend to General Purposes Committee that the £1m A14 contribution for 2020/2021 is funded from Prudential Borrowing.

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1. BACKGROUND

- 1.1 The Cambridgeshire and Peterborough Combined Authority (CPCA) is the Local Transport Authority, and receives funding for Local Transport Plan (LTP) capital grants from the Department for Transport (DfT), including the Integrated Transport Block (ITB) grant.
- 1.2 In the past few years since its establishment, the CPCA has passported the LTP capital grant funding to the County Council. This paper is prepared on the basis that the ITB Block Grant is passported to the County Council for 2020/21, which forms part of the budget for the Combined Authority for 2020/21.
- 1.3 In September 2013 the County Council Cabinet agreed a contribution of £25m paid over a maximum period of 25 years towards the A14 Improvement Scheme. It was identified that the funding for this would come from a top slice of the ITB capital grant. The ITB funding was much higher at that time. The value of the ITB funding has since been reduced from around £10m to £3.19m per year.
- 1.4 The first £1m contribution to the A14 is expected to be due in 2020/21 when Highways England has delivered the improvement scheme. Currently no decision has yet been taken on where within the ITB this £1m per annum funding for the A14 will come from for 2020/2021 and given the ITB funding has reduced in recent years it is proposed to ask General Purposes Committee (GPC) to approve it is instead funded from Prudential Borrowing. It is therefore assumed for this report that the full ITB funding will be available to allocate to schemes as before. If the prudential borrowing is not agreed by GPC, how it is funded from the ITB budget will need to be considered in a further paper by this Committee.
- 1.5 In the 2019/20 funding allocation to projects within the Delivering Transport Strategy Aims budget line, there is a commitment for 2020/21 totalling £658k.

2. FUNDING ALLOCATION PROPOSALS 2020/21

- 2.1 The indicative 2020/21 LTP allocation for ITB is £3.19M. Based upon previous allocations, the allocation of the 2020/21 ITB capital grants by budget category is proposed as follows overleaf.

Budget Category and Proposed 2020/21 allocation		Description and purpose of the budget
Air Quality Monitoring	£23K	Funding to local authority partners (city/district councils) to undertake air quality monitoring work in relation to the road network across the county. Local authority parties will fund and deliver the air quality mitigations.
Major Scheme Development	£200K	Resources to support the scheme development work of major schemes to ensure a pipeline of 'shovel ready' schemes are available for assembling funding and delivery. It is likely to fund this from the individual schemes and it can be considered to remove funding for this category in future years.
Strategy Development and Integrated Transport Schemes	£345k	Resources to support the development of local transport policies, strategies and plans across the County, including Long Term Transport Strategy, District Transport Strategies and theme-based strategies. This budget also funds the early scheme development and prioritisation work of local integrated transport schemes.
Local Highway Improvement (LHI)	£607k	The Local Highway Improvement (LHI) initiative delivers schemes on a jointly-funded basis between the County Council and the community applicants. As such, the £607k LHI budget levers further local contributions. The allocation of funding is through an application process and prioritised by the LHI Member Advisory Panel for each district area. Allocation of funding to schemes is approved by the Highway and Community Infrastructure Committee. See Source Document at the end of this report.

Budget Category and Proposed 2020/21 allocation		Description and purpose of the budget
Other Local Infrastructure Improvements for accessibility and Rights of Way	£75k	The Accessibility Fund £15k allows the County Council to implement disabled persons parking places where required, in addition to providing minor accessibility improvements to highways where enhancement could be made to assist those users with impaired mobility. £60k budget is to improve and promote the Public Rights of Way network as an integrated part of the wider transport system to meet the needs of the community
Road safety schemes	£594k	Investment in road safety engineering work at locations where there is strong evidence of a significantly high risk of injury crashes. The prioritisation and allocation of this funding is based on the accident cluster site scores as well as analysis of accidents trend. Accident sites are shown in the County Council's My Cambridgeshire interactive map, see Source Document at the end of this report.
Delivering Transport Strategy Aims	£1,346k	<u>Committed schemes £558k</u> Commitment was approved by this Committee in January 2019 to fund 3 schemes in 2019/20 and 2020/21. It is proposed to allocate £558k to complete these schemes. These schemes were prioritised in 2019 to deliver Countywide and area transport strategies. <u>New schemes £788k</u> Supporting the delivery of projects included in Countywide and area transport strategies. The prioritisation methodology is described in Section 3 below and the proposed projects are listed in Appendix 1.
Total	£3,190k	

3. DELIVERING TRANSPORT STRATEGY AIMS

2019/20 schemes progress update

- 3.1 There has been delay to some of the schemes approved for 2019/20 delivery. Funding for these delayed schemes from the 2019/20 budget will be carried

forward to continue spending and therefore will not affect the allocation of the 2020/21 budget. Please see Appendix 4 for progress update.

- 3.2 One scheme that was allocated funding for 2019/20 has been found not feasible. It is proposed that the funding is re-allocated for 2020/21. See paragraph 3.4 below.

Scheme: Rampton to Willingham affordable option of improving a quiet road (The Irlams) and adding signage, thereby providing a cycling link between the two villages.

Reason: Detailed feasibility work has shown that delivering this route option with the initial budget is not feasible. Therefore this scheme is not proceeding at this stage. The £100,000 funding is no longer needed and is available for re-allocation.

Committed funds

- 3.3 In view of the small annual budgets and cost of schemes, it has been the practice to commit funding to schemes on a multi-year basis. This was to ensure that some larger schemes which take longer to deliver but potentially have greater benefits were not ruled out from the outset due to limited annual funding availability. Project funding was proposed for the first year and indicative for Years 2 & 3. The projects listed below have committed funding for 2020/21.

- > The St Neots Eaton Ford scheme to widen the footway on Great North Road between Lowry Road & Queens Gardens was allocated £200k for 2019/20 and £250k committed for 2020/21.
- > The A142 Witcham Toll to Sutton scheme to upgrade the footway to dual use was allocated £250k for 2019/20 and £250k committed for 2020/21.
- > The Hardwick Main Street and Cambridge Road scheme to widen the footway is a phased scheme. £83,500 ITB funding was committed for 2019/20 and £158,250 each for 2020/21 and 2021/22.

- 3.4 As a result of the status of the scheme described in paragraph 3.2 above, it is proposed that the £100,000 is re-allocated to the budget for 2020/21. Total budget for allocation to prioritised new schemes is therefore £788k.

Schemes	Commitment	Proposed 2020/21 budget
Eaton Ford	£250k	£250k
Witcham Toll	£250k	£250k
Hardwick	£158k	£158k
Rampton		- £100k
Total Committed	£658k	£558k
New schemes		£788k
Total		£1,346k

Prioritisation Methodology

- 3.5 The Delivering Transport Strategy Aims budget is proposed to be allocated to schemes drawn from the Cambridgeshire Transport Investment Plan (TIP).

The latest TIP was presented to the Economy and Environment Committee at its January 2020 meeting. 'Eligible' schemes are defined as:

- Deliverable within 1-2 years
- Local non-major schemes with scheme cost under £500K
- Not Greater Cambridge Partnership (GCP) specific schemes as they should be funded by GCP and matched by developer contributions.

3.6 Eligible schemes are assessed and prioritised, using criteria based on the Department for Transport's Early Assessment and Sifting Tool (EAST). The criteria are based on meeting strategy objectives and on deliverability:

- Strategic Case – Meeting the Cambridgeshire and Peterborough Combined Authority Local Transport Plan objectives
- Delivery Case – Practical feasibility; Evidence of stakeholder support
- Economic Case – Scale of impact of the project; Value for money; Added road safety benefit
- Financial Case – Match/alternative funding; Affordability

3.7 Scoring – All criteria are scored on a scale of -3 to +3. The scoring definitions are shown in Appendix 2. The average score of the criteria in each Case are added to give a Total Score for each scheme.

3.8 Weighting – Greater weighting is given to access to services. Members of this Committee agreed in January 2019 that rural isolation and deprivation could be given greater consideration in the prioritisation scoring criteria. Therefore, in this prioritisation scoring, double weighting has been given to this criterion within the Strategic Case – *Accessibility: Promote social inclusion through the provision of a sustainable transport network that is affordable and accessible for all.*

3.9 Schemes with the highest Total Score are proposed for allocation up to the limit of available 2020/21 funding, as shown in Appendix 1. Proposed funding allocation to Scheme 897 Godmanchester to Hinchbrook Park is subject to Sustrans match funding which is to be confirmed. If this scheme is not able to go ahead, it is proposed that authority is delegated to the Executive Director in consultation with the Chair and Vice-chair of this Committee to decide on a replacement scheme from the prioritised list to receive funding.

3.10 Schemes scores are listed from highest to lowest in Appendix 3. Eligible schemes assessed but not proposed for funding allocation in 2020/21 will remain in the Transport Investment Plan to be considered for other appropriate funding sources or for the next round of ITB funding.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 A good quality of life for everyone

The Local Highway Improvement initiatives, road safety schemes, schemes to deliver transport strategy aims will help improve access to employment and services, embed a safe transport system, and improve air quality.

4.2 Thriving places for people to live

The proposed schemes to deliver Transport Strategy Aims should help support development to accommodate a growing population, improve access to employment and services, embed a safe transport system, and improve air quality. The funded schemes will help to ensure that areas supported remain thriving places to live in.

4.3 The best start for Cambridgeshire's children

There are no significant implications in this priority. Prioritising schemes towards safety, health & wellbeing, air quality, and climate change objectives of the LTP will have positive implication for children.

4.4 Net zero carbon emissions for Cambridgeshire by 2050

The Local Transport Plan objectives used in the prioritisation of schemes for funding in Appendix 2 include climate change, environment and air quality. Prioritising funding towards these objectives will have positive implication in this corporate priority.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

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

- Paragraphs 3.3 and 3.4 set out the implication of the proposed budget for Delivering Transport Strategy Aims and committed schemes.
- LHI applicants are expected to provide match funding, a minimum contribution of 10% of the total cost of their proposed scheme. See Table in paragraph 2.1
- Proposed projects have been assessed and prioritised on deliverability, value for money and match funding, so as to maximise the benefits for the County Council and Cambridgeshire people. Paragraphs 3.5 – 3.9

General Purposes Committee is requested to approve that the £1m A14 contribution for 2020/2021 is funded from Prudential Borrowing. As a result of this change in funding to borrowing, the increase in the annual cost of borrowing will start in 2021/22 at £53k, and decreases each year thereafter.

5.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category. Individual scheme will undertake procurement in accordance with the Council's procurement regulations.

5.3 Statutory, Legal and Risk Implications

- There is a low risk of the CA not agreeing to the funding allocation or the transfer of the capital grants to the County Council. Officers are in regular discussion with the CA.
- Prioritising schemes on practical feasibility and evidence of stakeholder support will lower the risk of project delivery slippage or abortive work.

5.4 Equality and Diversity Implications

An equality impact screening has been completed and indicated no potential negative impact. See Appendix 5.

5.5 Engagement and Communications Implications

There are no significant implications within this category. Consultation will be undertaken by individual schemes as appropriate. Data on accident clusters are available on the County Council's website through the interactive map. See Source Document section.

5.6 Localism and Local Member Involvement

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

- Schemes proposed for funding to deliver transport strategy aims are from local transport strategies, which have had significant local Member involvement and consultation.
- Local Highways Improvement (LHI) Initiative schemes are prioritised by LHI Member Advisory Panels which are made up of local County Councillors. Proposals are from local community groups and organisations.

5.7 Public Health Implications

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

- As outlined in the Cambridgeshire Health and Transport Joint Strategic Needs Assessment (JSNA), transport policies and programmes have the opportunity to impact on the health and wellbeing of residents through reducing poor air quality, supporting and enabling active travel, reducing road accidents and enabling residents to access jobs and services e.g. health care and social opportunities. Funding allocation as proposed in paragraph 2.1 contributes towards these objectives.
- Although health and wellbeing is not considered explicitly as a criterion in itself, the prioritisation methodology considers road safety, sustainable modes of transport e.g. walking and cycling and accessibility of services and air quality as part of the scoring criteria. The Public Health service would be consulted further as individual schemes progress to delivery, where appropriate.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus de Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Fiona McMillan
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Cathryn Rutangye
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Sarah Silk
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Andrew Preston
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

Source Documents	Location
Transport Investment Plan: Policy document and List of schemes by district	https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-plans-and-policies/transport-investment-plan/
Local Highway Improvement (LHI) Initiative	https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-your-local-highway/local-highway-improvement-funding/
Road Safety – Accident clusters interactive map	http://my.cambridgeshire.gov.uk/?tab=maps

TIP ID	District and location	Scheme	Scheme cost	Proposed Funding 2020/21	Comments	Total Score
702	Huntingdonshire	St Neots Eaton Ford, Great North Road, Cycle Route 4 - Widen footway between Lowry Road & Queens Gardens	£450,000	£250,000	Current commitment Funding for this scheme was approved over two years with £200,000 in 2019/20 and £250,000 in 2020/21. Proposed funding will enable the scheme to be completed.	N/A
791	East Cambs	A142 Witcham Toll to Sutton - Upgrade existing footway to dual use	£500,000	£250,000	Current commitment Funding for this scheme was approved over two years with £250,000 in 2019/20 and £250,000 in 2020/21. Proposed funding will enable Phase 2 of the scheme to be completed.	N/A
143	South Cambs	Improve existing footpath link to cycleway, between Long Road and Main Street, Hardwick	£400,000	£158,200	Current Commitment This scheme was approved funding over 3 years. The scheme can be delivered in phases. Proposed funding will enable Phase 2 to be delivered. Funding for Phase 3 will be considered at the next round of funding allocation.	N/A
N/A	Countywide	Minor walking, cycling and bus stop facility improvements	£40,000	£40,000	Current Commitment Funding is for ad hoc minor improvements to walking, cycling and bus stop facilities that would add value to support sustainable travel. Precise improvements are identified during the year as needs arise. Use of the funding will be reported at financial year end.	N/A
894	Cambridge	Review and re-design traffic control measures in Storey's Way to improve cycling route to link to the Ridgeway and Eddington development	£100,000	£100,000	This scheme scored high on the Delivery Case and has strong local support. Re-designing the traffic control measures will improve the well-used cycling route linking to the Ridgeway and the new Eddington development. There is potential local funding, amount to be confirmed.	4.27
516	East Cambs	Swaffham Bulbeck walking improvement - investigate the feasibility for permissive pedestrian paths around the village	£25,000	£25,000	This scheme scored high in meeting the strategy objectives. Investigation work will enable the precise issues and optimum solutions to be identified. This scheme is proposed in the Transport Strategy for East Cambridgeshire 2017.	3.57
430	Fenland	Improve access signage to Whittlesea Rail Station	£3,800	£3,800	This scheme is a low cost improvement. The proposed funding will complement the signing project being taken forward by the Hereward Community Partnership in the Fenland area.	3.53
419	Fenland	Walking and Cycling Map in Whittlesey Strategy Area	£5,000	£5,000	This scheme is a low cost improvement. The proposed funding will keep local residents and users better informed of the facilities available, and promote the use of such facilities.	2.93
129	Cambridge	Pedestrian and cyclist crossing improvement at the junction of Barton Road with Grantchester Street/Driftway in Cambridge	£300,000	£300,000	This scheme scored high on the Delivery Case and has strong local support. This scheme will complement other walking/cycling routes in the vicinity. Even delivered as a stand-alone scheme, this will deliver access improvements.	2.93
897	Huntingdonshire	Godmanchester (Black Bull) to Huntingdon Hinchingsbrooke Park – part of National Cycle Network Route 12 - cycleway improvement	To be confirmed	£314,000	This scheme scored high on the Delivery Case. This scheme forms part of the National Cycle Network (NCN). National survey undertaken by Sustrans has indicated this section of NCN 12 needs improvement and funding is available. Estimated scheme cost is £400,000. Proposed allocation of £314,000 funding, subject to match funding.	2.67

DELIVERABILITY CRITERIA

Score	Delivery Case: Practical feasibility - is the project technically capable of being delivered, e.g. are there land ownership issues	Delivery Case: Evidence of stakeholder support - is there evidence of support for the project from e.g. Members, the public, District Council, Parish Council	Economic Case: Added Road Safety Benefit - the level of benefit that may be achieved with regard to reducing risk to highway users, particularly more vulnerable users such as pedestrians and cyclists and the location is a current accident cluster site.	Economic Case: Scale of impact - what is the scale of (a) economic, (b) environmental and (c) social impacts of the project in relation to development(s), e.g. how many people will it benefit, local/countywide/strategic area covered, noise, air quality, safety, accessibility/severance	Economic Case: Value for money - what level of benefits will the project deliver assessed against cost; either in Benefit Cost Ratio (BCR) or qualitative assessment	Financial Case: Match/Alternative funding - are there other funding sources available for the project, either in whole or in part	Financial Case: Affordability - the extent to which the level of expenditure and financial risk involved in a project can be taken on, given other requests for funding
3	Can be delivered with no issues, potentially in conjunction with other works	Formal consultation carried out evidencing support	Existing accident cluster site and likely to deliver significant benefits	Major/cross-district positive impact	High or very high value for money or BCR over 2	>50%	Entirely funded by third party or specific funding stream
2	Feasible with added value	Supported multiple (eg public & members)	Not an existing accident cluster site, but likely to deliver significant benefits that will reduce risk to road users	Mid-large scale positive impact	Medium value for money or BCR between 1.5 and 2	25-50%	Can be delivered without impacting other projects, part funded as per +3
1	Feasible	Support indicated (eg public or members)	Some benefits and not an existing cluster site.	Small scale/localised positive impact	Low value for money or BCR between 1 and 1.5	<25%	Can be delivered without impacting other projects, low risk of costs increasing
0	Feasible but minor issues	No evidence	Not expected to benefit road safety	No impact or +/- balance	Very low value for money or BCR below 1 or No impact	None	Affordable
-1	Feasible but highway land not sufficient/multiple issues	Minor opposition indicated		Small scale/localised negative impact			Affordable with impact, risk of costs increasing
-2	Feasible but more significant issues with land, services, etc.	Multiple opposition indicated		Mid-large scale negative impact			Unaffordable without Third Party contribution
-3	Not possible without major additional works	Formal consultation shows large opposition		Major/cross-district negative impact			Unaffordable without significant Third Party contribution

OBJECTIVES CRITERIA - Draft CPCA Local Transport Plan Objectives

Score	Housing Support new housing and development to accommodate a growing population and workforce, and address housing affordability issues	Employment Connect all new and existing communities sustainably so all residents can easily access a good job within 30 minutes by public transport, spreading the region's prosperity	Tourism Ensure all of our region's businesses and tourist attractions are connected sustainably to our main transport hubs, ports and airports	Resilience Build a transport network that is resilient and adaptive to human and environmental disruption, improving journey time reliability	Safety Embed a safe systems approach into all planning and transport operations to achieve Vision Zero – zero fatalities or serious injuries	DOUBLE WEIGHTING Accessibility Promote social inclusion through the provision of a sustainable transport network that is affordable and accessible for all	Health & Wellbeing Provide 'healthy streets' and high quality public realm that puts people first and promotes active lifestyles	Air Quality Ensure transport initiatives improve air quality across the region to exceed good practice standards	Environment Deliver a transport network that protects and enhances our natural, historic and built environments	Climate Change Reduce emissions to as close to zero as possible to minimise the impact of transport and travel on climate change
3	Fully supports both new housing and addresses housing affordability issues	Supports a significant level of sustainable connectivity	Supports a significant level of sustainable connectivity	Supports a significant level of resilience and adaptability	Significant positive impact on safety	Supports significant level of social inclusion	Fully supports both high quality public realm and active lifestyles	Significant positive impact on air quality	Significant positive impact that both protects and enhances natural/historical and built environments	Significant positive impact on climate change
2	Fully supports either new housing or addresses housing affordability issues	Supports a wider level of sustainable connectivity	Supports a wider level of sustainable connectivity	Supports a wider level of resilience and adaptability	Wider positive impact on safety	Supports wider level of social inclusion	Supports either high quality public realm or active lifestyles	Wider positive impact on air quality	Wider positive impacts that protects/enhances natural/historical and built environments	Wider positive impact on climate change
1	Supports minor level of new housing development/ affordability	Supports minor level of sustainable connectivity	Supports minor level of sustainable connectivity	Supports minor level of resilience and adaptability	Minor positive impact on safety	Supports minor level of social inclusion	Minor positive impact on high quality realm/active lifestyles	Minor positive impact on air quality	Minor positive impact on natural/historical and built environments	Minor positive impact on climate change
0	No Change	No Change	No Change	No Change	No Change	No Change	No Change	No Change	No Change	No Change
-1	Minor negative impact on new housing development / affordability	Minor negative impact on level of sustainable connectivity	Minor negative impact on level of sustainable connectivity	Minor negative impact on resilience and adaptability	Minor negative impact on safety	Minor negative impact on social inclusion	Minor negative impact on high quality realm/active lifestyles	Minor negative impact on air quality	Minor negative impact on natural/historical and built environments	Minor negative impact on climate change
-2	Negatively impacts new housing development or affordability	Wider negative impact on level of sustainable connectivity	Wider negative impact on level of sustainable connectivity	Wider negative impact on resilience and adaptability	Wider negative impact on safety	Wider negative impact on social inclusion	Negatively impacts either high quality public realm or active lifestyles	Wider negative impact on air quality	Wider negative impacts on natural/historical and built environments	Wider negative impact on climate change
-3	Negatively impacts both housing development and affordability	Significant negative impact on level of sustainable connectivity	Significant negative impact on level of sustainable connectivity	Significant negative impact on resilience and adaptability	Significant negative impact on safety	Significant negative impact on social inclusion	Significant Negatively impacts both high quality public realm and active lifestyles	Significant negative impact on air quality	Significant negative impact on natural/historical and built environments	Significant negative impact on climate change

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
894	C W	Storey's Way	Review of traffic control measures	4.27
516	W	Swaffham Bulbeck - Walking improvement	Investigate feasibility for permissive pedestrian paths around the village	3.57
430	P	Whittlesea, Rail Station, vicinity	Public Transport Scheme - improve access, signage to the station	3.53
419	C W	Whittlesey, strategy area	Walking and Cycling Map	2.93
129	W	S Junction of Barton Road with Grantchester Street / Driftway	Pedestrian crossing improvement	2.93
897	C W	Godmanchester (Black Bull) to Huntingdon Hinchingsbrooke Park – part of National Cycle Network Route 12	Improved walking and cycling route	2.87
Schemes below have not been recommended for funding				
145	C W	S B1046, between Comberton Village College and Hardwick Road, Toft	Cycleway improvement	2.80
379	C	March, cycle routes in and around March	Cycle map and brochure	2.63
452	C	Chatteris, strategy area	New Cycle Map	2.63
258	C W	Shared use Non Motorised User (NMU) route from Boxworth to the A14	New shared use footway / cycleway	2.57
797	T	Ely city centre	Investigate implementation of 20mph zones where appropriate	2.47
138	C W	S St Neots Road, between junction with existing footpath that links to A1198 (Elsworth FP 17) and Cambourne Road, Cambourne	New shared use footway / cycleway	2.43
256	C W	1.96km new bridleway links from Northstowe to Willingham, mostly upgrading of existing tracks.	Cycleway Improvement	2.43
257	C W	2.31km new bridleway link avoiding road from Longstanton to Swavesey. Connecting footpath linking to Ramper Road to be raised to bridleway status. Route generally follows boundaries to avoid creating cross-field route	New cycleway	2.43
520	C	Wicken - cycle route between Wicken and Soham via Downfields and Drury Lane	Cycle improvement	2.43
641	C W	Between Crafts Way (Bar Hill Perimeter Road), Bar Hill and Oakington Road, Dry Drayton, following edge of the Golf Course	New Cycle path	2.40
876	P	S Gil Gal bends near Lynn Rd/Ely Rd, Littleport	Improvements to the vertical alignment, surfacing, studs, lining and signs.	2.40
286	W	St Neots, public footpath 32	Cycling and Walking	2.37
43	C W	S Cycle crossing and off-road cycleway on western side of Girton Road, to enable cyclists to access the existing toucan crossing on Huntingdon Road to	Cycle improvement	2.33
341	C	Maltings, to the High Street, Ramsey	Walking and Cycling schemes	2.27

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
871	C W S	Madingley Road inbetween Clerk Maxwell Road and Bulstrode Gardens	Pedestrian/cyclist crossing	2.27
424	C W	Whittlesey, footway next to A605	Footway / Cycleway improvement	2.23
603	P	Girton: Girton Road, southbound, south of junction with Wellbrook Way	Bus Stop Improvement	2.23
873	C W	Grafham to Brampton foot and cycle way		2.23
447	W	Chatteris, Park Street/ East Park Street junction	Pedestrian Crossing Improvement	2.23
311	C W	Godmanchester to Town Centre: Post Street, Causeway, NCN51, Cambridge Road	Traffic Calming; Cycling and Walking improvements	2.20
312	C W	Godmanchester to Town Centre	Cycling and Walking	2.17
719	C	Little Paxton Great North Road	Widen footway/create shared use facility	2.17
802	C W	Haslingfield to Grantchester Non-Motorised User (NMU) bridleway link	Upgrade to existing public footpath to bridleway with improvements to surface.	2.10
29	C W S	Link, between Darwin Green and Histon Road via Cambridge Squash Club access	Footway / Cycleway improvement & new crossing	2.10
640	C W	Ickleton Road, between Hexcel site access, Duxford and Ickleton	New cycle path	2.07
250	C T	Cambridge Rd / New Rd (south of Oakington) roundabout with cycle crossings.	Junction Improvement	2.07
352	W	March, Station Road, in vicinity of County Road	Pedestrian crossing	2.07
189	C W S	B1049 Histon Road, Cottenham: between High Street and Appletree Close	New Cycleway	1.97
431	P	Whittlesea, Rail Station	Public Transport Scheme - bridge over platforms	1.97
828	W	Wisbech - Parson Drove to Sealey's Lane	Extension of part constructed footway	1.87
10	C S	Cycle Link on Milton Road, between Guided Busway junction and Cowley Road junction, southbound	Cycleway Improvement	1.83
239	C W	Longstanton Road, Over: between the Guided Busway and King Street	New Cycleway	1.83
313	C W	Brampton to Town Centre	Cycling and Walking	1.83
743	P	Ely - Prince of Wales Hospital	Bus Shelter Installation	1.83
308	C W	Alconbury Weald to Town Centre	Cycling and Walking	1.77
184	W S	Footbridge alongside Rampton Road, between Rampton and Cottenham	New footbridge	1.77
429	C W P	Whittlesea Railway Station	Improve facilities at railway station	1.70

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
416	C W	Whittlesey, Hallcroft Road and West End	Footway / Cycle Crossing Improvement and Urban Realm Improvement	1.67
285	C	St Neots, St Neots Road, route 3 and route 2	Cycling and Walking	1.63
780	P	Whittlesey, key routes around Whittlesey	Public Transport Schemes - information, signs, timetables	1.63
782	P	Chatteris, key locations in the town centre	Public Transport Promotion	1.63
271	T	St Ives; Burstellers and The Pound	Traffic Management Scheme	1.57
417	C W	Whittlesey, A605 roundabout at Broad Street/ Orchard Street/ Whitmore Street	Footway / Cycle Crossing Improvement	1.57
336	P	Install Real Time Planning Information (RTPI) at bus stops around Ramsey	Installation of Real Time Passenger Information (RTPI) display(s)	1.50
770	T	A142 Junction Improvements - A142 / Sir James Black Road junction, and Cambridge Business Park	Improvements to the A142 / Sir James Black Road junction, Cambridge Business Park	1.47
864	C W P S	Ramsey Road, Houghton Road, St Audrey Lane St Ives.	Pedestrian Island widening and signal timing review and Microprocessor Optimised Vehicle Actuation (MOVA) at the junction. Requires a new design of	1.47
909	S	A1307 Hills Road, Cambridge	Install raised tables on side roads to reduce the speeds of vehicles turning in/out of the junctions, to reduce the risk/severity of collisions between	1.47
703	C W	St Neots, Cambridge Street	Pedestrian crossing and access improvements	1.47
481	P	Soham - Improvements to town centre bus shelters; Service 12, 117	Stop opposite Brook Dam Lane; Stop near the Birches	1.43
712	C	St Neots, Station Road	Convert cycle track from segregated to unsegregated	1.43
584	P	Shepreth Road, Foxton	Installation of Real Time Passenger Information (RTPI) display(s)	1.40
251	C W	Rampton to Cottenham widening of existing path alongside Church End-Rampton Road	Cycleway Improvement	1.37
249	T	Oakington crossroads (Longstanton Rd / Water Lane / Cambridge Rd / Dry Drayton Rd) signal upgrade and slight widening of junction to improve capacity (right turn filter)	Junction Improvement	1.37
403	S	Wisbech, near schools	Local Highways Improvements	1.37
346	C W	Key locations around Ramsey town centre	New Cycle Map	1.30
420	C W	Whittlesey, A605, Bellman's Road and Victory Avenue	Footway / Cycleway improvement	1.27
355	W	March, River paths, east of March	Footway improvements	1.23
359	W	March, Gault Bank	Footway improvements	1.23
238	C W	Rampton to Northstowe, via Reynold's Drove between Rampton Road and Cuckoo Lane	Upgrade footpath to Cycleway	1.20
375	C	Throughout March	Cycle signage	1.20

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
513	W	Sutton - Road Safety- installation of Pelican crossing near school and the Brook	Signalised control crossing	1.17
515		Swaffham Bulbeck - Traffic calming through village	Traffic calming	1.17
716	C W	St Neots, Longsands Road	Footway improvements	1.17
882		Drove Road bend to the northern end, vicinity of Gamlingay Road, Gamlingay	Vertical alignment issues and surfacing	1.13
356	C W	March, Shepperon's Bridge	Footway / Cycleway improvement	1.10
778	C	March, Town Centre, High St, City Rd, George St, Market Place, Broad St, Grays Lane, Station Rd, Dartford Rd, Darthill Rd, Robin Goodfellows Lane	Cycleway improvement	1.10
706	W	St Neots, Huntingdon Road	Relocate pedestrian crossing	1.03
284		St Neots - bus stops on Cambridge Road	Installation of Real Time Passenger Information (RTPI) display(s)	1.00
378	C	March, Whole of the strategy area	Cycle Parking	1.00
701	W	High Street (St Neots)	Pedestrian improvements	1.00
723	C	Cycle Route 12 near St Neots	Footway / Cycleway improvement	1.00
724	C	St Neots, Keys Walk	Footway / Cycleway improvement	1.00
727	W	Eynesbury - Town Centre	To include improved tactile paving, guard railing, new signs and maintenance where appropriate. To include St Mary's Street, Berkley Street and Barford Road.	1.00
779		March, Burrowmoor Rd, outside Primary School	Road safety measures	0.93
276	C P	St Ives bus station and key locations within St Ives	New Cycle Parking Facilities	0.90
385		March, Railway Station	Public Transport Infrastructure	0.90
885	C W	Footpath 129/1 between Hollywell and Parsons Green St Ives	Upgrade to bridleway and upgrade of surface with Type 1 material or to a hoggin surface.	0.90
668	C	Chatteris, key locations in the town centre	New Cycle Stands	0.90
357	W	West of March, Burrowmoor Road loop	Footway improvements	0.87
358	W	March, Nene North Bank Gap	Footway improvements	0.87
718	W	St Neots, Cambridge Road	Pedestrian improvements	0.83
725	C W	St Neots Road to Peppercorn Lane - "Back Path" (footpath 56)	Footway / Cycleway improvement	0.83
361	W	March, Town Centre	Footway improvements	0.80

