

HIGHWAYS AND INFRASTRUCTURE COMMITTEE



Tuesday, 10 September 2019

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 and Action Log of the Highways & Infrastructure Committee meeting held 9th July 2019** **5 - 20**
- 3 Petitions and Public Questions**

OTHER DECISIONS

- 4 Finance Monitoring Report - July 2019** **21 - 58**

KEY DECISIONS

- 5 Winter Service Plan 2019-20** **59 - 130**

OTHER DECISIONS

6	Cambridgeshire Highways Contract Annual Report 2018-19	131 - 150
7	Performance Report - Quarter 1 2019-20	151 - 168
8	Highways and Infrastructure Committee Agenda Plan and Appointments to Outside Bodies	169 - 170

The Highways and Infrastructure Committee comprises the following members:

Councillor Mathew Shuter (Chairman) Councillor Bill Hunt (Vice-Chairman)

Councillor Ian Gardener Councillor Mark Goldsack Councillor Lynda Harford Councillor Simon King Councillor Ian Manning Councillor Tom Sanderson Councillor Jocelyne Scutt and Councillor Graham Wilson

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

Clerk Name: James Veitch

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HIGHWAYS AND INFRASTRUCTURE POLICY AND SERVICE COMMITTEE:
MINUTES

Date: Tuesday 9th July 2019

Time: 10:00am - 11:15am

Present: Councillors, I Gardener, M Goldsack, L Harford, W Hunt (Vice-Chairman), S King, I Manning, T Sanderson, J Scutt, M Shuter (Chairman) and G Wilson.

Apologies: None

120. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were noted as recorded above. There were no declarations of interest.

121. MINUTES AND ACTION LOG

The minutes of the meeting held on the 21st May 2019 were confirmed as an accurate record and signed by the Chairman.

Councillor Gardener confirmed that he had been in attendance at the meeting on the 21st May 2019 and had not been substituted by Councillor Howell.

122. PETITIONS AND PUBLIC QUESTIONS

No petitions or public questions were received.

123. FINANCE AND PERFORMANCE REPORT – May 2019

The Committee considered the May 2019 Finance and Performance Report (F&PR) for Place & Economy Services. The Strategic Finance Manager informed Members that they were forecasting a total underspend of £1.3m. This was mainly due to Bus Lane Enforcement and Highways Development Management which had generated additional income last year, it was also forecast that there would be an over-achievement of income again in these areas this financial year. There was an underspend on Concessionary fares which had offset the Community Transport pressure. Both of these budgets were managed on behalf of the Cambridgeshire and Peterborough Combined Authority (CPCA). There had been a breakdown at the Mechanical Biological Treatment (MBT) waste facility, this had resulted in a reduced landfill tax which was forecast to lead to around a £1m underspend. The Capital Programme Variation was £11.7m. Out of 11 performance indicators, 3 were red, 1 was amber and 2 were green at year end.

Arising from the report:

- A Member queried whether they could review the concessionary fare usage policy so that individuals with disabilities could use it before 9:30am. The Strategic Finance Manager stated that she did not know the precise details regarding the concessionary fares scheme and noted that this scheme was managed on behalf of the CPCA. The Chairman raised his concerns regarding the application of this and noted that they would have to communicate with the CPCA.
- The Member then commented that technology would have to be installed into the bus pass that allowed it to identify who was using the card and if they were eligible to use the bus before 9:30am. The Chairman stated that they should be encouraging people with disabilities to travel to work. He then asked officers whether they could look into whether this was feasible.
- A Member queried whether they had agreed to list staff vacancies within the report. Upon further discussion it was established that vacancy rates were present in the report.
- A Member raised his concerns regarding the breakdown at the MBT plant and the effect this would have on the quantity of waste not being processed.
- A Member queried why the breakdown at the MBT plant had effected the finance figures found within the report. The Interim Assistant Director, Environment & Commercial Services clarified that due to our contract with AMEY, for each month the MBT was not operating, the Council had received a reduced landfill tax bill as the penalty charge for waste not being processed was being paid by AMEY.
- A Member queried the differences between 'vacancies from establishment' and 'true vacancies' and raised his concerns regarding the percentage of true vacancies for outdoor education. The Strategic Finance Manager clarified that 'true vacancies' are post that they were actively trying to recruit to whereas other establishment vacancies were not filled for a specific reason. For example, the outdoor education posts are seasonal jobs and thus vacancy rates fluctuate throughout the year.
- The Member queried whether financial savings had influenced the number of vacancies. The Strategic Finance Manager confirmed that if there was a job post in the establishment, then it was fully costed and funded.
- A Member sought clarification regarding whether the Executive Director costs were on target and some of the other finance figures in the report. The Strategic Finance Manager confirmed that they were on target and stated that they had an underspend in Highways and Infrastructure & Growth.

- A Member sought clarification regarding whether there had been a reduction in pothole funding for the 2019/20 financial year. He was concerned that members of the public may believe that the budget had been reduced. The Executive Director, Place & Economy and the Strategic Finance Manager stated that this was not the case.
- A Member queried whether the funding for Place & Economy (P&E) had remained the same for this financial year or whether it had decreased due to less additional funding from the Department of Transport (DfT). The Member followed on from this by raising her concerns regarding the stretched budget of the Local Highways Officers.
- A Member sought clarification regarding the budget allocation for footways maintenance. She noted that the condition of footways had a significant impact on the older population. The Chairman stated that Members of the Committee had already received a document outlining where the £900k footway budget was being spent.
- A Member expressed concerns regarding the responsiveness of Skanska to Highway Schemes in his division. He asked whether the underspends presented in the report were impacted by their relationships with 3rd party contractors. The Strategic Finance Manager stated that the Forecast Variance Outturn figures found within the report was additional income and was completely separate to Skanska. The Executive Director, Place & Economy stated that he was not aware of any delays with Skanska causing underspends, but noted that he would take it away and would report back to Committee if there were any issues. The Chairman commented that this query was impacted by local capacity issues and suggested that if Members believed this issue was becoming more prominent, then they could raise it at the Skanska Board meeting.
- A Member suggested that the vacancy data found within the report could be made clearer if they introduced a direction of travel arrow. He commented that it would be useful if it was highlighted how these vacancies had impacted service delivery. The Strategic Finance Manager stated that she would take that away but noted that it could be difficult to fit this into the report. She raised concerns regarding the increased size of the report.
- A Member raised his concerns regarding the comparison between Classified Road Conditions in Fenland to other areas of the county. He stated that he believed that the gap was widening and asked whether officers could review the Key Performance Indicators (KPIs). The Executive Director, Place & Economy stated that he was currently familiarising himself with the Key Performance Indicators (KPIs) and that he would pay particular attention to this one.

- A Member raised his concern's regarding the number of red indicators found within the Fenland Works Programme. The Executive Director, Place & Economy stated that he was not satisfied if a red rated Local Highway Improvement (LHI) was present in the KPIs. He noted that there were legitimate reasons why some LHI Schemes were rated as red but officers would review them and do everything they could to address them.
- A Member also raised his concerns regarding the amount of red rated LHI Schemes. He also sought clarification regarding the some of the wording in the report. The Interim Highway Projects & Road Safety Manager stated that 'TC' stood for 'Target Costs'.
- A Member commented that Parish Councils took a lot of interest in LHI schemes and suggested that they got quite concerned if they were not delivered in the suggested time frame. He stated that they needed to be more effective in keeping Parish Councils informed regarding the LHI delivery process.
- A Member raised his concerns regarding how the A14 work had caused Heavy Goods Vehicles (HGVs) to use unsuitable roads in his division. As a result these HGVs were causing severe road and property damage. He commented that Highways England (HE) needed to be made aware of this issue and asked whether the Council would contact Highways England to try and reclaim some money to repair these roads. The Executive Director, Place & Economy stated that he was aware of this issue. They were in the process of performing traffic counts on the effected roads but stated that traffic enforcement was very challenging. He stated that he would make sure this issue was explored further.
- A Member reiterated these concerns and suggested that the same issue were occurring in Cambridge City. She raised her concerns regarding the attitude of the Highways England Officer who had attended their North Area Committee.
- A Members raised his concerns regarding the use of roads in Alconbury Village by HGVs once the A14 has been completed. He queried how the Council would ensure HE would utilise the correct signage to divert HGVs to the appropriate diversion roads. The Chairman suggested that this query could be discussed outside of the meeting.
- A Member raised his concerns regarding the damage being caused to the A1123 by diverted HGVs. He stated that there would be substantial costs the Council to repair it.
- The Chairman suggested it could be beneficial if a report was brought to the Committee every six months regarding the legacy of the A14. He noted that during the creation of the report, all local members

impacted could be consulted. **(Action Required: Executive Director, Place & Economy)**

- A Member sought clarification regarding the percentage of trees near highways that have been replaced in March 2019. The Chairman suggested that the response to this question could be given outside of the meeting.
- A Member commented that trees had a beneficial impact on the environment and asked whether officers had considered a comprehensive tree planting program. He noted that this could be added as a future agenda item. The Chairman commented that tree data was discussed commonly at this Committee, he stated that trees planted near a highway caused a number of safety and maintenance issues. He commented that it could be useful to have a report that provided more information on this. **(Action Required: Executive Director, Place & Economy)**
- The Interim Assistant Director, Environment & Commercial Services commented that officers were currently working on a climate change development strategy at the request of Full Council.

It was resolved to:

Review, note and comment upon the report

124. ROAD CASUALTY DATA ANNUAL REPORT

The Committee received a report providing information regarding collisions on the County's road network for the 5 years from January 2014 to December 2018. The Interim Highway Projects & Road Safety Manager drew the Committee's attention to the Background and Main Issues sections of the report. With the agreement of the Committee he then presented the interactive report which highlighted the summary of collisions accident data. He noted that in the future this style of report would be able to be circulated electronically.

In Discussion:

- A Member asked whether in future, Members would be able to access this software. The Interim Highway Projects & Road Safety Manager hoped that this would be the case.
- The Chairman queried whether this software could be used to produce an annual report that would show the effects of the road safety measures the Council were implementing. The Interim Highway Projects & Road Safety Manager stated that they were planning on creating a monitoring site that could analyse the impact of a prevention scheme over five years.

- The Chairman commented that this software could be a very useful tool as it would provide them with factual information about the effectiveness of road safety schemes. The Interim Highway Projects & Road Safety Manager stated that a map could be incorporated into the software which would highlight collision sites. He noted that there were many operational extras that could be added onto the system.
- A Member expressed his support for the new system. He commented that this program could be used to produce tangible data on the impact of LHI Schemes. This data could then be brought back to Town Councils.
- A Member queried the risks associated with the introduction of this new system. The Interim Highway Projects & Road Safety Manager stated that it would temporarily lead to a reduced quality of data as the new system and reporting mechanism is embedded, however this would improve over time.
- A Member raised his concerns regarding the process of validation for new data being inputted into the systems database. The Interim Highway Projects & Road Safety Manager stated that through the introduction of CRASH, the DfT had undertaken a process to improve the quality of data in the long term. He noted that in the future the CRASH software will include more mandatory validation checks.
- A Member raised concerns regarding the proposed reduction of communications between the Police and Councils data entry/analyst staff. The Interim Highway Projects & Road Safety Manager stated that paper records of road incidents was taking up a large majority of the analysts' time. He noted that they did understand the risk of not processing the paper collision documents, however it would also enable the analysts to have the time to monitoring the data collected electronically.
- A Member raised his concerns regarding the fact that users may misunderstand or misuse the information in the database. The Interim Highway Projects & Road Safety Manager agreed and stated that they wanted to ensure that before the software was disseminated, it must be easy to use and understand so that incorrect data was not used. He advised that this was one of the reasons why this software was not ready for wider public use.
- A Member raised his concerns that the new technology could lead to the production of new inefficiencies. The Chairman stated that he understood the Members concerns. The Interim Highway Projects & Road Safety Manager suggested that in the past they had been too reliant on one source of data, however in the future, with this new system they would be able to analyse multiple databases.

- A Member queried whether it would have been possible to simultaneously run the old and new systems in parallel to be able to validate and compare the effectiveness of the new system. The Interim Highway Projects & Road Safety Manager suggested that due to Police resourcing, they might have received a negative response. He noted that the mobile app would remove inefficiencies in data recording. He suggested that he could raise this issue with the Police.
- The Chairman sought confirmation that officers knew of the potential negative implications of the new system. The Interim Highway Projects & Road Safety Manager stated they were and that they would be in a more beneficial position next year.
- The Chairman asked whether officers would receive training for the CRASH system. The Interim Highway Projects & Road Safety Manager stated that the Police would be receiving training as the mobile application is circulated. He noted that in this transition period they may encounter inaccurate data being inputted into the system. The Chairman asked whether the progress made on CRASH would be presented to the Road Safety Partnership Board. The Interim Highway Projects & Road Safety Manager confirmed that it would.
- A Member suggested that in the report, he would like to see an acknowledgement that officers would be monitoring the training received by Police officers, and noted that effective training would mean more reliable data being inputted into the system. With the agreement of officers, the Chairman stated that they could bring back a training progress report to the Committee from the Road Safety Partnership Board. **(Action Required, Interim Highway Projects & Road Safety Manager)**
- A Member queried how the collision cluster sites are scored. The Interim Highway Projects & Road Safety Manager stated that the score was calculated using the following values; A fatal collision scores 4, a serious injury scores 2 and a slight collision scores 1. The Member commented that this would be beneficial if this scoring explanation was included in future report.
- A Member raised his concerns regarding the increase in road casualties in Fenland and queried what was being done to try and improve this. The Interim Highway Projects & Road Safety Manager stated that officers were completing a long term research project in conjunction with Loughborough University. This work was analysing the areas where collisions were most likely to happen in order to provide intervention. The results of this work would be presented to the Road Safety Partnership Board in September. The Chairman commented that the findings of the report could be brought to the committee for information and comment. **(Action Required, Interim Highway Projects & Road Safety Manager)**

- A Member sought confirmation regarding the percentage of road collisions that the Police were not called to. The Interim Highway Projects & Road Safety Manager clarified that DfT statistics suggested that only 1 in 10 collisions were reported to the Police. He noted that because of this they had prioritised higher severity collisions.
- The Member followed on from this by suggesting that officers may need to review the scoring system as the data is only based on 10% of all collisions.

It was resolved to:

- a) Note the changes to reporting processes for collisions outlined in paragraphs 2.1 to 2.4 and the impact of these.
- b) Approve the actions outlined in paragraph 2.4 to ensure a clean data set for 2020 onwards.
- c) Note the casualty data for the five year period 2014/18 outlined in paragraphs 2.5 to 2.20.
- d) Note the updated collision cluster site list in Appendix 2

125. REVIEW OF RISK REGISTER FOR PLACE AND ECONOMY

The Committee received a report providing an update on the Risk Register for Place & Economy. The Executive Director, Place & Economy drew attention to the three risk registers found within the report.

In discussion:

- Members raised concerns regarding the damage the weather can cause to highways and footways. They queried whether it should be added to the Risk Register for this Committee and others. The Chairman stated that he believed weather should be addressed somewhere in the report. The Executive Director, Place & Economy stated he would explore this to see if it was possible. **(Executive Director, Place & Economy)**
- A Member commented that work could be done to try and change the public's negative outlook on the inconveniences caused by road works. He stated that closures due to roadworks should be viewed as beneficial as funding was being used to improve the roads in that area. The Chairman agreed and suggested that their communication with local people needed to improve. He noted that he would talk to the Communications Team.
- A Member suggested that they should be very cautious when trying to manage public expectations if large communities have been severely affected by major road works, such as the effects of the A14

- A Member queried whether statistics on sexual harassment on public transport were recorded in Cambridgeshire. The Executive Director, Place & Economy stated that he was not entirely sure but would find out. **(Action Required, Executive Director, Place & Economy)**
- A Member asked the Executive Director, Place & Economy if anything in this report concerned him. The Director responded by stating that everything concerned him to a certain degree. In particular, he stated he was focusing on improving staff resilience as the Cambs 2020 program may impact staff retention.

It was resolved to:

Note and comment on the Risk Register

126. HIGHWAYS AND INFRASTRUCTURE COMMITTEE AGENDA PLAN AND APPOINTMENTS TO OUTSIDE BODIES

The Committee agreed to cancel the Highways and Infrastructure meeting in August.

A Member queried as to why the Business Plan was not on the forward agenda plan. The Executive Director, Place and Economy clarified that it could be added. **(Action Required, Democratic Services Officer Trainee)**

A Member suggested it would be useful if some induction events could be added to the forward agenda plan. The Chairman stated that it would be beneficial if an induction event was organised in October 2019. **(Action Required, Executive Director, Place & Economy)**

It was resolved to:

Note the Committee Agenda Plan

Chairman

**HIGHWAYS &
INFRASTRUCTURE POLICY &
SERVICE COMMITTEE**



Minutes-Action Log

Introduction:

This is the updated action log as at **2nd September 2019** and captures the actions arising from the most recent Highways & Community Infrastructure Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes of 24th November 2017

34.	Parking Schemes and Charges	Richard Lumley/ Dawn Cave	Review Park & Ride parking charges in two years' time, following the removal of the £1 parking charge.	Added to Agenda Plan. Regarding timescales, officers will be reviewing charges in preparation for the 2020/21 financial year, so it will be scheduled to coincide with future business planning committee dates, i.e. Oct/Nov 2019.	Noted for future action, Autumn 2019.
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Minutes of 16th January 2018

45(3) .	Minutes and Action Log	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an enhanced pothole repair service.	Part of a wider, longer term piece of work looking at possible delivery models (including future funding) for highway services.	In progress, to be reported on towards end of 2019/20
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Minutes of 11th September 2018

78.	Road Safety across Cambridgeshire	Richard Lumley / Matt Staton	Requested increased analysis in next year's report on analysis of the impact of safety cameras on sites.	Originally to be included in the Accident Report to be presented to Committee in March 2019, however data not available. – went to July H&I Committee	Completed
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Minutes of 3rd December 2018

89. b.	Minute and action log	Richard Lumley / Sonia Hansen	Resident & Visitor Parking Permit Charges review should be a clear action on the Action Log.	Residents parking schemes are still being implemented, whilst those schemes that have been implemented have not been in long enough to provide sufficient data for review.	Noted for future action, end of 2019 / early 2020
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Minutes of 21st May 2019

116. a.	Finance and Performance Report-Outturn 2018-19	Richard Lumley/Sarah Heywood	Chairman requested a document outlining the various funding streams available to the Highways and Infrastructure (H&I) Committee. This document could then be circulated to the rest of the committee.	Information has been collated and is in the process of being formatted into an easy to read summary.	To be circulated before the August committee.
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117.	Household Recycling Centre Van and Trailer E-Permit Scheme	Graham Hughes	Delegate responsibility to the Executive Direct Place and Economy in consultation with the Chair and Vice Chair of Highways and Infrastructure Committee to agree clear definition of the points made in paragraphs 1.2, 1.3 and 1.6 of the report , the amendments required to the waste Private Finance Initiative contract in a Deed of Variation and obtain approval from the Department for Environment, Food and Rural Affairs for the amendments through the submission of a variation business case		In Progress
Minutes of 9th July 2019					
123. a.	Finance and Performance Report – May 2019	Steve Cox	Suggested that a report was brought to the Committee every six months regarding the legacy of the A14. All local members impacted could be consulted	This will be discussed at September CVC in the first instance	In progress

123. b.	Finance and Performance Report – May 2019	Steve Cox	Requested a report providing more information on the placement/removal of trees and the maintenance and safety issues of trees planted near a highway.	This is on the F&P report, clarity was requested but not a report. Provided information.	Completed
124. a.	Road Casualty Data Annual Report	Matt Staton	Requested that a training progress report be brought back to the Committee from the Road Safety Partnership Board regarding the CRASH training received by Police officers.	Matt Staton to take to next Partnership Board meeting in September and then look to add to Agenda Plan	In progress for Autumn 2019
124. b.	Road Casualty Data Annual Report	Matt Staton	The Chairman commented that the findings of the research project regarding likely collision sites being undertaken with Loughborough University could be brought to the committee for information and comment.	Matt Staton to liaise with Loughborough University in relation to published outputs from the project and look to coincide with appropriate date in the Agenda Plan	In progress
125. a.	Review of Risk Register for Place and Economy	Steve Cox	Requested that the damage the weather can have on highways and footways should be addressed within the report.		In progress for October 2019 committee

125. b.	Review of Risk Register for Place and Economy	Steve Cox	A Member queried whether statistics on sexual harassment on public transport were recorded in Cambridgeshire.	Paul Nelson: 90% of Public transport in Cambs is privately owned and so we do not hold this information. However, Paul has not heard of any instances. He also feels this is a question best asked of Cambridgeshire Constabulary. As of 02.09.19 contact as not been made (I have been trying to establish who our police liaison is in order to ask)	In progress
126. a.	Highways & Infrastructure Committee Agenda Plan and Appointments to Outside Bodies	James Veitch	A Member queried as to why the Business Plan was not on the forward agenda plan. The Executive Director, Place and Economy clarified that it could be added.		
126. b.	Highways & Infrastructure Committee Agenda Plan and Appointments to Outside Bodies	Steve Cox	The Chairman stated that it would be beneficial if an induction event was organised in October 2019	AIR working with SC and James V to organise	In progress

FINANCE MONITORING REPORT – July 2019

To: **Highways and Infrastructure Committee**

Meeting Date: **10 September 2019**

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 Highways & Infrastructure Committee the July 2019 Finance Monitoring Report (FMR) for Place & Economy Services as at the end of July.**

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

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

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

<i>Officer contact:</i>	
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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 July 2019.