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
410	C	Wisbech, key areas in Wisbech	New Cycle Parking	0.80
423	C	Whittlesey, McCain site	Cycleway Improvement	0.80
427	C	Whittlesey, key locations in Whittlesey	Cycle Parking	0.80
705	W	St Neots, Huntingdon Street	Pedestrian improvements	0.80
707	W	St Neots, Huntingdon Road	Pedestrian improvements	0.80
708	W	St Neots, Crosshall Road	Pedestrian improvements	0.80
418	C W	Whittlesey, Cemetery Road / Blunts Lane / A605 roundabout	Footway / Cycle Crossing Improvement	0.77
872	C W	Ellington to Brampton foot and cycle way		0.73
421	W	Whittlesey, Hereward Way and Nene Way and around the Brick Pits and Kings Dyke areas and to Coates	Footway / Cycleway improvement	0.70
433	P	Whittlesea, Rail Station	Public Transport Scheme - explore proposals for a parkway station for Peterborough at Whittlesea Station	0.70
500	S	Little Thetford - Speeding Issues on A10	Review of 50mph limit	0.70
328	T	Main approaches to the ring road Huntingdon	Introduce a Variable Message Signing system to distribute traffic to car parks in Huntingdon	0.70
711	W P	St Neots, Priory Hill Road	Slope stabilisation and edge protection, plus pedestrian improvements	0.70
68	C W	Mill Road, junction with Coleridge Road	Pedestrian crossing improvement	0.67
709	C W	St Neots, Mill Hill Road	Cycle / pedestrian improvement	0.63
381	T S	March, B1099 Upwell Rd, in vicinity of junction with Cavalry Drive	Road safety measures	0.60
428	C	Whittlesey, key locations in Whittlesey	Cycle infrastructure improvement	0.60
840	P	Cottenham - Lambs Lane Real Time Passenger Information (RTPI)	Real Time Passenger Information (RTPI)	0.60
715	S	St Neots, Kimbolton Road	Parapet upgrade	0.53
714	W	St Neots, Hawkesden Road	Footway improvements	0.50
717	W	St Neots, Cromwell Road	Footway improvements	0.50
371	C W	March, A141, Peas Hill roundabout to Hostmoor Avenue (east side), Hostmoor Avenue to petrol station (south)	Cycleway improvement	0.47
309	C	Oxmoor to Town Centre	Cycleway improvement	0.43

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
354	W	March, 'Old Railway Path', across Stow Fen	Footway improvements	0.40
370	C	March, B1099, Wisbech Road, Peas Hill roundabout to Marylebone Road	Cycleway improvement	0.40
704	W P T	St Neots, New Street	Speed reduction measures	0.40
364	C W	Wimblington, B1101 March Road / Doddington Rd, between Honeymead Rd and B1093 Old Station Way	Cycleway improvement	0.33
88	C W P S	Bridge Street, between Round Church Street and Jesus Lane	Corridor Improvement	0.30
665	P	Whittlesey, Eastrea Road	Public Transport Improvement Provision of a bus stop/improvements at Eastrea Road at east end of Whittlesey	0.30
666	P	Whittlesey, Stonald Road	Public Transport Improvement Provision of a bus stop/improvements at Stonald Road if a service is provided	0.30
880	T S	A1303 Newmarket Road / Barnwell Road / Wadloes Road Roundabout, Cambridge, Cluster Site CN301	Accident remedial scheme, lane designation and tightening the roundabout	0.30
210	W S	Steps from Long Road Bridge to Guided Busway cycle route	Pedestrian Improvement	0.27
192	C W S	B1049 Cambridge Road, Impington: at the junction with Cambridge Road or by the Coppice Path	Pedestrian and cycle crossing improvement	0.27
878	T S	Hills Road, Cambridge, Cluster site CN18	Junction improvements	0.20
713	W	St Neots, Station Road	Improve pedestrian crossing facilities	0.20
369	C W	March, St Peter's Road B1099, to the west of junction with Eastwood Avenue and Elwyn Road	Pedestrian and Cycle Crossing	0.17
783	P	Chatteris, Furrowfields	Public Transport Improvement	0.13
693	T	Vicinity of Duxford Primary School	Installation of flashing warning signs	0.10
694	T	Each entrance to the village of Duxford on Hunts Rd, Ickleton Rd and Moorfield Rd	Installation of flashing warning signs	0.10
426	C W	Whittlesey, Orchard Street/Gracious Street junction	Footway / Cycleway improvement	0.00
729	C W	St Neots Eaton Socon footpath improvements	Extend westbound footway towards A1 (Bushmead Road), upgrade crossing facilities and reduce vehicle parking on Nelson Road and new kerbing and tactile paving and fence on Barford Road pocket park	0.00
376	C	March, NCN Route 63 between Whitemoor Prison and Twenty Foot Road	Cycleway improvement	-0.13
377	C	March, NCN Route 63 between Twenty Foot Rd and Long Drove	Cycleway improvement	-0.13
598	C W	Between Little Paxton and St Neots	Footway / Cycleway improvement	-0.17

Appendix 3 Schemes Scores

TIP ID	C = Cycling; W = Walking; P = Public Transport; T = Traffic management; S = Safety	Location	Description	WEIGHTED SCORE
710	W T	St Neots, Montagu Street	Raised table at existing crossing point	-0.30
351	W	March, Nightall Drive to Marwick Road	Footway improvements	-0.30
879	T S	Catholic Church junction, Cambridge, Cluster Site CN5	Possible table junction	-0.40
310	C	Wyton to Hartford to Town Centre	Cycleway Improvement	-0.67
362	W	March, Creek Road level crossing	Footway improvements	-0.93

Appendix 4 Progress update of 2019/20 Delivering Transport Strategy Aims funded projects

Location	Scheme	Total Cost	ITB funding 2019/20	Progress status	Progress update
East Cambs Stuntney	A142 Stuntney to Ely cycleway/footway - part of the wider scheme Cycle Route Soham to Ely (via Stuntney)	£175,000 (original budget approved)	£175,000	Delayed	Preliminary design work has found that the initial proposed budget is insufficient to improve the current facility as well as to include a safe crossing on the A142 and lighting. Detailed design is underway and will confirm the final target cost which is likely to increase the total scheme cost to £300k.
East Cambs Ely	Ely Broad Street/Back Hill junctions changes and safety improvements	£250,000	£127,500 (+ £122,500 in 2018/19)	Delayed	This scheme was allocated funding over two years in 2018/19 and 2019/20 due to scheme complexity. The scheme is still at detailed design stage due to consultation delays. Construction is expected in 2020/21.
East Cambs Witcham/ Sutton	A142 Witcham Toll to Sutton - Upgrade existing footway to dual use	£500,000	£250,000 (+ £250,000 in 2020/21)	On track	This scheme was allocated funding over two years in 2019/20 and 2020/21 due to the scale of the work. Initial design work has found that the kerbs and drainage are in good condition, and will reduce the costs of Phase 1. Phase 2 work needs to tie in with the timescale of the developer's footway work nearby. Phase 2 target cost will be confirmed but is expected to be within the total funding allocated.
Huntingdonshire Fenstanton	St Ives Greenway: cycle route from Fenstanton to the Busway	£200,000	£195,000	Slight delay	Delivery is planned for Spring 2020 and will be completed in 2020/21. Note that there is £5,000 local Parish contribution.
Huntingdonshire St Neots Eaton Ford	St Neots Eaton Ford, Great North Road, Cycle Route 4 - Widen footway between Lowry Road & Queens Gardens	£450,000	£200,000 (+ £250,000 in 2020/21)	On track	This scheme was allocated funding over two years in 2019/20 and 2020/21 due to the scale of the work. Phase 1 work will be completed this financial year and progress to Phase 2 work in 2020/21. The total funding allocated is required to complete the works.

Location	Scheme	Total Cost	ITB funding 2019/20	Progress status	Progress update
South Cambs Dry Drayton	New footway/cycleway linking Dry Drayton to the new non-motorised users (NMU) path towards Cambridge	£180,000 (original budget approved)	£175,000	Delayed	<p>Delivery is planned for Spring 2020. The scheme is close to the A14 so it cannot be delivered until the A14 work in the area completes.</p> <p>Additional funding is needed as unforeseen work is needed to relocate a ditch. This will be part of a Highways England Designated Funds bid, so the additional £100k funding is expected to come from that source. Note that there is also £5,000 local Parish contribution.</p>
South Cambs Rampton	Rampton to Willingham new cycle route alongside Rampton Road	£100,000	£100,000	Not proceeding	<p>The scheme was proposed as an affordable option by improving a quiet road (The Irlams) and adding signage, thereby providing cycling link between the two villages. However, detailed feasibility work has shown that delivering this route option with the initial budget is not feasible. Therefore this scheme is not proceeding at this stage. Local Member has been informed.</p>
South Cambs Hardwick	Widen footways on Main Street and Cambridge Road, Hardwick to make it safer to access the primary school and village centre	£400,000	£83,500	On track	<p>Funding for and delivery of this schemes is phased.</p> <p>Detailed design is underway. Phase 1 work is planned to start on site in Spring 2020. Phase 2 and Phase 3 work will follow.</p>
Countywide	Minor walking, cycling and bus stop facility improvements	£40,000	£40,000	On track	<p>Funding is for ad hoc minor improvements to walking, cycling and bus stop facilities that would add value to support sustainable travel. Precise improvements will be reported after financial year end.</p>

Equality Impact Assessment – Screening Form

For employees and/or communities

Section 1: Proposal details

Directorate / Service Area:		Person undertaking the assessment:	
Place and Economy		Name:	Elsa Evans
Proposal being assessed:		Job Title:	Funding and Innovation Programme Manager
Allocation of Local Transport Plan Integrated Transport Block funding for 2020-21		Contact details:	Elsa.evans@cambridgeshire.gov.uk 01223 715943
Business Plan Proposal Number: (if relevant)	B/C.01	Date commenced:	4/11/2019
		Date completed:	4/11/2019
Key service delivery objectives:			
<p><i>Include a brief summary of the current service or arrangements in this area to meet these objectives, to allow reviewers to understand context.</i></p> <p>Cambridgeshire County Council was the local transport authority responsible for developing and delivering the Cambridgeshire Local Transport Plan (LTP) in return for capital grant funding from the Department for Transport.</p> <p>In May 2017, a Mayor was directly-elected and the Cambridgeshire and Peterborough Combined Authority (CPCA) was formed as part of the devolution deal agreed with Central Government. Since then the CPCA has the strategic transport powers and is the Local Transport Authority for the Cambridgeshire and Peterborough area. The Mayor sets the overall transport strategy for Cambridgeshire and Peterborough, called the Local Transport Plan.</p> <p>While a new CPCA LTP is being prepared, an interim document – an amalgamation of Cambridgeshire County Council's and Peterborough City Council's LTPs – was adopted by the CPCA as a single plan for the area.</p> <p>The CPCA has passported the LTP funding to Cambridgeshire County Council and Peterborough City Council to allocate and spend. The allocation of the LTP Integrated Transport Block funding has been based on the policy objectives of the Cambridgeshire County Council's LTP3 (2011-2031).</p>			
Key service outcomes:			
<p><i>Describe the outcomes the service is working to achieve</i></p> <p>The LTP3 Policies and Strategy document sets out the transport challenges we face and our strategy to address them over the next 15-20 years (to 2031).</p> <p>The LTP3 document addresses the County Councils priorities at the time (2014), which are:.</p>			

- Supporting and protecting people when they need it most
- Helping people to live independent and healthy lives in their communities
- Developing our local economy for the benefit of all

What is the proposal?

Describe what is changing and why

The CPCA, as Local Transport Authority, has produced the Draft Local Transport Plan for the CPCA area and is consulting on the document. There is a new set of objectives. It is proposed that the prioritisation of schemes for the allocation of the LTP capital grant funding is based on the CPCA Draft LTP objectives rather than the Cambridgeshire LTP3 objectives.

Members of the Economy and Environment Committee agreed in Jan 2019 to give greater weighting to the access to services and the road safety objectives to ensure fair allocation of funding to people in rural isolation and to vulnerable groups including the elderly and school children

What information did you use to assess who would be affected by this proposal?

For example, statistics, consultation documents, studies, research, customer feedback, briefings, comparative policies etc.

Existing policy Cambridgeshire LTP3 (2011-2031)
 Draft CPCA LTP policies
 LTP3 monitoring documents
 Scoring of schemes for the last two years 2018/19 and 2019/20

Are there any gaps in the information you used to assess who would be affected by this proposal?

If yes, what steps did you take to resolve them?

No

Who will be affected by this proposal?

A proposal may affect everyone in the local authority area / working for the local authority or alternatively it might affect specific groups or communities. Describe:

- *If the proposal covers all staff/the county, or specific teams/geographical areas;*
- *Which particular employee groups / service user groups would be affected;*
- *If minority/disadvantaged groups would be over/under-represented in affected groups.*

Consider the following:

- *What is the significance of the impact on affected persons?*

- Does the proposal relate to services that have been identified as being important to people with particular protected characteristics / who are rurally isolated or experiencing poverty?
- Does the proposal relate to an area with known inequalities?
- Does the proposal relate to the equality objectives set by the Council's Single Equality Strategy?

All road and transport users in all areas of Cambridgeshire.

However, as the LTP Integrated Transport Block funding is capital grant, users of public bus and community transport services are only effected through infrastructure provision and not revenue services.

Fenland and the north of Cambridgeshire are known areas of rural isolation. Equal weighting of all LTP objectives in scheme prioritisation could be a disadvantage to people in the rural northern area.

The elderly, people with mobility issues and school children are more vulnerable road users. Equal weighting of all LTP objectives in scheme prioritisation without added consideration for road safety could be a disadvantage to these protected groups.

Section 2: Identifying impacts on specific minority/disadvantaged groups

Consider each characteristic / group of people and check the box to indicate there is a foreseeable risk of them being negatively impacted by implementation of the proposal, including during the change management process.

You do not need to be certain that a negative impact will happen – at this stage it just needs to be foreseeable that it could, unless steps are taken to manage this.

Scope of this Equality Impact Assessment					
<i>Check box if group could foreseeably be at risk of negative impact from this proposal</i>					
Note *= protected characteristic under the Equality Act 2010					
*	Age	<input type="checkbox"/>	*	Disability	<input type="checkbox"/>
*	Gender reassignment	<input type="checkbox"/>	*	Marriage and civil partnership	<input type="checkbox"/>
*	Pregnancy and maternity	<input type="checkbox"/>	*	Race	<input type="checkbox"/>
*	Religion or belief (including no belief)	<input type="checkbox"/>	*	Sex	<input type="checkbox"/>

Section 3: Explanation of ‘no foreseeable risk’ EIA screening

Explain why this proposal will not have a foreseeable risk of negative impact for each group. Provide supporting evidence where appropriate. Where the same explanation applies to more than one group, state it in the ‘Reasons’ column for the first relevant group and put ‘as per [first group name] above’ to reduce duplication.

For example: *‘This proposed process combines two previous processes which both had robust EIAs prior to implementation. This process does not introduce any new content. So, no foreseeable risk of negative impact has been identified.’*

		Characteristic / group of people	Explanation of why this proposal will not have a foreseeable risk of negative impact
1	*	Age	Proposed added consideration of road safety benefits could have a positive impact on the elderly and the young children age groups, as schemes with safety benefits will be more likely to receive funding.
2	*	Disability	Proposed added consideration of road safety benefits could have a positive impact on people with mobility issues, as schemes with safety benefits will be more likely to receive funding.
3	*	Gender reassignment	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
4	*	Marriage and civil partnership	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
5	*	Pregnancy and maternity	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
6	*	Race	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
7	*	Religion or belief (including no belief)	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
8	*	Sex	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
9	*	Sexual orientation	Proposed schemes are expected to benefit all people irrespective of this protected characteristics
10		Rural isolation	Proposed added consideration of the ‘access to services’ objective will have a positive impact on people in rural isolation, as schemes improving access to services will be more likely to receive funding.
11		Poverty	No foreseeable negative impact identified. The allocation of LTP funding is not aimed at addressing poverty.

Section 4: Approval

Note: if there is no information available to assess impact, this means either information should be sought so this screening tool can be completed, or information should be gathered during a full EIA.

I confirm that I have assessed that a full Equality Impact Assessment is not required.

Name of person who completed this EIA:	Elsa Evans
Signature:	E Evans
Job title:	Funding and Innovation Programme Manager
Date:	4/11/2019

I have reviewed this Equality Impact Assessment – Screening Form, and I agree that a full Equality Impact Assessment is not required.

Name:	Andrew Preston
Signature:	
Job title: <i>Must be Head of Service (or equivalent) or higher, and at least one level higher than officer completing EIA.</i>	Assistant Director, Infrastructure and Growth
Date:	

BIKEABILITY CONTRACT

To: **Economy and Environment Committee**

Meeting Date: **5th March 2020**

From: **Steve Cox, Executive Director – Place and Economy**

Electoral division: **All**

Forward Plan ref: **2020/009** *Key decision:* **Yes**

Purpose: **To seek approval to let a contract for Bikeability cycle training and funding allocation methodology.**

Recommendation: **Committee is asked to;**

- a) Agree to let a contract for delivery of Bikeability training and allocation of annual Department for Transport funding proportionally by district area.**
- b) Delegate authority to award the contract to the Executive Director – Place and Economy in consultation with the Chairman and Vice Chairman of the Committee.**

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Grant Weller Post: Team Leader – Cycling Projects Email: Grant.weller@cambridgeshire.gov.uk Tel: 01223 699913	Names: Councillors Bates and Wotherspoon Post: Chair/Vice-Chair Email: lan.bates@cambridgeshire.gov.uk timothy.wotherspoon@cambridgeshire.gov.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 Free cycle training in primary schools has been offered in Cambridgeshire since the 1970s. In 2009 the County Council moved from volunteer-led cycle training (cycling proficiency), to Bikeability training, delivered in accordance with national standards, and managed by the Cycling Projects Team.
- 1.2 Bikeability is offered free to all schools in the County, with the majority taking up the offer. Each year around 6,000 pupils undertake the training, generally in Year 6. The provision of training is funded entirely through a Department for Transport (DfT) grant.
- 1.3 The delivery model is an outsourced one, contrasting with the previous model pre 2009. The current supplier is Cambridge based company Outspoken. The current contract for the training concludes at the end of March 2020.

2. NEW CONTRACT

- 2.1 The procurement process to replace the existing contract has commenced.
- 2.2 Due to the uncertainty of year on year funding from DfT, it is proposed to let a one year contract, with the option to add up to three additional years (ie, 1 year + 1 + 1 + 1). This approach meets procurement rules, and gives enough flexibility to reflect how funding is given.
- 2.3 The total contract value is expected to be around £860,000, and it is programmed to commence on 1st June 2020 once the procurement process is completed. £213,000 of DfT funding has been confirmed for 2020/21 and this figure will form part of the procurement.
- 2.4 This is a competitive open tender process, and all tenders will be evaluated based on both cost and quality. As long as tenders meet the funding criteria set out in paragraph 2.3, it is recommended that the final decision to award the contract be delegated to the Executive Director - Place and Economy in consultation with the Chairman and Vice Chairman of the Economy and Environment Committee.
- 2.5 To ensure the available training places for 2020/21 are allocated fairly, a methodology is proposed to be put in place whereby the budget will be allocated proportionally by district area based on pupil numbers and will be opened up on a first come first serve basis. All additional demand that exceeds the available budget in each area will be retained on a reserve list until further funding becomes available. A link to a spreadsheet showing the proportional split by district area is included in Appendix A.

3. FUNDING UPDATE

- 3.1 The DfT has confirmed that they will provide Cambridgeshire County Council with an additional £56,000 required to meet the additional demand for Level 2 Bikeability training in the current 2019/20 financial year
- 3.2 In recognition that demand for training is growing not just in Cambridgeshire but nationally too, the Government announced on the 7th February 2020 that all children in England will be taught the skills for a lifetime of cycling. The commitment will see an additional 400,000 training places offered on the Bikeability scheme each year. What this means for Cambridgeshire is yet to be confirmed, but it is hoped that the current £213k funding will see an increase to at least match the annual demand for training across the county.

4. ALIGNMENT WITH CORPORATE PRIORITIES

4.1 A good quality of life for everyone

Riding a bike is healthy, fun and a low impact form of exercise for all ages. It's easy to fit into your daily routine by riding to the shops, park, school or to work. Cycling is mainly an aerobic activity and the health benefits of regular cycling can include many aspects such as reduced anxiety and depression, decreased body fat levels, decreased stress levels and increased joint mobility.

4.2 Thriving places for people to live

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

4.3 A good quality of life for everyone

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

4.3 The best start for Cambridgeshire's children

It is proposed that Bikeability cycle training would still be offered free to all schools across the County irrespective of geography or school size.

4.4 Net zero carbon emissions for Cambridgeshire by 2050

Encouraging more children to cycle will have a positive impact on the carbon emissions within Cambridgeshire in the lead up to 2050.

5. SIGNIFICANT IMPLICATIONS

5.1 Resource Implications

The resource implications are contained within the body of the report.

5.2 Procurement/Contractual/Council Contract Procedures Rules Implications

The purchase is over the EU Threshold for public sector, so the Public Contract Regulations will apply which includes the need for a competitive procurement.

5.3 Statutory, Risk and Legal Implications

There are no significant implications within this category.

5.4 Equality and Diversity Implications

There are no significant implications within this category.

5.5 Engagement and Consultation Implications

There has been discussions with our supplier Outspoken and some potential sponsors, as well as with local Councils and schools.

5.6 Localism and local member engagement

All divisions would be impacted by these proposals. To date the member involvement has been confined to discussions with the Chair and Vice Chair of the Committee.

5.7 Public Health Implications

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

Source Documents	Location
Previous Committee reports	www.tinyurl.com/y78pzcsy
Cambs CC Bikeability Schools Summary Jan 2020	Bikeability 2019 - 20\Monitoring\Cambs CC Bikeability Schools Summary Jan 20 Rev A.xlsx

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus De Silva
Has the impact on Statutory, Legal and Risk implications been cleared by the Monitoring Officer?	Yes Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Elsa Evans
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Sarah Silk
Are there any Localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Andy Preston
Have any Public Health implications been cleared by Public Health	<i>awaiting</i> Name of Officer: Iain Green

District	Total Pupils	% of Cambs Pupils	Reception
City of Cambridge	9282	19%	1311
East Cambridgeshire	7302	15%	969
Fenland	7203	15%	911
Huntingdonshire	13176	27%	1596
South Cambridgeshire	12330	25%	1532
Total	49293	100%	6319

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
1264	1335	1328	1360	1289	1395
906	979	1072	1217	1114	1045
935	961	1134	1088	1071	1103
1552	1628	2186	2100	2038	2076
1676	1632	1864	1913	1864	1849
6333	6535	7584	7678	7376	7468

**KING'S DYKE LEVEL CROSSING CLOSURE - PROPOSED PROJECT
GOVERNANCE ARRANGEMENTS**

To: Environment and Economy
Meeting Date: 5th March 2020
From: Steve Cox, Executive Director, Place & Economy
Electoral division(s): Whittlesey North & Whittlesey South
Forward Plan ref: Not applicable **Key decision:** No

Purpose: To update the Committee on project risks and request approval of the introduction of revised project governance arrangements.

Recommendation: The Committee is recommended to;

- a) approve the proposed project governance arrangements and membership of the Member Advisory Group and its Terms of Reference in Appendix A.
- b) note the key project risks and full risk register in Appendix B.

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Andrew Preston Post: Assistant Director Email: andrew.preston@cambridgeshire.gov.uk Tel: 01223 715664	Names: Cllr. Ian Bates Post: Chair Email: Ian.Bates@cambridgeshire.gov.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 The A605 between Whittlesey and Peterborough carries over 14,000 vehicles per day and there are some 120 daily train movements across the level crossing. Closing the level crossing barrier causes significant delay to traffic. Plans by the rail industry to increase the number of trains along the route will increase this.
- 1.2 The situation is exacerbated during winter, when flooding can close the North Bank; an alternative route between Whittlesey and Peterborough, for long periods of time. Some additional 5,000 vehicles a day therefore use the level crossing instead, doubling the average delay per vehicle. The delays impact local businesses and commuters.
- 1.3 This Committee decided at its meeting held in Whittlesey on 15th August 2019, to invite tenders from the open market to construct the scheme, following the removal of the previous contractor from the project. Formal tendering therefore began on the 30th September 2019, using the existing completed detailed design. This meant that tenderers can elect either to use it in full or refine it with their own innovations as a means of speeding up the design and delivery process.
- 1.4 The scheme currently remains on track to start construction work on site by December 2020, as set out in the table below.

2. MAIN ISSUES

Forward programme

- 2.1 A restricted Official Journal of the European Union (OJEU) process is under way as follows;

15 th August 2019	Committee approved using a restricted OJEU process for the completion of the project
30 th September 2019	Advertise contract opportunity via OJEU Notice
15 th November 2019	Selection Questionnaire (SQ) responses evaluated and moderated by Officers, Invitation to Tender (ITT) period started
19 th November 2019	SQ outcomes notified to tenderers
March 2020	Detailed ITT returns due
March/April 2020	Tender evaluation and moderation completed
April/May 2020	E&E agenda report, seeking Members' approval to award the construction contract
By December 2020	Construction commences
By December 2022	Construction complete

- 2.2 A total of nine submissions were received from Contractors to the initial contract opportunity and evaluation of these was completed on 15th November 2019, resulting in six tenderers successfully passing the Selection Questionnaire (SQ) stage. Two have since opted out, leaving four remaining tenderers bidding for the construction contract.

- 2.3 Invitation to Tender (ITT) returns are due from tenderers in March 2020 with evaluation starting immediately thereafter. The tender returns will be evaluated based on a 60% price, 40% quality split.
- 2.4 Upon completion of tender evaluation and moderation, the scheme will come before this Committee for a decision to award the Contract and to make any further recommendation to General Purposes Committee, should additional funding be required.
- 2.5 The following statutory process will then be triggered, subject to this Committee's final decision to award the Contract and any referral to GPC:
- i. Procurement Team issue formal Intention to Award a Contract
 - ii. Statutory "Alcatel" standstill period begins (10 calendar days), to allow any legal challenge from tenderers. Alcatel must not end on a weekend or Bank Holiday – noting Easter.
 - iii. Collate final contract documents (conducted in parallel with Alcatel)
 - iv. Issue outcome letters to tenderers and invite feedback once preferred bidder is confirmed
 - v. Issue the contract to the winning contractor
 - vi. Legal process of Signing and Sealing the contract
 - vii. Confirm award of contract in the Pro-Contract system
- 2.6 An estimated timescale for (i) to (vii) has been stated in the tender documents as two weeks after Alcatel standstill period completes and reiterated as a general tender note. Tenderers have also been reminded that no extensions will be granted.

Project governance

- 2.7 It is proposed that the Governance framework consist of an officer Project Board which reports to E&E Committee and a Member Advisory Group which receives information from, and gives recommendations to, both the Committee and the Project Board.
- 2.8 It is proposed that this structure and the members of the Member Advisory Group be agreed through E&E Committee. Attendance of the Group is proposed to include the Leader and Deputy Leader of the Council owing to the strategic importance of the scheme. Proposed project governance and Terms of Reference are presented for this Committee's approval in Appendix A, detailing the nature of the Project Board's responsibilities and its general relationship with the Member Advisory Group.
- 2.9 The Project Board takes its mandate from Economy & Environment Committee. A monthly cycle of meetings has been set up. It will be directed by Senior Council Officers and will take information to, and from, the Member Advisory Group.
- 2.10 A monthly Member Advisory Group is already in session, in which Cambridgeshire County Council (CCC) Officers provide an update upon a range of topics including programme, budget, risk, procurement and technical issues. The Member Advisory Group is not decision-making.
- 2.11 This governance process will therefore be used to uphold this Committee's decisions and bring any project issues back before this Committee if required to do so.
- 2.12 In addition to this Committee, Project Board and Member Advisory Group, CCC Officers will also provide progress updates and hear local feedback through a Local Liaison Meeting

with the Town and District Council Members and Officers at key stages of the project. The first meeting was held on 19th February 2020.

- 2.13 A dedicated progress meeting will also be chaired by CCC Officers with the Contractor once appointed. This will address technical details of site safety, programme, cost, risk, design and quality.
- 2.14 An update will also be provided to the Cambridgeshire & Peterborough Combined Authority (CPCA) colleague Officers via the monthly highlight report already in use, and CPCA's delegate on the Project Board.

Risk Register

- 2.15 The risk register for the project is contained in Appendix B. This is reviewed by the Project Board at each of its meetings and exceptions will periodically be reported to this Committee for awareness and a steer. Committee is asked to note and comment on the risk register.

Finance & funding

- 2.16 The approved scheme budget totals £29.98 million, comprising £5.6m from CCC and £24.4m from the CA:

Contributor	Description	Budget contribution
Cambridgeshire County Council	Capital budget	£5.6m
Combined Authority	Transforming Cities	£16.4m
Combined Authority	Growth Deal	£8.0m

- 2.17 A breakdown of total expenditure to date is shown in the table overleaf:

Description	Expenditure and commitments to date	Details
Stage 1 contract detailed design costs	£1.51m	Detailed design costs. Plus vegetation clearance (carried out before bird nesting season) and ecological works (Great Crested Newt monitoring, trapping etc; Badger monitoring and sett removal).
Land and all legal fees	£4.10m	Land acquisition fees and all associated legal fees. Side Roads Order fees.
Land and all legal fees	£0.10m	Bring forward costs associated with extending land access longstop dates to match scheme delivery programme to Dec 2022
Statutory undertaker costs	£0.90m	75% of all utility diversions quotations have to be paid in advance. However, CCC will only be charged for completed work and currently only the 33KV and 11KV UKPN cables have been diverted and so the final cost here may be lower.
Network Rail	£0.88m	Costs from Network Rail Asset Protection and Optimisation team, associated with legal and technical approvals to work in proximity of the railway.
Management & Supervision fees	£1.50m	CCC staff costs, Skanska and White Young Green consultant costs to date
Asbestos removal	£0.06m	Removal of asbestos from site.
Cost of re-tendering	£0.20m	Officer costs in LGSS Legal and Procurement, support from consultancies in writing and evaluating the tender
TOTAL	£9.25m	

3. ALIGNMENT WITH CORPORATE PRIORITIES

The King's Dyke project has been evaluated with respect to the following four Corporate Priorities:

3.1 A good quality of life for everyone

The scheme will ease congestion in Whittlesey significantly and so will significantly improve the lives of people in and beyond the town.

3.2 Thriving places for people to live

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

- Eliminating the delays at the level crossing will help to promote growth in the local area. This will help to promote jobs, business and housing.

- Both roundabouts have been sized to allow the 4th arm to be constructed which will open up development potential to the south.

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

The scheme impacts the following priority areas:

3.4.1 For the climate change mitigation theme (reducing our carbon footprint):

- The scheme provides walking, cycling and public transport access, and supports uptake of electric vehicles.

3.4.2 For the climate change adaptation theme:

- The scheme provides drainage infrastructure to help manage flood risk
- The reduced queuing time aids vulnerable people in severe weather or temperatures by improving access to health or care facilities.

3.4.3 For the natural capital theme:

- The scheme will provide measures to retain natural habitats
- Trees will be planted to aid air quality, natural habitats and visual amenity.

3.4.4 In accordance with the 2025 Action Plan, tender evaluation will be used to help identify mechanisms to improve data collection for carbon footprinting in construction.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The resource implications are detailed within the body of the report. Resources are allocated to the procurement process and are being closely-managed to ensure the programme remains on track.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

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

- A restricted OJEU process is under way in accordance with contract procedure rules.

4.3 Statutory, Legal and Risk Implications

Risks are detailed in the Risk Register presented in Appendix B.

The register will be monitored throughout the project and mitigation agreed with relevant parties.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

An Equalities Impact Assessment screening and full assessment has been undertaken and will be reviewed upon start of works.

4.5 Engagement and Communications Implications

The following sets out significant implications identified by Officers:

- A public engagement event 12th August 2019 reaffirmed the preferred scheme option and was successfully followed up 30th October 2019 with a more detailed discussion from a group of residents around 250-260 Peterborough Road.
- A scheme notice has been erected onsite.
- Facebook and Twitter feeds have been set up.
- The CCC webpage has been updated.
- Further engagement will be undertaken in-line with the Communications Plan.

4.6 Localism and Local Member Involvement

The following sets out significant implications identified by Officers:

- As set out above, local County, Town and District members will be engaged in the project via a Local Liaison Forum, starting 19th February 2020.
- This group may refer any concerns it may have to the King's Dyke Project Board or to the Member Advisory Group.

4.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus de Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Nicola Molloy
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Beatrice Brown
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Sarah Silk
Have any localism and Local Member involvement issues been cleared by your	Yes Name of Officer: Andrew Preston

Service Contact?	
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

Source Documents	Location
Kings Dyke E&E Committee Report 15th August 2019	CCC Website

Kings Dyke – Proposed Governance and Terms of Reference

Project Board - Overview

The Project Board leads delivery of the project within the remit given to it by the E&E Committee. It will be an Officer Board and will report regularly to E&E Committee and into the Member Advisory Group.

Summary Terms of Reference are as follows:

- a) To own and be accountable for the project. The Project Board is responsible for ensuring that the project is capable of delivering the scope and benefits specified in the Business Case.
- b) To take responsibility for all aspects of quality, expenditure and programme within the agreed limits set by E&E Committee.
- c) To commit resources within the remit set by E&E Committee.
- d) To provide direction to the Project Manager.
- e) To control the level of risk exposure and to own the resolution of risks and issues – escalating and updating E&E Committee on all red rated risks.
- f) To communicate with stakeholders external to the project.
- g) To authorise closure of the project.
- h) To assist with the post-project evaluation of benefits realisation.

Project Board - Terms of Reference

1.1 Purpose

The purpose of the Project Board is to provide oversight to the project, ensure appropriate governance, risk management and to provide assurance in accordance with the scope, budget and programme approved by the County Council's Economy and Environment (E&E) Committee. It will ensure that E&E Committee is kept updated and escalate any risks, issues or decisions that impact on these approvals.

1.2 Project Board - Main Duties

The main duties of the Project Board include;

- ***To own and be accountable for the project.*** The Project Board is responsible for ensuring that the project is capable of delivering the benefits specified in the Business Case, for defining acceptance criteria for the project and ensuring that the project delivers value for money. It is responsible for assurance of the project. It must review the Business Case regularly throughout the project to ensure that the project is still viable.
- ***To take responsibility for all aspects of quality.*** The Project Board ensures compliance with the governance framework for the project, the quality techniques and standards to be applied, and is responsible for ensuring quality. It also ensures that the project is aligned to the authority's strategies and policies throughout its lifecycle.
- ***To commit resources.*** The Project Board has the authority to provide all of the resources required for the success of the project. By approving the Project Initiation Document, project plan and any subsequent change plans, it is undertaking to make the required resources available.
- ***To secure funding for the project and ensure that this is spent appropriately.*** To authorise change requests where required and to approve or withhold use of contingency funds. Ensure escalation of any forecast impacts on the approved budget.
- ***To provide direction to the Project Manager.*** The Project Manager will need to escalate some issues or risks to the Board, may seek advice and will need decisions beyond their own remit to be taken. The Project Board Chair is responsible for ensuring this is achieved.
- ***To control the level of risk exposure and own the resolution of risks and issues.*** The Project Board must agree an acceptable risk profile and ensure that an appropriate approach to identifying, categorising, mitigating and escalating risks is defined and followed.

- ***To communicate with stakeholders external to the project.*** The Project Board ensures that there is timely and effective communication for each stakeholder group, that expectations are managed and that key messages are controlled, consistent and accurate.
- ***To authorise or recommend closure of the project.*** The Project Board is responsible for taking the decision to recommend closure of the project, whether this is at the planned end after successful achievement of all objectives or prematurely where it becomes clear that the benefits can no longer outweigh the costs.
- ***To assist with the post-project evaluation of benefits realisation.*** Ensure that lessons are learnt and recorded to inform future projects and outcomes are measured and monitored in accordance with agreed requirements.

1.3 Project Board Membership

Chair – Andrew Preston (Assistant Director, Infrastructure & Growth - CCC)

Dorothy Higginson (Major Infrastructure Delivery Group Manager - CCC)

Lee Baldry (Team Leader Major Projects - CCC)

Rowland Potter (Head of Transport – Cambridgeshire & Peterborough Combined Authority)

Sarah Silk (Business Partner – Communications - CCC)

Richard Brown (Cost and NEC Contract Consultant – WYG Consultants)

TBC (Senior representative from Contractor)

Presenting to Board – Tom Porter (Scheme Project Manager – CCC)

Member Advisory Group - Overview

The Member Advisory Group will receive information regularly (monthly) from the Project Board and provide a steer where necessary. It will not be a decision-making group and the vehicle to ensure that local Members and other Members of the Council are aware of progress with the scheme.

Member Advisory Group - Terms of Reference

1.1 Purpose

The purpose of the Member Advisory Group is to provide and receive information regarding project and the local area. It may comment upon risk, budget and programme. It may recommend items be reported to the Project Board or the County Council's Economy and Environment (E&E) Committee.

1.2 Member Advisory Group - Main Duties

The main duties of the Group include;

- ***Receive project updates from the Project Team*** regarding progress, finance, technical risks and issues.
- ***To communicate with external stakeholders to the project.*** The Group will aid timely and effective communication for each stakeholder group, help manage local expectation using information from Officers.
- ***To observe project timelines and finances.*** To advise upon summary trends and risks.
- ***To provide advice to the Project Manager.*** The Group may recommend issues or risks be escalated to the Project Board, or to seek decisions from E&E Committee. Advise the Project Team on quality of the project from a strategic or local perspective.
- ***To advise upon risk exposure and issues.*** The Group may comment upon identifying, categorising, mitigating and escalating risks.
- ***Make recommendations*** to the Project Board and E&E Committee.
- ***To recommend and monitor successful closure of the project.***

1.3 Member Advisory Group Membership

Chair Gillian Beasley (Chief Executive)

Cllr. Steve Count (Leader of the Council)

Cllr. Roger Hickford (Deputy Leader)

Cllr. Ian Bates (E&E Chairman)

Cllr. Chris Boden (Leader of Fenland District Council and Divisional County Councillor for Whittlesey North)

Cllr. David Connor (Divisional County Councillor for Whittlesey South)

Steve Cox (Executive Director, Place & Economy)

Graham Hughes (Service Director – Highways and Transport)

Andrew Preston (Assistant Director, Infrastructure & Growth - CCC)

Lee Baldry (Team Leader Major Projects - CCC)

Sarah Silk (Business Partner – Communications - CCC)

Presenting to the Group – Lee Baldry, Andy Preston

Select from Dropdown menu	Select from Dropdown menu	Select from Dropdown menu	Sequential Reference Number. Use to Group as B	Select from Dropdown menu	Select from Dropdown menu	A clear description of the Risk. The drafter should describe the risk e.g. 'The Risk is that...' It is important that the description is carefully worded, to define the scope of that risk.			Calculated by formula	Brief description of what measures could be taken to reduce or minimise the risk. Could be used to help evaluate.	Calculated by formula
Risk/Opportunity	Current Status	Impact Trend	Ref No.	Classification	Project Risk Category	Project Risk Description	Potential Impact	Primary impact (time/cost):	Score	Risk Mitigation Measures	Residual Score
Risk	LIVE	—	1.01	Corporate	Supply Chain	Contractor becomes insolvent during the works	Delay to scheme delivery and increase of costs due to re-procurement for a new contractor. Potential for members to overturn the decision to proceed	Start of works date	6	Manage. A parent company guarantee and surety bond is required as part of the contract. Full OJEU process being carried out	3
Risk	LIVE	—	1.02	Corporate	Project Management	Major event e.g. fuel strike, CCC Business Continuity Plan enacted	Unable to receive deliverables when required delaying scheme delivery. Loss of MID support during BCP event	Cost increase	4	Monitor. Risk mitigation within BCP reduces risk. Plan for any alternate methods of deliver of materials	3
Risk	LIVE	—	1.03	Corporate	Project Management	Works disrupted owing to major event e.g. environmental or political protest.	Delay to scheme delivery caused by the event e.g. access to site is impeded. Potential damage to the sites or site establishment	Completion of works date	3	Monitor. Ensure site is secure (Unlikely to happen in the location of this site)	3
Risk	LIVE	▲	1.04	Corporate	Project Scope	Market forces causes significant unforeseen costs/delays e.g. cost of borrowing, parent company insolvency	Potential increase in costs and delays. Loss of productivity due to reduced availability of plant/labour/materials	Cost increase	16	Monitor. Regular communication with the contractor to assess any Brexit impacts on the organisation or the scheme. Review possibility of stockpiling materials. Purchase long lead items from Europe as early as possible	9
Risk	LIVE	▲	1.05	Corporate	Internal Stakeholders	Major IT outage or virus attack causes loss of data or denial of service	Loss of data could jeopardise programme dates and lead to reputational impact. Risk of GDPR breaches and possible fines	Cost increase	8	Manage. Use cloud-based software. Keep security settings up-to-date. Ensure CCC network receives updates	6
Risk	LIVE	▲	1.06	Corporate	CCC Resources	Staffing - lack of capacity/skillsets, illness or retention risk (CCC & its consultants)	Potential for deadlines to be missed, including contractual timelines which would lead to CE's. Inadequate provision to make timely decisions would also delay programme	Start of works date	6	Manage. Ensure CCC resources in place before contract starts. Fallback plan for recruiting at short notice. Ensure consultants have adequate resources assigned and a succession plan	4
Risk	LIVE	▼	1.07	Corporate	CCC Resources	Staffing - LGSS gets changed / disbanded	Loss of continuity of staff. Potential need to procure legal and procurement services thus delaying the project	Start of works date	6	Monitor. Hold suitable reassurance from LGSS regarding continuity of service. Can key staff members be employed directly?	2
Risk	LIVE	—	1.08	Corporate	CCC Resources	Decision-making process delays the programme for example a large CE exceeds the Project Board's mandate and therefore requires E&E decision	Delay to project delivery, potential additional costs or E&E calls a halt to the scheme if a CE is too large for the scheme to continue	Start of works date	8	Monitor. Early engagement with Exec Director	4
Risk	LIVE	▲	2.01	Financial	Project Funding	Insufficient additional funding available (above currently agreed amount) to commence the construction phase	Delay to scheme delivery while the shortfall is addressed. Officer time.	Start of works date	16	Monitor. Approach stakeholders to request additional funding. Undertake cost challenge exercise. Retender to try and achieve a more competitive price	12
Risk	CLOSED	▲	2.02	Financial	Project Funding	Insufficient funding available to complete the construction phase becoming apparent once construction has already commenced	Delay to scheme delivery or potential non-delivery of the project. An effective overspend. Political & reputational fallout. Poor public perception of CCC	Cost increase	16	Manage expenditure proactively. Early warning of expenditure exceeding its forecast profile. Agree parameters of any potential overspend (i.e written agreement of 60:40 cost split with the CA). Contingency budget with control measures in place.	12
Risk	LIVE	▲	2.03	Financial	Project Funding	The target cost changes, increasing the budget required	Increased budget may be required which may impact on programme	Cost increase	9	Contingency budget with control measures in place. Potential descoping. Competitive tender	9
Risk	CLOSED	▲	2.04	Financial	Project Funding	Inability to agree a funding agreement with the CA by Committee & Board dates	Delay to signing contract with the contractor. Poor publicity. Delay to starting on site	Start of works date	12	Negotiate a funding agreement with the CA before CA and Committee dates. Find alternative "bridging" budget. Put in application for Earmarked Reserves budget.	9

Select from Dropdown menu	Select from Dropdown menu	Select from Dropdown menu	Sequential Reference Number. Use to Group as B	Select from Dropdown menu	Select from Dropdown menu	A clear description of the Risk. The drafter should describe the risk e.g. 'The Risk is that...' It is important that the description is carefully worded, to define the scope of that risk.			Calculated by formula	Brief description of what measures could be taken to reduce or minimise the risk. Could be used to help evaluate.	Calculated by formula
Risk/Opportunity	Current Status	Impact Trend	Ref No.	Classification	Project Risk Category	Project Risk Description	Potential Impact	Primary impact (time/cost):	Inherent Score	Risk Mitigation Measures	Residual Score
Risk	LIVE	—	2.05	Financial	Project Funding	Funding not released to CCC in a timely fashion after funding agreement has been signed. Expenditure accrues in the meantime.	Potential delay to delivery if funding is not available. Increased financial/risk exposure to CCC	Start of works date	6	Submit monthly payment claims to the CA to reduce CCC financial exposure. Escalate at earliest sign of an issue arising. Provide profiled forecast to CA.	3
Risk	CLOSED	▼	2.06	Financial	Project Funding	Major underspend causing reputational damage	Reputational impact on CCC from public perception of the council failing its published targets		4	Early comms regarding underspend as a positive outcome, due to good management of the contractor	1
Risk	LIVE	—	2.07	Financial	Project Funding	Damages claims by members of the public or businesses, and/or part 1 claims	Additional costs. Potential legal action and need for CCC legal Counsel	Cost increase	9	Continue comms. Promptly resolve issues, preventing future problems	4
Risk	LIVE	—	2.08	Financial	Project Funding	Committed sums cost more than budgeted for	Additional funding required	Cost increase	6	Identify as early as possible. Try to push back on the claims	6
Risk	CLOSED	▲	3.01	Political	Project Funding	CA removes, reduces or postpones funding	Insufficient funding to construct the scheme and the project becomes unviable	Start of works date	12	Negotiate a funding agreement with the CA early. Review other funding streams. Review CCC's global position on funding	9
Risk	CLOSED	—	3.02	Political	Governance	Change in political leadership, resulting in a change of strategic priorities	Kings Dyke may no longer be a priority for Members increasing the potential for it to be shelved or postponed	Start of works date	8	Monitor. Engage early with any new Members, briefing them on the legacy for KD as needed. Reiterate the positive BCR from the Business Case	4
Risk	LIVE	▼	3.03	Political	Governance	Stakeholders change their requirements and / or support (e.g. landowners)	Will be more difficult to meet project timescales and there will be delays to delivery. Potential for increased costs due to additional mitigation of objections from stakeholders. Potential legal battle	Cost increase	8	Monitor. Continue communications with all stakeholders. Prompt liaison with all parties to resolve issues preventing future problems.	6
Risk	CLOSED	▼	3.04	Political	Project Funding	E&E Committee removes or reduces CCC funding contribution	Insufficient funding and the project becomes unviable	Start of works date	8	Monitor. Seek approval for any additional funding at the subsequent committee. Agree timescales and mechanism for drawdown of funds	8
Risk	LIVE	▲	4.01	Governance	Governance	CA board date missed due to agenda papers being delayed or not signed off on time	Delay to starting works	Start of works date	12	Monitor. CCC to draft first version of the CA Board paper. Communicate progress through procurement and timescales required of the Board papers	9
Risk	LIVE	▲	4.02	Governance	Governance	Governance process changes - timelines	Committee dates missed or put back meaning delay to scheme progress	Start of works date	9	Monitor. Check Member services for up-to-date committee dates.	6
Risk	LIVE	▼	4.03	Governance	Governance	CCC Business Case not agreed by CA (as advised by SDG) as a result of revised BCR. Programme delay caused.	Without an approved Business Case the project cannot achieve CCC committee & CA board approval, therefore scheme will be on hold	Start of works date	8	Monitor. Business Case update following tender moderation. Keep CA informed and liaise with their consultant to resolve queries	4
Risk	LIVE	▲	4.04	Governance	Governance	E&E Committee date missed due to paper taking longer getting through sign off or delay in writing	Delay to scheme progress	Start of works date	9	Monitor. Check Member services for the up-to-date committee dates. Target a date which upholds project timescales	6
Risk	LIVE	—	5.01	Procurement	Supply Chain	Challenge from marketplace over validity of procurement of the contract	Delay whilst the challenge is being contested. If the challenge is successful then potentially the procurement exercise would need to be re-run	Start of works date	6	Monitor. Robust procurement carried out overseen by LGSS colleagues. Prompt responded to any challenge received.	3
Risk	CLOSED	▼	5.02	Procurement	Supply Chain	Lack of interest from bidders when re-tendering for the construction phase.	This could invalidate the competitiveness of the tender and could increase the budget requirements for the project.	Cost increase	8	Monitor. Supplier engagement event to generate marketplace interest. Carry out restricted OJEU process to reduce chance of contractors declining to bid (i.e. lower chances of success).	6
Risk	LIVE	▼	6.01	Technical	Design	Re-tendering could lead to the newly appointed Contractor having to make significant design changes, to make the solution buildable.	This could cause delay, additional design costs and may require additional third party approvals.	Start of works date	12	Monitor. Robust tender, and contract, to limit design changes which can be undertaken by Contractor	6
Risk	CLOSED	▼	6.02	Technical	Project Scope	Bidders might submit a tender with a design which would be a material change. This would have to be disallowed as a non-compliant bid	Fewer acceptable bids, less innovation and less favourable prices	Start of works date	12	Manage. Insert pro-forma into tender which bidders submit during the tender. Ensure bidders seek pre-app advice before submitting their bid	8
Risk	LIVE	▼	6.03	Technical	Design	Design period takes longer than envisaged	Delay to commencement on site. Poor publicity if start of work is later than December 2020	Start of works date	9	Manage. Ideal start date inserted into the works information. Chase TAA comment / sign off changes swiftly. Review programme for efficiencies	9

Select from Dropdown menu	Select from Dropdown menu	Select from Dropdown menu	Sequential Reference Number. Use to Group as B	Select from Dropdown menu	Select from Dropdown menu	A clear description of the Risk. The drafter should describe the risk e.g. 'The Risk is that...' It is important that the description is carefully worded, to define the scope of that risk.			Calculated by formula	Brief description of what measures could be taken to reduce or minimise the risk. Could be used to help evaluate.	Calculated by formula
Risk/Opportunity	Current Status	Impact Trend	Ref No.	Classification	Project Risk Category	Project Risk Description	Potential Impact	Primary impact (time/cost):	Inherent Score	Risk Mitigation Measures	Residual Score
Risk	LIVE	▼	6.04	Technical	Design	TAA fails to meet required timescales	Delay to scheme progress and potential CE from contractor	Start of works date	12	Monitor. Prior agreement with TAA to uphold timescales. Ensure time-critical information is registered and chased by CCC before the deadline	9
Risk	LIVE	▼	6.05	Technical	Design	TAA misses an important technical detail	Redesign would need to be carried out delaying the scheme and causing additional cost. Abortive costs if the error is discovered during construction.	Start of works date	9	Monitor. Ensure qualified personnel carrying out technical reviews. Ensure correct approval procedures carried out	6
Risk	LIVE	▲	7.01	Project	Project Management	Long stop dates on existing temporary land agreements & Licences cost more than forecast	Could lead to further costs if renegotiation needs to take place	Cost increase	15	Manage. Robust programme, ensure all aware of key dates and risks. Ensure timely key decisions to allow project stages to progress efficiently. Investigate opportunities to condense the programme to avoid passing long-stop dates. Early engagement with landowners and CCC Legal	15
Risk	LIVE	▼	7.02	Project	Project Management	Carrying out early Statutory Undertaker apparatus diversionary works, abortive work or the need for further relocation	Additional visits or moving apparatus more than once. Potential delay and additional costs	Start of works date	9	Manage. Ensure setting out is carried out Have a supervisor on site during the works to ensure stats are put in the correct place	6
Risk	LIVE	▼	7.03	Project	Statutory Process	Approval of Non-Material Amendment may take longer than planned; especially if pre-commencement planning conditions require discharging as well	Delay to start of works	Start of works date	9	Manage. Early engagement with CCC Planning colleagues	6
Risk	LIVE	▲	7.04	Project	Project Management	Signing a new BAPA with Network Rail might take longer than envisaged	Delay to start of bridge works	Start of works date	9	Manage. Early engagement with Network Rail. Escalate when necessary	6
Risk	LIVE	▲	7.05	Project	Project Scope	Unexpected contaminated land discovered during construction	Need to assess scope and nature of the issue, establish remedial work required. Additional cost and delay to works.	Cost increase	12	Manage. Survey, mitigation and remediation measures to be agreed	9
Risk	LIVE	▲	7.06	Project	External Stakeholders	NR - possessions curtailed by Network Rail for operational reasons	Possessions reduced due to operational requirements on network	Completion of works date	12	Book contingent possessions, cancel if not required (costs associated with this).	8
Risk	LIVE	▲	7.07	Project	External Stakeholders	NR - possessions cancelled by Network Rail	Possessions cancelled due to operational requirements on network	Completion of works date	12	Monitor. Book additional possessions, delay to programme	12
Risk	LIVE	▼	7.08	Project	External Stakeholders	Statutory Undertakers (SUs) fail to deliver their works to the agreed programme	Delay to works, additional cost	Completion of works date	9	Manage. Early liaison with SUs, agreed programme of works and resource levels Carry out advanced utility diversion works before construction starts on site	6
Risk	LIVE	▼	7.09	Project	External Stakeholders	Unknown services discovered during works	Delay to works - unable to support/divert service if unidentified	Completion of works date	9	Manage. Early engagement with SUs - trail holes & further investigation in Phase 1	6
Risk	LIVE	▼	7.10	Project	External Stakeholders	Strike underground apparatus during excavations, due to unknown services.	Safety issue, possible investigatory works, delay to project, loss of services	Completion of works date	8	Manage. Early engagement with SUs. Services apparatus plan for reference during construction. Include 3D model so areas can be investigated prior to excavation. Trail holes to confirm	4
Risk	LIVE	▼	7.11	Project	External Stakeholders	Working adjacent to operational railway	Operation of railway is endangered or stopped by the works (collapse of plant, loads, excavations or piling)	Completion of works date	8	Manage. Works to be agreed with NwR in advance. Submissions made in accordance with NR requirements. Methodology to reflect KD works, relative to the railway.	4
Risk	LIVE	▼	7.12	Project	External Stakeholders	Archaeological finds during earthworks, need investigation thus delaying works	Delays to works, additional costs	Completion of works date	8	Monitor. Liaison with Archaeological team during design period - carry out advance investigations	8
Risk	LIVE	▼	7.13	Project	Project Management	Slope instability; through conducting works adjacent to deep water in Star pit	Safety issue, incident/accident involving personnel and/or plant, investigation required	Completion of works date	12	Manage. Barriers, safety equipment, to be provided	8
Risk	LIVE	▼	7.14	Project	Project Management	Construction works increase local traffic delays	Increased delays on already congested local roads. Public anger and poor publicity	Cost increase	12	Manage. Understand local road network - where are the problem areas; how can we avoid making them worse? Approved TM schemes & alternate routes	9
Risk	LIVE	▲	7.15	Project	External Stakeholders	New Network Rail approvals required if the contractor changes the bridge design	Delay and additional cost from Network Rail	Start of works date	9	Monitor. Early engagement with Network Rail. Escalate when necessary	9

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Risk/Opportunity	Current Status	Impact Trend	Ref No.	Classification	Project Risk Category	Project Risk Description	Potential Impact	Primary impact (time/cost):	Score	Risk Mitigation Measures	Residual Score
Risk	LIVE	▼	7.16	Project	Supply Chain	Second or third-tier suppliers don't perform adequately (or become insolvent) and primary Contractor does not manage impacts properly	Delay to completion of the scheme. Potential increase in cost	Completion of works date	6	Monitor. Progress meetings with the main contractor; subcontractors an agenda item. Integrated meetings	3
Risk	LIVE	▲	7.17	Project	Supply Chain	Major marketplace event e.g. supply of materials disrupted such as bitumen, steel or an increase in cost causes Compensation Events	Additional cost and delay to scheme delivery	Cost increase	12	Monitor. Review materials for more widely-available alternatives. Discuss with contractor	6
Risk	LIVE	▼	7.18	Project	Supply Chain	Contractor withholds work or does not uphold programme commitments	Delay to project completion. Poor publicity	Completion of works date	8	Monitor working relationship with contractor. Ensure good comms. Robust contract. Enact Liquidated Damages only if required	6
Risk	LIVE	▼	7.19	Project	Internal Stakeholders	Roadspace or diversion route clashes or Emergency works conflicting with roadspace	Nuisance to the local public, delay in getting material to the site, poor publicity	Start of works date	9	Monitor. Meet streetworks colleagues and contractor. Attend HAUC meeting	4
Risk	LIVE	▼	7.20	Project	Project Scope	Unforeseen ground conditions	Additional costs and delays to scheme delivery.	Cost increase	12	Monitor. Ground investigation carried out, reducing likelihood. Carry out additional investigation in pre-construction	9
Risk	LIVE	▲	7.21	Project	Project Management	Construction contract takes longer than planned to sign	Delay to commencement of work	Start of works date	9	Monitor. Contract ready to send out once Key Decision made. Dialogue with the contractor to get contract signed promptly	6
Risk	LIVE	▲	7.22	Project	Supply Chain	Contractor not adhering to the terms of the contract leading to arbitration	Potential delay to completion of the scheme and additional costs. Depending on the breach, the contract may need to be terminated leading to reprocurement to complete the construction	Cost increase	8	Monitor. Ensure terms agreed before contract signed. Use dispute resolution channels before arbitration or termination of contract	3
Risk	LIVE	▲	7.23	Project	Supply Chain	Contractor submits programme which is longer than dates publicly announced	Poor publicity for CCC and loss in reputation of the council's ability to deliver schemes	Completion of works date	9	Manage. Programme is part of tender evaluation, longer programme will be marked down. If the contractor wins but does not uphold the programme, challenge this robustly. Discuss corrections back to CCC's timescales.	6
Risk	LIVE	▲	7.24	Project	Statutory Process	Remaining planning conditions take longer to discharge than planned	Delay in completion of the scheme. Potential for additional costs	Completion of works date	9	Monitor. Early discussion with contractor to make sure condition discharge is programmed with adequate time	6
Risk	LIVE	▲	7.25	Project	External Stakeholders	SU apparatus diversions cost more than forecast	Additional costs to the scheme	Cost increase	12	Monitor. Regular cost updates. Challenge requirements of the diversions. Communicate any additional costs to senior management	8
Risk	LIVE	▲	7.26	Project	External Stakeholders	Premature failure of newly-diverted Statutory Undertaker apparatus leads to programme delays	Apparatus need repairs which could delay the programme	Completion of works date	6	Monitor. Competent companies and personnel following a quality plan. Sign off each element of work completed. Ensure all apparatus is communicated to the contractor so they are aware	3
Risk	LIVE	▼	7.27	Project	Project Management	Version control of documents means it is unclear what the works information, site information and contract data is	Potential delay to scheme and additional costs if different parties are working to different documents	Completion of works date	9	Manage. Ensure comms between NEC PM and the contractor. Use cloud-based software to access the same up-to-date works information	4
Risk	LIVE	▲	7.28	Project	External Stakeholders	NR approvals taking longer than the agreed timescales	Delay to approval means a delay to start of works	Start of works date	9	Monitor. Service Agreement with NwR to uphold timescales. Comms, applying pressure to uphold time scales. Escalate promptly if is an issue	4
Risk	LIVE	▼	7.29	Project	External Stakeholders	3rd parties add constraint or new requirements (e.g MLC & EA)	Additional cost and delay	Completion of works date	12	Monitor. Challenge any additional requirements, negotiate with 3rd parties, escalate where necessary	9
Risk	LIVE	▼	7.30	Project	Project Scope	Existing assets requiring repair (e.g tie in details, drainage, barriers, signage etc)	Additional cost and delay	Cost increase	12	Monitor. Early surveys to identify requirements. Seek funding from maintenance budget, discuss wholelife cost (ie. investing capital to save future revenue maintenance)	6