Revenue

- 2.2 Place and Economy as a whole is forecasting a bottom line underspend of £2.4m.

The main explanations for this are:-

- Street-lighting: The forecast underspend of £328K is mainly due to an energy rebate relating to previous years but although there is some uncertainty about future energy costs and some legacy issues which mean the forecast may change.
- Bus Lane Enforcement and Parking Enforcement: a £650K over-achievement of income is forecast and is being closely monitored.
- Waste Management: A breakdown in the Mechanical and Biological Treatment plant meant that no waste was processed this financial year until 7th May and once the agreed threshold within the contract with Amey was exceeded the contractor was responsible for the landfill tax – creating an underspend of around £1.25m. Offsetting this is a pressure due to delays in the implementation of the planned contract savings of about £75K per month. In addition, the one-off implementation costs of the van and trailer permit scheme will be £100K. The net impact of these three factors is that waste is forecasting a £890K underspend.
- Highways Development Management are forecasting to generate £494K of additional income in excess of costs.

Capital

- 2.3 The revised capital budget for 2019/20 reflects the carry-forwards of funding from 2018/19 and the agreed re-phasing of schemes. The forecast now shows slippage of £16.7m on King's Dyke to reflect the re-procurement which is underway, and there is some slippage on other schemes which is explained in more detail in the new Appendix 7 "Commentary on Capital Expenditure".

Performance

- 2.4 General Purposes Committee confirmed that the performance update would no longer be part of the Finance Report but would be a separate report presented to Service Committees on a quarterly basis. However, the vacancy, tree and LHI activity data continues to be reported on 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.

4. SIGNIFICANT IMPLICATIONS

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

Source Documents	Location
None	

Place & Economy Services**Finance Monitoring Report – July 2019****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 (July) £000	Forecast Variance - Outturn (July) %
0	Executive Director	286	171	0	0
-1,037	Highways	19,634	4,502	-1,042	-5
-33	Passenger Transport	7,081	1,025	-46	-1
-813	Environmental & Commercial Services	38,348	3,094	-873	-2
-493	Infrastructure & Growth	2,044	615	-487	-24
0	External Grants	-15,293	-1,639	0	0
-2,376	Total	52,101	7,769	-2,448	-5

The service level budgetary control report for July 2019 can be found in [appendix 1](#).

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

2.2 Significant Issues**Waste 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 composting process, this has resulted in a significant reduction

in our expected landfill tax spend based on performance information up to the end of July. Whilst we still await data from the following months to tell us how the plant performs for the remainder of the financial year, this has resulted in an underspend of around £1,250,000.

Offsetting this, the budget was based on a set of contract savings being agreed with our PFI contractor and implemented by 1st April 2019. This has not yet occurred and it is now expected that the contract changes will not come in to effect until at least September. Whilst some agreed savings have already been implemented, there will be a pressure of approximately £75,000 for every month completion of the contract change is delayed.

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

The above three elements combine to form an underspend of around £890K at present. Although this forecast could change due to MBT performance and the impact of any planned maintenance.

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

Delivering the Transport Strategy Aims - Cycling Schemes

Expenditure for a number of cycling schemes, this year, will be less than the amount budgeted:-

- 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 and hence £100k will be spent in this financial year, and £100k 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.

Operating the Network

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 will begin after this work is completed. The current plan is to construct from April 2020 onwards. The revised outturn is based on work to complete modelling and get the scheme to construction ready level.

King's Dyke

Following the E&E committee decision on 15th August to re-tender the construction contract for Kings Dyke the profile has been updated to reflect this. The forecast outturn for 2019/20 is now currently estimated at £570k.

Scheme Development for Highway Initiatives

£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.

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 (£0.560m) 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 - July 2019

Forecast Outturn Variance (June)		Budget 2019/20	Actual July 2019	Forecast Outturn Variance	
£000's		£000's	£000's	£000's	%
Executive Director					
0	Executive Director	286	171	0	0%
0	Executive Director Total	286	171	0	0%
Highways					
0	Asst Dir - Highways	157	53	-0	0%
150	Local Infrastructure Maintenance and Improvement	6,085	1,767	150	2%
-153	Traffic Management	-95	230	-150	-159%
-50	Road Safety	528	200	-50	-9%
-329	Street Lighting	10,086	2,471	-328	-3%
-5	Highways Asset Management	407	61	-14	-3%
-650	Parking Enforcement	0	-629	-650	0%
0	Winter Maintenance	2,125	221	0	0%
0	Bus Operations including Park & Ride	340	127	-0	0%
-1,037	Highways Total	19,634	4,502	-1,042	-5%
Passenger Transport					
20	Community Transport	2,239	489	20	1%
-53	Concessionary Fares	4,843	536	-66	-1%
-33	Passenger Transport Total	7,081	1,025	-46	-1%
Environmental & Commercial Services					
0	Asst Dir - Environment & Commercial Services	135	15	-0	0%
0	County Planning, Minerals & Waste	425	6	-0	0%
17	Historic Environment	51	19	17	33%
-0	Flood Risk Management	419	111	-0	0%
0	Energy Projects Director	28	301	0	0%
0	Energy Programme Manager	58	19	0	0%
-830	Waste Management	37,231	2,622	-890	-2%
-813	Environmental & Commercial Services Total	38,348	3,094	-873	-2%
Infrastructure & Growth					
0	Asst Dir - Infrastructure & Growth	160	55	0	0%
0	Major Infrastructure Delivery	1,300	483	0	0%
7	Transport Strategy and Policy	33	86	7	21%
0	Growth & Development	551	206	0	0%
-500	Highways Development Management	0	-215	-494	0%
-493	Infrastructure & Growth Total	2,044	615	-487	-24%
-2,376	Total	67,395	9,408	-2,448	-4%
Grant Funding					
0	Non Baseline Grants	-15,293	-1,639	0	0%
0	Grant Funding Total	-15,293	-1,639	0	0%
-2,376	Overall Total	52,101	7,769	-2,448	-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	1,767	+150	+2
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.				
Street Lighting	10,086	2,471	-328	-3
The underspend is the net impact of the energy cost increase exceeding the inflationary uplift and an estimate of the likely penalty deductions. A refund has also been received for over payment of energy costs from a previous supplier.				
Parking Enforcement	0	-629	-650	0
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.				
Community Transport	2,777	460	+20	+1
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. In order to maintain all existing bus services there is a budget deficit of £203k. A projected underspend on the Concessionary fares budget has been vired to cover the costs in this area.				
Concessionary Fares	4,304	565	-66	-2
This service is being provided on behalf of the Combined Authority and is 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. Budget for this projected underspend has been vired to fund the forecast overspend on Community Transport.				
Waste Management	37,231	2,622	-890	-2
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 composting process, this has resulted in a significant reduction in our expected landfill tax spend based on performance information up to the end of July. Whilst we still await				

data from the following months to tell us how the plant performs for the remainder of the financial year, this has resulted in an underspend of around £1,250,000.

Offsetting this, the budget was based on a set of contract savings being agreed with our PFI contractor and implemented by 1st April 2019. This has not yet occurred and it is now expected that the contract changes will not come in to effect until at least September. Whilst some agreed savings have already been implemented, there will be a pressure of approximately £75,000 for every month completion of the contract change is delayed.

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

The above three elements combine to form an underspend of around £890,000 at present. Although this forecast could change due to MBT performance and the impact of any planned maintenance.

Highways Development Management	0	-215	-494	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.

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	
Non-material virements (+/- £30k)	+12	
Current Budget 2019/20	52,101	

APPENDIX 5 – Reserve Schedule

Fund Description	Balance at 31st March 2019	Movement within Year	Balance at 31st July 2019	Yearend Forecast Balance	Notes
£'000	£'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	1	863	900	
Streetlighting - LED replacement	31	0	31	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	(783)	854	0	
Other earmarked reserves under £30k	(270)	326	56	0	
Sub total	5,134	(240)	4,894	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	572	5,218	1,000	
Sub total	6,069	572	6,640	1,000	
TOTAL	11,203	332	11,534	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 (July)	Forecast Spend - Outturn (July)	Forecast Variance - Outturn (July)
£'000	£'000		£'000	£'000	£'000	£'000
		Integrated Transport				
375	200	- Major Scheme Development & Delivery	375	13	375	0
682	682	- Local Infrastructure Improvements	816	288	827	11
594	594	- Safety Schemes	594	5	594	0
345	345	- Strategy and Scheme Development work	459	150	459	0
2,902	1,346	- Delivering the Transport Strategy Aims	3,007	409	2,667	-340
23	23	- Air Quality Monitoring	23	12	23	0
16,118	14,591	Operating the Network	16,637	2,488	16,159	-478
		Highway Services				
83,200	6,300	- £90m Highways Maintenance schemes	6,300	381	6,146	-154
802	0	- Pothole grant funding	802	-23	802	0
0	0	- National Productivity Fund	0	10	1	1
708	0	- Challenge Fund	708	318	708	0
146	0	- Safer Roads Fund	146	19	146	0
0	0	- Additional Highways Maintenance	0	-82	-10	-10
		Environment & Commercial Services				
11,064	3,357	- Waste Infrastructure	255	27	255	0
560	0	- Northstowe Heritage Centre	560	0	560	0
1,000	250	- Energy Efficiency Fund	365	6	365	0
		Infrastructure & Growth Services				
16,732	475	- Cycling Schemes	3,000	244	3,005	5
9,116	0	- Huntingdon - West of Town Centre Link Road	0	0	0	0
49,000	1,000	- Ely Crossing	1,469	-1,171	1,000	-469
149,791	3,460	- Guided Busway	500	103	500	0
29,982	14,176	- King's Dyke	17,300	193	570	-16,730
1,000	0	- Scheme Development for Highways Initiatives	688	49	283	-405
150	0	- A14	150	94	150	0
22	0	- Other schemes	22	18	22	0
0	0	Combined Authority Schemes	3,505	1,130	3,505	0
		Other Schemes				
36,290	8,500	- Connecting Cambridgeshire	14,133	0	14,133	0
	292	Capitalisation of Interest	292	0	292	0
410,602	55,591		72,106	4,681	53,537	-18,569
	-11,683	Capital Programme variations	-13,505	0	0	13,505
	43,908	Total including Capital Programme variations	58,601	4,681	53,537	-5,064

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 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 (£0.560m) via Highways England through the Department for Transport (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 (July)	Forecast Variance (July)	Variance Last Month (June)	Movement	Breakdown of Variance	
					Underspend/ Overspend	Rephasing
£'000	£'000	£'000	£'000	£'000	£'000	£'000
Delivering the Transport Strategy Aims - Cycling Schemes						
1,188	848	-340	0	-340	-100	-240
<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 and hence £100k will be spent in this financial year, and £100k 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. 						
Operating the Network						
16,637	16,159	-478	0	-478	0	-478
<p>Signals - C233 Cherry Hinton Rd Cambridge (At Queen Ediths Way / Robin Hood junction)</p> <p>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.</p>						
King's Dyke						

17,300	570	-16,730	0	-16,730	0	-16,730
Following the E&E committee decision on 15 th August to re-tender the construction contract for Kings Dyke the profile has been updated to reflect this. The forecast outturn for 2019/20 is now currently estimated at £570k.						
Ely Crossing						
1,469	1,000	-469	0	-469	0	-469
The 19/20 budget of £1.469m is currently anticipated to be on budget. 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 often significantly higher than the County Council's evaluation and negotiations can become protracted.						
Huntingdon West of Town Centre Link Road						
0	0	0	0	0	0	0
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 as claims for compensation are often significantly higher than the County Council's evaluation and negotiations can become protracted.						
Scheme Development for Highway Initiatives						
688	283	-405	0	-405	0	-405
£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.						

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 (July) £'000	Forecast Funding Variance - Outturn (July) £'000
17,781	Local Transport Plan	17,781	17,441	-340
0	Other DfT Grant funding	1,856	1,856	0
500	Other Grants	650	650	0
4,887	Developer Contributions	4,309	3,740	-569
15,450	Prudential Borrowing	22,784	19,772	-3,012
16,973	Other Contributions	24,726	10,078	-14,648
55,591		72,106	53,537	-18,569
-11,683	Capital Programme variations	-13,505	0	13,505
43,908	Total including Capital Programme variations	58,601	53,537	-5,064

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 – 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 04.07.2019

CAMBRIDGE CITY WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/18 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2017/18

Total LHI Schemes	39
Total Completed	38
Total Outstanding	1

Cllr Taylor 30CPX01643	Queen Edith	Queen Edith Way	MVAS	RED	Issue discussed with City Cllr via email. Interim way forward agreed with CCC operating the devices until ongoing liability issue is resolved with the city council. CCC now reviewing mounting locations and permissions from BBLP with regards to utilising existing lamp columns. Waiting on response to email from Cllr Taylor regarding possible locations for locating the device. BBLP to be consulted once response from CC received. No response received from CC to date.
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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	27
Total Completed	22
Total Outstanding	5

Cllr Jones 30CPX02274	Petersfield	Mill Road	Extend TRO operation	RED	Feedback from City Cllr regarding how they wish to proceed following TRO process. Attempts made to tie this in with the 19/20 LHI for the same proposal on the opposite side of the bridge. Will carry over as a result, however City Cllr has subsequently decided to deliver the schemes separately due to lead in times. Target cost received back from contractor last week (submitted 15/04), Cty Cllr has asked to delay work until Mill Rd Bridge works are completed.
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Cllr Taylor 30CPX02278	Queen Edith's	Hills Road	Cycle Racks and hardstanding	RED	Scheme with City Council and to be delivered by them. Will be carried over due to design lead in times. City council chased, response and revised designs received 08/03. Design had to be revised again and then submitted for pricing. Received target cost for work back from contractor, tying in with City footway schemes, to commence on site end of August for 5 days, Cty Cllr aware.
Cllr Richards 30CPX02279	Castle	Mnt Pleasant/Shelly Row/Albion Row	20 mph zone	RED	Scheme with City Council and to be delivered by them. Will be carried over due to design lead in times. Consultation running through April. Once complete this will be sent off for costing. Estimated delivery on site - June / July 2019. Submitted to contractor for target costing 12/06/19, to commence on site early September. City Cllr aware.
Cllr Crawford 30CPX02285	Cherry Hinton	Church End	Point closure to prevent through traffic	RED	Scheme will carry over into new FY. Currently awaiting safety audit on proposed give way feature. Delays to date due to scope changes from original LHI application and investigation on suitable solutions by officers. Scheme currently being safety audited. Cty Cllr has reviewed responses to informal and confirmed would like to proceed with formal TRO process.
Cllr Jones 30CPX02296	Petersfield	Great Northern Road	Zebra crossing	RED	Sent to BBLP for lighting design 06/12, now complete. Now being safety audited also. City Cllr aware of delivery timescales and constraints due to the location. Delivery now expected September 2019 Streetworks allowing due to access issues near Station. .

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		26			
Total Completed		4			
Total Outstanding		22			
Cllr Noel Kavanagh	Romsey	Mill Rd	Extension to existing parking restrictions	RED	Informal consultation delayed due to local elections, officer concerns over delivery timescale as a result of this due to Traffic Regulation Order process. Cty Cllr has informed officers City colleagues no longer support the scheme, this is unlikely to be delivered.
Lilian Rundblad	Arbury	Carisbrooke Road	Parking restrictions on the corners of Warwick Rd and Histon Rd and along Carisbrooke Rd	GREEN	Design complete - sending to applicant for review

Cambridge University Cycling and Walking Subgroup	City Wide	Citywide	Improve cyclist safety	GREEN	Site visit complete and designs approved, to be tied in with other works around the City
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Christina Leadlay	Arbury	Clarendon Rd	Bollards	GREEN	Site visit complete, design complete, consulting with affected businesses.
Cheney-Anne Payne	Arbury	Histon Rd	MVAS	GREEN	To be tied in with similar schemes around the county and delivered as one package. Units to be operated by CCC until agreement reached with City council once they arrive in stock.
Dr Jocelynn A. Scutt	Castle/Market/Arbury	Jesus Lock Bridge	Installation of a street light and improved signage	GREEN	Site visit complete 21/05. Now designing.
Elisa Meschini	Kings Hedges	Moore Cl	Parking restrictions, DYLS proposed	RED	Following informal consultation, residents no longer appear to support the scheme, officers and Cty Cllr to reconsult with amended design, if still not popular scheme will be abandoned.
Elisa Meschini	Kings Hedges	Middleton Cl/ Milton Rd junction	Parking restrictions, DYLS proposed	GREEN	Design complete - sending to applicant for review
Cllr Joan Whitehead	Abbey	Wadloes Rd	Parking restrictions (extension of DYLS past McDonalds)	GREEN	Design complete - sending to applicant for review
Hanover and Princess Courts Associations	Petersfield	George IV St	Parking restrictions, DYLS proposed	GREEN	Design complete - sending to applicant for review
Netherhall School	Queen Edith's	Queen Edith's Way	MVAS	GREEN	To be tied in with similar schemes around the county and delivered as one package. Units to be operated by CCC until agreement reached with City council once they arrive in stock.
Cllr Noel Kavanagh	Romsey	Cromwell Rd	Parking restrictions	GREEN	Design complete - sending to applicant for review
Cllr Mike Sargeant	Chesterton	Hurst Park Avenue	Installation of 2no. additional street lights	GREEN	Work Complete
Rosy Moore	Romsey/Petersfield	Carter Bridge	Lining works on the bridge	GREEN	Work Complete
Cllr Sandra Crawford/ various applicants	Cherry Hinton	Walpole Rd/ Cherry Hinton Rd junction	Raised table	GREEN	Site visit complete, now designing.
Cllr Mike Sargeant	Chesterton	Chesterton Hall Crescent	New street light	GREEN	Order raised for BBLP to complete the works as part of citywide SL package, BBLP have installed columns, waiting on electrical connection.
Cllr Mike Sargeant	Chesterton	Hurst Park Estate	Parking restrictions in the area, DYLS proposed	GREEN	Design complete - sending to applicant for review
Cllr Mike Sargeant	Chesterton	Springfield Rd	New street light	GREEN	Work Complete
Cllr Amanda Taylor	Queen Edith's	Holbrook Rd	Speed cushions	GREEN	Site visit with applicant arranged.
Cllr Noel Kavanagh	Romsey	Hobart St	Road markings and signs at Marmora Rd/Hobart Rd junction	GREEN	Site visit complete, now designing.
Cllr Claire Richards	Castle	Garden Walk	New street light	GREEN	Order raised for BBLP to complete the works as part of citywide SL package, BBLP have installed columns, waiting on electrical connection.
Cllr Mike Sargeant	Chesterton	Hurst Park Estate	MVAS	GREEN	To be tied in with similar schemes around the county and delivered as one package. Units to be operated by CCC until agreement reached with City council once they arrive in stock.
Elisa Meschini	Kings Hedges	Basset Cl	New street light	GREEN	Order raised for BBLP to complete the works as part of citywide SL package, BBLP have installed columns, waiting on electrical connection.

Elizabeth Eaton	Abbey	Newmarket Road	Improvements to the pedestrian crossing	GREEN	Site visit complete, now designing.
Norman Benton	Queen Edith's	Rotherwick Way	Parking restrictions	GREEN	Design complete - sending to applicant for review
Colin McGerty	Queen Edith's	Rotherwick Way	New street light	GREEN	Work Complete

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
Carried Forward from 2018/19					

Total LHI Schemes		25*			
Total Completed		18			
Total Outstanding		7			
Cllr Batchelor 30CPX02364	Balsham	High Street	Zebra	RED	Due to issues with developer this will be carried into next year. Flashing school signs have been installed. TTRO booked for works. To be delivered before end of Sept 2019.
Cllr Howell 30CPX02351	Bourn	High Street	Footpath widening	RED	Scheme will be carried over as TTRO is needed for the work. Scheme to be delivered May/June 2019. Parish and City Cllr made aware. Awaiting Target cost for work from contractor. Submitted for costing start of April 2019. Target cost still outstanding.
Cllr Howell 30CPX02365	Cambourne	School Lane	Zebra	RED	Scheme carried over due to lead in times with BBLP for lighting works. NOI being advertised in press next week and scheme submitted for Target cost end of week 29/04/19. Target cost received back from contractor, waiting on delivery dates. Pencilled in for summer holidays.
Cllr Smith 30CPX02353	Elsworth	Brockley Road	40 mph buffer zones and lining refresh.	RED	PC have now requested a 20mph zone, scope agreed, now collecting speed data through village to evidence change in limit. Speed boxes have been put up and data is now being reviewed, response to be sent to the PC and County Cllr regrading the captured data by 10/05/19. Following site meeting on 19/06/19, PC and CCC agreed to go forwards with Flashing signs, Road marking refresh and Buffer zones. PC have approved revised designs and TRo to be advertised shortly..

Cllr Joseph 30CPX02367	Grantchester	Village wide	20 limit/traffic calming/village gateways/DYs	RED	Delays due to scope changes from the parish council. Design now agreed and submitted for auditing. Due to lead in times the scheme will be carried over into next FY. However the lining and 20mph zone works will be delivered this FY, with priority build outs in June/July 19. Scheme submitted for Target cost 17/06/19.
Cllr Hickford 30CPX02360	Newton	Whittlesford Road/Cambridge Road/Fowlmere Road	Speed cushions/lining adjustments	RED	Due to lead in times the scheme will carry over into new FY. Parish and City Cllr made aware of this. Design currently being reviewed and will, subject to Parish consent be packaged together with similar schemes from 19/20 LHI process to deliver best value for money.
Cllr Wotherspoon 30CPX02356	Rampton	King Street	Street light	RED	Due to UKPN issues, suggested to the Parish that the scheme is not delivered. Awaiting Parish response. Parish chased, and they won't make a decision until April 19 at their next meeting. Parish chased and have now confirmed acceptance for scheme to be withdrawn.

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		18			
Total Completed		0			
Total Outstanding		18			
Topping	Thriplow PC	Village Wide	Signage and road marking improvements	GREEN	Site visit complete. Now designing.
Batchelor	Horseheath PC	Horseheath Bypass	Speed limit reduction to 50mph, crossing points improvements, unsuitable for HGVs at Howards Lane	AMBER	To design and consult with Parish. Police and GCP aware. Works to tie in with wider GCP scheme for the A1307 route. Dependent to some extent on GCP delivery timescale.
Harford	Hardwick PC	Village Wide	MVAS	GREEN	Tied into countywide MVAS package. Design returned by Parish, who are currently arranging permissions with SCDC for mounting on existing lamp columns.
Jenkins	Histon and Impington PC	Village Wide	Footpath Improvements	GREEN	Site visit complete. Design complete. Submitted to contractor for pricing 20/05. Awaiting Target cost.
Smith	Swavesey PC	Rose and Crown Road	30mph speed limit extension + 40mph buffer zone + dragon's teeth marking	GREEN	Site visit complete, now designing.
Wotherspoon	Cottenham PC	Histon Road	Soft traffic calming	GREEN	Site visit complete, now designing.
Hickford	Fowlmere PC	Village Wide	20mph Speed Limit in village with speed cushions	GREEN	Site visit complete, now designing.
Topping	Whittlesford PC	Duxford Road	School solar powered flashing signs and various road markings.	GREEN	Design sent to Parish for review 16/04/19. Site meeting arranged for 10/07
Van Den Ven	Bassingbourn - cum - Kneesworth PC	Guisse Lane	Modifications to traffic island and parking restrictions	GREEN	Site visit complete, scheme designed, and sent to Parish for review at next meeting on 23/07/19.
Hudson	Oakington and Westwick PC	Dry Drayton Road	40mph Speed Limit	GREEN	Parish have accepted proposed design and are going to make residents aware. Scheme to be tied in with similar in South for TRO's. Now out for consultation 25/07/19.

Howell	Cambourne PC	Eastgate	Zebra Crossing	GREEN	To arrange site visit. Road to be adopted by the end of 19/20 - advised by Development team. No impact on scheme delivery.
Topping	Pampisford PC	Brewery Road	Central Island	GREEN	PC have approved design with some amendments. Next step safety audit and TRO advertisement.
Hickford	Sawston PC	Church Lane	Parking Restrictions	GREEN	Parish have accepted proposed design and are going to make residents aware. Scheme to be tied in with similar in South for TRO's. Now out for consultation 25/07/19.
Bradman	Fen Ditton PC	Wright's Close	Parking Restrictions	GREEN	Parish have accepted proposed design and are going to make residents aware. Scheme to be tied in with similar in South for TRO's. Now out for consultation 25/07/19.
Batchelor	Linton PC	The Grip	Sign and line improvements plus passive traffic calming. Plus MVAS.	GREEN	Scheme to commence on site 11/09/19.
Hickford	Newton PC	Harston Road	Round top speed table	GREEN	Design complete, scheme now in for safety audit.
Topping	Ickleton PC	Frogge End	Priority Build Out	GREEN	Scheme approved by PC and safety audit passed. Tying in with similar schemes around district.
Smith	Fen Drayton PC	The Rosary	Removal of existing central kerbed feature and new junction layout	GREEN	Parish have accepted proposed design and are going to make residents aware. Scheme to be tied in with similar in South for TRO's. Now out for consultation 25/07/19.

HUNTINGDONSHIRE WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/18 completion date)	Project Update and any Issues or Variance Explanation
Carried Forward from 2017/18					

Total LHI Schemes		24			
Total Completed		23			
Total Outstanding		1			
Cllr Wisson 30CPX01574	St Neots	Loves farm	Managed parking control scheme for the whole estate	RED	Formal consultation completed. Delays in scheme to date have largely been down to the amount of consultation required & the level of stakeholder interest in the proposed changes to the existing highway layout. This has also required reconciling with the previous scheme delivered in 15/16 through Longsands area of St Neots. Delegated decision taken on 4th March 2019. Implement the Scheme on the Southern part of the Love's Farm plus in selected locations further North. Target Cost due in June and agreement reached to proceed. Road Closure application to be completed and then Order to be placed once confirmed.

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		14			
Total Outstanding		9			
Cllr Wells 30CPX02335	Little Paxton	Mill Lane	Zebra crossing	RED	Target cost received 14/05/19. Scheme likely to cost over x2 original budget estimate. This issue is being escalated to a higher level. The Parish Council have been advised of the increased cost.
Cllr Sanderson 30CPX02328	Huntingdon	California Road	Speed table	RED	Road closure submitted 09/04/19. Order raised LA 430908 in April 2019. Due to be constructed in August
Cllr Sanderson 30CPX02329	Huntingdon	Various Streets	Various parking restrictions	RED	TC requested 15/05/19 Delegated Decision carried-out & completed. Certain issues had brought about the involvement of Democratic Services + Councillor, but this has now been resolved. To be programme.
Cllr Shellens 30CPX02330	Huntingdon	Sapley Road	Replace give way feature with speed table, install pair of speed cushions	RED	Town Council have agreed additional funding for scheme. Scheme will carry over to 2019/20. Road closure req. 25/02/19 TC chased-up. Target cost received and order placed on 31/05/19. Due to commence in August 19.
Cllr Giles 30CPX02337	St Neots	Nelson Road / Bushmead Road	Junction widening and improvements	RED	Trial holes complete. Need to serve notice on utility companies as they are at incorrect depths. Detailed design almost complete. Likely to run into new financial year. Additional Trial Hole expected July and then a review as to whether this scheme will achieve its objectives.
Cllr Costello 30CPX02332	Ramsey Heights	Uggmere Court Road	MVAS, gateways and improved signing/lining	RED	(MVAS) cost £2748. Order raised & LA-Code established on 02/05/19. Skanska organising & coordinating the works.
Cllr Fuller 30CPX02327	St Ives	Marley Road	Improve warning signs/lines	RED	Ordered placed with Skanska on 09-Apr-19. Awaiting start date.
Cllr Downes 30CPX02334	Brampton	Village area	20mph limit around village	RED	Formal consultation complete, objections to scheme. Delegated decision recently undertaken. Target cost to be submitted soon. Look to implement in July/August 19.
Cllr Rogers 30CPX02345	Abbots Ripton	B1090 / Station Rd / Huntingdon Rd	MVAS and 40mph buffer zones on each village approach	RED	Order raised for MVAS and buffer zone works.

Current 19/20 LHI Schemes

Total LHI Schemes		20			
Total Completed		0			
Total Outstanding		20			
Julie Wisson	Waresley-cum-Tetworth	B1040 Gamlingay Road/ B1040 Manor Farm Road	40mph Buffer Zones	GREEN	Prelim Plans approved by Parish Council 24/04/19. Recent information sent to Policy and Regulation Team for advertising.
Steve Criswell	Earith	Meadow Lane/ Colne Road/ High Street	MVAS	GREEN	Procurement of MVAS being managed as a group purchase covering many projects across the whole county.
Steve Criswell	Pidley	B1040 High Street/ Oldhurst Road	Give Way feature	GREEN	Site Inspection undertaken and now in Preliminary Design

Julie Wisson	St Neots	Loves Farm	Removal and relocation of Give Way features	GREEN	Target Cost due in June for agreement to proceed. Road Closure application to be completed and then order to be placed to commence work.
Peter Downes	Buckden	B661 Perry Road	40mph Buffer Zone and gates	GREEN	Site Inspection undertaken and now in Preliminary Design
Steve Criswell	Bluntisham	Bluntisham Heath Road, Wood End	Relocate 30mph speed limit, install Give Way feature, install 40mph Buffer Zone	GREEN	Site Inspection undertaken and now in Preliminary Design
Kevin Reynolds	Needingworth		New Footway	GREEN	Site Inspection undertaken and now in Preliminary Design
Ian Bates	Hilton	B1040 St Ives Roa/ Potton Road	MVAS	GREEN	Procurement of MVAS being managed as a group purchase covering many projects across the whole county.
Ian Gardener	Hail Weston	High Street	Speed Reduction	GREEN	Meeting with Parish on 24/04/19 agreed scheme as MVAS and village wide 20 limit. Information sent to Policy and Regulation Team for advertising.
Ian Gardener	Tilbrook	Station Road	30mph speed limit	GREEN	Site Inspected on 28-Mar-19, Clarification meeting held in April with previous designer. Now in Preliminary Design Phase.
Graham Wilson	Godmanchester	B1044 Cambridge Road	Parking Restrictions	GREEN	Prelim Plan approved by Town Council. Local informal consultation 26/04/19 to 17/05/19. Information sent to Policy and Regulation Team for advertising.
Simon Bywater	Folkesworth & Washingley	Village Area	7.5t Weight Limit	GREEN	Site drive-through on 17/05/19. Site survey undertaken by Graduate Eng. on 21/05/19. Drawings currently being prepared for Parish meeting 18/06/19.
Kevin Reynolds	St Ives	Needingworth Road	Pedestrian Crossing	GREEN	Site Inspection undertaken and now in Preliminary Design
Ian Gardener	Winwick	B660	30mph speed limit	GREEN	Prelim plans approved by Parish meeting. Parish to assist with local informal consultation, for July, sent to Policy and Regulation for advertising.
Julie Wisson	Abbotsley	B1046 High Street/Pyms Garden/ High Green/ Blacksmith Lane/ Pitsdeam Road	20mph Speed Limit	GREEN	Prelim plans sent to Parish Council for approval. Information sent to Policy & Regulation Team for advertising.

Terence Rogers	Upwood & The Raveleys	Raveley Road	Give Way Feature Great Raveley	GREEN	Prelim plans approved by Parish meeting. Site visit undertaken on 30/05/19. Prelim plans to be re-submitted on 03/06/19 following their request for additional road markings and to propose their preferred gateway sign. Awaiting feedback from the Pairsh following the informal local consultation.
Ian Bates	Hemingford Abbots	High Street	Parking Restrictions	GREEN	Site Inspected on 28/03/19 Clarification meeting held in April with previous designer.Design to be produced in July.
Simon Bywater	Elton	Village Area	Replace and renovate conservation lighting columns	GREEN	Invoice received from Elton Parish Council.
Terence Rogers	Warboys	B1040 Fenton Road	Give Way Feature and warning signs	GREEN	Site Inspection undertaken and now in Preliminary Design. Road Safety Audit comments due on 03/07/19.
Terence Rogers	Abbots Ripton	Wennington Village Area	MVAS	GREEN	Procurement of MVAS being managed as a group purchase covering many projects across the whole county.

FENLAND 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 LHI Schemes		13			
Total Completed		10			
Total Outstanding		3			
Cllr King 30CPX02321	Wisbech St Mary	Leverington Common	Lining/ coloured surfacing at Bellamy's Bridge	RED	Works ordered, programmed delivery date 28/05/19, duration 3 days. Works to commence under road closure in July.
Cllr Count & Cllr French 30CPX02323	Christchurch	Upwell Road	Gateway feature at Upwell Road & upgrade existing cross road warning sign	RED	Signs and gates installed, however incorrect gate installed Skanska will be rectifying. Programme date of 21/06, chased early July gate still not received.
Cllr Tierney & Cllr Hoy 30CPX02314	Wisbech	Colville Road/ Trafford Road	Build out inc. cushion	RED	Following Traffic Regulation Order process residents now request scheme is withdrawn, waiting on feedback from County Cllr for area. Cllr has provided further correspondence saying he did not request scheme removal. In correspondence with Cllr & designer to confirm the way forward. Requested Cllr responded with a way forward by end June, no response by 03/07

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		17			
Total Completed		1			
Total Outstanding		16			
Cllr Tierney	Wisbech	Cherry Road	Parking restrictions (Possible DYLS)	GREEN	Design completed. Sent to applicant 13/06/19. Cllr discussing with school as the entrance has now moved and unsure it is required.
Cllr French / Cllr Count / Cllr Gowing	March	Various	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Connor	Doddington	Benwick Road	Footway improvements	GREEN	Submitted for TC on 13/06/19
Cllr Connor / Cllr Costello	Pondersbridge	B1040 (Ramsey Road, Herne Road) & Oilmills Road	Traffic calming	GREEN	Preliminary desings have been done, sent to Cllr Connor 20/06, activity schedule in progress.
Cllr King	Tydd St Giles	Broad Drove East	Speed limit reduction (buffer zone)	GREEN	Sent for TC on 13/06/19
Cllr King	Newton	Various	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Hoy	Wisbech	Station Drive	Parking restrictions (Possible DYLS)	GREEN	Design agreed sent for TC approval 27/06/19
Cllr Boden	Whittlesey	Stonald Road	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Hoy	Wisbech	Rectory Gardens	Motorcycle prohibiton & signs	GREEN	In preliminary design
Cllr French / Cllr Count	Wisbech St Mary	Station Rd & High Rd	Mobile Vehicle Activated Sign & Soft traffic calming	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Gowing	Wimblington	Sixteen Foot Bank	Warning signs & SLOW markings	GREEN	In preliminary design
Cllr French / Cllr Count	March	Hundred Road	Footpath extension	GREEN	In preliminary design
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	Preliminary design complete, Town Council agreed. TC to be put together.
Cllr King	Leverington	A1101 & Various	Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr French / Cllr Count	Christchurch	Mobile Vehicle Activated Sign	Speeding throughout the village	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr King	Gorefield	High Road	40mph buffer zone	GREEN	In preliminary design

EAST WORKS PROGRAMME

Local Member & Project Number	Parish/Town	Street	Works	RAG STATUS (Progress measured against 31/03/18 completion date)	Project Update and any Issues or Variance Explanation
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Carried Forward from 2017/18

Total LHI Schemes		13			
Total Completed		11			
Total Outstanding		2			
Cllr Dupre 30CPX01609	Witchford	Main Street	Footway Widening	RED	Works were held back to be delivered with their 18/19 LHI Scheme as it made sense to package together. However we have encountered issues with the current placement of the bus stand (as per comments below). Scheme to be split into separate works to prevent further hold up. Footway widening programmed for 29/07/19. Traffic calming to be re-designed as requested by the parish.
Cllr Schuman 30CPX01610	Fordham	Isleham Road	40mph speed limit from Barrowfield Farm. Raised Zebra crossing outside the school.	RED	Works predominantly complete, further lining to be completed. Balfour Beatty need to make permanent connection, seeking permission from school.

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		12			
Total Completed		9			
Total Outstanding		3			
Cllr Dupre 30CPX01609	Witchford	Main Street	Raised table	RED	Raised table being moved outside of Post Office / Uncontrolled crossing. Preliminary design started as requested by Parish. Change of scope.
Cllr Dupre 30CPX02308	Sutton	High Street	Junction re-prioritisation	RED	Programmed start date 15/07/19
Cllr Schuman 30CPX02304	Fordham	Mildenhall Road, Church Street junction	Improve sign and lining at junction	RED	Lining still outstanding, original date of 12/06 rained off new date 04/07/19.

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		12			
Total Completed		0			
Total Outstanding		12			
Cllr Goldsack	Soham Primary School	Kingfisher Drive	Pedestrian crossing facility - possible zebra crossing	GREEN	No longer zebra crossing, as agreed with applicant. Contact made with applicant and in preliminary design.
Cllr Shuter	Cheveley	Ashley Rd / Centre Dr / Duchess Dr	Speed limit reductions with traffic calming	GREEN	In preliminary design.
Cllr Every	Ely	Cam Drive	School wig-wags	GREEN	Met Ely City Council and School, design to be amended and Target Cost put together.
Cllr Schumann	Chippenham	New Street	Warning signs and SLOW marking	GREEN	Applicant has requested scheme is removed.
Cllr Ambrose Smith	Littleport	Various	Mobile Vehicle Activated Sign*2	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Hunt	Wilburton	A1123 & Various	Methyl Methacrylate lining and Mobile Vehicle Activated Sign	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June, lining to be tied in with signals upgrade.
Cllr Dupre	Coveney	Park Close / School Lane / Gravel End	40mph buffer zone	GREEN	Preliminary design sent to Parish Council for review 18/06/19
Cllr Shuter	Burrough Green	Brinkley Road (Burrough End)	Bend improvements - signing & lining	GREEN	In preliminary design.
Cllr Every / Cllr Bailey	Ely	Various	Mobile Vehicle Activated Sign*3	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.
Cllr Goldsack	Isleham	Beck Road & Maltings Lane	20mph zone & traffic calming	GREEN	Site visit undertaken, in preliminary design
Cllr Dupre	Mepal	Witcham Rd & Sutton Rd	Improve speed limit entry visibility - signs & lines	GREEN	Preliminary design sent to Parish Council for review 20/06. Response received that they don't currently have a clerk.
Cllr Schumann	Burwell	Various	Mobile Vehicle Activated Sign*2	GREEN	Working with Skanska to deliver as a package throughout the county. Information passed to Skanska end June.

Trees

COUNTRYWIDE SUMMARY

Update as at the 31.06.2019

Removed 1st January 2017 to Date	93
Planted 1st January 2017 to Date	108

CAMBRIDGE CITY TREE WORKS

Total Removed in Current Month	JUNE	0
Total Planted in Current Month	JUNE	0

Removed narrative										
District	Parish	Location	Number of trees	Reason Removed	Cllr Informed	Parish informed	Removal Date	Replace Date	Cllr name	Other information needed: case progress, crno. LA & PO nos. Contact name, works ordered
City	Coleridge	Coldhams Lane	6	Subsidence	NA	NA	NA	With City	Sandra Crawford	Working with City Council Tree Team, who notify Cllr/Parish
City	Castle	Frenchs Road	1	Obstruction	NA	NA	NA	With City	Jocelynn Scutt	Working with City Council Tree Team, who notify Cllr/Parish
City	Castle	Mitchams Corner	3	Obstruction	NA	NA	NA	With City	Claire Richards	Working with City Council Tree Team, who notify Cllr/Parish
City	Newnham	Skaters Meadow	1	Obstruction	NA	NA	NA	2019-03-25	Lucy Nethsingha	Cllr aware. Tree now replaced.
Removed 1st January 2017 to Date			11							
Planted 1st January 2017 to Date			3							

Planted narrative										
City	Newnham	Skaters Meadow	3					2019-03-25		3 Trees planted at Skaters Meadow Newnham.