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Risk/Opportunity	Current Status	Impact Trend	Ref No.	Classification	Project Risk Category	Project Risk Description	Potential Impact	Primary impact (time/cost):	Score	Risk Mitigation Measures	Residual Score
Risk	LIVE	—	7.31	Project	Supply Chain	Insufficient availability of earthworks materials	If there is limited supply or availability in the area this may increase cost	Completion of works date	9	Manage. Check with contractor as early as possible their source of materials. Ensure contractor safeguards material as soon as they are in contract. Discuss with contractor a backup plan for sourcing local material	6
Risk	LIVE	—	7.32	Project	Project Management	Ground stabilisation is ineffective	Further remedial work required and potential additional design and alternative proposals	Cost increase	8	Monitor. Ensure detailed design has been signed off by the TAA and is implemented correctly. Ensure bearing capacity checks are carried out	4
Risk	LIVE	—	7.33	Project	External Stakeholders	Network Rail require additional approvals over and above their standard requirements	Delay to progress of the scheme whilst the additional approvals / requirements are met	Completion of works date	9	Monitor. Continue communication with NR and ensure documents are sent as early as possible for sign off	6
Risk	LIVE	—	7.34	Project	Project Scope	Existing carriageway has Tar content	Will increase any disposal costs	Cost increase	4	Monitor. Carry out cores and test for Tar content prior to construction of the tie in's	4
Risk	LIVE	—	7.35	Project	Project Scope	Existing carriageway has depth greater than expected	Increase excavation times and cost	Cost increase	9	Monitor. Carry out cores to identify depth. Look into overlay option of carriageway has sufficient capacity	6
Risk	LIVE	▼	8.01	Environmental	Project Management	Discovery of unforeseen protected species causes programme delay	Delays to scheme delivery	Completion of works date	16	Monitor. Carry out ecological mitigation before works start. Ensure surveys in the correct periods and mitigation is in the correct season	9
Risk	LIVE	▼	8.02	Environmental	Project Management	Flood risks delays and damage during construction due to Kings Dyke bursting banks.	Delay to scheme delivery	Completion of works date	10	Monitor. Contractor's method statement for mitigation. Flood information for sufficient planning. Regular meetings	5
Risk	LIVE	▼	8.03	Environmental	Project Management	Pollution of local watercourses or groundwater during works	Additional cost for remediation, potential for fines, reputational damage	Cost increase	12	Monitor. Control measures - silt tanks, spill kits, protection of watercourses	8
Risk	LIVE	—	8.04	Environmental	Project Management	Noise, dust, odour and vibration caused by the works	Complaints from residents which may result in programme delays, financial implications and adverse publicity. Vibration in particular could affect Network Rail infrastructure so will need to be monitored	Cost increase	9	Monitor. Contractor's mitigation measures to reduce construction N&V levels i.e. BPM, barriers, enclosures. Community awareness campaign	6
Risk	LIVE	—	8.05	Environmental	Project Management	Damage to existing hedgerows / vegetation during construction	Loss of habitat & cost for making good.	Cost increase	6	Manage. Understand which hedges are to be kept. Manage construction to limit interaction Consider time of year that construction takes place.	3
Risk	LIVE	—	8.06	Environmental	Project Management	Discovery of any additional protected species (those not already dealt with e.g. badgers) requires additional survey and relocating work prior to construction	Programme delays while species are relocated as necessary. Newt surveys to be carried out in March-June, delay to construction	Completion of works date	12	Monitor. Ensure relevant surveys carried out at correct times. Relocation carried out as early as practicable. Consider use of project-wide licence.	8
Risk	LIVE	—	8.07	Environmental	Project Management	Inclement weather, above NEC weather event e.g. flood, drought, freeze or heatwave, winds	Reduced productivity on site, thus delaying scheme delivery	Completion of works date	12	Monitor. Check weather forecasts. Accelerate works during summer. Carry out as much off-site works as practicable (i.e. precast / steel elements)	8
Risk	LIVE	—	8.08	Environmental	Project Management	Heave or shrinkage of soil due to inclement weather	Further ground stabilisation may be required. Additional cost and delay to completion	Completion of works date	9	Manage. Plan soil stabilisation works for the most suitable time of year. Embankment construction once stabilisation is complete	6
Risk	LIVE	▲	9.01	Communications	Consultation/Comms	Level of media interest causes a pressure on Officer time, leading to a programme delay.	Priority of workload has been diverted from the construction to managing comms which in turn leads to delays on the project	Cost increase	9	Monitor. Ensure continued support from specialist comms. Line management to assist with comms activities	4
Risk	LIVE	▼	9.02	Communications	Consultation/Comms	Increased level of public objection, driven by Social Media posts.	CCC may be delayed by the volume of public enquiries making it more difficult to complete tasks to the required timescales. There could also be negative publicity towards CCC	Cost increase	6	Monitor. Regular comms updates. Keep residents engaged. Respond promptly to queries	2
Risk	LIVE	▼	9.03	Communications	Consultation/Comms	Public opinion drives a change in Member support.	Members may become less supportive of the scheme or may want changes to the scope which are currently outside the design.	Cost increase	6	Monitor. Currently high support, unlikely to drop. Regular updates to keep the public engaged and supportive	2
Risk	LIVE	▲	9.04	Communications	Consultation/Comms	Improved comms may drive up the level of damages claims	Legal action and additional scheme costs. CCC reputation adversely affected	Cost increase	6	Monitor. Carry out condition surveys before work commences	2

Revision Date: 12/12/2019 Date Printed: 25/02/2020
 Scheme Name: King's Dyke improvements scheme

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Risk/Opportunity	Current Status	Impact Trend	Ref No.	Classification	Project Risk Category	Project Risk Description	Potential Impact	Primary impact (time/cost):	Inherent Score	Risk Mitigation Measures	Residual Score
Risk	LIVE	▲	9.05	Communications	Consultation/Comms	Scheme programme delayed through public disruption or events	Site deliveries may temporarily need to be closed until the disruption has ceased	Cost increase	6	Monitor. Potential stockpiling of material may mitigate this. Contingency plan to minimise disruption	3
Opportunity	LIVE	▲	Opp1.01	Project	External Stakeholders	Funding contribution from DfT PinchPoint award				NA	
Opportunity	LIVE	▲	Opp1.01	Project	External Stakeholders	Availability of NwR fill material as a quid/pro/quo for use as fill in the Star Pit				NA	

MARCH AREA TRANSPORT STUDY PROGRESS REPORT

To: Economy and Environment Committee

Meeting Date: 5 March 2020

From: Steve Cox, Executive Director, Place and Economy

Electoral division(s): March North and Waldersley, March South and Rural, Whittlesey South

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

Purpose: To note progress on the March Area Transport Study, comment on the emerging outcomes and approve them for consultation with the public.

Recommendation: It is recommended that the Economy and Environment Committee:

- a) Note and comment on the emerging outcomes of the March Area Transport Study.
- b) Approve the study outcomes for consultation with the public.

Officer contact:	Member contacts:
Name: Steve Newby	Names: Councillors Ian Bates & Tim Wotherspoon
Post: Transport and Infrastructure Officer	Post: Chair/Vice-Chair
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1. BACKGROUND

- 1.1 The original March Area Transport Study (2011) and the March Market Town Transport Strategy (2013) identified a number of transport interventions that were needed to address existing congestion problems and provide capacity for housing and employment growth for March, identified in the Fenland Local Plan. Although these pinch points were identified in previous studies, no schemes were devised to address the problems.
- 1.2 The Cambridgeshire and Peterborough Combined Authority (CPCA) presented a paper at its Board meeting on 28th March 2018 that set out spending on transport during the period 2018-20.
- 1.3 The March Junctions Improvement Package was one of the transport schemes identified in the pipeline of schemes and was allocated £100k in October 2017 and a further £1m in March 2018 for a feasibility study with responsibility for leading and delivering the study delegated to Cambridgeshire County Council (CCC). CCC subsequently appointed Skanska as its consultant support for the study through its Highways Services Contract and the study was renamed as the March Area Transport Study (MATS).
- 1.4 In addition, and following approval from Economy and Environment Committee in July 2018, a Member Steering Group (MSG) was established to ensure Local Member involvement throughout the study. This has met twelve times to date and has successfully guided the study throughout its development.
- 1.5 The study has examined a wide range of options developed from officer led workshops and subsequently reviewed by the MSG. These options were assessed using bespoke transport models at a higher strategic and more detailed operational level. Study outcomes are now detailed in the Options Assessment Report. The Executive Summary of this report is included as Appendix A.

2 MAIN ISSUES

- 2.1 At the outset of the study and after discussions with the CPCA and the MSG, the study was extended to cover all transport modes and the consideration of small, medium and large interventions relating to those junctions initially identified. MATS has identified various packages of interventions, some of which have been progressed to feasibility design with the further objective of ensuring these schemes would be ready for further development if and when any funding opportunities arise. None of the schemes assessed prejudice options for reinstating the March – Wisbech rail line, a separate CPCA funded project.
- 2.2 A variety of smaller scale Quick Win (QW) schemes were identified early on after discussions between officers and Members, and these have progressed separately from the main study. These quick win schemes comprise various small scale measures such as signal improvements at junctions, better lighting and improvements for pedestrians and cyclists through new and upgraded crossings and pavements. A full list of these Quick Win measures is included at Appendix B.
- 2.3 The first of these QW schemes to be delivered (QW 20 in May 2019) involved re-timing the traffic signals on the B1101 through March to take account of present day traffic flows. Signal timings for weekday and Saturday peak hours were changed and anecdotal evidence suggests improvements were made to traffic flow and delay as a result. Other QW schemes are being progressed through to detailed design with associated target construction costs and these are due at different times this year. QW 21 and 23, completing footways on Norwood Ave and Hundred Rd respectively already have target construction

costs and discussions with the CPCA regarding funding for delivery have commenced. Funding discussions for the remaining QW schemes will take place throughout the coming months.

- 2.4 In parallel to the MATS project, Fenland District Council has developed a proposal for the Future High Street Fund (FHSF) to fundamentally change the way in which March functions as a Town Centre. This includes improvements in Broad Street which will improve pedestrian flow and footfall, changes to densification in use which will support a 24-hour economy and support resilience, and public realm improvements which will open up underused and derelict areas for commercial development.
- 2.5 The purpose of this investment is to arrest the decline in March Town Centre and enable the area to make the most of its untapped potential. This opportunity for funding has presented itself at an opportune time for March as it builds on the recently adopted Growing Fenland Strategy for the development of Fenlands towns and has linked closely with the development of the MATS.
- 2.6 There has been regular dialogue between the two projects to ensure that any proposals considered within this study for the Town Centre, and particularly Broad Street, are consistent with the FHSF aspirations.
- 2.7 The MATS Options Assessment Report, which is the key output from this stage of work, summarises and sets out the findings of the main study. Schemes were assessed in three phases, with each phase informing the next; a strategic assessment phase, an operational assessment phase and a scheme packaging phase (Figure 1).

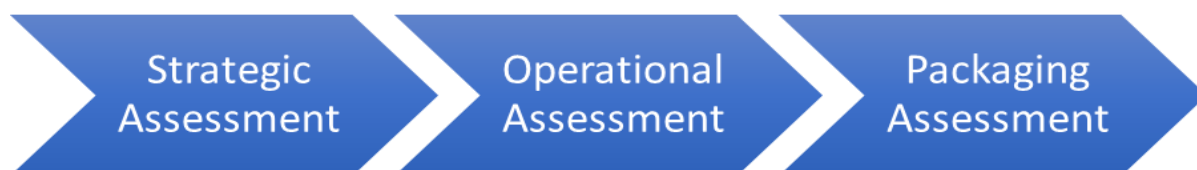


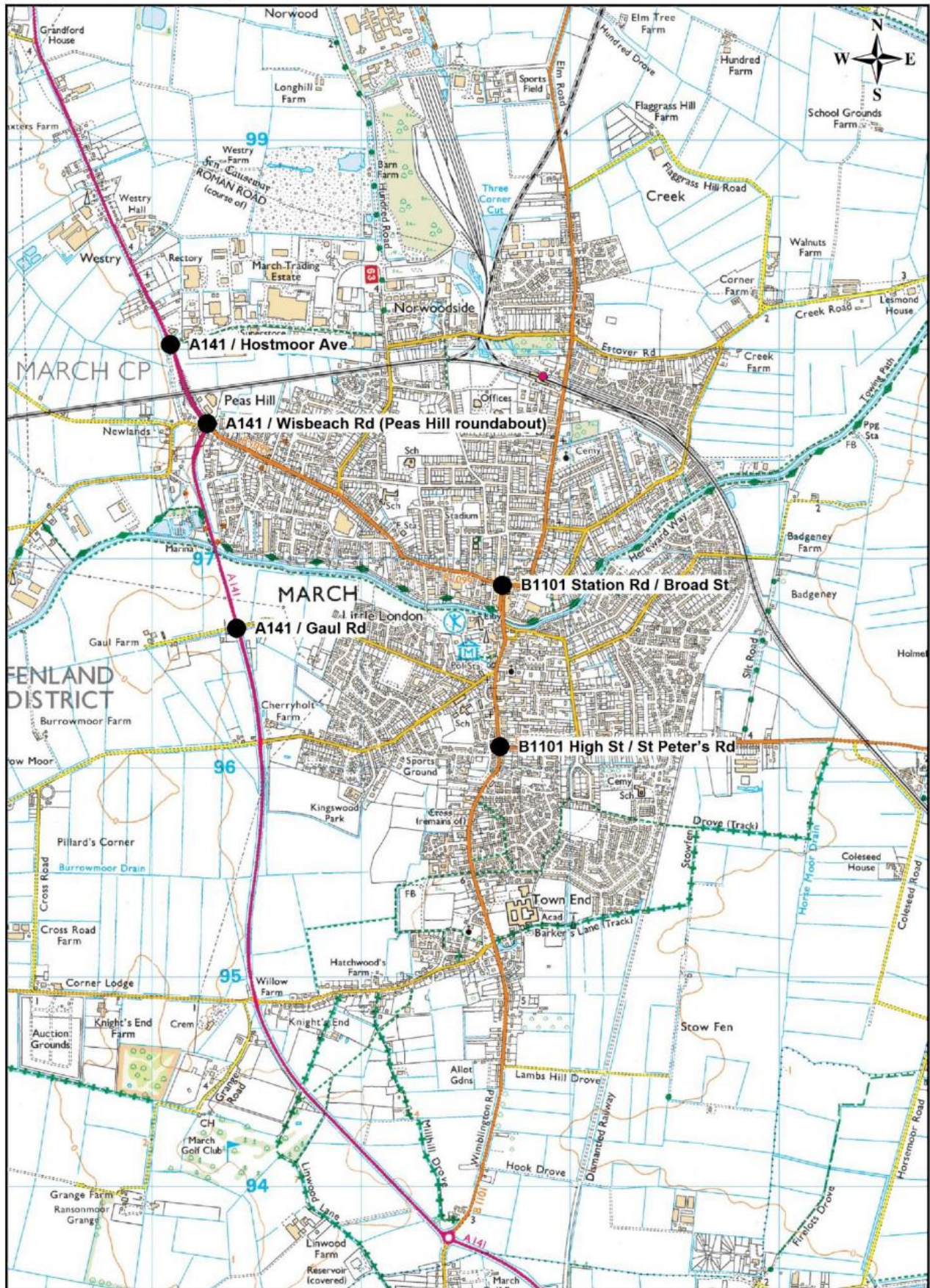
Figure 1 – MATS Assessment Process

Strategic Assessment

- 2.8 The strategic assessment considered larger options to determine at an early stage if they were likely to offer good value for money in accordance with Central Government Transport Analysis Guidance (TAG), the standard assessment framework, and rule out those that did not. Those options that were indicated to offer good value for money were then progressed to the Operational Assessment. To enable this economic assessment process, a strategic MATS SATURN model was built for the study and was used to calculate the benefits of each option, both in the present year and in future years, factoring in planned growth.
- 2.9 Currently, traffic in March experiences congestion and delays predominantly at the Broad St / Station Rd and High St / St Peters Rd junctions during weekday peak hours. Traffic levels are forecast to increase by up to 20% in peak hours by 2031 according to growth forecasts based on the Fenland Local Plan. Under these assumptions congestion is forecast to increase most significantly at the following five junctions if nothing is done to mitigate this growth (Figure 2):

Figure 2 - Congested Junctions

No Window



Scale (at A4): 1:23355

Centred at: 541493,296533

Date:03/02/2020

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- A141 / Hostmoor Ave
- A141 / Wisbeach Rd (Peas Hill roundabout)
- B1101 Station Rd / Broad St
- B1101 High St / St Peter's Rd
- A141 / Gaul Rd

2.10 The schemes assessed in the MATS aimed to address problems at these junctions, as well as inform and support Local Plan development sites. The larger strategic schemes that were also considered included:

- A141 re-alignment options (a number of options bypassing the current alignment of the A141)
- the March Northern Industrial Link Road (a number of different alternative alignments)
- new river crossings - both within March town centre and as part of a wider Eastern bypass to the town

2.11 Assessment of A141 re-alignment options concluded that none of the options offered value for money alongside significant deliverability issues. The options that were therefore taken further in the study were online A141 junction improvements at Twenty Foot Rd (to the north of March), Hostmoor Ave and Peas Hill roundabout. The study concluded that re-timing the recently installed traffic signals at Gaul Rd would accommodate future traffic growth at that junction.

2.12 Assessment of the March Northern Industrial Link Road (NILR) concluded that the alignment identified in the March Market Town Transport Strategy remained the best alignment as it offers the best value for money due to the relatively low cost and high transfer of trips from alternative routes. However, this alignment runs past Whitemoor Prison and Network Rail's Whitemoor Maintenance Yard and could therefore be a complex time consuming scheme to deliver.

2.13 Of the eastern bypass options around March, none were found to offer value for money due to their very high construction costs when compared to the relatively low number of vehicles that would use them. However, reasonable benefits were obtained for potential new river crossings closer to the existing town centre bridge as these provided alternative routes for the higher numbers of vehicles that currently use the town bridge, as well as those additional trips forecasted as a result of future growth. The area identified to offer the highest potential user benefits was assessed to be that to the west of the current High Street/Broad Street river crossing. However, further development work would be required to assess the feasibility of this route in more detail.

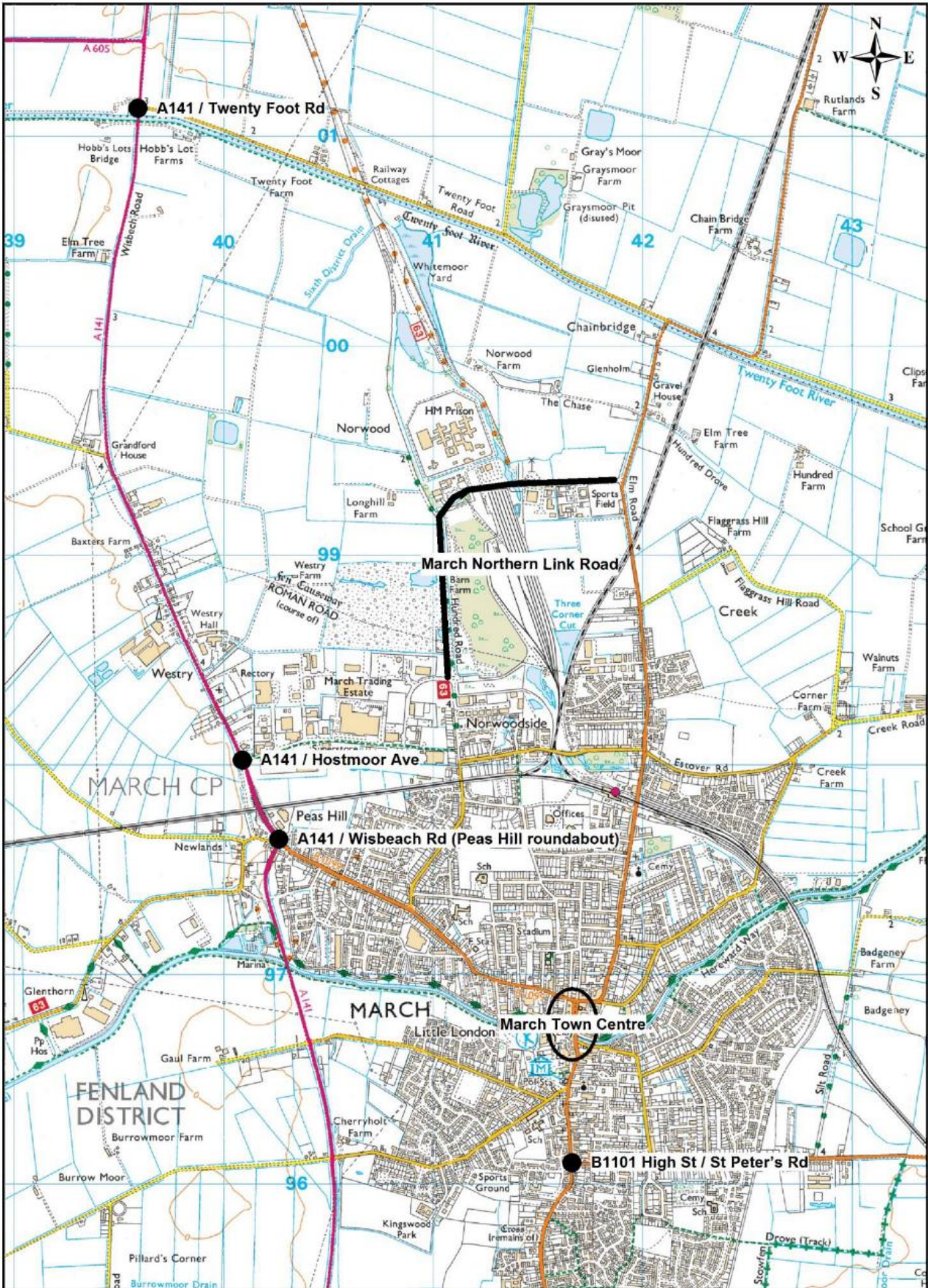
Operational Assessment

2.14 The operational assessment provided more detailed information about how options performed. This assessment included building on the strategic SATURN model assessment, using a more focussed and specific model, a micro-simulation model, named VISSIM. As with the SATURN model, this was developed specifically for use in the MATS, and looks at present year traffic flows as well as assessing the situation when planned growth is factored in, for the future years of 2026 and 2031.

2.15 Schemes that progressed to the operational assessment are shown in Figure 3 and are:

Figure 3 - Operationally Assessed Schemes

No Window



Scale (at A4): 1:23355 Centred at: 541493,296533 Date:03/02/2020 © Crown copyright and database rights 2020 OS 100023205

- A141 / Twenty Foot Rd – introduce traffic signals
- A141 / Hostmoor Ave – test developer funded roundabout
- A141 / Wisbech Rd (Peas Hill roundabout) – re-design existing roundabout
- March NILR – new link road
- B1101 High St / St Peters Rd – re-design traffic signals
- March town centre packages (discussed in more detail below).

2.16 Three **March town centre options** were tested which focussed on the area around the Broad St / Station Rd junction in the centre of town. **Town Centre Package 1 (TC1)** (Figure 4) included an upgrade to the traffic signals at Broad St / Station Rd comprising banning the under-used westbound ahead movement along Station Rd and replacing it with a gyratory around Broad St. This option reduced delays to traffic over the existing junction but required re-positioning March Fountain to accommodate the new traffic signals. This option did not permit any re-allocation of road-space for public realm improvements and as a result of this and concerns about the safety of heavy goods vehicles u-turning at the southern end of Broad St it was not considered a viable option and rejected at the Operational Assessment stage.

2.17 **Town Centre Package 2 (TC2)** (Figure 5) involved removing the traffic signals at Broad St / Station Rd and replacing them with a mini roundabout. Broad St was reduced to a single lane in each direction with traffic using the western side of Broad St, enabling the eastern side to be re-purposed as public realm. This scheme is included in the March Future High Street Fund (FHSF) bid and ties in with wider aspirations to make March a more pleasant, diverse town centre. This option will require the March Fountain to be re-positioned but it may be renovated and moved to a more prominent place in the public realm space where the public can access it more easily. This scheme offered benefits to traffic by reducing delays at the Broad St / Station Rd junction compared with the existing traffic signals and offered benefits to pedestrians by making Broad St a more pleasant place to visit and shop. Modelling showed this option to perform better than the existing traffic signals now and with increased traffic flows in future years.

2.18 **Town Centre Package 3 (TC3)** (Figure 6) has a number of similarities to TC2 in terms of what is proposed on Broad Street and the benefits it provides with decreased vehicle movements and a better public realm. However in TC3, the road capacity removed from Broad St is replaced by a new road and river crossing, most likely located to the west of the existing town bridge. Additionally, improvements to the Burrowmoor Rd / City Rd roundabout are identified, reducing delay at this junction. It should be noted that this option, and in particular the proposal for a new road and river crossing, would likely be a very difficult and costly solution. The cost of construction is also forecast to be very high in comparison with other options considered. This option should be viewed as a much longer term option, and if additional river crossing capacity was to be pursued, this would require significant further feasibility work to understand the best route option alongside more detailed public consultation.

Figure 4 – March Town Centre Package 1

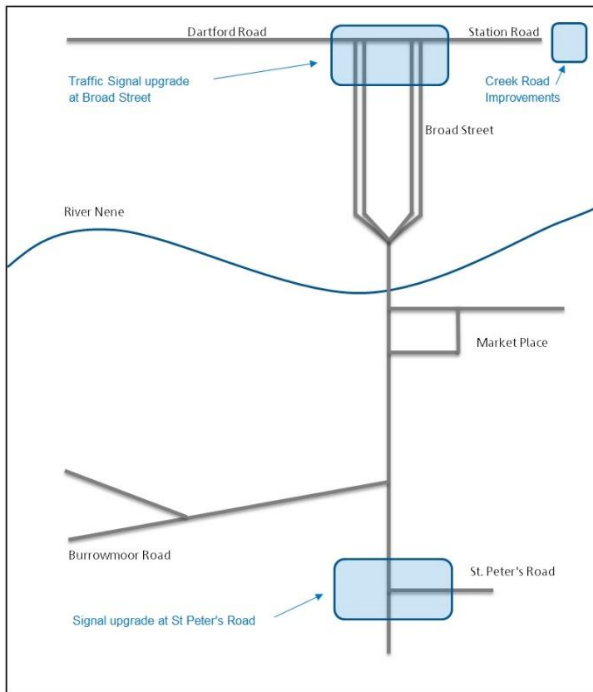


Figure 5 – March Town Centre Package 2

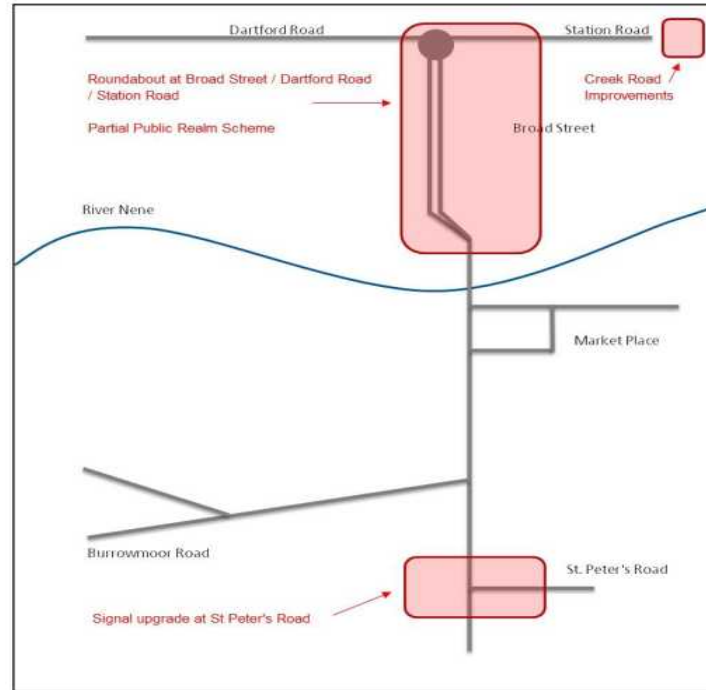
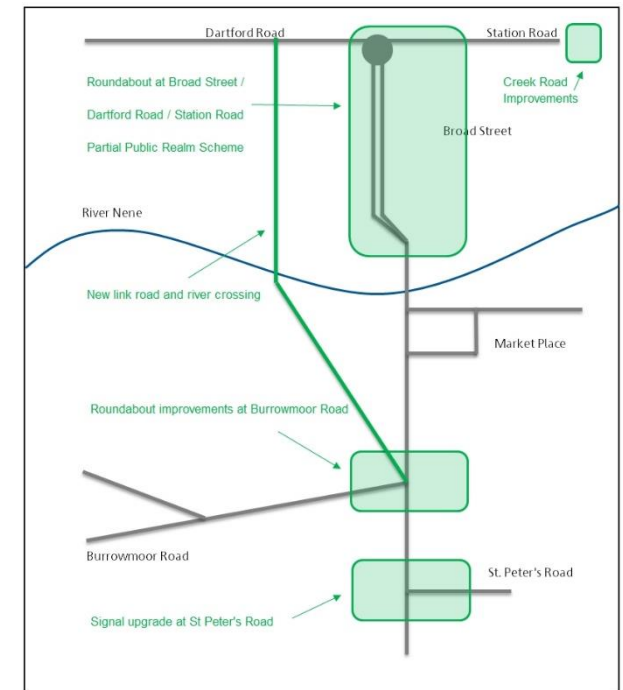


Figure 6 – March Town Centre Package 3



Packaging Assessment

2.19 The packaging assessment took the best performing schemes from the strategic and operational assessments and combined them into packages based on varying levels of intervention in March town centre, considering scenarios with and without the NILR. High level construction costs were calculated and economic appraisals were run on the packages to produce benefit to cost ratios (BCR) for each. Table 1 lists the component schemes for each package and Table 2 summarises the respective benefit to cost ratios.

Package	Component Schemes				
	Twenty Foot Rd signals	Peas Hill & Hostmoor Ave roundabouts	High St / St Peter's Rd	Town Ctr Package	NILR
Package 1	✓	✓	✓	-	-
Package 1a	✓	✓	✓	-	✓
Package 3	✓	✓	✓	TC2	-
Package 3a	✓	✓	✓	TC2	✓
Package 4	✓	✓	✓	TC3	-
Package 4a	✓	✓	✓	TC3	✓

Note: Packages 2 and 2a included Town Centre Package 1 so were removed from the assessment when TC1 was rejected

Package	Benefit to Cost Ratio	DfT Value for Money Statement
Package 1	2.3	High
Package 1a	2.5	High
Package 3	4.4	High
Package 3a	3.6	High
Package 4	1.1	Low
Package 4a	1.2	Low

Note: Packages 2 and 2a included Town Centre Package 1 so were removed from the assessment when TC1 was rejected.

2.20 Conclusions from the packaging assessment are:

- All packages serve to mitigate the impact of the Local Plan growth to varying degrees and all perform well
- Packages 1 and 1a do not include any changes to Broad St and both offer High value for money (VfM), with Package 1a (incl NILR) offering slightly better VfM
- Packages 3 and 3a are closely aligned with the FHSF proposal for providing public realm on Broad St and offer the highest VfM relative to Packages 1/1a and 4/4a.
- Packages 4 and 4a include provision of public realm on Broad St with a new river crossing. These two options are very high cost by comparison with other packages, which is reflected by the low BCR and VfM statement and they are considered to be much longer term options.

2.21 Public Consultation detailing options assessed in the study and seeking public opinion on the individual schemes is planned for a 6 week period commencing 28 March 2020. Comments from the public will not be sought on the packaging of schemes. Four public drop-in events are planned at numerous locations, after 20 April to avoid the school Easter holidays. These have been guided by the MSG.

2.22 Next steps for MATS are:

- March 2020 – report study outcomes to CPCA Transport and Infrastructure (T&I) committee, FDC Cabinet and March Town Council (MTC)
- March to April 2020 – public consultation on individual schemes
- Summer 2020 – report consultation outcome to CCC E&E committee, CPCA T&I committee, FDC Cabinet and March Town Council, and seek support for the recommended next phase of work
- Apply for funding for the next phase of work and Quick Win schemes.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

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

- The March study will improve access in the study area which will assist with providing better links to employment, health and education.
- The March study has considered use of sustainable forms of transport which have health benefits.

3.2 Thriving places for people to live

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

- The primary focus of the March study is to enable growth in the study area. This is both housing and employment growth which would be to the benefit of all local residents.
- Additional aims are to reduce congestion and improve safety across the area which will result in economic benefits.