SOUTH TREE WORKS

Total Removed in Current Month	JUNE	0
Total Planted in Current Month	JUNE	0

Removed narrative										
District	Parish	Location	Number of trees	Reason Removed	Cllr Informed	Parish informed	Removal Date	Replace Date	Cllr name	Other information needed: case progress, crno. LA & PO nos. Contact name, works ordered
South	Comberton	Kentings	1	Diseased / Dead	N/A	N/A	2017-06-23	N/A	Lina Nieto	This came from the tree officer at the Parish Council - No request for a replacement tree - LA 408915
South	Cottenham	Twentypence Road	2	Natural Disaster	2017-12-02	2017-12-02	2017-04-11	TBC	Tim Wotherspoon	Cllr informed, awaiting response
South	Duxford	Ickleton Road	1	Diseased / Dead	2017-02-02	2017-02-02	2017-03-30	TBC	Peter Topping	Awaiting correspondence with Parish

South	Sawston	Mill Lane	12	Diseased / Dead	2017-12-02	2017-12-02	2017-04-02	TBC	Roger Hickford	x12 (Cherry trees, confirmed by tree officer dead) Parish owned trees on Highway land, being replaced by parish. Cllr informed.
South	Little Shelford	Whittlesford Road	1	Obstruction	2018-10-25	2018-10-25	2017-10-27	TBC	Roger Hickford	Reported by member of public - tree dangerous. Cllr informed- LA 411361
South	Longstowe	High Street	1	Diseased / Dead	2017-10-10	2017-10-10	2017-12-19	N/A	Mark Howell	Informed by Wildlife Trust - ash tree dangerous over layby where cars park to visit nature reserve. Inspection showed dead and required removing -Cllr informed. LA 413553. No request for replacement.
South	Oakington	Queensway	3	Diseased / Dead	2018-10-25	2018-10-25	2017-10-12	TBC	Peter Hudson	This is 2 prunus and 1 apple tree on the entrance to Queens way that required removing, dead.diseased. Cllr informed. LA411674
South	Sawston	Resbury Close	1	Diseased / Dead	2018-10-25	2018-10-25	2017-12-19	TBC	Roger Hickford	Tree Officer reported as dead tree requiring removal, Cllr informed - LA 410776
South	Bassingbourn	North End	2	Diseased / Dead	2018-10-29	2018-10-29	2018-05-11	TBC	Susan van de Ven	Prunus Pissardii x2 trees, 1 - sustained damage too significant for the tree to remain and 2 - infected with decay fungi. Tree Officer advised to remove both. Cllr informed. LA 417347, Resident stated they did not want trees replacing outside their property.
South	Bourn	Riddy Lane (behind 3 Baldwins Close)	1	Diseased / Dead	2018-10-29	2018-10-29	2018-03-09	N/A	Mark Howell	Parish complained of leaning/rocking Field Maple on verge. Tree Officer advised that tree required removing asap. Cllr informed. LA 415709. Tree was later found to be private so no replacement required.
South	Grantchester	Barton Road	1	Diseased / Dead	2018-10-29	2018-10-29	2018-02-13	N/A	Lina Nieto	Large dead chestnut tree on highways verge, overhanging the cycle path, branches unsafe, possible danger. Cllr informed LA 413552. No replacement requested.
South	Histon	Parlour Close	1	Damaged	2017-12-02	2017-12-02	2018-01-30	TBC	David Jenkins	Tree damaged. Member of public informed that tree was overgrown and has started to raise paving slabs and driveway, damaging property in close vicinity - On inspection Maple tree required felling - Cllr informed - LA 414109
South	Girton	Thornton Close	1	Diseased / Dead	2018-10-25	2018-10-25	2018-02-12	TBC	Lynda Harford	After inspection, tree required felling as dead - Cllr informed. LA 411887
South	Grantchester	Mill Way	1	Subsidence	2018-10-29	2018-10-29	2018-06-14	TBC	Linda Nieto	Cllr informed, awaiting response. Tree removed before current LHO took over parish.
South	Little Wilbraham	O/s 89 High Street	1	Obstruction	2018-06-01	2018-06-01	2018-08-07	2018-08-07	John Williams	LA 424465 removed tree due to damage being caused to residents driveway, replaced in different location
South	Waterbeach	Clayhithe Road	1	Diseased / Dead	2019-03-11	2019-03-11	2019-03-11	TBC	Anna Bradnam	PC have now confirmed what replacement they would like and the location of where they would like the tree replaced which is at the same location, a works order has now been raised LA 432588
Removed 1st January 2017 to Date			31							
Planted 1st January 2017 to Date			1							

Planted narrative

South	Little Wilbraham	O/s 89 High Street	1					2018-08-07	John Williams	1 Tree planted O/s 89 High Street Little Wilbraham to replace 1 obstructing/causing flagstones to lift.
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EAST TREE WORKS

Total Removed in Current Month	JUNE	0
Total Planted in Current Month	JUNE	0

Removed narrative

District	Parish	Location	Number of trees	Reason Removed	Cllr Informed	Parish informed	Removal Date	Replace Date	Cllr name	Other information needed: case progress, crno. LA & PO nos. Contact name, works ordered
East	Ely	The Gallery	1	Diseased / Dead	2017-09-01	2017-09-01	2017-06-22	2018-07-09	Anna Bailey	The Gallery Ely – Trees felled following assessment by Tree Officer, Replacements planted, Cllrs informed (01/09/2017)
East	Littleport	Queens Road no.5	1	Diseased / Dead	2017-03-24	2017-03-24	2017-05-03	2018-07-16	David Ambrose Smith	5 Queens Road Lport – Tree felled following assessment by Tree Officer, Replacement planted, Cllr informed (23/03/2017)
East	Ely	Angel Drove	1	Diseased / Dead	2017-09-01	2017-09-01	2017-06-22	2018-08-28	Anna Bailey	Removed following assessment by Tree Officer, replacement tree agreed with Cllr for the Gallery Ely
East	Ely	Main St, Lt Thetford No.16	1	Diseased / Dead	2018-09-20	2018-08-02	2018-09-19	TBC	Bill Hunt	Dead tree removed (19/09/18), following Tree Officer Assesment, Awaiting instuctions from Parish about replacement. Cllr aware, but not informed. I will inform Cllr officially once there is further information about the outcome of the replacement. SA
East	Ely	St Catherines	1	Diseased / Dead	2018-07-11	2018-07-11	2018-08-28	2019-01-07	Anna Bailey	St Catherines Ely – Tree felled following results of PICUS test, Replacement ordered, Cllr informed (11/07/2018)
East	Ely	Lynn Road 83a/85	1	Natural Disater	2018-07-11	2018-07-11	2018-07-11	TBC	Anna Bailey & Lis Every	Natural disaster – Replacement Tree ordered, Cllrs informed (11/07/2018) - LA418175
East	Ely	The Gallery	1	Diseased / Dead	2017-09-01	2017-06-22	Jan-June 2017	2018-07-09	Anna Bailey	The Gallery Ely – Trees felled following assessment by Tree Officer, Replacements planted, Cllrs informed (01/09/2017)
East	Burwell	Causeway	1	Diseased / Dead	2018-11-19	2018-11-19	2018-11-19	TBC	Josh Schumann	Arranging order to purchase and plant
East	Snailwell	The Street	1	Natural Disater	11/05/2019	11/05/2019	09/05/2019	TBC		Arranging order to purchase and plant
Removed 1st January 2017 to Date			9							
Planted 1st January 2017 to Date			101							

Planted narrative

East	Witchford	plot of land	70					2019-03-00	Lorna Dupre/Anna Bailey	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.
East	Witchford	plot of land	26					2019-05-01	Lorna Dupre/Anna Bailey	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.
East	Ely	The Gallery	2					2018-07-09	Anna Bailey	2 Trees planted The Gallery Ely replacing 2 diseased / dead.
East	Littleport	Queens Road no.5	1					2018-07-16	David Ambrose Smith	1 Tree planted Queens Rd no. 5 Littleport. Replacing 1 diseased / dead.
East	Ely	Angel Drove	1					2018-08-28	Anna Bailey	1 Tree planted Angel Drove Ely. Replacing 1 diseased /dead.
East	Ely	St Catherines	1					2019-01-07	Anna Bailey	1 Tree planted St Catherines Ely. Replacing 1 diseased / dead.

FENLAND TREE WORKS

Total Removed in Current Month	JUNE	0
Total Planted in Current Month	JUNE	0

Removed Narrative

District	Parish	Location	Number of trees	Reason Removed	Cllr Informed	Parish informed	Removal Date	Replace Date	Cllr name	Other information needed: case progress, crno. LA & PO nos. Contact name, works ordered
Fenland	Wisbech	Westmead Avenue	1	Diseased / Dead	2018-02-20	2018-02-20	2017-06-03	TBC	Samantha Hoy	Tree removed following assessment by Tree Officer. Cllr Hoy informed.
Fenland	March	Elliott Road (Avenue Jct with)	1	Diseased / Dead	2018-02-20	2018-02-20	2017-10-11	TBC	Janet French	Tree removed following assessment by Tree Officer. AH informed Cllr French 20/02/18 and chased 19/10/18 LA413063 To be confirmed - X1 previously on sheet to investigate
Fenland	Wisbech	Southwell Rd	1	Natural Disaster	2018-02-20	2018-02-20	2018-01-30	TBC	Simon Tierney	LA416416 Will ask SN to chase Cllr Hoy. Steve emailed Cllr Hoy 19/10/18 - Contacted Cllr Tierney 23/05/19 via email
Fenland	March	Elwyndene Road	1	Diseased / Dead	2018-05-21	2018-10-23	2018-05-21	TBC	Janet French	Cllr French informed 21/05/18 and chased 23/10/18 LA420182

Removed 1st January 2017 to Date	4
Planted 1st January 2017 to Date	0

HUNTINGDON TREE WORKS

Total Removed in Current Month	JUNE	0
Total Planted in Current Month	JUNE	0

Removed narrative

District	Parish	Location	Number of trees	Reason Removed	Cllr Informed	Parish informed	Removal Date	Replace Date	Cllr name	Other information needed: case progress, LA Code. Contact name, works ordered
Hunts	Eaton Ford	Orchard Close	2	Diseased / Dead	2018-03-27	2018-10-29	2017-01-19	TBC	Derek Giles	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Elton	Back Lane	1	Subsidence	2018-03-27	2018-10-29	2017-04-18	TBC	Simon Bywater	Tree felled as it was causing severe damage to a stone wall in a conservation area. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Fenstanton	Harrison Way	1	Diseased / Dead	2018-03-27	2018-10-29	2017-03-19	TBC	Ian Bates	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Godmanchester	Cambridge Villas	3	Diseased / Dead	2018-03-27	2018-10-29	2017-06-06	2019-03-00	Graham Wilson	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Trees replaced.
Hunts	Hartford	Longstaff Way	1	Subsidence	2018-03-27	2018-10-29	2017-06-27	TBC	Mike Shellens	Tree felled as it was causing damage to a house. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	Hemingford Grey	The Thorpe	1	Natural Disaster	2018-03-27	2018-10-29	2017-05-11	TBC	Ian Bates	Tree fell following storm/high winds. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Huntingdon	Coldhams North	1	Diseased / Dead	2018-03-27	2018-10-29	2017-01-03	TBC	Graham Wilson	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree - Contacted Cllr Wilson 31.05.2019
Hunts	Huntingdon	Norfolk Road	2	Diseased / Dead	2018-03-27	2018-10-29	2017-01-03	TBC	Mike Shellens	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	Huntingdon	Queens Drive	1	Diseased / Dead	2018-03-27	2018-10-29	2017-03--7	TBC	Graham Wilson	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree. Contacted Cllr Wilson 31.05.2019
Hunts	St Ives	Ramsey Rd	1	Natural Disaster	2018-03-27	2018-10-29	2017-05-12	TBC	Ryan Fuller & Kevin Reynolds	Tree fell following storm/high winds. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Wyton	Banks End	1	Diseased / Dead	2018-03-27	2018-10-29	2017-06-02	TBC	Ian Bates	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Yaxley	Windsor Rd	1	Diseased / Dead	2018-03-27	2018-10-29	2017-03-23	TBC	Mac McGuire	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree

Hunts	Warboys	Mill Green	2	Subsidence	2018-03-27	2018-10-29	2017-06-21	TBC	Terence Rogers	Trees felled as it was causing damage to a house. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Fenstanton	Little Moor	1	Diseased / Dead	2018-03-27	2018-10-29	2017-10-23	TBC	Ian Bates	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Hartford	Arundel Rd	1	Diseased / Dead	2018-03-27	2018-10-29	2017-11-15	TBC	Mike Shellens	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	Huntingdon	Horse Common Lane	1	Diseased / Dead	2018-03-27	2018-10-29	2017-09-28	TBC	Tom Sanderson	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	St Ives	Chestnut Rd	2	Diseased / Dead	2018-03-27	2018-10-29	2017-07-04	TBC	Ryan Fuller	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	St Neots	Cromwell Rd	2	Diseased / Dead	2018-03-27	2018-10-29	2017-10-31	TBC	Simone Taylor	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Yaxley	London Rd/Broadway	1	Natural Disaster	2018-03-27	2018-10-29	2017-07-17	TBC	Mac McGuire	Tree fell following storm/high winds. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Yaxley	Windsor Rd	1	Subsidence	2018-03-27	2018-10-29	2017-10-19	TBC	Mac McGuire	Tree felled as it was causing damage to a house. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Hilton	Graveley Way	1	Diseased / Dead	2018-03-27	2018-10-29	2017-11-23	TBC	Ian Bates	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Brampton	Buckden Road O/S Golf Club	1	Natural Disaster	2018-10-17	2018-10-17	2018-02--5	TBC	Peter Downes	Near Golf Club Tree fell following storm/high winds. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	Godmanchester	o/s School	1	Obstruction	2018-10-17	2018-10-17	2018-06-18	TBC	Graham Wilson	Tree felled as it was causing an obstruction for children crossing outside the school. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree. Contacted Cllr Wilson 31.05.2019
Hunts	Huntingdon	Claytons Way o/s no 13	1	Diseased / Dead	2018-10-17	2018-10-17	2018-05-18	TBC	Graham Wilson	Diseased tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree. Contacted Cllr Wilson 31.05.2019
Hunts	Ramsey	Biggin Lane o/s 29	1	Natural Disaster	2018-10-17	2018-10-17	2018-03-21	TBC	Adela Costello	Tree fell following storm/high winds. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	Ramsey Heights	Upwood Rd o/s Clad's Cottage	1	Diseased / Dead	2018-10-17	2018-10-17	2018-02-18	TBC	Adela Costello	Diseased poplar tree felled following assessment by Tree Officer. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree
Hunts	St Ives	Ramsey Rd	1	Subsidence	2018-10-17	2018-10-17	2018-02-06	TBC	Ryan Fuller & Kevin Reynolds	Tree felled as it was causing damage to a house. Cllr and TC informed. Awaiting TC/Cllr to suggest location for replacement tree. LA406202 Adj 15 Teal Close
Hunts	Hemingford Grey	High St o/s no 2	1	Diseased / Dead	2018-10-17	2018-10-17	2018-06-07	TBC	Ian Bates	Diseased tree felled following assessment by Tree Officer. Cllr and PC informed. Awaiting PC/Cllr to suggest location for replacement tree
Hunts	St Ives	Michigan Road	3	Dead			2019-05-31	TBC	Ryan Fuller & Kevin Reynolds	Replacement Trees to be sourced and planted
Removed 1st January 2017 to Date			38							
Planted 1st January 2017 to Date			3							

Planted narrative

Hunts	Godmanchester	London Road	1					2019-03-00		1 Tree planted London Rd Godmanchester relacing 1 diseased/dead - Graham Campbell
Hunts	Godmanchester	Pettit Road	1					2019-03-00		1 Tree planted Pettit Road Godmanchester
Hunts	Godmanchester	Drove House	1					2019-03-00		1 Tree planted Drove House Godmanchester

Summary of Place & Economy establishment (P&E)

The table below shows:

- Number of FTE employed in P&E
- Total number FTE on the establishment
- The number of “empty posts” on the establishment, these had previously been identified as vacancies. HR Advisory now receive better management information from ERP and are able to provide more accurate data:
 - o If a post has not been filled since April 2018 on ERP, these have been categorised as “empty posts” as opposed to vacant posts.
 - o If a position was filled but is now vacant they are categorised as “true vacancies”.
- There are now two percentage figures, one which shows the % of “empty posts” in the P&E establishment and one which shows the % of “true vacancies” in the P&E establishment.

Notes on data:

- This report no longer includes Culture & Community Services which moved from 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 9.27%. There are 10.13% of posts in the establishment which will be reviewed and removed.
- There are some positions which have been submitted to be deleted which we anticipated in next month’s report.

		Sum of FTE employed	Sum of Vacancy FTE (from establishment)	Sum of True Vacancies FTE	Total FTE on establishment	The % of total establishment which are “empty posts”	The % of total establishment which are “true vacancies”
Grand Total		356.81	86.2	41	440.01	19.5%	9.27%
Environmental & Commercial Services	Asst Dir - Environment & Commercial Services	1	0	0	1	0%	0%
	Energy	6.5	0	0	6.5	0%	0%
	Flood Risk Management	9.6	1.2	0	11.2	10.7 %	0%
	Historic Environment	9.6	0	0	9.6	0%	0%
	County Planning Minerals & Waste	10.84	4	0	14.84	27 %	0%
	Waste Disposal including PFI	8	0	0	8	0%	0%
	Outdoor Education (includes Grafham Water)	57.44	27	16	84.44	33.54	18.5
Environmental & Commercial Services Total		102.98	34.2	16	137.58	24.85%	11.6%
Highways	Assist Dir - Highways	1	0	0	1	0%	0%
	Asset Management	12	0	0	13	0%	7.7%
	Highways Maintenance	31.4	9	6	40.4	22 %	15 %
	Highways Other	7	4	3	11	9%	27%
	Highways Projects and Road Safety	34.2	10	4	43.2	11%	9%
	Park & Ride	17	0	0	17	0%	0%
	Parking Enforcement	17.2	0	0	15.2	0%	0%
	Street Lighting	5	1	1	6	0%	16.7%
	Traffic Management	42.38	4	2	46.38	8.6%	4.3%
Highways Total		167.18	28	16	193.18	30%	8.2%

Infrastructure & Growth	Asst Dir - Infrastructure & Growth	2	0	1	3	0%	33.3%
	Growth & Development	14.8	2	2	16.8	11.9%	11.9%
	Highways Development Management	16	0	0	16	0%	0%
	Major Infrastructure Delivery	28.5	12	7	38.5	31 %	18 %
	Transport & Infrastructure Policy & Funding	14.35	2	1	16.35	6.1%	6.1%
Infrastructure & Growth Total		75.65	16	11	90.65	17.65%	12.13%
Exec Dir	Executive Director	10	7	6	17	0%	35%
	Business Support	1	3	2	4	0%	75%
Exec Dir Total		11	10		2	47%	8%

WINTER SERVICE PLAN 2019/20

To: **Highways & Infrastructure Committee**

Meeting Date: **10 September 2019**

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

Electoral division(s): **All**

Forward Plan ref: **2019/027** *Key decision:* **Yes**

Purpose: **To inform Committee of the Winter Service Plan for 2019/2020 winter season.**

Recommendation: **The Committee is asked to:**

- **Approve the Winter Service Plan for the 2019/2020 winter gritting season.**

<i>Officer contact:</i>	<i>Member contacts:</i>
Name: Jonathan Clarke Post: Highways Maintenance Manager Email: Jonathan.Clarke@cambridgeshire.gov.uk Tel: 01223 703839	Name: Cllr Mathew Shuter/Cllr Bill Hunt Post: Chairman/Vice Chairman, Email: Matthew.Shuter@cambridgeshire.gov.uk / William-hunt@hotmail.co.uk Tel: 01223 706398

1. BACKGROUND

- 1.1 Cambridgeshire County Council, in its role as Highway Authority has a statutory duty under the Highways Act “to ensure safe passage along the highway is not endangered by snow and ice”.
- 1.2 The winter service operations of Cambridgeshire County Council are jointly provided by Skanska and Cambridgeshire County Council, under the Cambridgeshire Highways umbrella. The operation deals with regular, frequent and reasonably predictable occurrences like low temperatures, ice and snow, as well as exceptional weather events.
- 1.3 Although a specialised area, the Winter Service is a significant aspect of network management both financially and in terms of its importance to road users. It can also have significant environmental effects.
- 1.4 The production and adoption of this Winter Maintenance Policy and Operational Plan establishes how the County Council is able to demonstrate that the current legal obligations are being met, and being done so in a way which ensures that resources are deployed in the most economic, efficient, effective and environmentally friendly manner.
- 1.5 The winter plan is reviewed on an annual basis to ensure changes in network length, new developments, budgetary changes, resource pressures and revised legislation are taken account of. The plan also provides the county council's defence in the event of claims.
- 1.6 The 2019/20 budget for delivering the winter service is £2.125m.

2. MAIN ISSUES

- 2.1 Cambridgeshire Highways currently grit approximately 44% of the highway network. This comprises primary and secondary routes (an interactive map is available on the [county council website](#)) and the Guided Busway. Primary routes are sections of the network which serve as major connecting routes for communities and allow the majority of users to commute and access essential services across the County. Secondary routes are those gritted in addition to primary routes when there is a forecast of a prolonged cold spell, where road surface temperatures fall below zero or when snowfall is forecast as and when resources allow.
- 2.2 The county is split into three weather domains and forecasts are received for each domain. The use of domains means that we do not automatically grit across the county if only one area reaches the weather trigger point. This allows for a much more efficient and cost effective approach. The decision to grit is currently made by a team of County and Skanska staff, who have been trained and are fully certified.
- 2.3 The council has a fleet of 37 gritters, which are leased from ECON as part of a seven year agreement. The agreement with ECON is currently in its 5th year. Skanska are responsible for providing the drivers and generally there are two drivers per gritter. Each gritter is assigned one route and each route requires to be completed within 2.5 hours.

- 2.4 Many of Cambridgeshire's parishes have signed up to our winter gritting volunteer programme. This is where the parish has identified footpaths and dedicated cycleways that they would like gritted in freezing weather, for example, outside a school or a shop. Currently there are approximately 80 winter volunteers around the county.
- 2.5 Future challenges include the ability to accommodate the increasing length of highway network arising from new infrastructure and developments as part of the growth agenda. Discussions are currently underway with Highways England to understand when new roads will be handed over to the county council as part of the A14 project and therefore at which point these roads will need to be included in our winter plan.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 A good quality of life for everyone

Maintaining a safe Highway network during the winter season enables local communities and local businesses to continue their daily activities providing benefits to all local residents.

3.2 Thriving places for people to live

Maintaining a safe Highway network during the winter season enables safe movement between and within communities provides a positive contribution to this priority.

3.3 The best start for Cambridgeshire's children

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

Despite 2018/19 being a mild winter, with relatively few gritting runs, the winter service budget overspent by approximately £76k. This was primarily due to the replacement of equipment that had reached the end of its life and increased training costs for staff involved in the delivery of the winter service, ensuring continued compliance with legislation. Officers are therefore taking the opportunity to review the costs associated with delivering the winter service as part of standard county council budgetary review processes.

The 2019/20 budget for the winter service is £2.125 million and is based on a rolling five-year average.

Nationally there is an increasing challenge around the recruitment and retention of qualified drivers and winter decision makers.

4.2 Statutory, Risk and Legal Implications

The Statutory requirements are set out in the Highways Act 1980, specifically:

- Section 41(1A) - duty to ensure, so far as is reasonably practicable, that safe passage along the highway is not endangered by snow and ice.