3.3 The best start for Cambridgeshire's children

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

- MATS has identified a key location on St Peters Rd for installation of a zebra crossing enabling safer crossing of a busy main road for school children.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

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

- The transport schemes outlined in the Options Assessment Report are aimed at reducing vehicle delays and congestion thereby reducing emissions from idling engines
- The walking and cycling strategy developed as one of the Quick Win schemes aims to promote walking and cycling across the town which will encourage reduction in vehicle use
- The aspiration to improve public realm on Broad Street could further encourage non-car use with associated benefits on air quality.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

This project has been delegated to the Transport Strategy and Funding team by the CPCA. Skanska were appointed as the consultant support for the study via the CCC Highways

Services Contract. The total budget for the lifetime of the study, as allocated by the CPCA, was £1m. The study is currently running under budget, with actual spend to date (since the outset of the study) at around £550,000. As it stands, the study is forecast to spend just over £900,000 of the £1m budget. This includes the consultation costs of £4,500.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

In procuring the March ATS, CCC appointed Skanska as the study consultant through the Highways Services contract. This is in line with procurement practices.

4.3 Statutory, Legal and Risk Implications

The March ATS has a quantified risk assessment that can be provided if required.

4.4 Equality and Diversity Implications

There are no significant implications within this category at this stage of the Study. An equality impact assessment will be undertaken at the option appraisal stage.

4.5 Engagement and Communications Implications

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

- MATS is scheduled to go to Public Consultation in March 2020. Discussions are ongoing with CCC Communications officers to support the project team with this part of the study.

4.6 Localism and Local Member Involvement

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

- Local Members have been involved in MATS via regular Local Member Steering Group meetings. March Town Council Members also sit on the MSG.

4.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus De Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Fiona McMillan Monitoring Officer
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Elsa Evans
Have any engagement and communication implications been cleared by Communications?	Yes Name of Officer: Eleanor Bell

Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Andrew Preston
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

Source Documents	Location
<p><u>March ATS Documents</u></p> <p>Existing Conditions and Data Collection Report</p> <p>Sustainable Travel Report</p> <p>SATURN Model Validation Report</p> <p>VISSIM Model Validation Report</p> <p>Forecasting Report</p> <p>Options Assessment Report</p>	<p>https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-funding-bids-and-studies/march-transport-study</p>

Appendix A – March ATS – Options Assessment Report, Executive Summary

Executive Summary

Introduction

The March Options Assessment Report (OAR) sets out the development and assessment of improvement options identified within the March Area Transport Study (MATS). The report details the technical work undertaken in relation to traffic modelling and economic assessment, and identifies several packages of schemes that should be taken forward for development.

Assessment Process

The assessment process used has been broken down into three distinct phases, with each informing the next. The three phases are:

- Strategic Assessment
- Operational Assessment
- Packaging Assessment.

Strategic Assessment

The Strategic Assessment, using a bespoke SATURN model developed for MATS has considered larger infrastructure improvements and has been used for two purposes. Firstly to undertake an economic assessment of the larger options to determine at an early stage if they offer value for money. Secondly, to generate different sets of traffic flows, which account for the rerouting created by larger options, for use in the Operational Assessment. Specifically, the Strategic Assessment has considered options for a:

- New River Crossing, both within March Town, and as part of an Eastern Bypass
- Northern Industrial Link Road
- A141 Re-alignment Options.

Operational Assessment

The Operational Assessment was undertaken using a bespoke VISSIM micro-simulation model developed for MATS, and provides a detailed assessment of how each of the options assessed perform. The options that performed well within the Operational Assessment were then taken forward for use within the Packaging Assessment.

Packaging Assessment

The Packaging Assessment has taken the best performing options from the Strategic and Operational Assessments and combined these into packages of schemes that could be implemented in March. This Packaging Assessment was done using the MATS SATURN model. Multiple different packages have been assessed, representing different levels of impact within March. The Packaging Assessment again used economic assessments to determine whether each package offered value for money, and would stand a reasonable chance to secure funding.

Future High Streets Fund

In parallel to the MATS project, Fenland District Council has developed a proposal for the Future High Street Fund (FHSF) to fundamentally change the way in which March functions as a Town Centre. This includes improvements in Broad Street which will improve pedestrian flow and footfall, changes to densification in use which will support a 24-hour economy and support resilience, and public realm improvements which will open up underused and derelict areas for commercial development.

The purpose of this investment is to arrest the decline in March Town Centre and enable the area to make the most of its untapped potential. This opportunity for funding has presented itself at an opportune time for March as it builds on the recently adopted Growing Fenland Strategy for the development of Fenlands towns and has linked closely with the development of the MATS.

There has been regular dialogue between the two projects to ensure that any proposals considered within this study for the Town Centre, and particularly Broad Street, are consistent with the FHSF aspirations.

Option Development

A series of Option Development workshops were held to devise improvement options to be considered as part of the MATS. The workshops were attended by approximately twenty five stakeholders from various transport, planning and engineering disciplines, with delegates representing:

- Cambridgeshire County Council
- Fenland District Council
- Highways England
- King's Lynn and West Norfolk Borough Council
- Skanska / Capita.

During each workshop, attendees were divided into smaller groups, and each group was tasked with identifying and developing a range of improvement options. These options were then presented to the remaining groups, and were challenged by the rest of the delegates on technical or delivery grounds.

Option Review

Following the workshop, the options were reviewed by the project team and presented to the Member Steering Group for further discussion and approval to assess. Several options were discounted during this stage, with the remaining options taken forward for assessment in either the MATS SATURN model or the VISSIM model.

Further Option Evolution

Many of the options also evolved during the assessment process, with amendments made based on the results of traffic modelling or highway design review. The options that emerged from the Strategic Assessment and the Operational Assessment are taken forward to the Packaging Assessment.

Strategic Assessment Summary

Strategic Assessments have been undertaken on numerous options for a New River Crossing, Northern Industrial Link Road (NILR) and A141 Re-alignment. The assessments have used the MATS SATURN model to measure the impact of each of the options on a localised scheme level and on the wider network as a whole. Network wide model results have then been extracted for the options and these have been entered into the transport user benefit appraisal (TUBA) model, along with high level scheme cost estimates, to allow a value for money assessment to be undertaken, and from this a benefit to cost ratio (BCR) to be calculated.

The secondary purpose of the Strategic Assessment is also to determine a set of traffic flows to be used in the Operational Assessment.

The Strategic Assessment of the New River Crossing options identified Option 10 (a new river crossing to the west of the existing Town Bridge) as the best performing option. Further sensitivity testing was undertaken on Option 10 to determine whether the option could support public realm improvements around the existing Town Centre Bridge, and specifically along Broad Street. The sensitivity testing indicated that there is the potential for public realm improvements to be made along Broad Street, at the expense of highway capacity, and possibly without the new river crossing. This is tested further within the Operational Assessment. All Eastern bypass options were identified in the Strategic Assessment as offering poor value for money and were not progressed further.

The Strategic Assessment of the NILR options identified Option 1 (the alignment running north-south along Hundred Road and east-west along Longhill Road) as the best performing option, which is consistent with the assessment undertaken in the 2011 March Area Transport Study.

The Strategic Assessment of the A141 Re-alignment options has shown that no options performed well within the economic assessment, largely due to the associated infrastructure costs, and therefore none of these options are being progressed further as part of this study. However, online improvements to the A141 have been considered, and these are discussed further within the Operational Assessment chapter.

The next stage of assessment was a detailed Operational assessment of the remaining options to identify a preferred set of options to be considered within the Packaging Assessment.

Operational Assessment Summary

The Operational Assessment has used the March VISSIM model to test the operational performance of options along the A141 corridor and within March Town Centre.

The Operational Assessment has identified that the following options offer operational benefits, serve to mitigate against future year growth, and are compatible with the FHSF aspirations for the Town Centre:

- Peas Hill Roundabout Option 5.2 (60m ICD), in conjunction with the A141 / Hostmoor Avenue roundabout (developer funded scheme)
- Town Centre Package 2 (TC2), consisting of:
 - Broad Street / Dartford Road / Station Road mini roundabout, with Broad Street made one lane in each direction (and the provision of public realm improvements)
 - St Peter's Road Traffic Signal Improvements
- Town Centre Package 3 (TC3), consisting of:
 - Station Road / Creek Road Mini Roundabout
 - Broad Street / Dartford Road / Station Road mini roundabout, with Broad Street made one lane in each direction (and the provision of public realm improvements)
 - A New River Crossing, joining Dartford Road to the north and City Road to the south, with a new roundabout at Burrowmoor Road / City Road and High Street
 - St Peter's Road Traffic Signal Improvements.

These options have been progressed to the Packaging Assessment along with the NILR Option 1 from the Strategic Assessment and the signalisation of the A141 / Twenty Foot Road from the Quick Wins work stream.

Packaging Assessment Summary

The Packaging Assessment has taken the best performing options from the Strategic and Operational Assessments and combined these into packages of schemes that could be implemented in March. Multiple different packages have been assessed, representing different levels of extremity in terms of impact within March.

Each of the options within the packages has been costed using a high level costing tool, the costs provided for each option include:

- Design and Supervision Fees
- Stats, Landscaping and Preliminaries Allowance
- Land and Property Acquisition Allowance
- 20% Risk Allowance
- 44% Optimism Bias Allowance (66% for structures)
- Future year inflation (5% per annum) and Maintenance Costs (1.7% per annum) for use in the Economic Assessment.

The Project Team developed a series packages which included a mix of short term and long term schemes. The packages have been built into the MATS SATURN model and traffic assignments have been run for the future year scenarios 2026 and 2031.

The Transport User Benefits Appraisal (TUBA) program was used to quantify the transport user benefits resulting from all packages, and to calculate a Benefit to Cost Ratio (BCR).

The TUBA assessment uses the output files from the March Area Transport Study (MATS) SATURN model to quantify the change in journey time and distance for each package compared to a Do Minimum Scenario, and hence quantify the journey time and vehicle operating cost benefits (if any). This information is then used to calculate a 60-year whole life Present Value of Benefits (PVB) which when compared to a Present Value of Costs (PVC) is then used to calculate a Benefit Cost Ratio (BCR).

The packages assessed are described beneath:

- **Package 1** – Signalisation of the A141 / Twenty Foot Road, Peas Hill Roundabout improvements (in conjunction with the developer funded roundabout at A141 / Hostmoor Avenue) and the High Street / St Peter's Road Signal improvements.
- **Package 1a** – Package 1 plus the Northern Industrial Link Road.
- **Package 3** – Package 1 plus reducing Broad Street to one lane in each direction and replacing the signalised junction at Dartford Road / Station Road with a mini roundabout (FHSF Option).
- **Package 3a** – Package 3 plus the Northern Industrial Link Road.
- **Package 4** – Package 3 plus the creation of a New River Crossing between Dartford Road and City Road.
- **Package 4a** – Package 4 plus the Northern Industrial Link Road.

The resultant BCRs for these packages are shown below in Table 1.

Table 1: Package BCR Results

Net Benefit/BCR Impact						
	Package 1	Package 1a	Package 3	Package 3a	Package 4	Package 4a
Present Value of Benefits (PVB)	10225	23019	22711	35091	37163	47094
Present Value of Costs (PVC)	4501	9428	5122	9679	33699	38682
Net Present Value (NPV)	5724	13713	17589	25412	3464	8412
Benefit/Cost Ratio (BCR)	2.3	2.5	4.4	3.6	1.1	1.2
VFM Statement	High	High	High	High	Low	Low

The assessment of the packages has shown that all serve to mitigate the impact of the Local Plan growth to varying degrees, and all are expected to perform well. Packages 1 and 1a do not include any changes to Broad Street, whereas the remaining packages facilitate the creation of a significant public realm along Broad Street which is in line with Fenland District Council's FHSF aspirations for the regeneration of March Town Centre.

Packages 3 and 3a are closely aligned to the FHSF proposals and have the highest BCRs relative to their counterpart Packages (Package 3 is higher than Package 1 and 4, Package 3a is higher than 1a and 4a). Packages 3, 3a, 4 and 4a all require the repositioning of March Town Fountain, which would be incorporated into wider public realm and landscape design. This study has not considered the detail of that design, and this would need to be undertaken in consultation with environment, conservation and heritage specialists, as well public engagement in some form.

As a result of the Packaging Assessment, it is recommended that Packages 1, 1a, 3 and 3a are considered for further development.

Packages 4 and 4a provide the best network wide statistics, but involve significant disruption (and cost) within the Town Centre. It is recommended that these packages are not considered any further at this stage, but can be revisited in future should further capacity enhancements be needed in March Town Centre.

Of the packages recommended for further development, Packages 3 and 3a are closest to the FHSF aspirations for March Town Centre, and are considered the preferred Packages at this stage of the study. Package 3a builds upon Package 3 with the addition of the NILR, the cost of which suppresses the BCR in comparison to Package 3, however the addition of the NILR will generate far greater benefit than shown in the Package omitting it. The NILR will attract additional trips away from the residential areas (particularly Norwood Road) and the Town Centre to the south, and so should be investigated further.

Appendix B – Quick Win Schemes

Quick Win Scheme	Description	Assessment Completion Date
QW1 – A141/Twenty Foot Rd	Upgrade junction to traffic signals. Preliminary assessment indicated junction would have to be moved northwards, hence it was removed from QW schemes and added to the main study.	n/a
QW1A – Station Rd	Improve safety for pedestrians. Provide a zebra crossing	Feb 20
QW2 – Upwell Rd/Cavalry Drive	Introduce gateway feature at edge of town, introduce 40mph speed limit buffer and revise deflections on Cavalry Dr roundabout	Apr 20
QW11-13 March-wide Walking/Cycling Strategy	March-wide walking and cycling facility audit and produce improvement delivery plan	Feb 20
QW15 – St Peter’s Rd	Improve safety for school children. Provide a zebra crossing	Apr 20
QW16 – March-wide HGV Signage	Improve signage for HGV drivers to reduce poor route choice	May 20
QW19 – A141 / Burrowmoor Rd and A141/Knights End Rd junctions	Introduce street lighting at two junctions	Aug 20
QW20 – Traffic signals on B1101	Re-validate signal timings on B1101 between St Peters Rd and Station Rd	Completed May 19
QW21 – Norwood Ave	Complete footway on southern side of Norwood Ave	Jan 20
QW22 – Norwood Rd	Introduce traffic calming on three sections of Norwood Rd	Nov 19
QW23 – Hundred Rd	Complete footway on eastern side of Hundred Rd including build out feature	Jan 20

GRANTS TO COMMUNITY PROVIDERS

To: Economy and Environment Committee

Meeting Date: 5 March 2020

From: Steve Cox - Executive Director, Place and Economy

Electoral division(s): All

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

Purpose: To report the usage and cost per passenger of community transport operations receiving grant funding for Dial-a-Ride services.

Recommendation: Committee is asked to:

- a) note and comment on the report; and
- b) Agree to consider proposals for allocating funding for 2021/22 at Committee in November 2020

Officer contact:	Member contact:
Name: Paul Nelson Post: Public Transport Manager Email: paul.nelson@cambridgeshire.gov.uk Tel: 07824623259	Name: Cllr Ian Bates/Cllr Tim Wotherspoon Post: Chair/Vice Chair Economy & Environment Committee Email: ian.bates@cambridgeshire.gov.uk Tim.wotherspoon@cambridgeshire.gov.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 Cambridgeshire County Council has provided grant awards to community transport operators, to contribute to the cost of the provision of dial-a-ride services, for a number of years.
- 1.2 Grants to operators are awarded following a procurement exercise to test the market for the grants. As part of the grant agreement operators provide information on the usage of the services funded so that an assessment can be made of the value of the funding.
- 1.3 The Council's Audit & Accounts Committee asked for a report on the performance of the grant funded schemes to be reported to E&E Committee.

2. MAIN ISSUES

- 2.1 There are currently five grants awarded to operators covering the areas of Fenland (£40,265), Huntingdonshire (£12,095), Cambridge City (£27,280) villages in East Cambridgeshire around Newmarket (£18,071) and villages in East Cambridgeshire around Ely (£50,000). The annual grant amounts are shown in brackets.
- 2.2 The current community transport operators in receipt of the grants are Fenland Association for Community Transport (Fenland), Huntingdonshire Association for Community Transport (Huntingdonshire), Cambridge Dial-a-ride (Cambridge), The Voluntary Network (Newmarket area) and Ely and Soham Association for Community Transport (Ely area).
- 2.3 Figure 1 shows the number of passenger journeys per annum, the annual grant amounts and the resultant cost per passenger journey for each scheme, enabling a comparison between the schemes.

Community Transport Scheme	Annual grant (£)	Number of scheme members	Number of passenger journeys per annum	Cost per passenger journey
Fenland Association for Community Transport	40,265	1,236	32,418	£1.24
Huntingdonshire Association for Community Transport	12,095	519	12,740	£0.95
Cambridge Dial-a-ride	27,280	415	13,948	£1.96
The Voluntary Network	18,071	122	2,915	£6.20
Ely and Soham Community Transport	50,000	179	4,816	£10.38

Figure 1. Performance information by community transport scheme.

- 2.4 The cost per passenger varies between £0.95 and £10.38, with an average across all schemes of £2.21. As a comparison, the figures for traditional local bus services range from £0.49 to £42.27, with an average of £4.15.
- 2.5 Overall the five schemes are enabling 66,837 journeys to be made that may not otherwise be possible.
- 2.6 The current grant agreements run until the end of April 2021. This timescale gives the opportunity to review the current funding arrangement to consider whether there is an alternative method of allocating the funding available, and it is proposed to consider any alternatives at the November 2020 E&E Committee.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

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

- Dial a ride services are a vital way of allowing communities where there are limited alternative forms of transport, to access services they need and as such, is important for the overall health of the county.

3.2 Thriving places for people to live

There are no significant implications for this priority.

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

There are no significant implications within this category.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Officer: Sarah Heywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus De Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Officer: Fiona McMillan Monitoring Officer
Have the equality and diversity implications been cleared by your Service Contact?	Yes Name of Officer: Elsa Evans
Have any engagement and communication implications been cleared by Communications?	Yes Sarah Silk
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Graham Hughes
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

Source Documents	Location
None	

PERFORMANCE REPORT – QUARTER 3 2019/20

To: Economy and Environment Committee

Meeting Date: 5th March 2019

From: Steve Cox - Executive Director, Place & Economy

Electoral division(s): All

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

Purpose: To provide Committee with performance monitoring information for Place and Economy

Recommendation: To note and comment on performance information and agree remedial action as necessary

Officer contact:		Member contacts:	
Name:	Matthew Tullett	Names:	Councillors Bates & Wotherspoon
Post:	Senior Business Intelligence Analyst	Post:	Chair/Vice-Chair
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1 BACKGROUND

- 1.1 This performance report provides information on the status of performance indicators the Committee has selected to monitor to understand performance of services the Committee oversees.
- 1.2 The report covers the period of Quarter 3 (Q3) 2019/20, up to the end of December 2019.
- 1.3 The full report is in the appendix. It contains information on:
- Current and previous performance and projected linear trend
 - Current and previous targets (not all indicators have targets, this may be because they are being developed or because the indicator is being monitored for context)
 - Red / Amber / Green / Blue (RAGB) status
 - Direction for improvement (this shows whether an increase or decrease is good)
 - Change in performance (this shows whether performance is improving (up) or deteriorating (down))
 - Statistical neighbour performance (only available where a standard national definition of indicator is being used)
 - Indicator description
 - Commentary on the indicator
- 1.4 The following RAGB statuses are being used:
- Red – current performance is 10% or more from target
 - Amber – current performance is off target by less than 10%
 - Green – current performance is on target or better by up to 5%
 - Blue – current performance is better than target by 5% or more

Red and Blue indicators will be reported to General Purposes Committee in a summary report.

- 1.5 Information about all performance indicators monitored by the Council Committees will be published on the internet at <https://www.cambridgeshire.gov.uk/council/finance-and-budget/finance-&performance-reports/> following the General Purposes Committee meeting in each quarterly cycle.

2 CURRENT PERFORMANCE

- 2.1 Current performance of indicators monitored by the Committee is as follows:

Status	Number of indicators	Percentage of total indicators with target
Red	2	29%
Amber	1	14%
Green	3	43%
Blue	1	14%
No target	5	

Source Documents	Location
None	

Produced on: 24 February 2020



Corporate Performance Report

Quarter 3

2019/20 financial year

Economy and Environment Committee

Business Intelligence
Cambridgeshire County Council
business.intelligence@cambridgeshire.gov.uk

Key



Data Item	Explanation
Target / Pro Rata Target	The target that has been set for the indicator, relevant for the reporting period
Current Month / Current Period	The latest performance figure relevant to the reporting period
Previous Month / previous period	The previously reported performance figure
Direction for Improvement	Indicates whether 'good' performance is a higher or a lower figure
Change in Performance	Indicates whether performance is 'improving' or 'declining' by comparing the latest performance figure with that of the previous reporting period
Statistical Neighbours Mean	Provided as a point of comparison, based on the most recently available data from identified statistical neighbours.
England Mean	Provided as a point of comparison, based on the most recent nationally available data
RAG Rating	<ul style="list-style-type: none"> • Red – current performance is off target by more than 10% • Amber – current performance is off target by 10% or less • Green – current performance is on target by up to 5% over target • Blue – current performance exceeds target by more than 5% • Baseline – indicates performance is currently being tracked in order to inform the target setting process • Contextual – these measures track key activity being undertaken, but where a target has not been deemed pertinent by the relevant service lead
Indicator Description	Provides an overview of how a measure is calculated. Where possible, this is based on a nationally agreed definition to assist benchmarking with statistically comparable authorities
Commentary	Provides a narrative to explain the changes in performance within the reporting period
Useful Links	Provides links to relevant documentation, such as nationally available data and definitions

B	= More than 5% above target	Contextual	= Contextual Target
G	= On target or up to 5% above target	Baseline	= Baseline Target
A	= Less than 10% under target		= In development
R	= 10% or more under target		

Economy and Environment

Directorate

Outcome Area

RAG Rating

Indicator 24: Percentage of premises in Cambridgeshire with access to at least superfast broadband	EE	Thriving places for people to live	G
Indicator 25: Percentage of take-up in the intervention area as part of the superfast broadband rollout programme	EE	Thriving places for people to live	Contextual
Indicator 30: Local bus passenger journeys originating in the authority area	EE	Thriving places for people to live	A
Indicator 31: The percentage of County Matter planning applications determined within 13 weeks or within a longer time period if agreed with the applicant	EE	Thriving places for people to live	G
Indicator 32: Growth in cycling from a 2004/05 average baseline	EE	A good quality of life for everyone	B
Indicator 34: The average journey time per mile during the morning peak on the most congested routes	EE	Thriving places for people to live	R
Indicator 144: Average journey time per mile during afternoon peak	EE	Thriving places for people to live	Contextual
Indicator 145: Traffic entering and leaving Cambridge - motor vehicle total counts at Cambridge Radial Cordon	EE	Thriving places for people to live	Contextual
Indicator 146: Changes in traffic flows within Cambridge - motor vehicle total counts at River Cam screenline	EE	Thriving places for people to live	Contextual
Indicator 147: Changes in traffic flows entering Market Towns - motor vehicle counts for market towns in Cambridgeshire	EE	Thriving places for people to live	Contextual
Indicator 180: Percentage of Freedom of Information requests answered within 20 days	EE	Thriving places for people to live	R
Indicator 181: Percentage of complaints responded to within 10 days	EE	Thriving places for people to live	G

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
97.00%	↑	97.57%	97.49%	Improving
Statistical Neighbours Mean	England Mean	RAG Rating		
N/A	96.8%	G		

Indicator Description

Percentage of addresses with Superfast broadband availability across Cambridgeshire and Peterborough - This metric shows the percentage of addresses which are within the coverage area of superfast (greater than 24mbps) broadband networks. It has been produced by Think Broadband which is a nationally recognised source of digital infrastructure statistics.

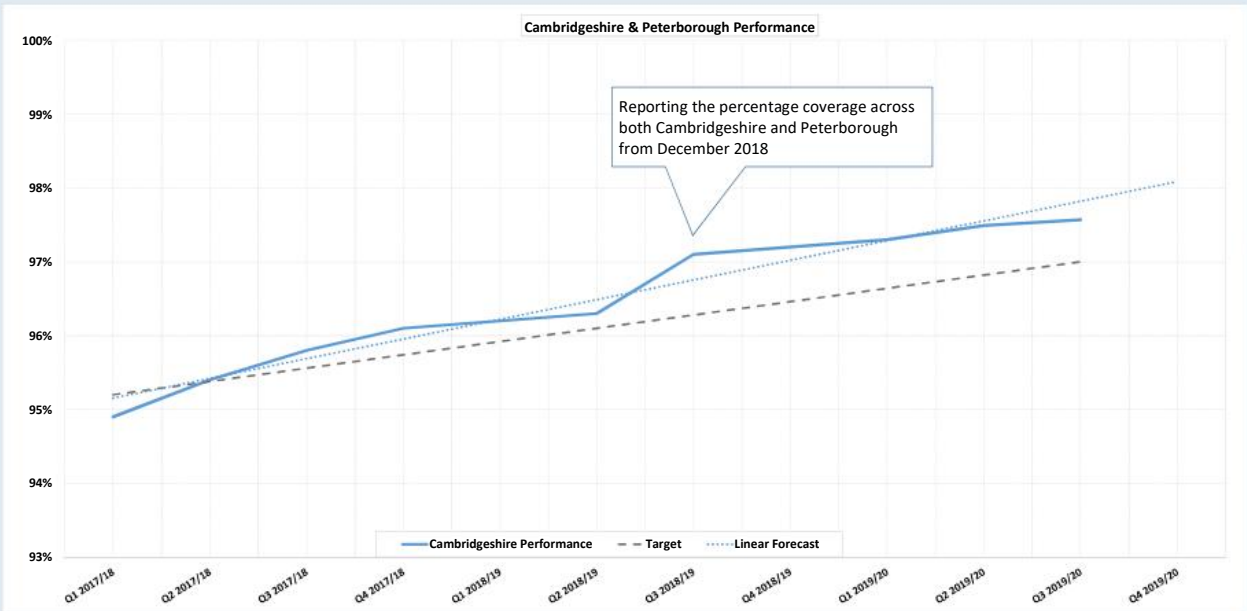
There is an interim target of 97% by end of 2019 and then 99% by 2020.

Source name: Think Broadband

Collection name: Local Broadband Information

Polarity: High is good

This is no statistical neighbour data.



Commentary

The percentage of premises in Cambridgeshire with access to at least superfast broadband continues to increase.

97.57% premises had access at the end of quarter 3 2019/20 and continues to be above the target for this quarter (97%) and above the interim target of 97% by end of 2019.

Please note the following changes in the indicator:

- The targets and quarterly figures are now for both Cambridgeshire and Peterborough.
- Quarterly targets have been calculated based on the interim target for end of 2019 and going forward will be based on the overall target to reach over 99% coverage countywide by the end of 2020.

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
Contextual	↑	67.1%	66.3%	Improving

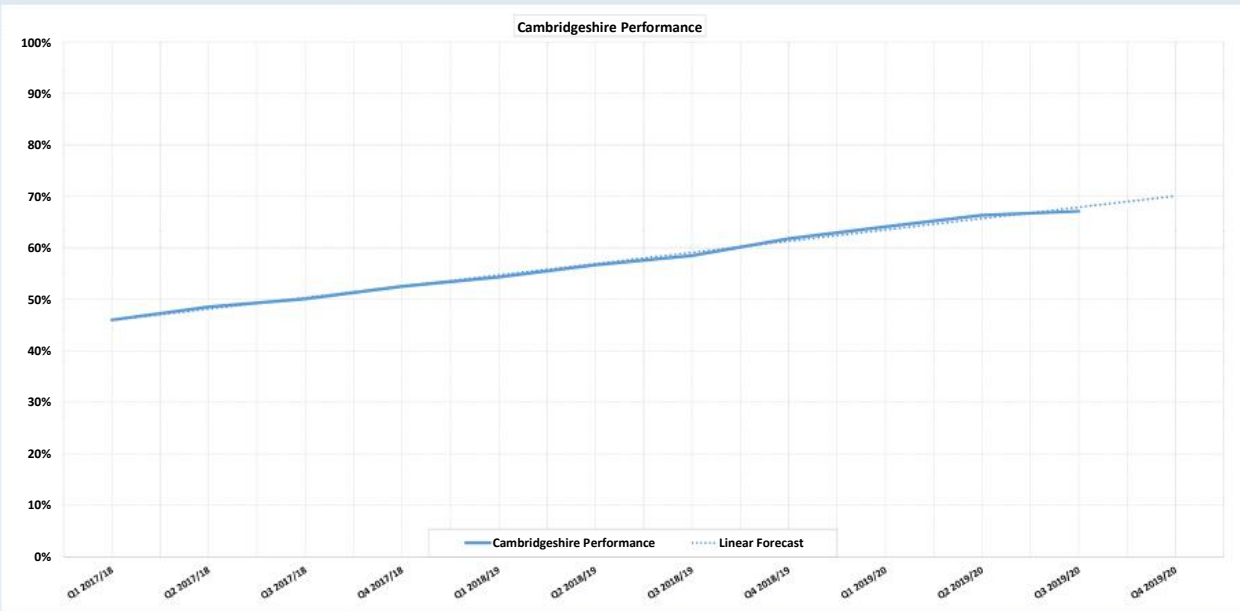
RAG Rating

Contextual

Indicator Description

Access to broadband is a key enabler of economic growth.

This is a local contextual indicator and therefore there are no statistical neighbour or England comparator data.



Commentary

The percentage of take-up as part of the superfast broadband rollout programme continues to increase.

The percentage of take-up has increased to 67.1% at the end of quarter 3 2019/20. This is a contextual indicator and as such there is no target.

Indicator 30: Local bus passenger journeys originating in the authority area

Return to Index

February 2020

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
19,000,000	↑	17,480,000	17,300,300	Improving

RAG Rating
A

Indicator Description

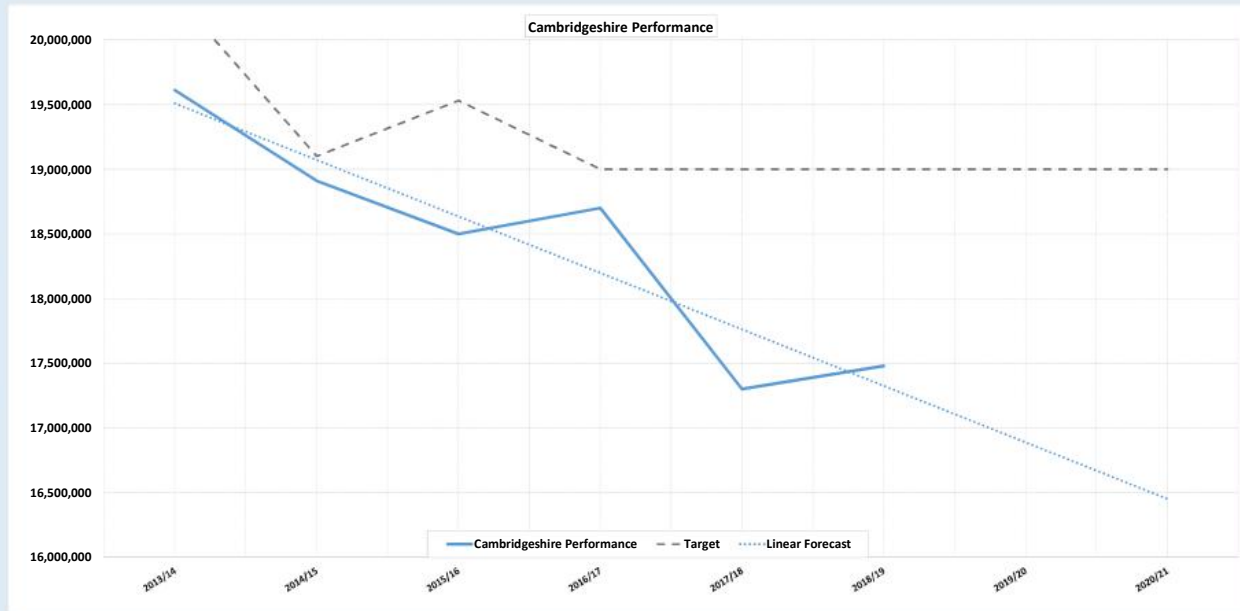
Bus patronage is a key outcome of the partnerships between local authorities and bus operators, which together play an important role in delivering better local transport services and are supported by approximately £2.5bn of public funding per year.