- Section 150 - duty to remove snow, soil, etc. from the highway. If an obstruction arises in a highway from accumulation of snow or from the falling down of banks in the side of the highway, or any other cause, the highway authority shall remove the obstruction.
- National guidance *Well Maintained Highways*, recognises that local circumstances, including financial and other resource constraints, can vary across the country and whilst the aspirations of the guidance should be taken into account in assessment of winter service, it is unrealistic for local authorities to meet high standards right across their networks. It is not possible to define an absolute minimum level of service required to meet statutory duties.

4.3 Equality and Diversity Implications

Equalities impact has been considered. Increasing the robustness of the winter maintenance service can ensure that the priority highway network is available for all to use during periods of adverse weather (paragraph 3.7 of the Operational Plan).

4.4 Engagement and Consultation Implications

Cambridgeshire Highways works closely with the Corporate Communications Team. A well-established communications plan is followed that includes press releases and opportunities throughout the season. Preseason engagement with the parishes is carried out to identify new and existing volunteers.

4.5 Localism and Local Member Involvement

Over 26 parishes consisting of 84 volunteers attended training in 2018/19 and are insured to grit agreed footways in their parish. These volunteers were given the opportunity to confirm contact information, request personal protective and gritting equipment that they did not have available and provide feedback on the volunteer programme.

Further work is planned to build on the community involvement achieved during the last season and officers will continue to engage with district council partners to supplement county gritting operations. However, there will be a need to manage expectations over the ability of the county council to grit additional lengths of footway unless additional budget is allocated and the focus should be on facilitating local communities to help themselves with the county providing salt supplies and equipment.

Huntingdonshire and East Cambridgeshire District Councils and Cambridge City Council continued to treat areas using equipment and salt provided by the county council.

The District Council partners referred to above treated various priority footways on several occasions with Cambridge City Council being the most proactive.

4.6 Public Health Implications

By maintaining the Highway network in a safe condition during the winter period which may subsequently contribute to reducing the risk of accident injuries on the network.

Source Documents	Location
Cambridgeshire County Council Highway Service Winter Service Plan 2019/20 https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/gritting-roads-cycleways-and-paths/	Appendix A Online

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 LGSS Law?	Yes Name of Legal Officer: Amy Brown
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
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Richard Lumley
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Iain Green

Cambridgeshire County Council Winter Service Policy and Operational Plan



2019 – 2020

Winter Service Operational Plan

Cambridgeshire County Council

September 2019

This document and its contents have been prepared and are intended solely for Cambridgeshire County Council information and use in relation to winter service delivery

Document history

Revision	Purpose/description	Originated		Reviewed	Authorised Date
Rev 3	Annual Update				

Change Log

Rev	Section	Description	Date

Sign Off

Name	Signature	Date
Richard Lumley, Assistant Director		
Jonathan Clarke, Highways Maintenance Manager		
Dennis Vacher District Highways Manager		

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- C Typical 36 Hour and 8 Day Weather Forecasts from Meteo Group
- D Brine Salt and Rock Salt Cosh Sheets
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- F Cross Boundary Arrangements with Other Authorities
- G Footway Bridges, Foot paths and Cycle ways.
- H Vaisala Data Quality and Data Calibration Tests
- I Snow Clearing at Railway Level Crossing

1. Document Circulation List

1.1. The following organisations will receive an emailed pdf version of this plan:

Document Owner (responsible for upkeep and amendment)	Jonathan Clarke, Highway Maintenance Manager
--	--

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2. Introduction

2.1. Background

The winter service operations of Cambridgeshire County Council are jointly provided by Skanska and Cambridgeshire County Council.

The Winter Service deals with regular, frequent and reasonably predictable occurrences like low temperatures, ice and snow, as well as exceptional weather events.

Although a specialised area, the Winter Service is a significant aspect of network management both financially and in terms of its perceived importance to road users. It can also have significant environmental effects.

3. Key Issues

3.1. Legal

Cambridgeshire County Council is the highway authority for Cambridgeshire. Their duty to maintain the highway is set out by Section 41 of the Highways Act 1980 as amended by S111 of the Railways and Transport Safety Act 2003 (which came into force on 1 November 2003). This duty is not an absolute duty.

This amendment inserted after section 41(1) of the Highways Act 1980 (c. 66) (duty of highway authority to maintain highway) the following requirement:

“(1A) In particular, a highway authority is under a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow and ice”.

The Traffic Management Act 2004 placed a network management duty on all local traffic authorities in England. It requires authorities to do all that is reasonably practicable to manage the network effectively to keep traffic moving.

Through the adoption of this Winter Maintenance Policy and Operational Plan Cambridgeshire County Council are able to demonstrate that they are meeting their current legal obligations, and are doing so in a way which ensures that their resources are being deployed in the most economic, efficient, effective and environmentally friendly manner.

3.2. Policy and Guidance

Well-maintained Highways (Code of Practice for Highway Maintenance Management) issued in July 2005 recommends that a highway authority should prepare a Winter Maintenance Policy Statement and produce a Winter Maintenance Operational Plan and update it annually. Cambridgeshire County Council undertakes this role in consultation with their provider.

On the 18th September 2013, the UK Roads Board issued an updated regulations (this is known as Appendix H, Winter Service Practical Guidance) to the Well Maintained Highways (Code of Practice for Highway Maintenance Management).

Appendix H suggests that highway authorities and other winter service providers review their policies against the context of Appendix H.

This WINTER SERVICE POLICY AND OPERATIONAL PLAN is a Controlled Document with Cambridgeshire County Council system as recommended. It is essential that all of the new Appendix H recommendations have been properly considered as part of a full cost / benefit analysis before any implementation can be approved by Cambridgeshire County Council.

3.3 Resource

Cambridgeshire County Council have a contractual arrangement with Skanska in providing aspects of the winter service including qualified drivers and

supervision.

Cambridgeshire County Council have arrangements to contract hire gritting vehicles with ECON Engineering Ltd.

Funding for the winter maintenance precautionary salting service is based on an average of the previous five years expenditure. The occurrence of severe weather conditions which necessitates additional snow clearance to be undertaken may require consideration to be given by both authorities to provide additional resources to maintain the service; this is usually through a call on general contingency funds of each authority.

3.4. Risk and Resilience

In the event of severe winters it is possible that there will be a national shortage of salt supplies, with Government dictating how salt supplies are allocated. If this happens then Cambridgeshire County Council may be required by Government to reduce the number of roads that are treated in anticipation of ice.

Cambridgeshire County Council has a robust stock management system in place to ensure 6 days resilience at 6 runs per day which is extreme usage.

3.5. Salt Stock Level Management Systems.

There may also be other influencing factors that may affect the ability to treat the network of roads salted in anticipation of ice. These factors include; Health pandemics affecting the available labour force, Fuel shortages.

3.6. Environmental Implications

A balance needs to be made between the ever increasing demands for wider coverage of the network in terms of salting and the cost and environmental effects of doing so.

The value of keeping roads open and relatively safe in icy conditions using salt is widely acknowledged. If roads are not cleared, the impact of accidents and increased fuel consumption are likely to be significant in environmental and economic terms.

The rock salt that is used as part of the Winter Service is a natural herbicide and will cause damage to flora and fauna as well as causing damage to concrete structures over time. An effectively managed Winter Service contributes to a minimisation of damage to the environment.

3.7. Equalities Impact

Increasing the robustness of the winter maintenance service can ensure that the priority highway network is available for all to use during periods of adverse weather.

4. Decision Making Process and Control Procedures

4.1. Introduction

This document provides guidance on how the decision-maker arrives at the daily plan of action. Due to the variable nature of the weather the decision-maker should follow the procedure and recommendations, but may adjust them accordingly to suit the situation.

The document is based on the experience of Winter Service personnel. With the experiences over future years it is hoped that these guidance notes will be updated annually and be read in conjunction with the current Winter Service Operational Plan.

The treatment decision and spread rates are based on the Code of Practice for Well Maintained Highways 2005 (updated 13.8.12, known as Appendix H – Winter Service Practical Guidance document.

4.2. Responsibilities

Ownership and maintenance of the Vaisala monitoring station sits with Cambridgeshire County Council.

Decisions on when to salt are held by Cambridgeshire County Council.

4.3. Treatment Decisions

Current arrangements on the criteria taken into account and decision making process on when to carry out precautionary and reactive winter maintenance are based on national best practice.

The process of communicating and actioning treatment decisions is outlined below.

4.4. The Roles of the Forecaster and the Decision Maker

The forecaster notifies the decision-maker of expected conditions, along with any estimated time when conditions will change. It is not the job of the decision-maker to forecast weather conditions but to interpret the forecast into a plan of action. Nor is it the job of the forecaster to recommend actions for the County Council.

The decision-maker needs some knowledge of meteorology to understand the forecast. Decision Makers and Managers need to have completed Institute of Highway Engineers Winter Services. There will be occasions when the forecast is uncertain, or marginal, leading the decision-maker to liaise directly with the forecaster. It is the forecaster's job to advise the decision-maker about possible weather scenarios and help to interpret the weather information.

It is essential that decision-makers keep abreast with developing weather conditions. This will be achieved in a number of ways including monitoring weather forecasts, "Roadmaster", MeteoGroup or on the Internet.

4.5. Situation Status

Five different situations are covered by these procedures:

Precautionary salting – salting for frost and ice

Potential snow – salting for the possible onset of snow

Snow clearance – salting for snow that has settled on the highway but is not of significant depth or its presence is expected to be short lived.

Snow clearance (above 50mm) – ploughing and salting for snow that has settled on the highway in sufficient amounts to be considered to be an obstruction.

Ice emergency – salting or other actions to clear persistent frost or ice

Each of these will be a different “situation status”. It is the responsibility of the Highway Maintenance Manager to check and record the current situation status on a daily basis.

4.6. Daily Procedures

The Decision Maker and Deputy Decision Maker (Decision Makers) will interrogate “Road Master” at 1200 – 1400hrs each day and make a decision to cover the 24-hour period covered by the forecast. The decision will cover winter service actions required during the period or where conditions are uncertain specify a time by which a further decision will be made.

Decisions will follow the standard format included in Appendix A and will specify:-

- a) The current situation status;
- b) The expected conditions;
- c) The action (including no action) to be taken, or a time when further advice will be issued and a time when action may be expected;
- d) Rate of spread to be applied
- e) An email will be circulated to all interested parties

It is the responsibility of the Decision Makers is to be available to receive instructions and undertake actions as required on a twenty-four hour basis. Any concerns about the decision should be raised with the Assistant Director of Highways.

The Service Provider shall have arrangements in place to receive the instruction via Vaisala Manager and a phone call from the decision makers.

- a) A time for the pre-salting operations to commence

(Service Provider available within 1 hours' notice)

b) A time for the operations to be completed

4.6.2. Updated and Amended Decisions

On receipt of an unscheduled amended decision the decision makers will make arrangements for the instructed action to be carried out as far as is practicable.

4.6.3. No Action Required

When the decision maker believes that the treatment of the network is not necessary the Service Provider will be sent email informing them "No Action required" and a phone call from Skanska.

4.6.4. Precautionary Salting (P1 and P2)

4.6.5. Actions Required for Precautionary Salting

The Decision Makers will use the following terminology to instruct the Service Provider:-

"Pre-Salt"

On receiving an instruction to carry out a "pre-salt" the Service Provider will make arrangements for the salting of the precautionary routes.

a) A time for the pre-salting operations to commence
(Service Provider available within 1 hours' notice)

b) A time for the operations to be completed

The specified period of operation shall not be more than 3 hours under normal traffic conditions.

Guidance Note:

1. Unless specified by the Decision Makers "pre-salt PM" operations shall commence no earlier than 1800hrs. Roads identified as traffic sensitive (as identified by the Traffic Manager) shall
2. Commence no earlier than 1900hrs on weekdays.
3. Unless specified by the Decision Maker "pre-salt AM" operations shall be completed by 0700hrs under normal traffic conditions

4.6.6. "Standby"

On receiving this instruction, the Service Provider will prepare for a "pre-salt" and await confirmation or further instructions from the decision maker. The instruction shall also contain a possible period of operation and a time that the confirmation will be issued by.

4.6.7. Re-treatment after a Precautionary Action

A decision to re-treat or to treat localised areas as required will be taken by the decision maker.

4.6.8. Press Reporting Policy

Throughout the winter period the County Council Communications Team and Winter Maintenance Team will work together to notify the public of planned precautionary salting actions via the local media, in particular radio stations and the regular traffic and travel bulletins, by issuing information to the newspapers and other media outlets and via regular information and updates on social media including Twitter and Facebook.

4.7. Dealing with requests for extra salting to that planned or underway

Requests for salting off of the Priority 1 network are normally received from two sources, either from the public and Town / Parish Councils, or from Cambridgeshire Police Control Room.

i) Cambridgeshire Police Control Room

Generally requests from the Police for salting off of the Priority 1 network are made as a result of reported road traffic collisions, normally on the Priority 2 network. Consideration should be given to carrying out salting off of the Priority 1 network using the following parameters as a guide.

ii) The public and Town / Parish Councils

Such requests for salting off of the Priority 1 network should be resisted. The normal precautionary salting service should be explained using the annual winter maintenance publicity for reference. Driver advice can be given depending on the situation of the request. An offer to send publicity to the complainant may also help.

Scope of problem, e.g. number and severity of reported accidents.

Availability of resources, e.g. are winter maintenance vehicles already out salting the Priority 1 network?

Time of request from Police.

Time needed for a vehicle to attend and treat the site.

Whether road surface temperatures (RSTs) are expected to remain below zero for some time.

Time RSTs are expected to rise above zero.

Expected precipitation.

It is important all decision are logged via Viasala Manager.

4.8. Snow Desk

During periods of extreme snow events the Snow Desk convenes snow summit meetings to ensure proper coordination and communication of decisions.

The Snow Desk may recommend revisions to the policies and procedures within this Plan.

4.8.1. Response to Snow Forecast

The Decision Maker will notify the Assistant Director of Highways and the Service Provider that the situation status is “potential snow”, as soon as the Decision Maker receives such a forecast from MeteoGroup.

The Assistant Director of Highways will advise the Cambridgeshire Emergency Management Team of extreme weather conditions or if snow of greater than 5cm accumulations is forecast in the 2-5 day forecast.

Dependent upon operational considerations and the severity of forecast and/or actual conditions the decision maker shall:

- a) Liaise with MeteoGroup in monitoring “Road Master” and the developing forecast situation
- b) Continue to issue instructions for precautionary salting until the onset of snow
- c) Ensure all local contractors are notified of any snowfall whether reported or observed and further information received from the Met Consultant

The aim of these procedures is to ensure that all winter service officers are aware of the developing situation.

4.8.2. Un-Forecast Snow

In the event of completely un-forecast snow in any area the decision maker should take appropriate action as soon as is practicable and notify The Assistant Director of Highways of the action taken and prevailing conditions. The Assistant Director of Highways will then issue appropriate instructions for the remaining areas including changing the situation status as necessary.

4.8.3. Snow Clearance and Ice Emergency

When there is significant snowfall that is settling or anticipated to settle on the highway the Assistant Director of Highways, in consultation with the Decision Maker and the Service Provider, will declare the situation status as “snow clearance” for any or all Areas and advise the Cambridgeshire Emergency Management Team to activate the Emergency Centre.

During snow clearance the Decision Maker will continue to monitor forecast and actual conditions countywide using MeteoGroup and the “Vaisala Manager” system along with information provided by the Service Provider. The Decision Maker will issue additional instructions or change the situation status, when required and notify the Cambridgeshire Emergency Management Team of changes.

Cambridgeshire Emergency Management Team to provide support staff and arrange a helpline team.

The Emergency Management Team would:-

- (a) Establish a “snowline” for the public

- (b) Establish links with District/City Councils
- (c) Arrange contact with the media
- (d) Issue situation reports for Districts, Police and elected members
- (e) Mobilise any additional resources required by the four Area Offices
- (f) Link into Police Gold Control
- (g) Co-ordinate information
- (h) Deal with other service issues such as school closures, services to the elderly, policy on staff coming to work etc.

4.9. Railway Level Crossings

Salting will not be applied within 12 metres either side of the railway lines.

See Appendix I for details of snow clearing at level crossings.

5. Service Provision

5.1. Winter Maintenance Period

For the purposes of winter maintenance planning the winter maintenance season runs from the start of October to end of April. The table below highlights the relative risk at the differing points throughout the season.

Risk Period	Definition	Time	Weather conditions
High	A period of standby to ensure salting starts within one hour of instruction. Possibly continuous 24 hour operations.	December, January, February	Severe – probable
Medium	A period of standby with rare possibility of continuous 24 hour operations	November and March	Severe – may occur
Low	Call out	October and April	Severe – not expected

5.2. Precautionary salting – Treatment before the onset of freezing conditions

Spread rates for precautionary treatments before frost are replicated below.

H6.20 of Appendix H states that for uncovered salt spread rates should not be lower than 15/20gms. Experience shows that spreading at 8gms is satisfactory as salt used is still relatively fresh. Spread rates used in this table are approved by Cambridgeshire County Council.

(Taken from the Treatment Table in Appendix A)

Frost or forecast frost Road Surface Temperature (RST) and Road Surface Wetness	Normal spread rates
RST at or above -2°C and dry or damp road conditions	8
RST at or above -2°C and wet road conditions	8
RST below - 2°C and above -5°C and dry or damp road conditions	11
RST below - 2°C and above -5°C and wet road conditions	20
RST at or below - 5°C and above -10°C and dry or damp road conditions	20
RST at or below - 5°C and above -10°C and wet road conditions	

NOTE: The following points must be considered when using the spread rate tables.

1. The given spread rates are for sections of well drained roads without ponding or runoff from adjacent areas.
2. The rates may be adjusted to take account of variations occurring along routes such as temperature, surface moisture, road alignment and traffic density.
3. The rates may be adjusted to take account of residual salt levels and H8.25 of Appendix H lays out guidance in this respect.

In making a decision reliance should not be placed on residual salt levels on negatively textured thin surfacings, also that salt levels indicated by roadside weather stations should not be relied on with any accuracy, and that in arriving at a decision then visual inspections of the network should be undertaken.

A decision to consider residual salt in making a decision whether to salt or not will only be taken when the air humidity is forecast to be dry, the dew point temperature is predicted to remain below the road surface temperature, and the road is forecast to remain dry. Also that these parameters are predicted to remain as such throughout the forecast period.

Before a decision is taken; a) not to carry out a salting action due to residual salt or b) to carry out a salting action at a reduced spread rate due to residual salt, then a visual inspection will be undertaken on a representative sample of existing sites on the Priority 1 network across both Cambridgeshire County Council. These sites are;

5.3. Treatments for Snow and Ice

Preparation before ice and snow

Before snowfall and where practicable, consideration will be given to spreading salt on as much of the network as possible.

When snow is forecast the rate of spread should be increased to 40gms per square metre, which should help melt the initial snowfall and provide a wet surface from which to commence any ploughing.

Precautionary Treatments before snow or freezing rain

Weather conditions	Light or medium traffic (Category 3)
Light snow forecast	Spread: 20-40g/m ²
Moderate/Heavy snow forecast	Spread: 40 or 2x20g/m ²
Freezing rain forecast	Spread: 40 or 2x20g/m ²

NOTE: The lower rates (e.g. 20g/m² for dry salt) can be used if the snow is likely to settle quickly, e.g. when the road surface temperature is below zero, the road surface is not wet and the snow is not wet, and/or there is little traffic after snowfall begins and settles.

5.4. Treatments during snowfall

Ploughing should start and, where practicable, be continuous to prevent a build-up of snow.

When ploughing is carried out, snow ploughs will be set at a height to avoid risk of damage to the plough, the road surface, street furniture and level crossings.

Ploughing shall continue until all traffic lanes are clear. Clearance of snow should be concentrated on a hierarchical basis, that is A and B class roads, then C class roads, and finally the UC class roads in the Priority 1 network.

Treatments During Snowfall	
Plough to remove as much material as possible (e.g. slush, snow, compacted snow) (ploughing should be as near as possible to the level of the road surface)	
No ice or compacted snow on surface	Ice or compacted snow on surface (see Note 2)
Spread 20g/m ² (See Note 1)	Is traffic likely to compact subsequent snowfall before further ploughing is possible?
YES	NO
To provide a de-bonding layer, spread: 20g/m ² (See Note 1)	No de-icer should be spread

5.5. Treatment when slush is on the road (and it may refreeze)

Remove as much slush as possible by ploughing to reduce the amount of material available to form ice when temperatures drop, as well as to reduce the amount of salt required for subsequent treatments.