This indicator measures the total number of local bus passenger journeys originating in the authority area in a given year. Local bus services are defined for the purposes of this indicator as those using one or more public service vehicles for the carriage of passengers by road at separate fares where the stopping places, or journey length, are less than 15 miles (24 kilometres) apart.

We no longer report this information to DfT. It used to be national indicator NI 177, but this is no longer required.

Useful Links

LG Inform:
<https://lginform.local.gov.uk/>



Commentary

There were 17.48 million bus passenger journeys originating in Cambridgeshire in 2018-19. This represents an increase of 1.1 % from 2017-18, but a decrease of 6.6% from 2016-17; this general pattern of a fall in journeys can be attributed to a cut in bus services in the county and also a general pattern nationally of people using public transport less. The slight increase from 2017-18 may be due to the removal of parking charges for passengers using the park and ride services.

As this is an annual indicator there has been no change in the data since the Q1 2019-20 performance report was presented to the committee.

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
100.0%	↑	100.0%	100.0%	Unchanged

RAG Rating
G

Indicator Description

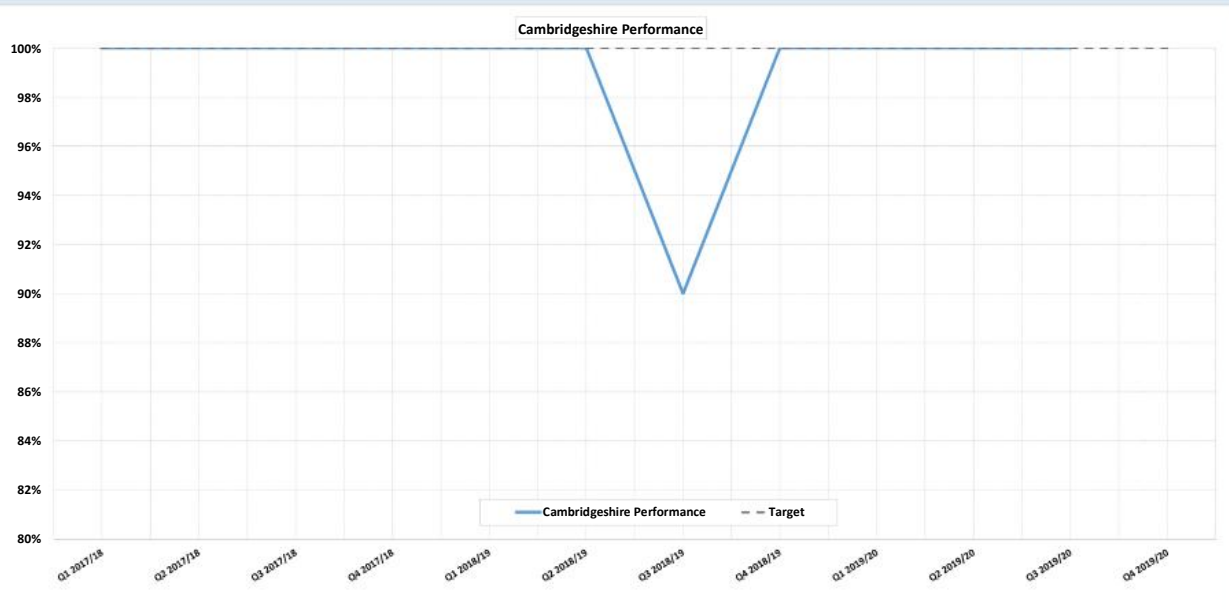
Key measure of operational flow in determining planning application

The measure to be used is the percentage of decisions on applications made:

- a. within the statutory determination period; or
- b. within such extended period as has been agreed in writing between the applicant and the local planning authority;

We collect the data monthly and report quarterly.

The Ministry of Housing, Communities and Local Government collect data recorded for major development in Live Tables P151a and 151b. The assessment period for their measure is the two years up to and including the most recent quarter for which data on planning application decisions are available at the time of designation. For example, a two year assessment period between October 2016 and September 2018 will be used for designation decisions in Quarter 1 2019. The average percentage figure for the assessment period as a whole is used.



Commentary

If a Local Planning Authority (LPA) consistently fails to determine planning applications within the statutory timescales, without agreeing to an extension of time, then the Secretary of State can designate the LPA as underperforming and as a result applicants have the option of submitting their applications to the Planning Inspectorate for determination.

If the LPA is designated as under performing then they will be expected to prepare an action plan to address areas of weakness contributing to under performance and therefore the percentage of applications that are determined within the agreed timescales is a Key Performance Indicator for the County Planning, Minerals and Waste team.

Useful Links

Improving planning performance

Criteria for designation (revised 2018)
Presented to Parliament pursuant to section 62B of the Town and Country Planning Act 1990.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/760040/improving_planning_performance.pdf

Indicator 32: Growth in cycling from a 2004/05 average baseline

Return to Index

February 2020

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
70.0%	↑	75.0%	71.0%	Improving

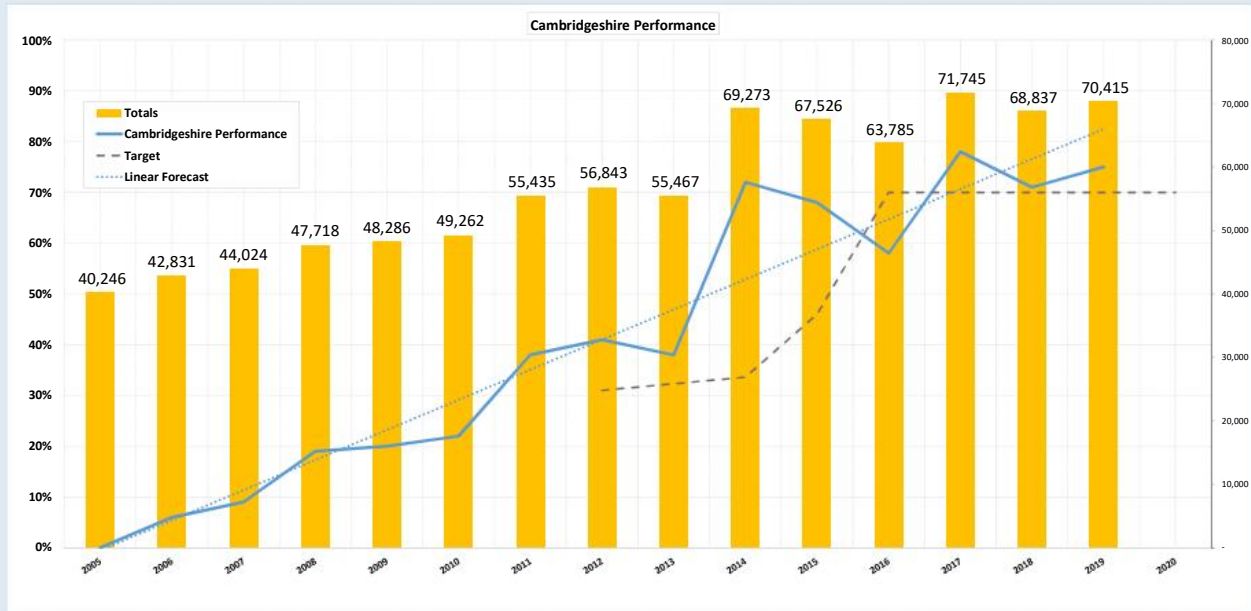
RAG Rating
B

Indicator Description

Strategic level measure of cycling increase.

This measure changes from baseline rather than showing what proportion of the population cycle.

The source of this information is annual traffic surveys that are done at key points across the whole county.



Commentary

Overall growth from the 2004-05 average baseline is 71%, which is better than the Council's target. There was a 2% decrease in cycle trips in 2018 compared with 2017.

Cycling growth is measured by the overall increase across a number of automatic and manual count points located throughout Cambridgeshire, giving a large, robust sample.

In 2004/05 there were 40,246 cycle journeys measured in the sample. In 2019 there were approximately 70,415 cycle journeys measured in the sample, yielding a growth of 75% overall.

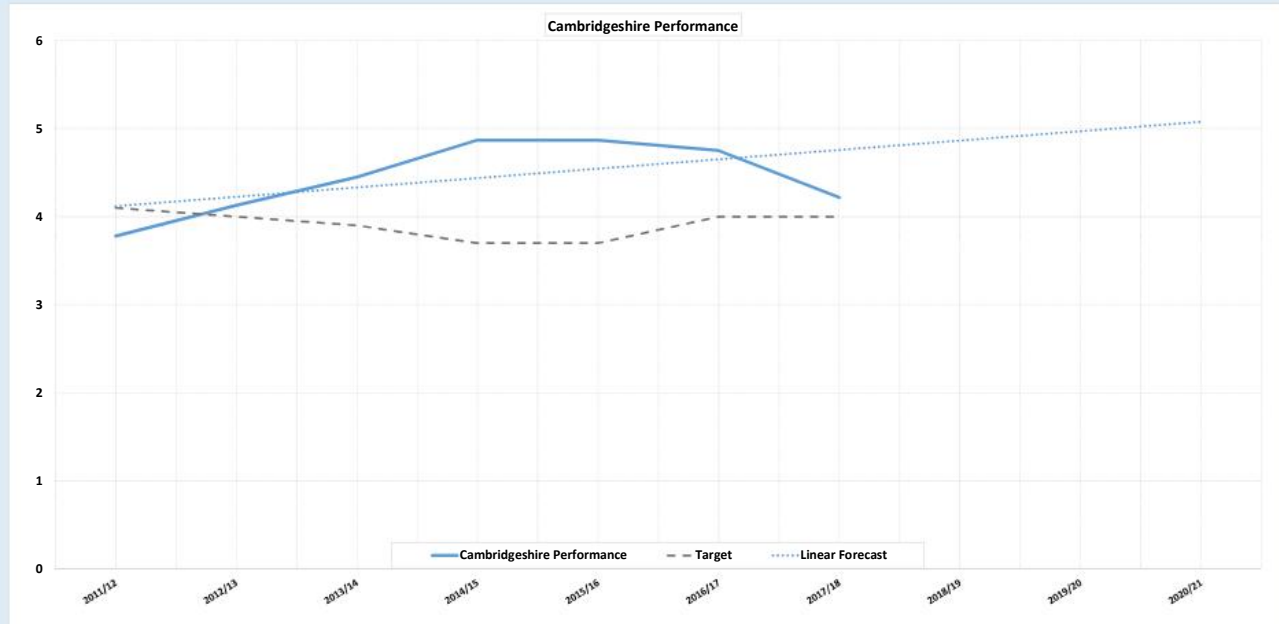
Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
4.0	↓	4.22	4.75	Improving

RAG Rating
A

Indicator Description

Strategic measure of traffic reduction and management work.
This is a standard indicator for which we have good history.

Useful Links



Commentary

At 4.22 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 4.75 minutes.

The figure for Cambridge city is 4.8 minutes compared to the previous year's figure of 5.48 minutes.

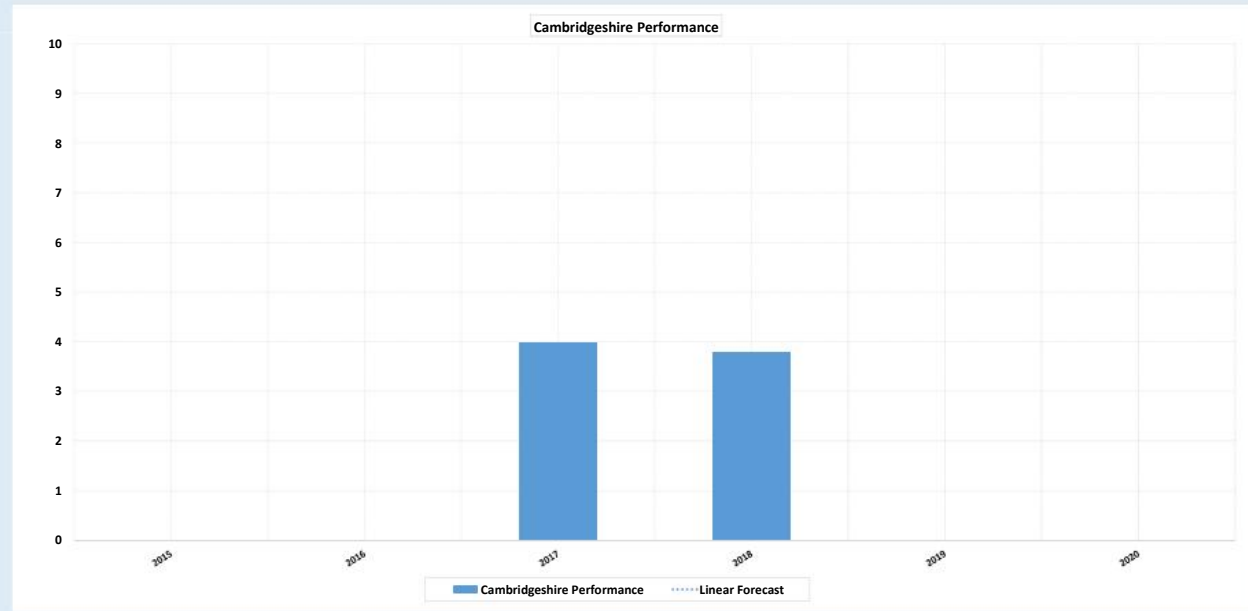
The target for 2017/18 is to reduce this to 4 minutes per mile.

The BI Team are now using new software to calculate the congestion times. The congestion times are lower compared to the previous three financial years and similar to when process was completed manually. Therefore it may be beneficial to calculate the data for 2014/15, 2015/16 and 2016/17 using the new software to see if the old software might have been inflating congestion times.

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	3.8	4.0	Improving
RAG Rating				
Contextual				

Indicator Description

This provides a richer picture and complements the morning peak congestion indicator and reduces risk of an artificial focus on morning congestion only.



Commentary

This is a new indicator for this set. These figures have come from the annual traffic census we conducted in 2017. This is a baseline figure from which a target could be developed.

The figure for Cambridge city is 3.7 minutes compared to the previous year's figure of 4.76 minutes.

The BI Team are now using new software to calculate the congestion times. The congestion times are lower compared to the previous financial year. It may be beneficial to calculate the data for 2016/17 using the new software to see if the old software might have been inflating the old congestion time.

Useful Links

Placeholder for useful links.

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	202,155	203,329	Improving

RAG Rating

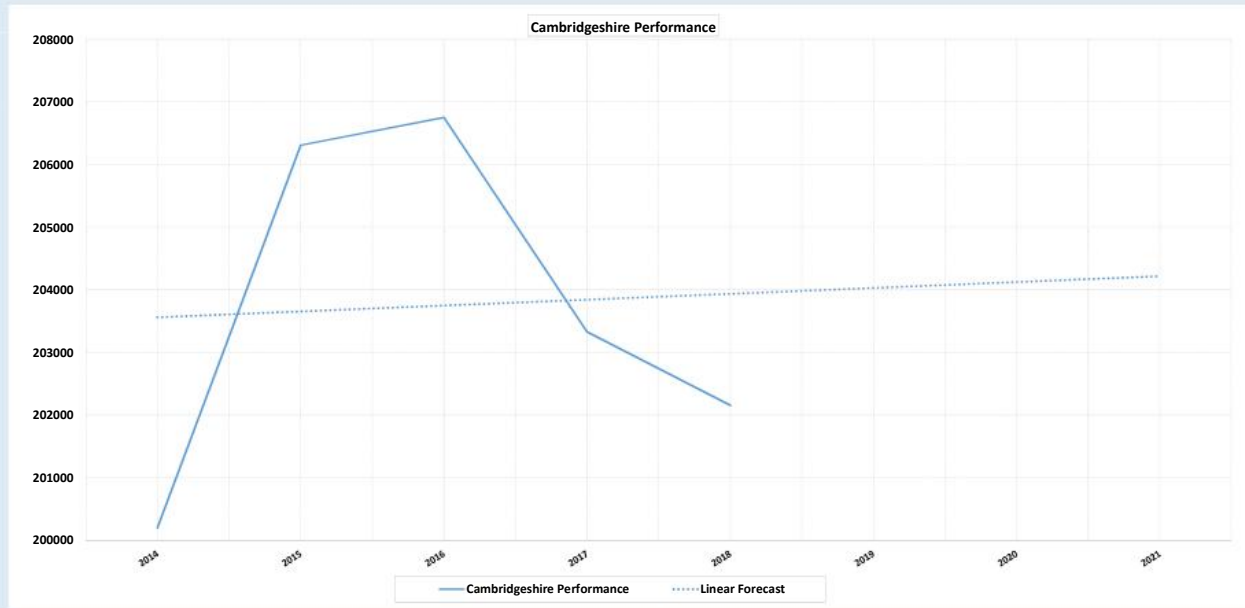
Contextual

Indicator Description

Strategic level measure of key transport mode.

Measuring the number of vehicles entering and leaving Cambridge per 12-hour day (7am to 7pm).

Data is collected on the radial survey day which is usually the first Wednesday in October.



Commentary

In 2018, there were 202,155 motor vehicles entering and leaving Cambridge per 12-hour day (7am to 7pm). This is a decrease of 1% compared with 2017.

As this is an annual indicator there has been no change in the data since the last performance report presented to the committee.

Useful Links

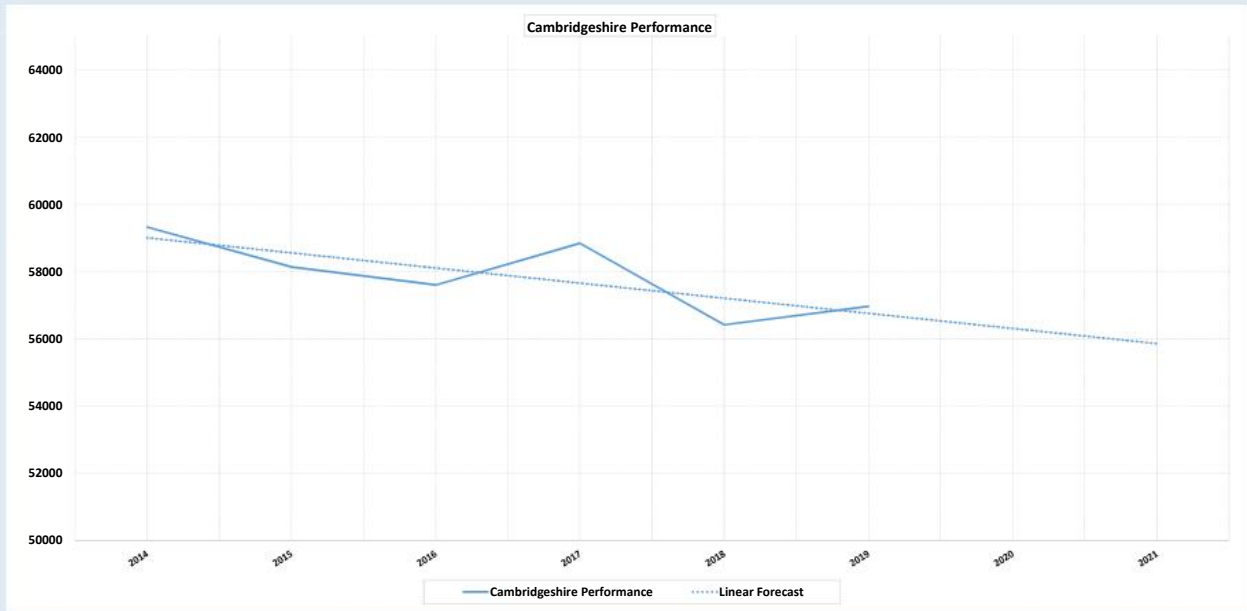
Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	56,960	56,415	Declining
RAG Rating				
Contextual				

Indicator Description

Strategic level measure of key transport mode.

The River Cam screenline is based on 1 day for the motor vehicles and an average across 2 days for the cycles and pedestrians. Data is collected in May.

Useful Links



Commentary

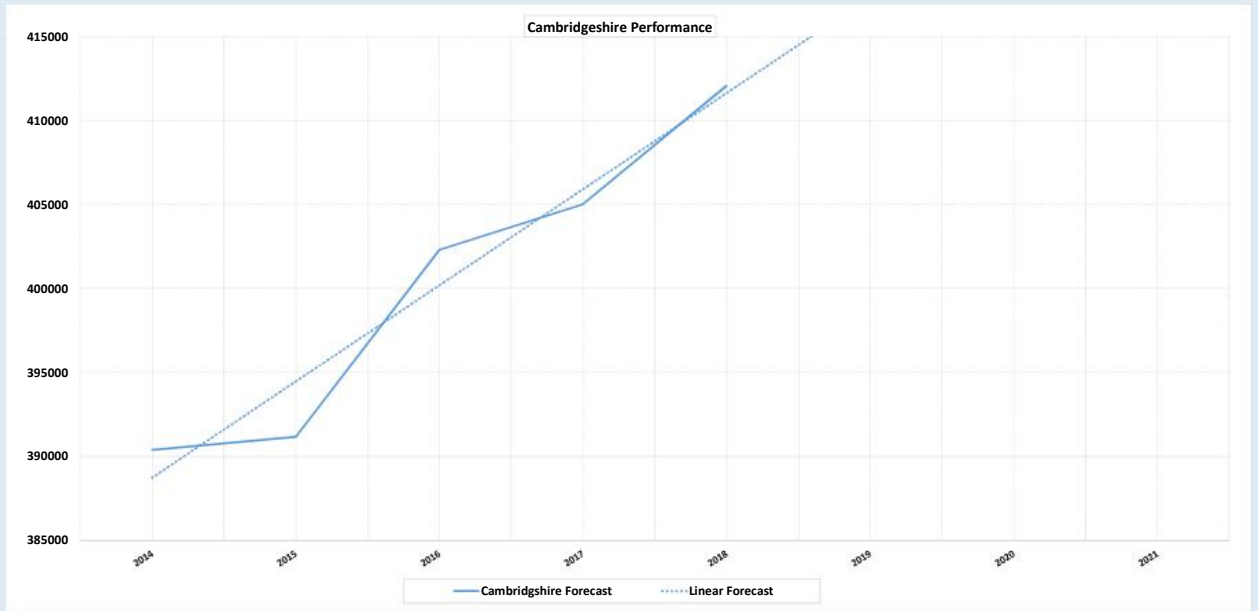
The number of motor vehicles crossing the River Cam bridges within Cambridge per 12-hour day (7am to 7pm) was 56,415. This is a decrease of 4% compared with 2017 and a decrease of 11% compared with 10 years ago.

As this is an annual indicator there has been no change in the data since the last performance report presented to the committee.

Target	Direction for Improvement	Current Year	Previous Year	Change in Performance
Contextual	↓	412,060	405,004	Declining
RAG Rating				
Contextual				

Indicator Description
 Strategic level measure of key transport mode.
 The Market Town surveys are based on a one day count day and are carried out across the end of October and the beginning of November.

Useful Links
 LG Inform:
<https://lginform.local.gov.uk/>



Commentary

The numbers of motor vehicles entering and leaving the nine market towns per 12-hour day in 2018 were: Huntingdon 77,653, Wisbech 65,397, St. Neots 57,850, St. Ives 49,609, Ely 48,574, March 38,418, Whittlesey 34,180, Ramsey 19,642 and Chatteris 20,737. There was an increase in total motor vehicles entering and leaving the nine market towns in 2018 of 1.7% compared to 2017.

As this is an annual indicator there has been no change in the data since the last performance report presented to the committee.

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
90%	↑	77.8%	88.0%	Declining

RAG Rating

R

Indicator Description

Proportions of FOI requests received each month that have been answered within 20 days.

Anyone has a right to request information from a public authority. The council has two separate duties when responding to these requests:

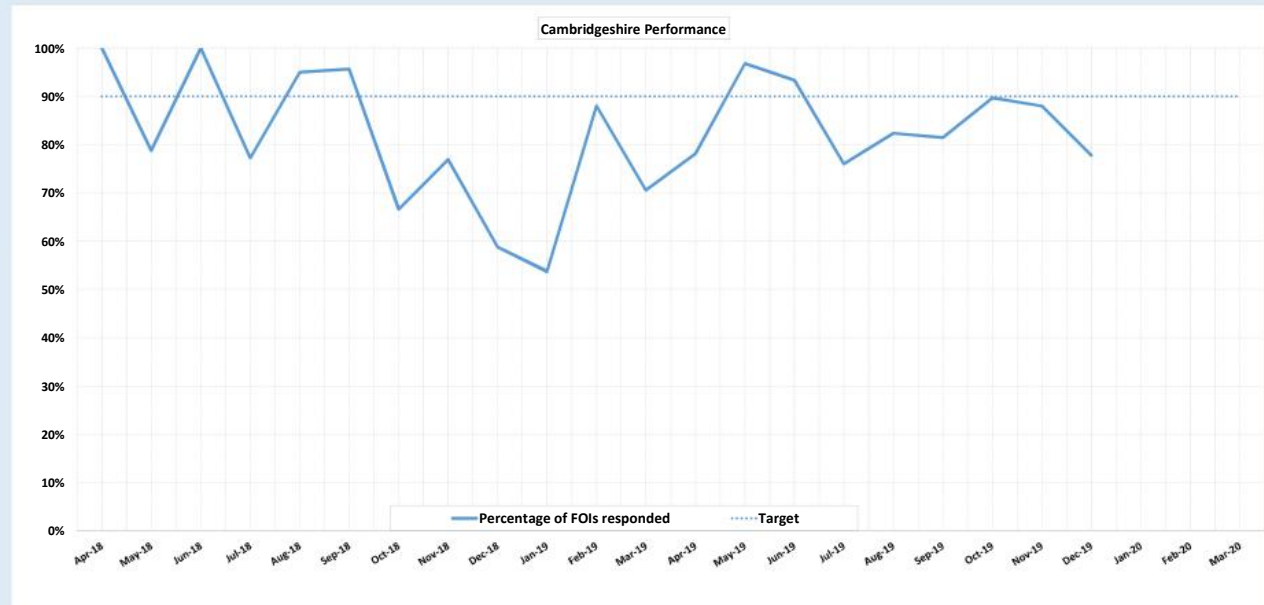
to tell the applicant whether the Council holds any information falling within the scope of their request;

and to provide that information

The Council normally has 20 working days to respond to a request.

For a request to be valid under the Freedom of Information Act it must be in writing, but requesters do not have to mention the Act or direct their request to a designated member of staff. Any letter or email to a public authority asking for information is a request for recorded information under the Act.

Useful Links



Commentary

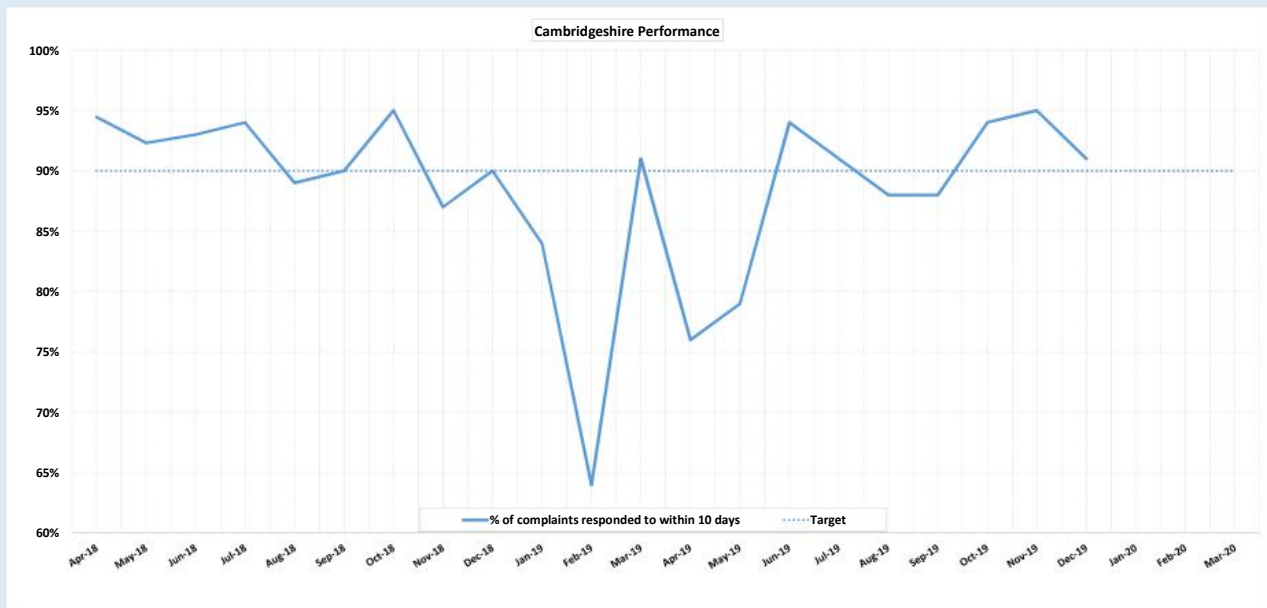
A total of 27 Freedom of Information Requests were received during December 2019. 21 of these were responded to within the 20 working day deadline. May and June 2019 were the only months when the Service was above target. The rest of the year the response rates to FOIs have been below the 90% target.

Target	Direction for Improvement	Current Quarter	Previous Quarter	Change in Performance
90%	↑	91.0%	95.0%	Declining

RAG Rating
G

Indicator Description

Proportions of Complaints received by the Place and Economy Service each month that have been answered within 10 days.



Commentary

65 complaints received for October, 61 were responded to within the 10 working days giving a 94% pass rate. 63 complaints received for November, 60 were responded to within the 10 working days giving a 95% pass rate. 44 complaints received for December, 40 were responded to within the 10 working days giving a 95% pass rate.

Useful Links

FINANCE MONITORING REPORT – JANUARY 2020

To: Economy & Environment Committee

Meeting Date: 5th March 2020

From: Steve Cox - Executive Director, Place & Economy
Chris Malyon - Chief Finance Officer

Electoral division(s): All

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

Purpose: To present to Economy and Environment Committee the Finance Monitoring Report (FMR) for Place & Economy Services as at the end of January 2020.

The report is presented to provide Committee with an opportunity to note and comment on the financial position as at the end of January.

Recommendation: The Committee is asked to:-

- review, note and comment upon the report

<i>Officer contact:</i>		<i>Member contacts:</i>	
Name	Sarah Heywood	Names:	Cllr Ian Bates/Cllr Tim Wotherspoon
Post:	Strategic Finance Manager	Post:	Chair/Vice Chair Economy & Environment Committee
Email:	Sarah.heywood@cambridgeshire.gov.uk	Email:	ian.bates@cambridgeshire.gov.uk Tim.wotherspoon@cambridgeshire.gov.uk
Tel:	01223 699 714	Tel:	01223 706398

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.

2. MAIN ISSUES

- 2.1 The report attached as Appendix A is the Place & Economy Services Finance Monitoring Report for 2019/20 as at the end of January 2020. Place and Economy as a whole is forecasting a bottom line underspend of £2.9 m.

The main explanations for this are:-

- Bus Lane Enforcement and Parking Enforcement: the forecast of additional income in excess of budget has increased to £961K (it was £782K last month).
- Winter Maintenance: last month's projected overspend of £463K has reduced to £239K which reflects the reduced estimated number of runs due to the mild winter to date.
- Waste Management: The forecast underspend is £2.3m, an increase of £0.4m since last month. This is due to the Mechanical Biological Treatment (MBT) Facility breaking down and the contractor being responsible for the landfill costs.

Capital

- 2.3 The revised capital budget for 2019/20 reflects the carry-forward of funding from 2018/19 and the agreed re-phasing of schemes. Wisbech Town Access Study is now reported as a new capital line as it was previously reported under Combined Authority Schemes.

Activity Data

- 2.4 The vacancy, tree and Local Highway Initiative (LHI) activity data is reported within the Finance Monitoring Report.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

There are no significant implications for this priority.

3.2 Thriving places for people to live

There are no significant implications for this priority.

3.3 The best start for Cambridgeshire’s children

There are no significant implications for this priority.

3.4 Net zero carbon emissions for Cambridgeshire by 2050

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

The resource implications are contained within the body of the report.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

There are no significant implications within this category.

4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

4.4 Equality and Diversity Implications

There are no significant implications within this category.

4.5 Engagement and Communications Implications

There are no significant implications within this category.

4.6 Localism and Local Member Involvement

There are no significant implications within this category.

4.7 Public Health Implications

There are no significant implications within this category.

Source Documents	Location
None	

Place & Economy Services**Finance Monitoring Report – January 2020****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

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

Forecast Variance - Outturn (Previous Month) £000	Directorate	Budget 2019/20 £000	Actual £000	Forecast Variance - Outturn (January) £000	Forecast Variance - Outturn (January) %
+3	Executive Director	2,046	2,440	+23	1
-577	Highways	19,653	14,011	-368	-2
-61	Passenger Transport	7,081	5,470	-65	-1
-1,557	Environmental & Commercial Services	38,240	21,290	-1,978	-5
-418	Infrastructure & Growth	2,044	1,506	-490	-24
0	External Grants	-15,293	-4,916	0	0
-2,610	Total	53,771	39,799	-2,878	-5

The service level budgetary control report for January 2020 can be found in [appendix 1](#).

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

2.2 Significant Issues**Winter**

The costs for delivering the winter service have increased predominantly due to the change in type of highway service contract that is now in place. Under the old contract, which was tendered back in 2005, winter maintenance was paid for under a

schedule of rates which increased by inflation each year. Under the new contract (tendered in 2016) winter is paid for on an actual cost basis. Under the new contract, individual rates for drivers and salt in particular, have increased as have fixed costs such as vehicle hire. Overheads on the Skanska contract are also now attributed to individual budget lines which was not the case in the past. This means that it is clearer what the cost of delivering the service is and allows for far more informed budget planning.

Unfortunately the increased cost for delivering winter services was not picked up earlier because the first winter (17/18) under the new contract was exceptionally harsh and the high number of gritting runs masked the fact that the actual cost of delivering the service had increased. The mild winter in 18/19 resulted in a very low number of gritting runs and although over spent the overspend was relatively small and was attributed to one-off costs rather than a fundamental increase in the actual service cost.

The original overspend of £463k was estimating 53 runs, this has been reviewed and is now forecast to be 46 runs given the milder than average winter. This is regularly monitored & updated.

County Planning, Minerals & Waste

Owing to the planning committee decision that went against the officer recommendation on the Waterbeach Energy for Waste proposal last September, the Public Inquiry has now been held and the costs of this appeal are now known. To cover the legal expenditure and specialist officer advice (excluding the Cambridgeshire County Council (CCC) employed officer time) amounts to £223k. The County Planning, Mineral and Waste Team budget does not include the cost of any planning appeals.

Waste Private Finance Initiative (PFI) Contract

Due to breakdowns at the Mechanical Biological Treatment (MBT) facility, no waste was processed in this financial year until 7th May. As the waste takes 6 to 7 weeks to complete the MBT facility composting process, this has resulted in a significant reduction in our landfill tax spend for the first quarter of the year. In addition, we have resolved a dispute in our favour over waste from the composting hall that was landfilled in April. The current level of plant performance and additional MBT breakdowns combined with less residual waste being delivered for treatment, has led to us forecasting a £2,190,000 underspend for landfill tax this year which may increase.

The budget was based on a set of contract savings being agreed with our PFI contractor and implemented by 1st April 2019. Unfortunately, these contract changes have been delayed and we are currently basing our forecast outturn on these not being implemented until 1st April 2020. Whilst this continues to cause budgetary pressure, this has been more than offset by a reduction in contract waste collected combined with a (one-off) contract penalty for a lack of reduction in the biodegradability of waste landfilled during 2018/19 financial year. These result in a further forecasted saving of around £250,000.

Following agreement at the Highways and Infrastructure committee to implement a van and trailer e-permit scheme at the Household Recycling Centres (HRCs), there will be additional one-off costs of approximately £100,000.

The above elements plus other savings within Waste combine to form an underspend of £2,292,800, at present. We will continue to monitor and provide updates in future months, based on MBT performance, the levels of waste sent to landfill and the expected dates when contract changes will be agreed and the savings will commence.

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

No significant issues to report this month.

Funding

A further grant have been awarded from the Department for Transport since the published business plan, this being Pothole grant funding 19/20 (£0.802m).

A new grant has been awarded in 19/20 (£0.680m) via Highways England through the Department for Transports (DfT) Designated Funds Programme providing a contribution to the feasibility, design and delivery of the Northstowe Heritage Facility.

All other schemes are funded as presented in the 2019/20 Business Plan.

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

APPENDIX 1 – Service Level Budgetary Control Report

Place & Economy Service Level Finance & Performance Report
 Finance & Performance Report for P&E - January 2020

Forecast Outturn Variance (December)			Budget 2019/20	Actual January 2020	Forecast	Outturn	Variance
£000's		Mappings	£000's	£000's	£000's	%	
Executive Director							
3	Executive Director		2,046	2,440	23	1%	
3	Executive Director Total		2,046	2,440	23	1%	
Highways							
0	Asst Dir - Highways		157	132	1	1%	
145	Local Infrastructure Maintenance and Improvement	Sig	6,085	4,586	852	14%	
-198	Traffic Management		-95	60	-213	-225%	
-49	Road Safety		528	-11	-122	-23%	
-157	Street Lighting		10,086	7,163	-159	-2%	
1	Highways Asset Management		407	270	-24	-6%	
-782	Parking Enforcement	Sig	0	-835	-961	0%	
463	Winter Maintenance		2,141	1,678	259	12%	
-0	Bus Operations including Park & Ride		343	967	-0	0%	
-577	Highways Total		19,653	14,011	-368	-2%	
Passenger Transport							
-212	Community Transport		2,789	2,169	-212	-8%	
151	Concessionary Fares		4,292	3,301	147	3%	
-61	Passenger Transport Total		7,081	5,470	-65	-1%	
Environmental & Commercial Services							
27	Asst Dir - Environment & Commercial Services		-25	-19	7	29%	
242	County Planning, Minerals & Waste		449	486	242	54%	
62	Historic Environment		80	189	62	77%	
0	Flood Risk Management		419	367	-0	0%	
-2	Energy Projects Director		28	257	3	11%	
-1	Energy Programme Manager		58	49	0	0%	
-1,885	Waste Management		37,231	19,962	-2,292	-6%	
-1,557	Environmental & Commercial Services Total		38,240	21,290	-1,978	-5%	
Infrastructure & Growth							
0	Asst Dir - Infrastructure & Growth		160	136	0	0%	
47	Major Infrastructure Delivery		1,300	1,245	47	4%	
29	Transport Strategy and Policy		33	87	29	86%	
0	Growth & Development		551	416	-23	-4%	
-493	Highways Development Management		0	-379	-542	0%	
-418	Infrastructure & Growth Total		2,044	1,506	-490	-24%	
-2,610	Total		69,065	44,716	-2,878	-4%	
Grant Funding							
0	Non Baselined Grants		-15,293	-4,916	0	0%	
0	Grant Funding Total		-15,293	-4,916	0	0%	
-2,610	Overall Total		53,771	39,799	-2,878	-5%	

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 2018/19 £'000	Actual £'000	Outturn Forecast	
			£'000	%
Local Infrastructure Maintenance and Improvement	6,085	4,586	+852	+14
<p>The highways shared service with Peterborough City Council was originally budgeted to be implemented in 2019/20 but this will not be achieved until 2020/21. The saving is included in this budget line and so this creates a forecast overspend of £150k. In addition there is an overspend of £650k for the use of Rhino for crack sealing circa 100 sites and £45k for the hire of additional patcher until end of March 2020. These overspends will be covered by underspends elsewhere in Highways directorate.</p>				
Street Lighting	10,086	6,274	-159	-2
<p>A refund has been received for over payment of energy costs from a previous supplier.</p>				
Parking Enforcement	0	-836	-961	0
<p>Bus lane enforcement is providing additional income in excess of the budget set. This income is difficult to predict and therefore the budget holder will monitor the financial position on a regular basis, updating the forecast accordingly.</p>				
Winter Maintenance	2,125	1,518	+259	+12
<p>The costs for delivering the winter service have increased predominantly due to the change in type of highway service contract that is now in place. Under the old contract, which was tendered back in 2005, winter maintenance was paid for under a schedule of rates which increased by inflation each year. Under the new contract (tendered in 2016) winter is paid for on an actual cost basis. Under the new contract, individual rates for drivers and salt in particular, have increased as have fixed costs such as vehicle hire. Overheads on the Skanska contract are also now attributed to individual budget lines which was not the case in the past. This means that it is clearer what the cost of delivering the service is and allows for far more informed budget planning.</p> <p>Unfortunately the increased cost for delivering winter services was not picked up earlier because the first winter (17/18) under the new contract was exceptionally harsh and the high number of gritting runs masked the fact that the actual cost of delivering the service had increased. The mild winter in 18/19 resulted in a very low number of gritting runs and although over spent the overspend was relatively small and was attributed to one-off costs rather than a fundamental increase in the actual service cost.</p>				

The original overspend of £463k was estimating 53 runs, this has been reviewed and is now forecast to be 46 runs given the milder than average winter. This is regularly monitored & updated.				
Community Transport	2,789	1,821	-212	-8
This service is provided on behalf of the Combined Authority. On 7th February 19 the E&E Committee agreed to fund the replacement bus services until the end of March 2020. Costs in this area have now come in lower than expected partly due to some of the contracts not being let due to a lack of bidders and also some of contracts tendered so far this year have been less than expected.				
Concessionary Fares	4,292	2,087	+147	+3
This service is being provided on behalf of the Combined Authority and was initially forecasting an underspend due to the change in eligibility being linked to the increased pensionable age and the reduction in the number of bus routes. Over the last couple of months there has been an increase in spend due to increased usage of the Busway and services from the Park & Ride sites leading to an overspend against the revised budget. This, however, balances against the reduction in spend on Community Transport.				
County Planning, Minerals & Waste	449	441	+242	+54
Owing to the planning committee decision that went against the officer recommendation on the Waterbeach Energy for Waste proposal last September, the Public Inquiry has now been held and the costs of this appeal are now known. To cover the legal expenditure and specialist officer advice (excluding the CCC employed officer time) amounts to £223k. The County Planning, Mineral and Waste Team budget does not include the cost of any planning appeals.				
Historic Environment	80	188	+62	+77
The Historic Environment team generates the majority of its operating costs from a variety of income sources. Some posts in the team are more focused to income generation than others, and two of these have fallen vacant. An assessment of the income shortfall for the remainder of the year gives rise to this pressure, but efforts will be made to reduce it.				
Waste Management	37,231	17,052	-2,292	-6
Due to breakdowns at the Mechanical Biological Treatment (MBT) facility, no waste was processed in this financial year until 7th May. As the waste takes 6 to 7 weeks to complete the MBT facility composting process, this has resulted in a significant reduction in our landfill tax spend for the first quarter of the year. In addition, we have resolved a dispute in our favour over waste from the composting hall that was landfilled in April. The current level of plant performance and additional MBT breakdowns combined with less residual waste being delivered for treatment, has led to us forecasting a £2,190,000 underspend for landfill tax this year which may increase.				
The budget was based on a set of contract savings being agreed with our PFI contractor and implemented by 1st April 2019. Unfortunately, these contract changes have been delayed and we are currently basing our forecast outturn on these not being implemented until 1st April 2020. Whilst this continues to cause budgetary pressure, this has been more than offset by a				

reduction in contract waste collected combined with a (one-off) contract penalty for a lack of reduction in the biodegradability of waste landfilled during 2018/19 financial year. These result in a further forecasted saving of around £250,000.

Following agreement at the Highways and Infrastructure committee to implement a van and trailer e-permit scheme at the Household Recycling Centres (HRCs), there will be additional one-off costs of approximately £100,000.

The above elements plus other savings within Waste combine to form an underspend of £2,292,800, at present. We will continue to monitor and provide updates in future months, based on MBT performance, the levels of waste sent to landfill and the expected dates when contract changes will be agreed and the savings will commence.

Major Infrastructure Delivery	1,300	1,215	+47	+4%
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There is a £47K pressure on the Bikeability Cycling Contract. In previous years we have been able to apply to the DfT for unused grant from other local authorities but this year the bid was unsuccessful.

Transport Strategy & Policy	33	84	+29	+86%
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Staff costs are predominantly recovered from capital schemes and through work for other authorities, particularly the Combined Authority. However, the programme of work hasn't moved forward as expected and the resulting delay has meant that costs have been unable to be recharged, causing a pressure against this budget.

Highways Development Management	0	-338	-542	0
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There is an expectation that section 106 and section 38 fees will come in higher than budgeted for new developments which will lead to an overachievement of income. However, this is an unpredictable income stream and the forecast outturn is updated regularly.

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	15,293
Non-material grants (+/- £30k)		0
Total Grants 2019/20		15,293

APPENDIX 4 – Virements and Budget Reconciliation

	£'000	Notes
Budget as per Business Plan	52,783	
Transfer of Trading Standards service to P&C	-694	
Transfer of budget for Insurance Recharges to match funding from LGSS Managed	1,692	
Non-material virements (+/- £30k)	-10	
Current Budget 2019/20	53,771	

APPENDIX 5 – Reserve Schedule

Reconciliation List for Personal Accounts for P&E Services as at 31st January 2020					
Fund Description	Balance at 31st March 2019	Movement within Year	Balance at 31st January 2020	Yearend Forecast Balance	Notes
	£'000	£'000	£'000	£'000	
Other Earmarked Funds					
Deflectograph Consortium	43	0	43	43	Partnership accounts, not solely CCC
Highways Searches	57	0	57	57	
On Street Parking	2,195	0	2,195	1,700	
Streetworks Permit scheme	205	0	205	205	
Highways Commuted Sums	862	(2)	860	900	
Streetlighting - LED replacement	31	0	31	0	
Community Transport	537	-537	0	0	
Flood Risk funding	20	0	20	0	
Real Time Passenger Information (RTPI)	0	216	216	200	
Waste - Recycle for Cambridge & Peterborough (RECAP)	121	0	121	100	Partnership accounts, not solely CCC
Travel to Work	181	0	181	180	Partnership accounts, not solely CCC
Steer- Travel Plan+	52	0	52	52	
Waste reserve	1,637	(1,053)	584	0	
Other earmarked reserves under £30k	(370)	418	47	0	
Sub total	5,571	(959)	4,612	3,437	
Capital Reserves					
Government Grants - Local Transport Plan	0	0	0	0	Account used for all of P&E
Other Government Grants	1,422	0	1,422	0	
Other Capital Funding	4,647	691	5,338	1,000	
Sub total	6,069	691	6,760	1,000	
TOTAL	11,640	(268)	11,372	4,437	

APPENDIX 6 – Capital Expenditure and Funding

Capital Expenditure

2019/20						
Total Scheme Revised Budget	Original 2019/20 Budget as per BP	Scheme	Revised Budget for 2019/20	Actual Spend (January)	Forecast Spend - Outturn (January)	Forecast Variance - Outturn (January)
£'000	£'000		£'000	£'000	£'000	£'000
		Integrated Transport				
375	200	- Major Scheme Development & Delivery	375	114	262	-113
889	682	- Local Infrastructure Improvements	975	598	975	0
594	594	- Safety Schemes	594	66	594	0
459	345	- Strategy and Scheme Development work	467	311	461	-6
3,007	1,346	- Delivering the Transport Strategy Aims	3,079	806	2,262	-817
23	23	- Air Quality Monitoring	23	1	23	0
16,186	14,591	Operating the Network	16,889	9,134	16,277	-612
		Highway Services				
83,200	6,300	- £90m Highways Maintenance schemes	6,316	4,376	5,546	-770
802	0	- Pothole grant funding	802	811	802	0
0	0	- National Productivity Fund	10	10	11	1
708	0	- Challenge Fund	588	542	548	-40
146	0	- Safer Roads Fund	146	25	191	45
0	0	- Additional Highways Maintenance	0	-20	-20	-20
		Environment & Commercial Services				
11,064	3,357	- Waste Infrastructure	255	69	163	-92
680	0	- Northstowe Heritage Centre	560	13	145	-415
1,000	250	- Energy Efficiency Fund	365	-9	175	-190
		Infrastructure & Growth Services				
16,732	475	- Cycling Schemes	3,586	1,468	3,556	-30
9,116	0	- Huntingdon - West of Town Centre Link Road	0	2	3	3
49,000	1,000	- Ely Crossing	1,469	-1,133	1,000	-469
149,791	3,460	- Guided Busway	500	106	500	0
29,982	14,176	- King's Dyke	17,300	469	690	-16,610
1,000	0	- Scheme Development for Highways Initiatives	688	173	355	-333
150	0	- A14	350	253	350	0
22	0	- Other schemes	22	19	22	0
0	0	Combined Authority Schemes	3,453	2,174	3,313	-140
11,682	0	Wisbech Town Centre Access Study	1,182	615	1,528	346
		Other Schemes				
36,290	8,500	- Connecting Cambridgeshire	14,133	347	2,705	-11,428
	292	Capitalisation of Interest	292	0	292	0
422,898	55,591		74,419	21,340	42,729	-31,690
	-11,683	Capital Programme variations	-13,505	0	0	13,505
	43,908	Total including Capital Programme variations	60,914	21,340	42,729	-18,185

The increase between the original and revised budget is partly due to the carry forward of funding from 2018/19, this is due to the re-phasing of schemes, which were reported as underspending at the end of the 2018/19 financial year. The phasing of a number of schemes have been reviewed since the published business plan. This still needs to be agreed by General Purposes Committee. (GPC).

An additional grant has been awarded since the published business plan, this being Pothole grant funding.

A new grant has been awarded in 19/20 (£0.680m) via Highways England through the Department for Transport's (DfT) Designated Funds Programme providing a contribution to the feasibility, design and delivery of the Northstowe Heritage Facility.

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.

APPENDIX 7 – Commentary on Capital expenditure

Revised Budget for 2019/20	Forecast Spend - Outturn (January)	Forecast Variance (January)	Variance Last Month (December)	Movement	Breakdown of Variance	
					Underspend/ Overspend	Rephasing
£'000	£'000	£'000	£'000	£'000	£'000	£'000
Major Scheme Development & Delivery						
375	262	-113	-117	+4	0	-113
<p>Ely Stuntney cycleway Originally the funding for the scheme was allocated for this financial year but with more detailed work, it has become apparent that timescales would need extend into the next financial year, so the funding will be rolled forward.</p>						
Delivering the Transport Strategy Aims - Cycling Schemes						
1,260	482	-778	-775	-3	-97	-675
<p>Expenditure for a number of cycling schemes, this year, will be less than the amount budgeted:-</p> <ul style="list-style-type: none"> - Fenstanton to the Busway Due to the need to work through a statutory process relating to changing a permissive footpath to a public bridleway by means of a 'Creation Order' this will delay the scheme's delivery. Detailed design and statutory processes are progressing, but not complete. Construction works at this location are best completed in spring, rather than winter, hence the forecast is to spend just £7k in this financial year, with the remaining funding to be spent in 20/21. - Rampton to Willingham It was originally planned to make some surface improvements to a quiet road that traverses through The Irlams. The condition of the route is such that much more than £100k is required to do this and thus a scheme will not be delivered at this time. - Girton to Oakington (funded by S106 from Northstowe) Widening and improving the existing shared use path is likely to involve piping lengths of open ditch and in other areas sheet piling. This requires more complex design and certain approvals to be obtained. This means a lengthier design phase and hence expenditure in this financial year being lower than first anticipated. - Dry Drayton to NMU (Non-Motorised User) link Design work is progressing on this scheme, but it cannot be delivered until works on the A14 are completed due to its close proximity. The spend forecast for this year is £35k, with the remaining £145k to be spent in 20/21. 						

- Papworth to Cambourne

Design work is progressing on this scheme, but it cannot be delivered until works on the A14 are complete as the scheme lies on the diversion route that is regularly used by Highways England. Forecast spend for this year is less than originally planned.

There are a number of schemes which are still in the design phase. Costs will increase later in the year when construction commences.

Operating the Network

16,889	16,277	-612	-581	-31	0	-612
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Signals - C233 Cherry Hinton Rd Cambridge (At Queen Ediths Way / Robin Hood junction)

Projected £575k underspend in 2019-20.

Work on this scheme has been delayed as a nearby cycle scheme has been pushed back to start January 2020. With the Highways site so close work can begin after this work is complete. The current plan is to construct from April 2020 onwards. The revised outturn is based on work to complete modelling and get scheme to construction ready level.

Northstowe Heritage Centre

560	145	-415	0	-415	0	-415
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This scheme has been delayed and will be completed in 2020/21. There are several reasons for the delay:

- The creation and signing of grant agreements
- Aligning the design and procurement alongside that of Homes England and processing the ensuing exemptions
- Unavailability of planning resource at SCDC leading the long lead ins for pre-app meetings
- Detailed design discovering the that build method originally proposed was no longer economically deliverable with the budget needing a partial redesign

£90m Highways Maintenance schemes

6,316	5,546	-770	0	-770	0	--770
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There have been underspends within the operating the network budget mainly due to drainages schemes not being able to proceed. It was agreed to bring forward 4 schemes, totalling £823k approx.) to be delivered in 2019/20 to utilise the underspend. The schemes were originally scheduled to be delivered under the £90m Highways Maintenance schemes funding However, the budget under £90m is only allowed to be used for carriageways & the available budget related to drainage so the schemes were moved from £90m Highways Maintenance Schemes to Operating the Network budget.during the month of January.The drainage schemes will be delivered in the next financial year.

Energy Efficiency Fund

365	175	-190	-190	0	0	-190
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A number of schemes will be carried forward to 2020-21, as a number of schemes were delayed until it was confirmed what the spokes buildings would be as part of the Cambs 2020 scheme.

Abbey Chesterton Bridge						
1,800	1,800	0	0	0	0	0
<p>Works are underway on the bridge's piled foundations. The forecast outturn for 2019/20 is £1.8m and spend is currently below forecast. The construction contract covers Chisholm Trail Phase One and Abbey-Chesterton Bridge, and to date most of the costs have been charged to Chisholm Trail. An apportionment exercise needs to be undertaken, with some costs charged back to the bridge. Once this has taken place, the spend will increase more in line with forecast.</p>						
King's Dyke						
17,300	690	-16,610	-16,610	0	0	-16,610
<p>Following the E&E Committee decision on 15th August to re-tender the construction contract for King's Dyke, the profile has been updated to reflect this. The forecast outturn for 2019/20 is now currently estimated at £690k. This figure has increased since last month as minor work is currently being carried out on site. In addition to this, some of the longstop dates will have to be extended within the land agreements and these are likely to be carried out during this financial year.</p> <p>The project is currently out to tender in a two-stage OJEU (Official Journal of the European Union) procurement process.</p>						
Ely Crossing						
1,469	1,000	-469	-469	0	0	-469
<p>The 19/20 budget of £1.469m is currently anticipated to be on target. Expenditure on the scheme now relates to finalising the construction contract value for the bypass, the underpass scheme, landscaping and accommodation works, land compensation claims and statutory undertakers' final claims. These items are subject to negotiations which are currently underway. The timescales for resolution of such claims is uncertain, especially for land compensation, as claims for compensation are sometimes higher than the County Council's evaluation and negotiations can become protracted.</p>						
Combined Authority Schemes						
3,453	3,313	-140	0	-140	0	-140
<p>The work scheduled by Cambridgeshire and Peterborough Combined Authority (CPCA) is running behind schedule due to various delays in the agreements between CPCA & CCC. This has impacted on the delivery of the work and therefore the work will carry forward to 2020/21.</p>						
Wisbech Town access Study						
1,182	1,528	+346	0	+346	0	+346
<p>This project was originally shown within the Combined Authority Schemes. However, the work has been separated out on a unique capital group to facilitate easier tracking. For this year the work will</p>						

be invoiced and dealt with alongside the all the other Combined Authority schemes. The transfer happened in this month to the new capital group hence zero to +£346.						
Huntingdon West of Town Centre Link Road						
0	3	+3	0	+3	0	+3
Expenditure on the scheme now relates to land compensation claims and negotiations which are currently underway. The timescales for resolution of such claims is uncertain. Costs are funded by Community Infrastructure levy contributions (CIL).						
Scheme Development for Highway Initiatives						
688	355	-333	-377	+44	0	-333
£1m was originally awarded to fund potential new schemes. This funding will be used over a number of years for this work, so some of the funding has been deferred to future years.						
Investment in Connecting Cambridgeshire						
14,133	2,705	-11,428	-11,428	0	0	-11,428
Due to the nature of the contract with BT, the majority of the costs are back ended and expenditure will not be incurred until 2020/21 and 2021/22. The total scheme cost is still £36.29m.						

Capital Funding

2019/20				
Original 2019/20 Funding Allocation as per BP £'000	Source of Funding	Revised Funding for 2019/20 £'000	Forecast Spend - Outturn (January) £'000	Forecast Funding Variance - Outturn (January) £'000
17,781	Local Transport Plan	17,781	17,781	0
0	Other DfT Grant funding	2,442	1,997	-445
500	Other Grants	850	850	0
4,887	Developer Contributions	4,427	3,572	-855
15,450	Prudential Borrowing	22,854	9,780	-13,074
16,973	Other Contributions	26,065	8,749	-17,316
55,591		74,419	42,729	-31,690
-11,683	Capital Programme variations	-13,505	0	13,505
43,908	Total including Capital Programme variations	60,914	42,729	-18,185

The increase between the original and revised budget is partly due to the carry forward of funding from 2018/19, this is due to the re-phasing of schemes, which were reported as

underspending at the end of the 2018/19 financial year. The phasing of a number of schemes have been reviewed since the published business plan.

Funding	Amount (£m)	Reason for Change
Revised Phasing (Specific Grant)	0.00	Rephasing of grant funding
Additional Funding (Section 106 & CIL)	-0.58	Additional developer contributions to be used for a number of schemes
Revised Phasing (Other Contributions)	3.16	Revised phasing of King's Dyke spend.
Additional Funding / Revised Phasing (DfT Grant)	2.71	Roll forward and additional Grant funding – Challenge Fund (£0.708m), Safer Roads Fund (£0.146m), Cycle City Ambition Grant (£0.494m), Pothole Action Fund (£0.802m) and Northstowe Heritage Centre (£0.560m).
Additional Funding / Revised Phasing (Prudential borrowing)	6.10	Additional funding required for increased costs for Ely Crossing (£0.469m). Rephasing of Investment in Connecting Cambridgeshire (£5.633m)

Red Amber Green (RAG) rating RED – Not delivered within the target completion date (financial year) AMBER – Highlighted concerns regarding delivery by completion date GREEN – On target to be delivered by completion date
Update as at 09.01.2020

CAMBRIDGE CITY WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	Project Update and any Issues or Variance Explanation
Carried Forward from 2018/19					

Total Local Highway Initiative (LHI) Schemes		27			
Total Completed		24			
Total Outstanding		3			
Cllr Linda Jones 30CPX02274	Petersfield	Mill Road	Extend Traffic Regulation Order (TRO) operation	RED	Delayed at request of County Councillor to deliver alongside 19/20 scheme. Excepted delivery end of March 2020.
Cllr Sandra Crawford 30CPX02285	Cherry Hinton	Church End	Physical Traffic Calming	RED	Delayed due to scope changes from original application and investigation of alternative solutions by officers. Target cost received 29/01/2020. Waiting on start date from contractor.
Cllr Linda Jones 30CPX02296	Petersfield	Great Northern Road	Zebra crossing	RED	Delayed until road adopted and becomes public highway.

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 19/20					
Total LHI Schemes		25			
Total Completed		7			
Total Outstanding		18			
Cllr Kavanagh	Romsey	Mill Rd	Extension to existing parking restrictions	GREEN	Informal consultation delayed due to local elections. Waiting on revised costs and delivery dates from contractor. Expected delivery end of March 2020 alongside 18/19 scheme.
Cllr Scutt	Arbury	Carisbrooke Road	Parking restrictions on the corners of Warwick Rd and Histon Rd and along Carisbrooke Rd	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.