Treatment For Slush When Freezing Conditions Are Forecast
Plough to remove as much slush as possible (ploughing should be as near as possible to the level of the road surface).
After removing slush, spread: 40g/m ² (See Note 1)

5.6. Treatment when thin layers of ice (up to 1mm) have formed.

Treatment For Thin Layers Of Ice (Less Than 1mm Thick)	
Forecast weather and road surface conditions	Medium/Light Traffic
Lower of air or road surface temperature higher than -5°C	Spread: 40g/m ² of dry salt, or 40g/m ² of salt/abrasive mix (see Notes 1 and 2)
Lower of air or road surface temperature less than -5°C	Spread: 40g/m ² of salt/abrasive mix (50:50) (see Notes 1 and 2)

5.7. Treatment for thicker layers of ice or compacted snow

Treatment For Layers Of Compacted Snow And Ice	
Plough to remove as much material (e.g. slush, snow, compacted snow) as possible from the top of the compacted layer	
Medium Layer Thickness (1 to 5 mm)	High Layer Thickness (greater than 5mm)
For initial treatment, spread: 40g/m ² of salt/abrasive mix (50:50) (see Notes 1, 3, 4 and 5) For successive treatments, spread: 20g/m ² of salt/abrasive mix (50:50) (see Notes 1, 3, 4 and 5)	For initial treatment, spread: 40g/m ² of abrasives only (see Notes 2, 3, 5 and 6) For successive treatments, spread: 20g/m ² of abrasives only (see Notes 2, 3, 5 and 6) After traffic has started breaking up the layer, spread: 20g/m ² of salt/abrasive mix (50:50) so salt can penetrate the layer and reach the road surface (see Notes 1, 3, 4 and 5)

When thicker layers of ice have formed, including after freezing rain, the recommended treatment is as detailed in the table below.

Cambridgeshire County Council are responsible for the winter maintenance treatment of the Guided Busway. Being of concrete construction this is treated with glycol (and rock salt is only used in snow conditions). For Cosh sheet see Appendix D.

5.8. Continuous working for the clearance of persistent Ice and Snow

During times of persistent ice and or snow, it may be necessary to carry out continuous salting and ploughing regimes, and treatments on the Guided Busway. As these types of operation increase costs, the instruction to commence all day continuous working will be agreed between the Duty Engineer and a senior officer at both Cambridgeshire County Council.

5.9. Procedure to be undertaken when it becomes impossible to keep the Priority 1 network in either or both Councils open to traffic`

During times of extreme ice or heavy and drifting snow it may become impossible within the resources available to keep even the Priority 1 network open to traffic.

6. Performance Monitoring and Record Keeping

6.1. General

It is important that the cost effectiveness of the winter maintenance operation is regularly assessed and in this respect this Winter Maintenance Policy and Operational Plan is reviewed annually by Cambridgeshire County Council, in the months preceding the winter season.

6.2. SKANSKA Operations

Service delivery is monitored by Cambridgeshire County Council's Network Management Team against the requirements of the respective contracts.

6.3. Salting /Snow Clearing Decision Making

At the time of the Cambridgeshire County Council decision maker and deputy decision maker making a decision as to whether or not to salt and or clear snow, a record form shall be completed in every case.

6.4. Operational Activities

During each salting or snow clearing action, the SKANSKA supervisors at each depot will record the information on the form. SKANSKA will forward their forms to Cambridgeshire County Council the day following each gritting action.

6.5. GPS Records

All salting vehicles operated in Cambridgeshire are equipped with Exactrak GPS Tracking and records of salting / snow clearing actions will be retained by Exactak (see 6.7. Record keeping).

6.6. Forecasting Service

Performance monitoring will be undertaken by Cambridgeshire County Council throughout the winter period. Vaisala Station provide data quality and data calibration tests once a month. (see examples in Appendix H)

6.7. Record Keeping

All other records and performance monitoring reports are to be kept for 21 years for GPS stored by Exactrak.

7. Route Hierarchy

7.1. Introduction

Highways England is responsible for the Motorway and Trunk Road network across both Council areas. Cambridgeshire County Council therefore have no winter maintenance responsibility for the M11, A14, A1, A1 (M), A11, A47 and A428.

7.2. Priority Network

This is a network that is treated in the rare event that resources are not available for treating the highway authorities Precautionary salting networks and the governments Salt Cell is convened. Examples of such rare events include health pandemics meaning drivers are not available, national fuel shortages, national salt shortages etc.

A review in 2011 was undertaken on redefining the Priority 1 network. The main changes being implemented under this review are to include important link roads to upper and middle schools, ambulance / fire station etc.

The Priority 1 network is therefore defined as:-

A and B class (category 2 and 3a) carriageways, plus certain other roads serving upper and middle schools, and the premises of the emergency services that are not on or very close to A and B roads.

7.3. Priority Network

The Priority 1 network is the network of roads that is routinely treated for ice and snow. Priority will be given to maintaining the Priority 1 salting network clear of ice and snow.

The Priority 1 network is defined as all A and B class (category 2 and 3a) roads, most C class (category 3b) roads and some UC class (category 4 and 4a) roads. It includes busy peak hour commuter routes, main peak hour bus routes, routes to fire stations, ambulance stations, hospitals, and most but not all school bus routes and roads past all middle and upper schools. The Guided Busway is included within the Priority 1 network. The complete Priority 1 network has been devised so that most villages of 500 plus residents are close to a treated road.

Subject to weather forecast and prevailing conditions the Priority 1 salting network will be treated prior to the formation of ice or fall of snow. The length of this network enables it to be treated within 3 hours of gritters leaving a depot.

Gritting routes across the county, including primary routes as shown on our [website mapping tool](#).

7.4. Priority Network

Identifies the road network that, although not treated as a regular priority, is considered important enough to warrant treatment during prolonged winter weather when the Priority 1 network is passable by traffic, free from major ice and snow, and resources are available to add this Priority 2 network to the Priority 1 salting and or ploughing regime.

No precautionary salting shall be carried out on this network. This network of

roads shall be considered for salting and snow clearing only in periods of prolonged adverse weather and then only when resources are not required on the Priority 1 network.

Gritting routes across the county, including primary routes as shown on our [website mapping tool](#).

7.5. Priority 3 Network

This remaining network not forming part of the Priority 1 or 2 networks consists of minor rural roads which carry relatively little traffic, together with urban estate roads, and will receive no de-icing or snow clearing treatment.

Cambridgeshire County Council offers town and parish councils the opportunity to have local delegated powers for the local councils to take responsibility for salting parts of the Priority 3 network as they deem fit.

Salt can be provided by Cambridgeshire County Council at a charge to Town and Parish Council's to assist them in this respect.

Gritting routes across the county, including secondary routes as shown on our [website mapping tool](#).

7.6. Footways (including pedestrianised areas) and Cycle ways

Footways and cycleway shall receive precautionary salting prior to frost and/or ice forming when the Network Management Team deem that the forecast warrants such treatments being undertaken, usually when the forecast specifically depicts a prolonged cold snap or snow event.

The treatment of footways and cycleway will be undertaken by use of the following means:

Scope of problem, e.g. number and severity of reported accidents.

Quad bike, brine sprayer and Epoke spreader

Knapsack sprayer

Push spreader/sprayer

Manual means

Dependent upon conditions and locale, either SafeThaw, SafeCote, rock salt or brine will be utilised.

City, District and Parish Councils will in some areas assist with this operation on a trial basis (see Appendix F for detailed maps and protocol).

7.7. Cambridge Bridges

As part of precautionary salting, the bridges detailed in Appendix G will be treated using SafeCote treated salt which will be spread by hand push equipment or knapsack sprayed SafeThaw.

During periods of prolonged cold weather, when precautionary salting is undertaken on consecutive days, the relevant Network Management Officer will monitor conditions on the selected bridges. As salt retention on the bridge deck

and ramps is likely to be greater than on a normal carriageway, consecutive salting may be suspended if monitoring shows that sufficient residual salt is retained to protect the routes from frost.

7.8. Rising Bollard Barrier Operation in Cambridge City

In central Cambridge a pedestrian priority area operates 24 hours a day, 7 days a week. The bollards which were previously at the below sites have all been replaced with cameras. All the areas are in a restricted zone and are in operation 24 hours a day, 7 days a week.

Regent Street – leading into the City near Cambridge City Council offices

Emmanuel Road (leading into and out to the City) – 24 hours

Bridge Street (heading in and out of the City)

Authorised users will be issued with an electronic tag for fixing to a gritter to automatically operate the rising bollards. When the gritting vehicles wish to pass through the rising bollards the following procedures must be followed:

Electronic tag operation:

on approaching the rising bollards, stop the vehicle at the stop line

the vehicle will be detected by loops in the road which will trigger the lowering of the bollards

during the lowering of the bollards watch the signals located in the traffic signal pillar immediately in front of the vehicle which will display RED. When the bollards are fully retracted the signal will turn to GREEN. Only when the signal changes to GREEN should you then proceed with care through the rising bollard opening.

If you approach the rising bollards and another vehicle or vehicles is/are already at the stop line, form a queue and proceed through to the stop line as the vehicles in front are allowed through the rising bollards.

Do not attempt at any time to follow a vehicle in front through the rising bollard opening without following the steps set out in points 1-3 above.

Do not at any time attempt to drive through the rising bollard opening unless the GREEN signal is displayed.

Do not use the bollards to judge when to drive through the rising bollard opening – always use the GREEN signal as the indication of when to proceed.

7.9. Road Closures

During the winter maintenance period, planned or unplanned road closures on the Priority 1 network may cause traffic to be diverted on to roads on the Priority 2 or 3 network that are not normally salted. In these cases, the diversionary route will be treated as part of the Priority 1 network and will be salted for the duration of the closure.

There may be occasions when one of Highway England trunk roads may be closed,

either planned or as an emergency. In such cases heavy levels of traffic will be diverted on to local roads. Highways England have stated that they will not salt a non-trunk road even if it is taking trunk road traffic, and therefore the diversion route will be added to the Priority 1 network if it is not already included.

For off peak road closures on the Priority 1 network, the timing of the closures shall be considered together with the predicted weather conditions in deciding whether to treat the diversionary route.

For emergency short term road closures on the Priority 1 network, these roads should be treated at the earliest opportunity or as the closure is lifted.

8. Weather Forecasts and Ice Detection Systems

8.1. Weather Forecast

Details of the current weather forecasting from Meteo Group are given at Appendix C.

8.2. Vaisala Detection System

Cambridgeshire County Council owns 6 Vaisala Station system which records road weather information and provides a medium for the forecasting consultancy to interrogate and to input data. The complete system assists the duty officers in arriving at more accurate and efficient decisions together with providing a historical weather record. The daily weather forecasts are accessed via the Vaisala Station website. The forecast provider also provides a 24 hour telephone consultancy service where duty officers can discuss particular forecasts to help them come to a decision. This is important when forecasts are marginal.

In Cambridgeshire there are nine automatic road weather monitoring stations. These are equipped with sensors to monitor air and road surface temperature, rainfall, humidity, road surface conditions and residual salt.

The forecaster collects information from the sensors as often as is necessary and this direct access enables more accurate forecasting particularly as to the timing of the onset of freezing conditions.

The information from the sensors is also available to the duty officer and enables actual temperatures to be monitored and plotted against the prediction graphs.

In case of Vaisala Station failure, duty officers will seek information via telephone from the forecast provider.

The Vaisala Station archives predicted and actual temperatures together with the salt status of the carriageway. This information will be kept for 21 years.

Information on the Vaisala Station and road weather monitoring stations are detailed at Appendix B.

8.3. Vaisala Outstation Calibration

All Vaisala outstation sensors are to be calibrated annually prior to the winter season. Annual calibration records will be retained by Cambridgeshire County Council. The frequency of and the responses to equipment downtime should be monitored. Refer to Appendix N.

9. Communications

9.1. Operational Communications

All personnel involved with operating winter maintenance vehicles are equipped with a communication system in order that contact can be made at all times between the operational centres and the vehicles.

Inter Departmental Communications

The need for strong links between the Decision Makers and Council departments is a key requirement to enable effective liaison and coordinated decision making.

A roster for the Cambridgeshire County Council duty officers will be circulated in October prior to the start of winter maintenance service.

9.2. Cambridgeshire County Council

Website: www.Cambridgeshire.gov.uk

The Cambridgeshire County Council Highways duty manager is responsible for providing daily updates of gritting activities on the Cambridgeshire County Council website.

More information on Cambridgeshire County Council's gritting and winter maintenance programme, including treated routes, can be found on the website or by using:

#grittertwitter on Twitter @CambsCC 

The Head of Transport Operations staff provides updates on service provision for the Councils social services and schools transport.

The website also includes a copy of this policy document, details of routes that are treated and advice on safer driving.

For more information on staying warm and well this winter visit the Met Office 'Get Ready for Winter' website:

<http://www.metoffice.gov.uk/learning/get-ready-for-winter/health-and-welbeing>

9.3. Publicity

It is important that the highway user is aware of and understands Cambridgeshire County Council's approach to winter maintenance, plus advice on how to prepare for and undertake a vehicular journey. Likewise for pedestrians, how to prepare to walk on footpaths that may be icy, even to refrain from walking wherever possible in severe winter weather

Highways users should refer to the Cambridgeshire County Council website for information.

9.4. Media Communications

In the event of heavy ice and or snowfalls resulting in a risk of blocked roads, a one-point contact should be made between CCC Winter operations team and the IHMC so that traffic information can be passed direct to the travelling public.

Information contained on the website will be supplemented by Cambridgeshire County Councils press releases as necessary.

9.5. Press Reporting Policy

When there is snowfall and snow ploughs are employed to clear roads, a member of the Service Manager's staff will be appointed to work with and attend the Cambridgeshire Emergency Management Team office. The Service Manager's office will collate information from all Areas and agency areas on the condition of roads regarding snow drifts, blocked roads, etc. and will report information to:-

Cambridgeshire Emergency Management Team duty officer

Service Director, Infrastructure Management & Operations

Police and emergency services

County Press Officer with information for forwarding to press, radio, television and motoring organisations.

Cambridgeshire Direct

This press reporting procedure is to be in place whilst snow ploughing operations are in progress. It is envisaged that the procedures will operate during office hours or between 8am and 8pm 7 days a week in extreme conditions. Close liaison with the Police Press Officer will be required.

10. Winter Maintenance Depots and Salt Stocks

10.1. Table of Depots and Salt Stocks

FENLAND	Melbourne Avenue March PE15 0EN Telephone: 01353 650 570	2,500 tonnes salt 30,000L brine
EAST	Witchford Road Ely Cambs CB6 3NR Telephone: 01353 650 570	2,500 tonnes salt 30,000L brine
SOUTH	Station Road Whittlesford Cambridge CB2 4NL Telephone: 01223 699 220	Salt purchased from Highways Agency 30,000L brine
HUNTS	Stanton Way Huntingdon Cambs PE29 6PY Telephone: 01480 372 479	3,000 tonnes salt 30,000L brine

Salt usage throughout the period is reported by the Cambridgeshire County Council duty manager to the Department of Transport.

11. Salt and Salt Bins for Community Use

11.1. Policy for the Provision of Salt Bins by the highway authority

A highway authority does not have a legal responsibility to provide salt bins on the highway network. Salt bins are provided for residents to self-help in salting the roads and footways in their areas. In order for the bin to be utilised, it must be provided close to residents who are prepared (but not obliged) to spread the salt.

Salt bins are and can be provided for known trouble spots such as sharp bends, steep hills, etc., and are predominantly used during times of snow fall but little used during the rest of the winter period.

Ensuring known trouble spots on the Priority 1 salting network and elsewhere have a salt bin assists in reducing incidents and accidents with a consequent saving to the environment through less use of materials to affect repairs.

Each bin is to be checked annually and refilled before the start of the winter season. Bins that are either broken or worn are to be replaced as necessary. A stock level of around 15 bins will be maintained.

List of bin locations can be found on our website, under gritting road, cycleways and paths.

11.2. Grit/Salt Bins

- 11.2.1. Grit/salt bins are provided by the local council (parish/town/city/district council) with the intention that members of the public will use them on a voluntary basis. The County Council will therefore not accept any liability in respect of the treatment of the areas where the grit/salt bins are situated.

Because of the maintenance costs and environmental difficulties associated with the provision and use of grit/salt bins there is a general presumption against their use. However the County Council is prepared to agree to the provision of grit/salt bins in accordance with the following conditions:

All salt shall be kept in purpose made roadside bins

Bins shall be provided by local councils (parish/town/city/distr

Open salt heaps will not be permitted

- 11.2.2. Location of Roadside Grit/Salt Bins

Grit/salt bins shall only be located with the agreement of the Area Highway Officer, usually at hazardous sites on the non-precautionary network, e.g. steep gradients, sharp bends or areas where there is history of poor surface water drainage or ponding. This will be reviewed annually.

- 11.2.3. Providers of Grit/Salt Bins

Providers can either be a local council (parish, town, city, district) and they will be expected to fund the supply, installation and maintenance of the grit/salt bins. The bin shall normally be yellow in colour, although the Highways Maintenance Manager will consider requests for variations.

11.2.4. Replenishment of Salt to Bins

The County Council shall order the salt replenishment by the Service Provider. It is the responsibility of the local councils to notify the Highway Maintenance Manager when replenishment is required. The Service Provider will carry out replenishment at the expense of the County Council as soon as practical according to availability of resources and prevailing weather conditions and on a zonal basis.

12. Advice on Snow Clearance for Parish Volunteers

12.1. Snow Code – Tips on Clearing Snow and Ice from Pavements or Public Spaces

<https://www.metoffice.gov.uk/barometer/advice/your-home/the-snow-code>

Don't be put off clearing paths because you're afraid someone will get injured. Remember, people walking on snow and ice have a responsibility to be careful themselves.

Follow the advice below to make sure you clear the pathway safely and effectively.

And don't believe the myths – it is unlikely you will be sued or held legally responsible for any injuries if you have cleared the path carefully.

12.1.1. Stand Down

When weather conditions moderate or improve, arrangements for stand down to be notified by the Highways Maintenance Manager.

12.1.2. Clear the snow or ice early in the day

It's easier to move fresh, loose snow rather than hard snow that has packed together from people walking on it. So if possible, start removing the snow and ice in the morning. If you remove the top layer of snow in the morning, any sunshine during the day will help melt any ice beneath. You can then cover the path with salt before nightfall to stop it refreezing overnight.

12.1.3. Prevent slips

Pay extra attention to clearing snow and ice from steps and steep pathways - you might need to use more salt on these areas. Use salt or sand – not water.

Don't make the pathways more dangerous by causing them to refreeze. If you use water to melt the snow, it may refreeze and turn to black ice. Black ice increases the risk of injuries as it is invisible and very slippery. You can melt snow or prevent black ice by spreading some salt on the area you have cleared. You can use ordinary table or dishwasher salt – a tablespoon for each square metre you clear should work. Don't use the salt found in salting bins – this will be needed to keep the roads clear. Be careful not to spread salt on plants or grass as it may damage them. If you don't have enough salt, you can also use sand or ash. These won't

stop the path icing over as effectively as salt, but will provide good grip underfoot.

12.1.4. Take care where you move the snow

When shovelling snow, take care where you put it so it doesn't block people's paths or drains. Make sure you make a path down the middle of the area to be cleared first, so you have a clear surface to walk on. Then shovel the snow from the centre of the path to the sides.

12.1.5. Offer to clear your neighbours' paths

If your neighbour will have difficulty getting in and out of their home, offer to clear snow and ice around their property as well. Check that any elderly or disabled neighbours are alright in the cold weather. If you're worried about them, try contacting their relatives or friends, or if necessary your local council.

12.2. Snow Clearing – Sub-Contractor & Farmers

In times of severe winter weather, the Network Manager may employ contractors and farmers with specialist plant and labour. Despite the nature of the situation, as with all Civil Engineering and Highways works, snow clearing is still subject to Health & Safety legislation.

13. Delegated Agreements with Town and Parish Councils Advice on Snow Clearance

13.1. Cross Boundary Arrangements with Other Authorities

The Network Manager shall liaise with all other highway authorities that border the county's road network to ensure the network coverage is co-ordinated with their respective precautionary networks. In the interest of efficiency and route planning, the Network Manager will agree to cross boundary routings where appropriate. Details of these arrangements are contained in Appendix F.

14. Responsibility of Water Utilities for Leaks onto the Highway

14.1. Responsibilities of Water Companies for Leaks onto the Highway Background

Under Section 82 of the New Roads & Street Works Act 1991 utilities can be held liable due to a failure of their apparatus. However the Traffic Management Act 2004 has placed other duties and responsibilities on utilities e.g. co-ordination and timing of repairs. This does not absolve the highway authority from any responsibility. In agreement with the water utilities, the protocol in dealing with such events is for the highway authority to act.

14.2. Procedure

On discovery of leaks or bursts on the Highway

It is anticipated that members of the public would notify the majority of leaks directly to the relevant utility. Any leaks found by the highway authority or its agents whilst carrying out their duties shall be reported immediately to the

relevant utility. Should this be during a period of sub-zero RSTs, or where sub-zero RST's are anticipated, then the highway authority or its agent are obliged to take suitable action until the utility can assume control of the site.

Suitable actions may include but not limited to: Salting the localised area on a regular basis. Damming or filtering the seepage through a rock salt bung. Protecting and signing the affected area. Any actions to prevent water seeping on to the highway surface.

Dealing with the water seepage

On assuming control of the site the utility is expected to carry out all actions and procedures as would be required under NRSWA. This will include the salting of any seepage onto the highway. However in some situations because of the excessive length of the road affected the highway authority will be required to assist. This assistance may be: Advice or guidance in the deployment of traffic management as would be expected under NRSWA, The provision of rock salt. Manpower and plant in order to salt large areas of the highway. Providing weather forecast and advising on precautionary salting actions.

Signing and protecting

If RSTs are forecasted to be at or below zero, the utility shall deploy 'Ice Warning Signs' to 554.2 with sub-plate 554.3 and shall advise the duty officer. Any further measures which may include extra signing or measures to warn highway users of the presence of ice shall only be deployed with the agreement of the duty officer. Lane or road closures may only be used in exceptional circumstances.

Recharging for works or assistance

The highway authority may recharge the utility for: Plant, labour and material supplied upon the utility's request, Action(s) carried out between notifying the utility and them assuming control of the site. Damage caused to the highway under section 82.

Any subsequent claims against the highway authority as a result of the leakage.

15. Vehicles and Plant

15.1. Introduction

The size, composition and standard of the vehicle fleet have a major impact on the economy, efficiency and effectiveness of the Winter Maintenance operation and vehicle unreliability can seriously undermine the integrity of the Winter Service Operational Plan.

15.2. Winter Maintenance Fleet

All vehicles that are used for spreading salt utilise Exactrak GPS vehicle tracking software so that documentary evidence of what a vehicle is doing at any one time can be accessed. Data recorded during a salting action are; speed, whether salting or not, direction of travel and GPS location, all at 5 minute intervals.

All salt spreading vehicles are speed related and calibrated accurately. Additional checks on the rate and width of spread are carried out mid-season.

All vehicles are single manned during normal precautionary salting and post salting for ice.

To ensure that sufficient drivers are available to cover for 24 hour manning in times of severe weather, three drivers are provided for each route.

All operatives of salt spreading equipment will be in possession of the 'Winter Maintenance Operators Qualification' awarded by City and Guilds Institute.

For a list of county gritters and loading shovels see Appendix E.

Appendices

Treatment Matrix Tables

Treatment Matrix A Spreading Rates

Treatment Matrix A Dry Salting (De-icer spread rates in g/m ²)													
Frost or forecast frost Road surface Temperature (RST) and Road Surface Wetness	Column Cvrg Traffic Loss	A PC HT NL	B PC HT HL	C PC MT NL	D PC MT HL	E FC HT NL	F FC HT HL	G FC MT NL	H FC MT HL	I GC HT NL	J GC HT HL	K GC MT NL	L GC MT HL
RST at or above -2°C and dry or damp road conditions		8	8	8	8	8	8	8	8	8	8	8	8
RST at or above -2°C and wet road conditions		10	13	13	16	8	11	11	13	8	8	8	10
RST below -2°C and above -5°C and dry or damp road conditions		15	20	17	20	13	17	14	17	10	13	11	13
RST below -2°C and above -5°C and wet road conditions		25	2 x 17	2 x 17	2 x 20	21	28	28	2 x 17	16	21	21	25
RST at or below -5°C and above -10°C* and dry or damp road conditions		29	2 x 19	2 x 16	2 x 19	24	32	27	2 x 16	18	24	20	24
RST at or below -5°C and above -10°C* and wet road conditions		2 x 24	2 x 32	2 x 32	2 x 39	2 x 20	2 x 27	2 x 27	2 x 32	30	2 x 20	2 x 20	2 x 24

Please see Table H 13 for variations to the rates given above

Key:

Cvrg: PC = Poor coverage, FC = Fair coverage, GC = Good coverage

Traffic: HT = High level, MT = Medium Level

Loss: NL = Normal loss, HL = High loss

*Refer to section H10.21 notes 3, 4 & 5 when spreading at temperatures at or below -5°C.

CCC will operate under Treatment Matrix Column K unless instructed otherwise.

Treatment Matrix B Spreading Rates

Treatment Matrix B Pre-Wetted Salting (De-icer spread rates in g/m ²)													
Frost or forecast frost Road surface Temperature (RST) and Road Surface Wetness	Column Cvrg Traffic Loss	A PC HT NL	B PC HT HL	C PC MT NL	D PC MT HL	E FC HT NL	F FC HT HL	G FC MT NL	H FC MT HL	I GC HT NL	J GC HT HL	K GC MT NL	L GC MT HL
RST at or above -2°C and dry or damp road conditions		8	8	8	8	8	8	8	8	8	8	8	8
RST at or above -2°C and wet road conditions		8	10	12	14	8	9	10	12	8	8	8	9
RST below -2°C and above -5°C and dry or damp road conditions		13	16	16	18	11	14	14	16	9	11	11	12
RST below -2°C and above -5°C and wet road conditions		21	26	2 x 16	2 x 18	18	22	27	31	14	17	21	24
RST at or below -5°C and above -10°C* and dry or damp road conditions		26	2 x 16	2 x 16	2 x 18	22	27	27	31	17	21	21	24
RST at or below -5°C and above -10°C* and wet road conditions		2 x 21	2 x 26	2 x 31	2 x 36	2 x 18	2 x 22	2 x 27	2 x 31	28	2 x 17	2 x 21	2 x 24

Please see Table H 13 for variations to the rates given above

Key:

Cvrg: PC = Poor coverage, FC = Fair coverage, GC = Good coverage

Traffic: HT = High level, MT = Medium Level

Loss: NL = Normal loss, HL = High loss

*Refer to section H10.21 notes 3, 4 & 5 when spreading at temperatures at or below -5°C.

CCC will operate under Treatment Matrix Column K unless instructed otherwise.

Ice Station Locations and Details of Provider

MeteoGroup UK
292 Vauxhall Bridge Road
London
SW1V 1AE

Tel: 02038 683 300
Fax: 02038 683 309

www.meteogroup.com
weather@meteogroup.com
Provider of weather stations (Ice Station) and bureau service

Vaisala Ltd
Vaisala House
349 Bristol Road
Edgbaston
Birmingham
B5 7SW

Tel: 0121 683 1269

www.vaisala.com
ice.technical.support@vaisala.com

Attached details of daily forecast

36 hr
2 – 10 day forecast
Graph of anticipated road temperatures etc.

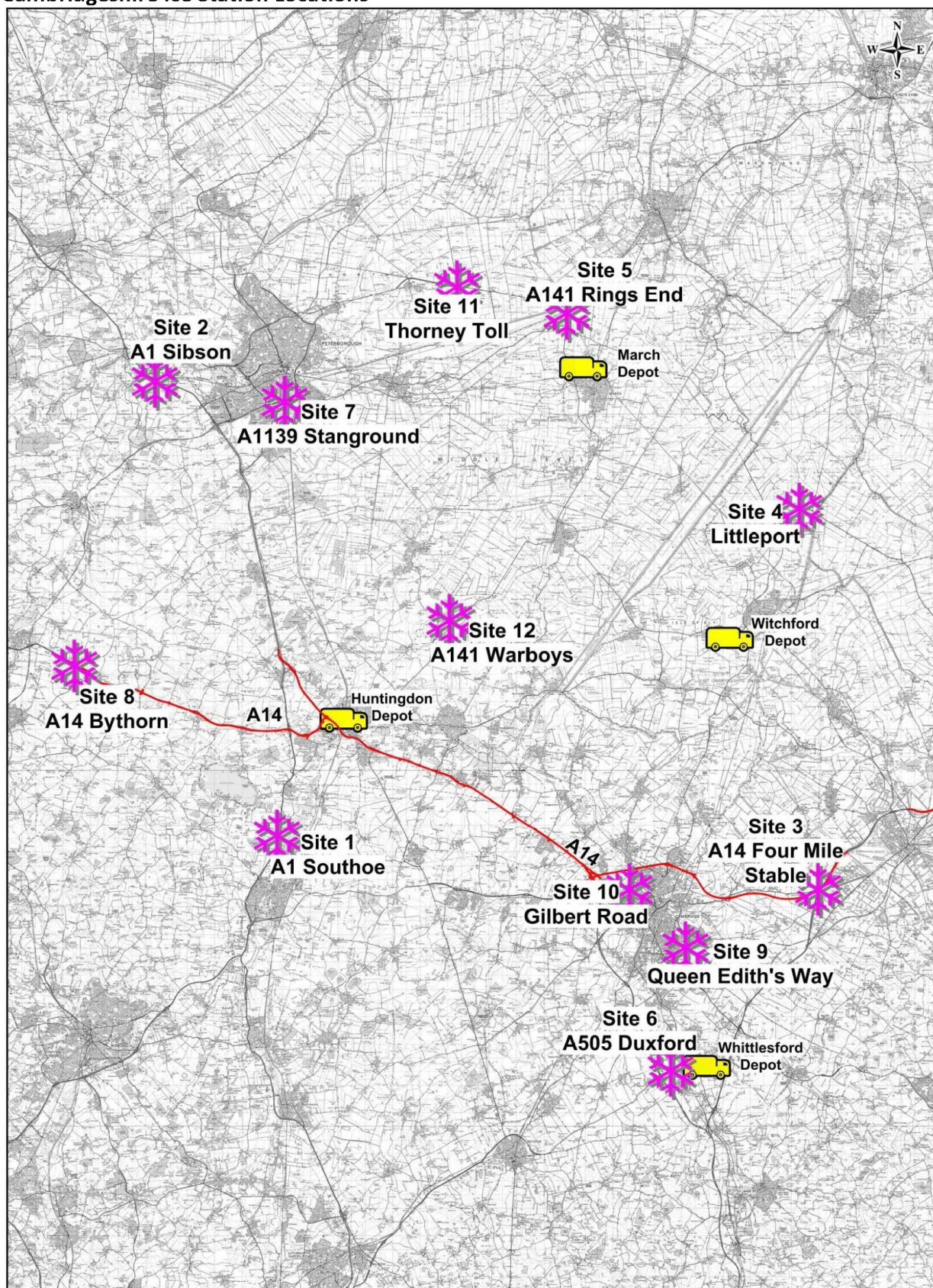
See appendix plan for details of weather station locations

Ice Station Locations

Site	1	A1, Southoe	Grid Ref	TL 187 650
Site	2	A1, Sibson	Grid Ref	TL 095 976
Site	3	A14, Four Mile Stable	Grid Ref	TL 586 610
Site	4	A10, Littleport	Grid Ref	TL 565 881
Site	5	A141, Rings End	Grid Ref	TL 398 023
Site	6	A505, Duxford	Grid Ref	TL 474 471
Site	7	A1139, Stanground	Grid Ref	TL 195 960
Site	8	A14, Bythorn	Grid Ref	TL 057 757
Site	9	C233, Queen Ediths Way	Grid Ref	TL 484 560
Site	10	B1049, Gilbert Road	Grid Ref	TL 443 603
Site	11	Thorney Toll	Grid Ref	TL 318 043
Site	12	A141, Warboys	Grid Ref	TL 312 799

See plan for site location

Cambridgeshire Ice Station Locations



Scale (at A3): 1:250000

Centred at: 531473,279966

Date: 25/10/2017 By: fn266

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Typical 24 Hour and 2-5 Day Weather Forecast

Road Weather Forecast delivery 11/5/17 11:00 AM Cambridgeshire County Council



November 5, 2017 11:00 AM

020 3808 2009

Cambridgeshire County Council

1 / 1

Forecaster: Paul Knightley

Dry this afternoon with spells of sunshine and passing areas of cloud. Rather chilly however, with a north-westerly breeze.

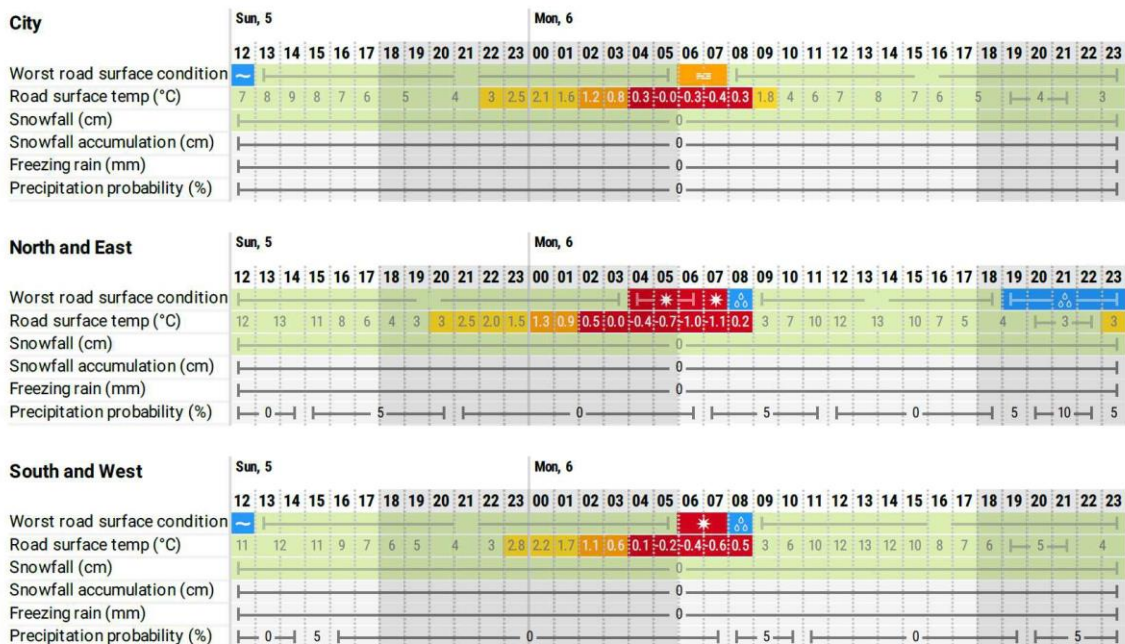
Tonight, it will essentially become dry, cold and clear with light winds. Some patchy mist or fog may develop by the end of the night.

Monday will have a fine but cold morning. It will then remain dry with spells of sunshine for the rest of the day, although cloud may thicken from the west later.

A cold night - see tables for details - high confidence.

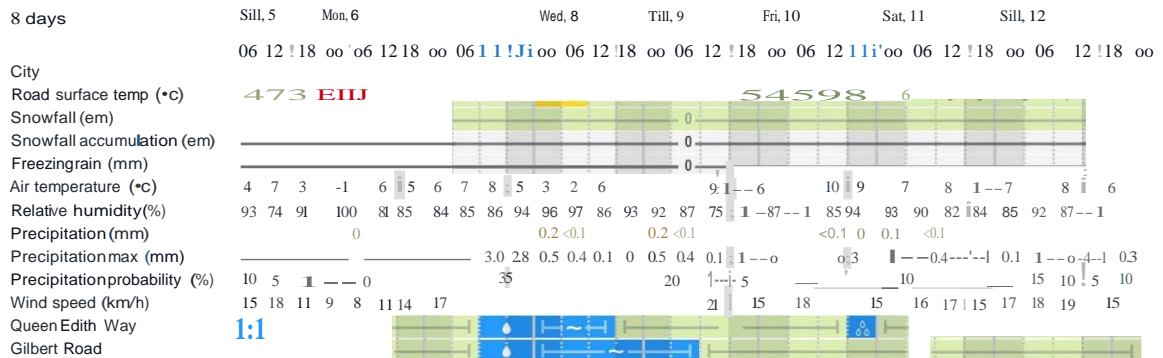
On Tuesday, a band of rain, perhaps heavy and persistent, will move across the region. Wednesday should be dry and fine with some sunshine, although thickening cloud and patchy rain is likely overnight. Once early rain clears to the east, Thursday will be a breezy day with bright or sunny spells and only the chance of an isolated shower developing.

The end of the week looks unsettled and windy with rain or showers. Another chillier flow from the north-west is possible next weekend, with high pressure perhaps building for a time into the start of the following week.



Legend: ☁ Freezing Rain * Snow ❄ Black Ice * Frost ☁ Sleet ☁ Condensation ~ Wet ** Rain snow mixed ● Snow pellets ● Rain ☂ Drizzle ☁ Fog
Road surface condition: Safe Wet Caution Close to hazard Hazard Major hazard

8 days



Appendix C

Road Weather Forecast delivery 11/5/17 5:00AM South and West

MeteoGroup

OFofcast for South and West @ November 5, 2017 05:00AM \,,: 020 3808 2009

 Cambridgeshire County Council

1/2

Forecaster: Richard Martin-Barton

Today, it should be dry and fine with spells of sunshine and variable cloud. Rather chilly however, with a north-westerly breeze.

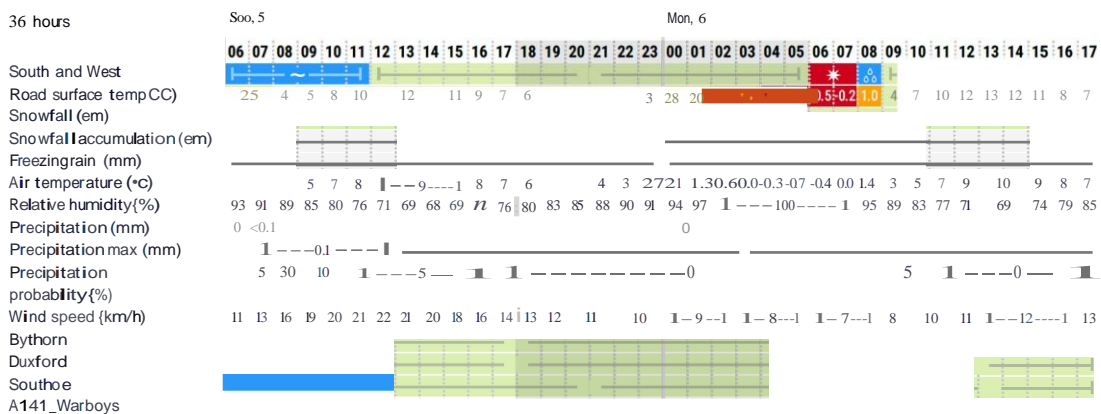
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Monday will have a fine but cold morning. It will then remain dry with spells of sunshine for the rest of the day, although cloud may thicken from the west later.

A cold night-see [tables](#) for details-high confidence.

On Tuesday, a band of rain, perhaps heavy and persistent, will move across the region. Wednesday should be dry and fine with some sunshine, although thickening cloud and patchy rain is likely overnight. Once early rain clears to the east, Thursday will be a breezy day with bright or sunny spells and only the chance of an isolated shower developing.

Through the remainder of next week, mixed weather conditions are likely with some decent dry and bright interludes, giving way to showery and breezier conditions from the west at times. Temperatures are expected to be often near to the seasonal average but a couple of much milder days are possible late next week.



Legend: -Freezing Rain * Snow ■ Black Ice * Frost ° Sleet ∅ Condensation — wet •• Rain snow mixed — Snow pellets • Rain ▾ Drizzle . . . Fog

Road surface condition: ○ Safe Wet — Caution Close to hazard ■ Hazard IIJ Major hazard

8 days

South and West

Road surface temp (°C)

Snowfall (em)

Snowfall accumulation (cm)

Freezing rain (mm)

Air temperature (°C)

Relative humidity (%)

Relative humidity(%)

Precipitation (mm)

Precipitation max (mm)

Precipitation probability(%)

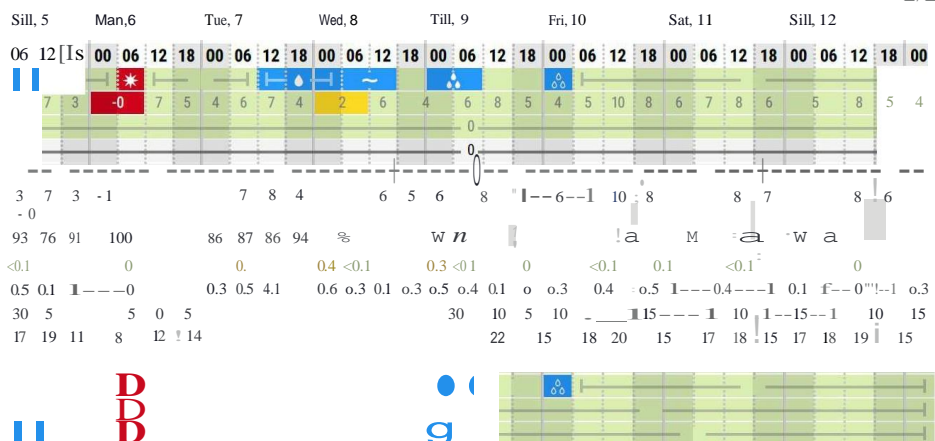
Wind speed (km/h)

Bythorn

Duxford

Southoe

A14I Warboys



Appendix C

Road Weather Forecast delivery 11/5/17 5:00AM North and East

MeteoGroup



Forecast for North and East

@ November 5, 2017 05:00AM

\;; O2O 3808 2009



Cambridgeshire County Council

1/2

Forecaster: Richard Martin-Barton

Today, it should be dry and fine with spells of sunshine and variable cloud. Rather chilly however, with a north-westerly breeze.

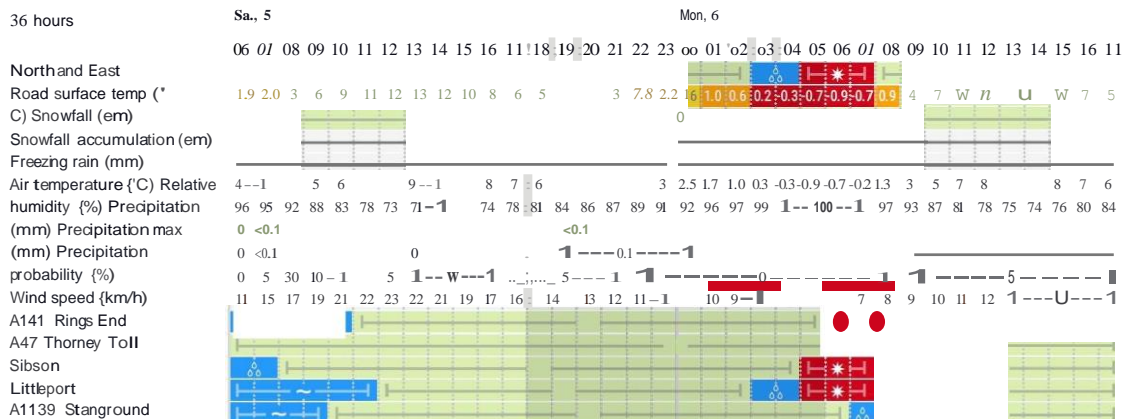
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Monday will have a fine but cold morning. It will then remain dry with spells of sunshine for the rest of the day, although cloud may thicken from the west later.