Cambridge University Cycling and Walking Subgroup	City Wide	Citywide	Improve cyclist safety	GREEN	Majority of scheme complete, one location remaining.
Cllr Jones	Arbury	Clarendon Rd	Bollards	GREEN	Works Completed
Cllr Scutt	Arbury	Histon Rd	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed
Cllr Scutt	Castle/Market/Arbury	Jesus Lock Bridge	Installation of new road markings and improved signage	GREEN	Order for work raised 27/01/2020. Waiting on start date from contractor.
Cllr Meschini	Kings Hedges	Middleton Close/ Milton Rd junction	Parking restrictions, Double Yellow Lines proposed	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.
Cllr Whitehead	Abbey	Wadloes Rd	Parking restrictions (extension of Double Yellow Lines past McDonalds)	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.
Cllr Jones	Petersfield	George IV St	Parking restrictions, Double Yellow Lines proposed	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.
Cllr Taylor	Queen Edith's	Queen Edith's Way	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed
Cllr Kavanagh	Romsey	Cromwell Rd	Parking restrictions	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.
Cllr Manning	Chesterton	Hurst Park Avenue	Installation of 2no. additional street lights	GREEN	Works Completed
Cllr Jones / Cllr Kavanagh	Romsey/Petersfield	Carter Bridge	Lining works on the bridge	GREEN	Works Completed
Cllr Crawford/ various applicants	Cherry Hinton	Walpole Rd/ Cherry Hinton Rd junction	Raised table	RED	Delayed due to length of time for the consultation and subsequent contractor mobilisation. Submitted to contractor for pricing 10/01/2020. Will not be delivered until next financial year.
Cllr Manning	Chesterton	Chesterton Hall Crescent	New street light	GREEN	Works Completed
Cllr Manning	Chesterton	Hurst Park Estate	Parking restrictions in the area, Double Yellow Lines proposed	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.
Cllr Manning	Chesterton	Springfield Rd	New street light	GREEN	Works Completed
Cllr Taylor	Queen Edith's	Holbrook Rd	Speed cushions	RED	Delayed due to length of time for the consultation and subsequent contractor mobilisation. Informal consultation survey went out to residents end of Jan for 3 weeks.
Cllr Kavanagh	Romsey	Hobart St	Road markings and signs at Marmora Rd/Hobart Rd junction	GREEN	Works Completed
Cllr Richards	Castle	Garden Walk	New street light	GREEN	Works Completed
Cllr Manning	Chesterton	Hurst Park Estate	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed
Cllr Meschini	Kings Hedges	Basset Cl	New street light	GREEN	Works Completed
Cllr Whitehead	Abbey	Newmarket Road	Improvements to the pedestrian crossing	GREEN	Works Completed
Cllr Taylor	Queen Edith's	Rotherwick Way	Parking restrictions	GREEN	Order raised for work 01/11/2019, whole lining programme delayed due to wet weather. Expected delivery end March 2020.
Cllr Taylor	Queen Edith's	Rotherwick Way	New street light	GREEN	Works Completed

SOUTH CAMBRIDGESHIRE WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2018/19

Total LHI Schemes		25*			
Total Completed		24			
Total Outstanding		1			
Cllr Hickford 30CPX02360	Newton	Whittlesford Road/Cambridge Road/Fowlmere Road	Speed cushions/lining adjustments	RED	Delayed due to level of consultation undertaken, packaged together with similar schemes from 19/20.

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
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Current Schemes 19/20

Total LHI Schemes		17			
Total Completed		8			
Total Outstanding		9			
Cllr Topping	Thriplow Parish Council (PC)	Village Wide	Signage and road marking improvements	GREEN	Works Completed
Cllr Batchelor	Horseheath PC	Horseheath Bypass	Speed limit reduction to 50mph, crossing points improvements, unsuitable for Heavy Goods Vehicles (HGVs) at Howards Lane	AMBER	Tied in with wider Greater Cambridgeshire Partnership scheme for the A1307 route. Order raised w/c 03/02/2020. Awaiting installation date from contractor.
Cllr Nieto	Hardwick PC	Village Wide	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed
Cllr Jenkins	Histon and Impington PC	Village Wide	Footpath Improvements	GREEN	Works Completed
Cllr Smith	Swavesey PC	Rose and Crown Road	30mph speed limit extension + 40mph buffer zone + dragon's teeth marking	GREEN	Works Completed
Cllr Wotherspoon	Cottenham PC	Histon Road	Soft traffic calming	GREEN	Works Completed
Cllr Topping	Fowlmere PC	Village Wide	20mph Speed Limit in village with speed cushions	RED	Delayed due to lead in times for delivery. Submitted for costing 12/12/2019. Chased 15/01/2019. Target cost received 04/02/2020. Will not be delivered until next financial year.
Cllr Topping	Whittlesford PC	Duxford Road	School solar powered flashing signs and various road markings.	GREEN	Work Complete apart from solar unit for top of sign.

Cllr Van Der Ven	Bassingbourn - cum - Kneesworth PC	Guise Lane	Modifications to traffic island and parking restrictions	AMBER	Delayed due to target cost not received (submitted 31/10/2019), order raised w/c 03/02/2020. Awaiting delivery date from contractor
Cllr Hudson	Oakington and Westwick PC	Dry Drayton Road	40mph Speed Limit	GREEN	Works Completed
Cllr Howell	Cambourne PC	Eastgate	Zebra Crossing	AMBER	Delayed until road adopted and becomes public highway, expected to be adopted March 2020, delay would mean scheme is carried over to 20/21.
Cllr Topping	Pampisford PC	Brewery Road	Central Island	AMBER	Target cost received 03/02/2020, order to be raised. Expected to be delivered by end March 2020.
Cllr Bradman	Fen Ditton PC	Wright's Close	Parking Restrictions	GREEN	Works Completed
Cllr Batchelor	Linton PC	The Grip	Sign and line improvements plus passive traffic calming. Plus MVAS.	GREEN	Works Completed
Cllr Hickford / Cllr Cuffley	Newton PC	Harston Road	Round top speed table	AMBER	Delayed due to need to alter traffic management requirements.
Cllr Topping	Ickleton PC	Frogge End	Priority Build Out	GREEN	Order raised, waiting on delivery date from contractor.
Cllr Smith	Fen Drayton PC	The Rosary	Removal of existing central kerbed feature and new junction layout	GREEN	Order raised, waiting on delivery date from contractor.
Cllr Topping	Thriplow PC	Village Wide	Signage and road marking improvements	GREEN	Works Completed

HUNTINGDONSHIRE WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/19 completion date)	
Carried Forward from 2018/19					

Total LHI Schemes		23*	*includes 1 x A14 community funded schemes		
Total Completed		20			
Total Outstanding		3			
Cllr Wells 30CPX02335	Little Paxton	Mill Lane	Zebra crossing	RED	Delayed due to complexity of design (Power supply and road space challenges) Majority of works now completed on site. Awaiting final street light bracket delivery. Chased contractor 04/02/2020
Cllr Giles 30CPX02337	St Neots	Nelson Road / Bushmead Road	Junction widening and improvements	RED	Delayed as proposed scheme does not achieve objective. Cllr and town council contacted 04/02/2020 to discuss withdrawal.
Cllr Costello 30CPX02332	Ramsey Heights	Uggmere Court Road	Mobile Vehicle Activated Sign (MVAS), gateways and improved signing/lining	RED	Majority of work complete on site, delay to road marking due to weather. Delivery date to be agreed for end of Feb 2020.

Current 19/20 LHI Schemes					
Total LHI Schemes		21			
Total Completed		5			
Total Outstanding		16			
Cllr Wisson	Waresley-cum-Tetworth	B1040 Gamlingay Road/ B1040 Manor Farm Road	40mph Buffer Zones	AMBER	Target cost received end Jan 2020, order to be raised once costing agreed with contractor.
Cllr Criswell	Earith	Meadow Lane/ Colne Road/ High Street	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed
Cllr Criswell	Pidley	B1040 High Street/ Oldhurst Road	Give Way feature	RED	Delay due to revised plan for scheme following resident complaints. Revised design agreed with Parish. Awaiting Road Safety Audit. Will not be delivered until next financial year.
Cllr Wisson	St Neots	Loves Farm	Removal and relocation of Give Way features	GREEN	Works started 03/02/2020
Cllr Downes	Buckden	B661 Perry Road	40mph Buffer Zone and gates	GREEN	Target cost sent on 13/12/2019. MVAS costs received, awaiting full scheme cost to order.
Cllr Criswell	Bluntisham	Bluntisham Heath Road, Wood End	Relocate 30mph speed limit, install Give Way feature, install 40mph Buffer Zone	RED	Delay due to slow progress through design approval and audit. Awaiting target cost from contractor. Sent on 13/01/2020. Will not be delivered until next financial year
Cllr Reynolds	Holywell-cum-Needingworth	Mill Way	New Footway	AMBER	Delay due to discussion with parish around alternative design and increased costs - now agreed. Target cost received 05/02/2020.

Cllr Bates	Hilton	B1040 St Ives Roa/ Potton Road	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed
Cllr Gardener	Hail Weston	High Street	Speed Reduction	AMBER	Target cost requested 08/01/2020. Expected to be delivered by end March 2020.
Cllr Gardener	Tilbrook	Station Road	30mph speed limit	AMBER	Order raised. Objection to Traffic Regulation Order (TRO) from Police being resolved before works start.
Cllr Wilson	Godmanchester	B1044 Cambridge Road	Parking Restrictions	GREEN	Works programmed for mid-February 2020, w/c 3/02/2020 weather dependent.
Cllr McGuire	Yaxley	Broadway	Zebra Crossing	RED	Delayed due to discussions with contractors and applicant relating to possible cost increase. Submitted for target cost 28/01/2020. Will not be delivered until next financial year
Cllr Bywater	Folkesworth & Washingley	Village Area	7.5t Weight Limit	RED	Delayed due to Parish discussions with Housing Association. Will not be delivered until next financial year.
Cllr Reynolds	St Ives	Needingworth Road	Pedestrian Crossing	RED	Delayed due to availability of road space. Will not be delivered until next financial year
Cllr Gardener	Winwick	B660	30mph speed limit	RED	Delayed due to discussions with Parish. Plans now agreed and sent to police for agreement. Will not be delivered until next financial year.
Cllr Wisson	Abbotsley	B1046 High Street/Pyms Garden/ High Green/ Blacksmith Lane/ Pitsdeam Road	20mph Speed Limit	GREEN	Works start 09/03/2020
Cllr Rogers	Upwood & The Raveleys	Raveley Road	Give Way Feature Great Raveley	AMBER	Delayed due to need for revised design following road safety audit. Target cost requested 16/01/2020. Unlikely to be delivered until next financial year.
Cllr Bates	Hemingford Abbots	High Street	Parking Restrictions	GREEN	Works Completed
Cllr Bywater	Elton	Village Area	Replace and renovate conservation lighting columns	GREEN	Elton Parish Council delivering - CCC role complete.
Cllr Rogers	Warboys	B1040 Fenton Road	Give Way Feature and warning signs	GREEN	Target cost requested 10/12/2020. Chased contractor 04/02/2020
Cllr Rogers	Abbots Ripton	Wennington Village Area	Mobile Vehicle Activated Sign (MVAS)	GREEN	Works Completed. Parish to collect unit 03/02/20.

FENLAND WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 2019/20					
Total LHI Schemes		15			
Total Completed		6			
Total Outstanding		9			
Cllr French / Cllr Count / Cllr Gowing	March	Various	Mobile Vehicle Activated Sign	GREEN	Works Completed
Cllr Connor	Doddington	Benwick Road	Footway improvements	GREEN	Works Completed
Cllr Connor / Cllr Costello	Pondersbridge	B1040 (Ramsey Road, Herne Road) & Oilmills Road	Traffic calming	AMBER	Delayed due to length of time to agree design with applicant. Target cost received, now to be agreed with applicant.
Cllr King	Tydd St Giles	Broad Drove East	Speed limit reduction (buffer zone)	GREEN	Works Completed
Cllr King	Newton	Various	Mobile Vehicle Activated Sign	GREEN	MVAS ordered and delivered to depot. Skanska to deliver unit once memorandum is signed between parish and CCC.
Cllr Boden	Whittlesey	Stonald Road	Mobile Vehicle Activated Sign	GREEN	MVAS ordered and delivered to depot. Applicant has applied for approval from Balfour Beatty, awaiting response.
Cllr Hoy	Wisbech	Rectory Gardens	Motorcycle prohibition & signs	AMBER	Order raised 04/02/2020, awaiting programme date
Cllr French / Cllr Count	Wisbech St Mary	Station Rd & High Rd	Mobile Vehicle Activated Sign	GREEN	Works package going to Skanska. Posts only required. Ordered 18/12/2019, to be installed w/c10/02/2020
Cllr Gowing	Wimblington	Sixteen Foot Bank	Warning signs & SLOW markings	GREEN	Works Completed
Cllr French / Cllr Count	March	Hundred Road	Footpath extension	RED	Target cost above agreed budget, possibility of scheme going to March Town Transport Strategy.
Cllr King	Parson Drove	Sealeys Lane	New footway connecting with northern housing	GREEN	Works Completed
Cllr Boden / Cllr Connor	Whittlesey	Various	Double yellow lines at numerous locations throughout the town	GREEN	Order to be sealed 28/01/2020. Programme date is 01/03/2020 - Weather dependent.
Cllr King	Leverington	A1101 & Various	Mobile Vehicle Activated Sign	GREEN	Works Completed
Cllr French / Cllr Count	Christchurch	Mobile Vehicle Activated Sign	Speeding throughout the village	GREEN	Order raised 28/01/2020
Cllr King	Gorefield	High Road	40mph Buffer Zone	GREEN	Order raised 24/01/2020. Awaiting programme date.

Clr French / Cllr Count / Cllr Gowing	March	Various	Mobile Vehicle Activated Sign	GREEN	Works Completed
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EAST WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/20 completion date)	Project Update and any Issues or Variance Explanation
Current Schemes 2019/20					

Total LHI Schemes		11			
Total Completed		2			
Total Outstanding		9			
Clr Goldsack	Soham Primary School	Kingfisher Drive	Pedestrian crossing facility - possible zebra crossing	AMBER	Target cost received 21/01/2020. Awaiting applicant meeting with Cllr Goldsack on 31/01/2020 to discuss solution to increased cost.
Clr Shuter	Cheveley	Ashley Rd / Centre Dr / Duchess Dr	Speed limit reductions with traffic calming	AMBER	Design agreed with Parish Council, awaiting confirmation on agreement to extra costs (parish meeting Feb). Traffic regulation order being advertised. Discussing with Suffolk re diversion route.
Clr Every	Ely	Cam Drive	School wig-wags	GREEN	Works Completed
Clr Ambrose Smith	Littleport	Various	Mobile Vehicle Activated Sign*2	GREEN	MVAS ordered and delivered to depot. Being delivered w/c 03/02/2020
Clr Hunt	Wilburton	A1123 & Various	Methyl Methacrylate lining and Mobile Vehicle Activated Sign	GREEN	MVAS ordered and delivered to depot. Skanska to arrange delivery. Lining has been completed as part of High Street Signals Scheme
Clr Dupre	Coveney	Park Close / School Lane / Gravel End	40mph buffer zone	GREEN	Traffic regulation order sealed on 24/01/2020. Provisional delivery date is 27/02/2020
Clr Shuter	Burrough Green	Brinkley Road (Burrough End)	Bend improvements - signing & lining	GREEN	Scheme and budget agreed with applicant, order raised, programmed for 19/02/2020
Clr Every / Cllr Bailey	Ely	Various	Mobile Vehicle Activated Sign*3	GREEN	Site visit completed, locations and unit type agreed. Order raised 23/01/2020
Clr Goldsack	Isleham	Beck Road & Maltings Lane	20mph zone & traffic calming	RED	Delayed due to design change following meeting with applicant and local councillor in November 2019. Works to be postponed to tie in with surface dressing treatment in next financial year.
Clr Dupre	Mepal	Witcham Rd & Sutton Rd	Improve speed limit entry visibility - signs & lines	GREEN	Works Completed
Clr Schumann	Burwell	Various	Mobile Vehicle Activated Sign*2	GREEN	Order raised 28/01/2020

Trees

COUNTRYWIDE SUMMARY - HIGHWAY SERVICE

Update as at the 07.01.2020

Total to date Countywide (starting 1 January 2017)

Removed	112
Replaced	211

	City	South	East	Fenland	Hunts	Total Countywide
Removed 1st January 2017 to March 2019	10	30	8	4	35	87
Planted 1st January 2017 to March 2019	3	1	4	0	0	8

This financial year summary;

Removed April 2019/2020	1	13	3	1	7	25
Planted April 2019/2020	0	63	101	8	31	203

Comparison to previous month;

Dec-19	Removed	Planted
City	0	0
South	0	50
East	0	2
Fenland	0	0
Hunts	0	0
	0	52

Jan-20	Removed	Planted
City	0	0
South	0	0
East	1	0
Fenland	0	0
Hunts	1	0
	2	0

Please Note: This data comprises of only trees removed and replanted by Highways Maintenance and Highways Projects & Road Safety Teams (inc. LHIs). Whilst officers endeavour to replace trees in the same location they are removed, there are exceptions where alternative locations are selected, as per the county council policy. However trees are replanted in the same divisional area that they were removed.

KEY	
	= Tree Replaced

CAMBRIDGE CITY TREE WORKS

Total Removed in Current Month	JAN	0
Total Planted in Current Month	JAN	0

Ward	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Number of trees Replaced in Area
Coleridge	Sandra Crawford	Coldhams Lane	6	Subsidence	Y	
Castle	Jocelynn Scutt	Frenchs Road	1	Obstruction	Y	
Castle	Claire Richards	Mitchams Corner	3	Obstruction	Y	
Newnham	Lucy Nethsingham	Skaters Meadow	1	Obstruction	Y	3
			11			3

SOUTH TREE WORKS

Total Removed in Current Month	JAN	0
Total Planted in Current Month	JAN	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced in Area
Comberton	Lina Nieto	Kentings	1	Diseased / Dead	Y	Y	1
Cottenham	Tim Wotherspoon	Twentypence Road	2	Natural Disaster	2017-12-02	2017-12-02	2
Duxford	Peter Topping	Ickleton Road	1	Diseased / Dead	2017-02-02	2017-02-02	1
Sawston	Roger Hickford	Mill Lane	12	Diseased / Dead	2017-12-02	2017-12-02	12
Little Shelford	Roger Hickford	Whittlesford Road	1	Obstruction	2018-10-25	2018-10-25	1
Longstowe	Mark Howell	High Street	1	Diseased / Dead	2017-10-10	2017-10-10	1
Oakington	Peter Hudson	Queensway	3	Diseased / Dead	2018-10-25	2018-10-25	3

Sawston	Roger Hickford	Resbury Close	1	Diseased / Dead	2018-10-25	2018-10-25	1
Bassingbourn	Susan van de Ven	North End	2	Diseased / Dead	2018-10-29	2018-10-29	2
Bourn	Mark Howell	Riddy Lane (behind 3 Baldwins Close)	1	Diseased / Dead	2018-10-29	2018-10-29	1
Grantchester	Lina Nieto	Barton Road	1	Diseased / Dead	2018-10-29	2018-10-29	1
Histon	David Jenkins	Parlour Close	1	Damaged	2017-12-02	2017-12-02	1
Girton	Lynda Harford	Thornton Close	1	Diseased / Dead	2018-10-25	2018-10-25	1
Grantchester	Lina Nieto	Mill Way	1	Subsidence	2018-10-29	2018-10-29	1
Little Wilbraham	John Williams	O/s 89 High Street	1	Obstruction	2018-06-01	2018-06-01	1
Waterbeach	Anna Bradnam	Clayhithe Road	1	Diseased / Dead	2019-03-11	2019-03-11	1
Bourn	Mark Howell	Riddy Lane (Church St) corner	4	Diseased / Dead	2019-11-04	2019-11-04	4
Hardwick	Lina Nieto	St Neots Rd	8	Diseased / Dead	2019-11-04	2019-11-04	8
							21
			43				64

EAST TREE WORKS

Total Removed in Current Month	JAN	1
Total Planted in Current Month	JAN	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced in Area
Ely	Anna Bailey	The Gallery	1	Diseased / Dead	2017-09-01	2017-09-01	1
Littleport	David Ambrose Smith	Queens Road no.5	1	Diseased / Dead	2017-03-24	2017-03-24	1
Ely	Anna Bailey	Angel Drove	1	Diseased / Dead	2017-09-01	2017-09-01	1
Ely	Bill Hunt	Main St, Lt Thetford No.16	1	Diseased / Dead	2018-09-20	2018-08-02	1
Ely	Anna Bailey	St Catherines	1	Diseased / Dead	2018-07-11	2018-07-11	1
Ely	Anna Bailey & Lis Every	Lynn Road 83a/85	1	Natural Disaster	2018-07-11	2018-07-11	1

Ely	Anna Bailey	The Gallery	1	Diseased / Dead	2017-09-01	2017-06-22	1
Burwell	Josh Schumann	Causeway	1	Diseased / Dead	2018-11-19	2018-11-19	
Snailwell	Josh Schumann	The Street	1	Natural Disaster	2019-05-11	2019-05-11	
Sutton	Lorna Dupre	Bury Lane	1	Diseased / Dead	2019-09-25	2019-09-25	2
Lode	Mathew Shuter	Northfields	1	Removed in Error	2020-01-27	2020-01-27	
			11				9

Additional Trees

Parish	Cllr name	Location	Number of trees	Replaced Date	Planted Narrative - Which trees are being replaced (Location)
Witchford	Lorna Dupre	plot of land	70	Phased rollout - On-going	70 Trees agreed to be planted following initiative between the Parish Council and CCC to help reduce the deficit of trees that had been lost countywide.
Witchford	Lorna Dupre	plot of land	26	Phased rollout - On-going	26 further trees agreed to be planted following initiative between the Parish Council and CCC to help reduce the deficit of trees that had been lost countywide.
			96		

Total per area = **105**

FENLAND TREE WORKS

Total Removed in Current Month	JAN	0
Total Planted in Current Month	JAN	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced in Area
Wisbech	Samantha Hoy	Westmead Avenue	1	Diseased / Dead	2018-02-20	2018-02-20	1
March	Janet French	Elliott Road (Avenue Jct with)	1	Diseased / Dead	2018-02-20	2018-02-20	1
Wisbech	Simon Tierney	Southwell Rd	1	Natural Disaster	2018-02-20	2018-02-20	1
March	Janet French	Elwyndene Road	1	Diseased / Dead	2018-05-21	2018-10-23	1
Wisbech	Samantha Hoy	Rochford Walk	1	Diseased / Dead	2019-08-01	2019-08-01	1

							3
			5				8

HUNTINGDON TREE WORKS

Total Removed in Current Month	JAN	0
Total Planted in Current Month	JAN	0

Parish	Cllr name	Location	Number of trees Removed	Reason Removed	Cllr Informed	Parish informed	Number of trees Replaced in Area
Eaton Ford	Derek Giles	Orchard Close	2	Diseased / Dead	2018-03-27	2018-10-29	1
Elton	Simon Bywater	Back Lane	1	Subsidence	2018-03-27	2018-10-29	1
Fenstanton	Ian Bates	Harrison Way	1	Diseased / Dead	2018-03-27	2018-10-29	1
Godmanchester	Graham Wilson	Cambridge Villas	3	Diseased / Dead	2018-03-27	2018-10-29	3
Hartford	Mike Shellens	Longstaff Way	1	Subsidence	2018-03-27	2018-10-29	1
Hemingford Grey	Ian Bates	The Thorpe	1	Natural Disaster	2018-03-27	2018-10-29	1
Huntingdon	Graham Wilson	Coldhams North	1	Diseased / Dead	2018-03-27	2018-10-29	1
Huntingdon	Mike Shellens	Norfolk Road	2	Diseased / Dead	2018-03-27	2018-10-29	1
Huntingdon	Graham Wilson	Queens Drive	1	Diseased / Dead	2018-03-27	2018-10-29	1
St Ives	Ryan Fuller & Kevin Reynolds	Ramsey Rd	1	Natural Disaster	2018-03-27	2018-10-29	1
Wyton	Ian Bates	Banks End	1	Diseased / Dead	2018-03-27	2018-10-29	1
Yaxley	Mac McGuire	Windsor Rd	1	Diseased / Dead	2018-03-27	2018-10-29	1
Warboys	Terence Rogers	Mill Green	2	Subsidence	2018-03-27	2018-10-29	2
Fenstanton	Ian Bates	Little Moor	1	Diseased / Dead	2018-03-27	2018-10-29	1
Hartford	Mike Shellens	Arundel Rd	1	Diseased / Dead	2018-03-27	2018-10-29	1
Huntingdon	Tom Sanderson	Horse Common Lane	1	Diseased / Dead	2018-03-27	2018-10-29	1
St Ives	Ryan Fuller	Chestnut Rd	2	Diseased / Dead	2018-03-27	2018-10-29	2
St Neots	Simone Taylor	Cromwell Rd	2	Diseased / Dead	2018-03-27	2018-10-29	2

Yaxley	Mac McGuire	London Rd/Broadway	1	Natural Disaster	2018-03-27	2018-10-29	1
Yaxley	Mac McGuire	Windsor Rd	1	Subsidence	2018-03-27	2018-10-29	1
Hilton	Ian Bates	Graveley Way	1	Diseased / Dead	2018-03-27	2018-10-29	1
Brampton	Peter Downes	Buckden Road O/S Golf Club	1	Natural Disaster	2018-10-17	2018-10-17	1
Godmanchester	Graham Wilson	O/S School	1	Obstruction	2018-10-17	2018-10-17	1
Huntingdon	Graham Wilson	Claytons Way O/S no 13	1	Diseased / Dead	2018-10-17	2018-10-17	1
Ramsey	Adela Costello	Biggin Lane O/S 29	1	Natural Disaster	2018-10-17	2018-10-17	1
Ramsey Heights	Adela Costello	Upwood Rd O/S Clad's Cottage	1	Diseased / Dead	2018-10-17	2018-10-17	1
St Ives	Ryan Fuller & Kevin Reynolds	Ramsey Rd	1	Subsidence	2018-10-17	2018-10-17	
Hemingford Grey	Ian Bates	High St O/S no 2	1	Diseased / Dead	2018-10-17	2018-10-17	
St Ives	Ryan Fuller & Kevin Reynolds	Michigan Road	3	Dead	2019-06-18	2019-06-18	
St Ives	Ryan Fuller & Kevin Reynolds	Acacia Road	1	Subsidence	2019-06-18	2019-06-18	
Bluntisham	Steve Criswell	High St O/S no 2	1	Dead	2019-07-24	2019-07-24	
Bluntisham	Steve Criswell	Sayers Court	1	Diseased / Dead	2019-07-24	2019-07-24	
Hemingford Grey	Ian Bates	Green Close	1	Dead	2020-01-09	2020-01-09	
			42				31

Summary of Place & Economy establishment (P&E)

The table below shows:

- Number of Full time Equivalent (FTE) employed in P&E
- Total number FTE on the establishment
- The number of “true vacancies” on the establishment. We are now only reporting the vacancies from our establishment, which means there is a single source.

Notes on data:

- This report no longer includes Culture & Community Services, which moved from Place and Economy (P&E) to Housing, Communities & Youth under Adrian Chapman on 1st April 2019.
- We can report that the % of “true vacancies” in P&E is 14% of the overall establishment of posts.
- At the time of drafting this report we have been unable to confirm the Outdoor Centre vacancies with the respective Head of Centres. However, we believe the vacancies reported are correct based on our understanding and recent discussions with the Head of Centres.

December		Sum of FTE employed	Sum of true vacancies	Total FTE on establishment	Percentage of vacancies
Grand Total		352.7	58	410.7	14.1
Environmental & Commercial Services	Asst Dir - Environment & Commercial Services	0	1	1	0.0
	Energy	7.5	0	7.5	0.0
	Flood Risk Management	10.9	2	12.9	15.5
	Historic Environment	9.6	0	9.6	0.0
	County Planning Minerals & Waste	10.8	3	13.8	21.7
	Waste Disposal including PFI	8.1	0	8.1	0.0
	Outdoor Education (Includes Grafham Water)	47	16	63	25.4
Environment & Commercial Services Total		93.9	22	115.9	19.0
Highways	Asst Dir - Highways	1	0	1	0.0
	Asset Management	12	1	13	7.7
	Highways Maintenance	36.4	5	41.4	12.1
	Highways Other	8	3	11	27.3
	Highways Projects and Road Safety	35.1	4	39.1	10.2
	Park & Ride	16	1	17	5.9
	Parking Enforcement	16	2	18	11.1
	Street Lighting	5	2	7	28.6
Highways Total		172.9	20	192.9	10.4
Infrastructure & Growth Total	Asst Dir -Infrastructure and Growth	2	0	2	0.0
	Growth and Development	14.8	2	16.8	11.9
	Highways Development Management	15	2	17	11.8
	Major Infrastructure Delivery	26.8	10	36.8	27.2
	Transport &Infrastructure Policy & Funding	14.4	1	15.4	6.5
Infrastructure & Growth Total		73	15	88	17.0
Exec Dir	Executive Director incl. Connecting Cambridgeshire	12.9	1	13.9	7.2
Exec Dir Total		12.9	1	13.9	7.2

Monthly Tracker of P&E True Vacancies

	Sum of True Vacancies			
	Oct-19	Nov-19	Dec-19	Jan-20
Environment and Commercial Services	19	21.28 ↑	20.38 ↓	22 ↑
Highways	27	22 ↓	23 ↑	20 ↓
Infrastructure and Growth	13	13 ↔	13 ↔	15 ↑
Exec Director	6	6 ↔	1 ↓	1 ↔
Total	65	62.28	57.38	58

ECONOMY AND ENVIRONMENT POLICY AND SERVICE COMMITTEE AGENDA PLAN	Published 3rd February 2020 Updated 26 th February 2020	AGENDA ITEM: 12
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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.

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
05/03/20	Integated Transport Block (ITB) Funding Allocation	Elsa Evans / Andy Preston	2020/010	21/02/20	25/02/20
	Bikeability Contract	Grant Weller	2020/009		
	March Area Transport Study	Chris Poultney	Not applicabe		
	Proposed Governance for Kings Dyke and an update on the Risk Register	Lee Baldry	Not applicable		
	Grants to Community Transport Community Transport Providers	Paul Nelson	Not applicable		
	Performance Report	Business Intelligence Tom Barden	Not applicable		
	Finance Report	Sarah Heywood / David Parcell	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
23/04/20 (reserve)	Possible Award of contract report	Lee Baldry	To be confirmed	08/04/20	14/04/20
	Wisbech MVV Medworth Energy from Waste Combined Heat and Power Proposal	Emma Fitch	Not applicable		
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
28/05/20	Highways Response to West Cambridge Master Planning Report	David Allatt / Andy Preston	Not applicable	15/05/20	19/05/20
	Risk Register Review	Steve Cox			
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
25/06/20 (reserve)	Approval of Flood Risk Mnaagement Data	Julia Beedon		12/06/20	16/06/20
09/07/20	Performance Report	Business Intelligence Tom Barden	Not applicable	26/06/20	30/06/20
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Risk Register Review	Steve Cox	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
13/08/20 (reserve)				01/08/20	04/08/20
17/09/20	North East Cambridge PPA Consultation Response	David Carford	Not applicable	04/09/20	08/09/20
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Performance Report	Business Intelligence Tom Barden	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
15/10/20	Annual Report of the Shared Trading Standards Service	Peter Gell	Not applicable	02/10/20	06/10/20
	Finance Report	Sarah Heywood / David Parcell	Not applicable		
	Risk Register Review	Steve Cox	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
19/11/20	Finance Report	Sarah Heywood / David Parcell	Not applicable	06/11/20	10/11/20
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
10/12/20	Finance Report	Sarah Heywood / David Parcell	Not applicable	27/11/20	01/12/20
	Performance Report	Business Intelligence Tom Barden	Not applicable		
	Economy and Environment Committee Agenda Plan, Training Plan and Outside Appointments	Rob Sanderson Democratic Services	Not applicable		
14/01/21				04/01/21	06/01/21
11/02/21 (reserve)				29/01/21	02/02/21
11/03/21				26/02/21	02/03/21
08/04/21 (reserve)				26/03/21	30/03/21
10/06/21				28/05/21	01/06/21