A cold night - see tables for details - high confidence.

On Tuesday, a band of rain, perhaps heavy and persistent, will move across the region. Wednesday should be dry and fine with some sunshine, although thickening cloud and patchy rain is likely overnight. Once early rain clears to the east, Thursday will be a breezy day with bright or sunny spells and only the chance of an isolated shower developing.

Through the remainder of next week, mixed weather conditions are likely with some decent dry and bright interludes, giving way to showery and breezier conditions from the west at times. Temperatures are expected to be often near to the seasonal average but a couple of much milder days are possible late next week.



Legend: _ Freezing Rain * snow ** Black Ice * Frost • sleet o Condensation — wet ** Rain snow mixed — snow pellets • Rain • Orizzie "" Fog

Road surface condition: ○ Safe — wet — Caution — Close to hazard — Hazard — Major hazard

8 days

North and East

Road surface temp (°

C) Snowfall (em)

Snowfall accumulation(em)

Freezing rain (mm)

Air temperature (° C)

Relative humidity (%)

Precipitation (mm)

Precipitation max (mm)

Precipitation probability (%)

Wind speed {km/h)

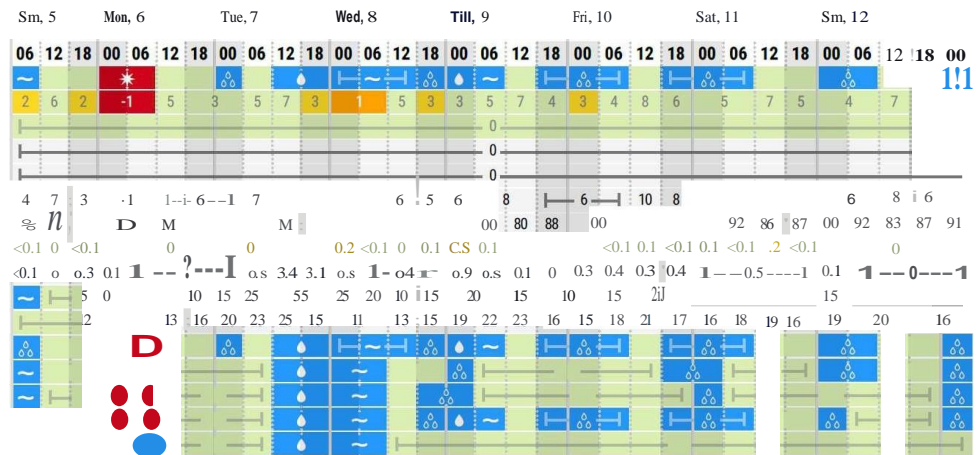
A141 Rings End

A47 Thomey Toll

Sibson

Littleport

A1139 Stanground



Legend: _ Freezing Rain * Snow •• Black Ice * Frost ° Sleet ∅ Condensation — wet •• Rain snow mixed — Snow pellets • Rain •• Drizzle "" Fog
Road surface condition: ○ Safe Wet — Caution — Close to hazard — Hazard Major hazard

Brine Salt Rock Cosh Sheets



Page 1 / 7

Safety data sheet**According to 1907/2006/EC, Article 31**

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

· **Product identifier**· **Trade name: Salt - all type****Sodium chloride - all types**· **Product name: Salt**· **Article number: 102197**· **EC number:**

231-598-3

· **Relevant identified uses of the substance or mixture and uses advised against**

No further relevant information available.

· **Application of the substance / the preparation**

For chemical/technical use.

Food

· **Details of the supplier of the safety data sheet**· **Manufacturer/Supplier:**

AZELIS

Posthofbrug 12, box 6

B-2600 Antwerp

Belgium

· **Further information obtainable from:**

Azelis

E mail: sds@azelis.com

· **Emergency telephone number:**

+ 33 (0) 1 44 73 10 02 (Carechem 24*7)

For China: + 86 1051003039

For India: +65 31581198

For advice on chemical emergencies, spillages, fires or First Aid

National emergency telephone number :

Czech Republic: Toxikologické informační středisko (TIS), Klinika nemocí z povolání, Na Bojišti 1,

128 08 Praha 2, Tel - nonstop: + 420 224 919 293, + 420 224 915 402

France : Orfila 01.45.42.59.59

Netherlands: National vergiftigingen info centrum: 030-2748888

Denmark Giftlinien +45 82 12 12 12

Sverige +46 08-33 12 31

Norge Giftcentralen +47 22 59 13 00

Schweizerisches Toxikologisches Informationszentrum Telefon +41 145

Finland: Myrkytystietokeskus, puh. 09-471977 tai 09-

4711/Myrkytystietokeskus

Vergiftungsinformationszentrale Wien Telefon +43 1 4064343

Núdzové telefónne číslo: Národné toxikologické informačné centrum, tel:
02/ 5477 4166

Romania: BIRoul PT REGULAMENTUL SANITAR INTERNATIONAL SI INFORMARE
TOXICOLOGICA: +4021 318 36 06

Serbia – Nacionalni centar za kontrolu trovanja: + 381 11 266 11 22

Turkey – Acil Sağlık Hizmetleri Genel Müdürlüğü: 114

Hungary – Health Toxicological Information Service, H-1096 Budapest,

Nagyvárad tér 2: +36 80 20

11 99 (free of charge within Hungary)

Croatia – Broj telefona službe za izvanredna stanja: 112

Greece – ΤΗΛ. ΚΕΝΤΡΟΥ ΔΗΛΗΤΗΡΙΑΣΕΩΝ : 210-77.93.777

SLOVAKIA Núdzové telefónne číslo: Národné toxikologické informačné
centrum, tel: 02/ 5477 4166

GB

(Contd. on page 2)

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Safety data sheet

according to 1907/2006/EC, Article 31

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

Trade name: Salt - all type

Sodium chloride - all types

(Contd. of page 1)

- **Classification of the substance or mixture**

- **Classification according to Regulation (EC) No 1272/2008**

The substance is not classified according to the CLP regulation.

- **Classification according to Directive 67/548/EEC or Directive 1999/45/EC**

Void

- **Information concerning particular hazards for human and environment:**

The product does not have to be labelled due to the calculation procedure
of the "General

Classification guideline for preparations of the EU" in the latest valid
version.

- **Classification system:**

The classification is in line with current EC lists. It is extended, by
information from technical
literature and company information.

- **Label elements**

- **Labelling according to Regulation (EC) No 1272/2008** Void

- **Hazard pictograms** Void

- **Signal word** Void

- **Hazard statements** Void

- **Other hazards**

- **Results of PBT and vPvB assessment**

- **PBT:** Not applicable.

- **vPvB:** Not applicable.

- **Chemical characterization: Substances**

- **CAS No. Description**

7647-14-5

- **Identification number(s)**

- **EC number:** 231-598-3

- **Additional information:**

CAS: 7647-14-5

EINECS: 231-598-3

sodium chloride > 98%

- **Description of first aid measures**

- **General information:** Seek medical treatment in case of complaints.

- **After inhalation:** Supply fresh air.

- **After skin contact:** Rinse with water.

- **After eye contact:**

Rinse opened eye for several minutes under running water. If symptoms persist, consult a doctor.

Remove contact lenses.

- **After swallowing:** Rinse out mouth and then drink plenty of water.

- **Information for doctor:**

- **Most important symptoms and effects, both acute and delayed**

No further relevant information available.

- **Indication of any immediate medical attention and special treatment needed**

No further relevant information available.

GB

(Contd. on page 3)

Page 3 / 7

Safety data sheet

according to 1907/2006/EC, Article 31

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

Trade name: Salt - all type

Sodium chloride - all types

(Contd. of page 2)

- **Extinguishing media**

- **Suitable extinguishing agents:** Use fire extinguishing methods suitable to surrounding conditions.

- **Special hazards arising from the substance or mixture**

The product is non-combustible

The product is not flammable

In case of fire, the following can be released:

Hydrogen chloride (HCl)

- **Advice for firefighters**

- **Protective equipment:**

Wear self-contained respiratory protective device.

Wear fully protective suit.

- **Personal precautions, protective equipment and emergency procedures**

Ensure adequate ventilation

Avoid contact with eyes and skin

Eye wash must be available at the workplace.

- **Environmental precautions:** Avoid spreading into the environment.

- **Methods and material for containment and cleaning up:**

Sweep together and pick up.

Send for recovery or disposal in suitable receptacles.

Clean the affected area carefully; suitable cleaners are:

Water

Dispose of the material collected according to regulations.

- **Reference to other sections**

See Section 7 for information on safe handling.

See Section 8 for information on personal protection equipment.

See Section 13 for disposal information.

- **Handling:**

- **Precautions for safe handling**

Usual safety precautions should be observed to ensure safe handling.

- **Information about fire - and explosion protection:**

Ground container and transfer equipment to eliminate static electric sparks.

- **Conditions for safe storage, including any incompatibilities**

- **Storage:**

- **Requirements to be met by storerooms and receptacles:**

Keep in cool, dry, ventilated storage and closed containers.
Keep container tightly sealed.

- **Information about storage in one common storage facility:**

Store separated from:

Strong acids.

- **Further information about storage conditions:** None.

- **Specific end use(s)** No further relevant information available.

GB

(Contd. on page 4)

Page 4 / 7

Safety data sheet

according to 1907/2006/EC, Article 31

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

Trade name: Salt - all type

Sodium chloride - all types

(Contd. of page 3)

- **Additional information about design of technical facilities:** No further data; see item 7.

- **Control parameters**

- **Ingredients with limit values that require monitoring at the workplace:**

See section: Additional Occupational Exposure Limit Values

- **Additional Occupational Exposure Limit Values for possible hazards during processing:**

Inhalable dust: 3mg/m³

Total dust: 10mg/m³

- **Additional information:**

This is based on data that was valid at the time of writing.

Use engineering controls to reduce air contamination to permissible exposure level.

- **Exposure controls**

- **Personal protective equipment:**

- **General protective and hygienic measures:**

The usual precautionary measures are to be adhered to when handling chemicals.

Provide eyewash station.

Ensure that washing facilities are available at the work place.

Ensure adequate ventilation.

- **Respiratory protection:**

Not necessary if room is well-ventilated.

Wear respirator if there is dust formation.

NIOSH or European Standard EN 149 approved respirator

- **Protection of hands:**

Use protective gloves in case of long-term or repeated skincontact.

Protective gloves.

DIN/EN 374

- **Material of gloves**

The selection of the suitable gloves does not only depend on the material, but also on further marks

of quality and varies from manufacturer to manufacturer.

- **Eye protection:**

Safety glasses
(EN 166)

- **Information on basic physical and chemical properties**
- **General Information**
- **Appearance:**

Form: Crystalline

(Contd. on page 5)

GB

Page 5 / 7

Safety data sheet

according to 1907/2006/EC, Article 31

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

Trade name: Salt - all type

Sodium chloride - all types

(Contd. of page 4)

Colour: Colourless

White

- **Odour:** Odourless
- **pH-value (100 g/l) at 20 °C:** 10
- **Change in condition**

Melting point/Melting range: ~801 ° C

Boiling point/Boiling range: ~1413 ° C

- **Flash point:** Not applicable.
- **Ignition temperature:**
- **Decomposition temperature:** Undetermined.
- **Self-igniting:** Product is not selfigniting.
- **Danger of explosion:** Product does not present an explosion hazard.
- **Vapour pressure at 747 °C:** 2.4 mmHg
- **Density at 20 °C:** 2.17 g/cm³
- **Solubility in / Miscibility with**
water at 0 °C: 359 g/l
- **Other information** No further relevant information available.

- **Reactivity**
- **Chemical stability**
- **Thermal decomposition / conditions to be avoided:**

No decomposition if used and stored according to specifications.

Thermal decomposition: >800 ° C

- **Possibility of hazardous reactions**

Contact with acids releases flammable gases.

Corrosive action on metals.

- **Conditions to avoid** No further relevant information available.
- **Incompatible materials:** Strong acids.
- **Hazardous decomposition products:**

Fire or high temperatures create:

Hydrogen chloride (HCl)

- **Information on toxicological effects**
- **Acute toxicity:**
- **LD/LC50 values relevant for classification:**

7647-14-5 sodium chloride

Oral LD50 3000 mg/kg (rat)

- **Primary irritant effect:**
- **on the skin:** Prolonged or repeated contact leads to drying of skin.
- **on the eye:** Particles in the eyes could cause irritation and smarting.
- **ingestion:** Could cause discomfort if swallowed.

(Contd. on page 6)

Safety data sheet

according to 1907/2006/EC, Article 31

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

Trade name: Salt - all type

Sodium chloride - all types

(Contd. of page 5)

- **inhalation:** Dust could irritate respiratory system or lungs.

- **Subacute to chronic toxicity:**

Salt - all type

Toxicity 1000 hg/cm² (Earthworm)

- **Genotoxicity (mutagenicity):** Not mutagenic.

- **Additional toxicological information:**

The product is not subject to classification according to the calculation method of the General EU

Classification Guidelines for Preparations as issued in the latest version.

- **Toxicity**

- **Aquatic toxicity:**

Salt - all type

EC50/48h 2024 mg/l (Daphnia)

IC50/72 h 3014 mg/l (algae)

LC50/96h 6750 mg/l (fish)

Subacute 1016 mg/l (Daphnia)

433 mg/l (fish)

- **Persistence and degradability**

Salt - all type

BOD5 0 mg/g (-)

COD 0 mg/g (Chemical oxygen demand)

- **Behaviour in environmental systems:**

- **Bioaccumulative potential** No further relevant information available.

- **Mobility in soil** No further relevant information available.

- **Additional ecological information:**

- **General notes:**

Do not allow undiluted product or large quantities of it to reach ground water, water course or sewage system.

- **Results of PBT and vPvB assessment**

- **PBT:** Not applicable.

- **vPvB:** Not applicable.

- **Other adverse effects** No further relevant information available.

- **Waste treatment methods**

- **Recommendation** Dispose of in accordance with Local Authority requirements.

- **Uncleaned packaging:**

- **Recommendation:** Disposal must be made according to official regulations.

- **UN-Number**

- **ADR, ADN, IMDG, IATA** Void

(Contd. on page 7)

Safety data sheet

according to 1907/2006/EC, Article 31

Printing date 04.06.2013 Revision no. 1 Revision: 04.06.2013

Trade name: Salt - all type

Sodium chloride - all types

(Contd. of page 6)

- **UN proper shipping name**
- **ADR, ADN, IMDG, IATA Void**
- **Transport hazard class(es)**
- **ADR, ADN, IMDG, IATA**
- **Class Void**
- **Packing group**
- **ADR, IMDG, IATA Void**
- **Environmental hazards:**
- **Marine pollutant: No**
- **Special precautions for user** Not applicable.
- **Transport in bulk according to Annex II of MARPOL73/78 and the IBC Code** Not applicable.
- **Transport/Additional information:** Not dangerous according to the above specifications.
- **UN "Model Regulation": –**

- **Safety, health and environmental regulations/legislation specific for the substance or mixture**
- **Labelling according to Regulation (EC) No 1272/2008**
- **Hazard statements** Please refer section 2.
- **National regulations:**
- **Information about limitation of use:**
Employment restrictions concerning juveniles must be observed.
- **Chemical safety assessment:** A Chemical Safety Assessment has not been carried out.

This information is based on our present knowledge. However, this shall not constitute a guarantee for any specific product features and shall not establish a legally valid contractual relationship.

- **Department issuing SDS:** Q&SHE
- **Contact:** sds@azelis.com
- **Abbreviations and acronyms:**

RID: Règlement international concernant le transport des marchandises dangereuses par chemin de fer (Regulations

Concerning the International Transport of Dangerous Goods by Rail)

ICAO: International Civil Aviation Organization

ADR: Accord européen sur le transport des marchandises dangereuses par Route (European Agreement concerning the

International Carriage of Dangerous Goods by Road)

IMDG: International Maritime Code for Dangerous Goods

IATA: International Air Transport Association

GHS: Globally Harmonized System of Classification and Labelling of Chemicals

EINECS: European Inventory of Existing Commercial Chemical Substances

CAS: Chemical Abstracts Service (division of the American Chemical Society)

LC50: Lethal concentration, 50 percent

LD50: Lethal dose, 50 percent

GB

County Council Gritters and Loading Shovels

Cambridgeshire County Council – 2017 / 2018 Winter Fleet List			
Chassis Type & Make	Body Type	VRN	Operating Depot
MERC ATEGO 1321K 4x2	Econ 4m ³ Prewet spreader	YJ65VZY	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
MERC ATEGO 1321K 4x2	Econ 4m ³ Prewet spreader	YJ65VZZ	STATION ROAD, WHITTLESFORD CB224NL
MERC 1824 4X2	Econ 6m ³ Prewet spreader	YF63HVD	MARCH DEPOT COUNTY ROAD PE158NE
MERC 1824 4X2	Econ 6m ³ Prewet spreader	YF63HVE	MARCH DEPOT COUNTY ROAD PE158NE
MERC 1824 4X2	Econ 6m ³ Prewet spreader	YF63HVG	MARCH DEPOT COUNTY ROAD PE158NE
DAF LF55 220 E6	Econ 6m ³ Prewet Spreader	YJ65UAC	STATION ROAD, WHITTLESFORD CB224NL
DAF LF55 220 E6	Econ 6m ³ Prewet Spreader	YJ65UAE	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
DAF LF55 220 E6	Econ 6m ³ Prewet Spreader	YJ65UAF	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
DAF LF55 220 E6	Econ 6m ³ Prewet Spreader	YJ65UAH	STATION ROAD, WHITTLESFORD CB224NL
DAF LF55 220 E6	Econ 6m ³ Prewet Spreader	YJ65UAK	STATION ROAD, WHITTLESFORD CB224NL
MERC AROCS 1824 4x2	Econ 6m ³ Prewet Spreader	YJ65VMH	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
MERC AROCS 1824 4x2	Econ 6m ³ Prewet Spreader	YJ65VMK	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
MERC AROCS 1824 4x2	Econ 6m ³ Prewet Spreader	YJ65VMP	STATION ROAD, WHITTLESFORD CB224NL
MERC AROCS 1824 4x2	Econ 6m ³ Prewet Spreader	YJ65VMR	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
MERC AROCS 1824 4x2	Econ 6m ³ Prewet Spreader	YJ65VMY	MARCH DEPOT COUNTY ROAD PE158NE
DAF LF55 220 E6	Econ 6m ³ Prewet spreader	YK64KKZ	MARCH DEPOT COUNTY ROAD PE158NE
DAF LF55 220 E6	Econ 6m ³ Prewet spreader	YK64KLA	MARCH DEPOT COUNTY ROAD PE158NE
FL280	Econ qcb gritter	YT59BKL	HUNTINGDON DEPOT, STANTON WAY,

	Sprayer		HUNTINGDON PE296PY
MERC AROCS 2635 6x4	Econ 9m ³ prewet spreader	YC64OFE	STATION ROAD, WHITTLESFORD CB224NL
MERC AROCS 2635 6x4	Econ 9m ³ prewet spreader	YC64OFG	STATION ROAD, WHITTLESFORD CB224NL
MERC AROCS 2635 6x4	Econ 9m ³ Prewet Spreader	YH15WKZ	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
MERC AROCS 2635 6x4	Econ 9m ³ Prewet Spreader	YH15WLA	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
MERC AROCS 2635 6x4	Econ 9m ³ Prewet Spreader	YH15WLB	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
MERC AROCS 2635 6x4	Econ 9m ³ Prewet Spreader	YH15WLC	MARCH DEPOT COUNTY ROAD PE158NE
MERC AROCS 2635 6x4	Econ 9m ³ Prewet Spreader	YH15WLD	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
MERC AROCS 2635 6x4	Econ 9m ³ Prewet Spreader	YH15WLK	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
DAF LF55 220 E6	Econ 6m ³ Prewet Spreader	YJ65UAD	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDC	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDF	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDG	STATION ROAD, WHITTLESFORD CB224NL
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDJ	STATION ROAD, WHITTLESFORD CB224NL
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDK	STATION ROAD, WHITTLESFORD CB224NL
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDL	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDM	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDN	HUNTINGDON DEPOT, STANTON WAY, HUNTINGDON PE296PY
DAF LF260FA	Econ 6m ³ Prewet Spreader	YD67VDO	MARCH DEPOT COUNTY ROAD PE158NE
DAF LF260FA	Econ 6m ³ Prewet Spreader	YF67VDE	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR
MERC 2633 6x4	Econ 9m ³ Prewet Spreader	PE10GUK	WHITCHFORD DEPOT STIRLING WAY WITCHFORD ELY CB63NR

Appendix E

Loading Shovels

Fleet No.	Reg. No.	Vehicle	Body	Base
1122	AE10 GUO	Volvo	L45F	Whittlesford
1123	AE10 GUK	Volvo	L45F	March
1124	AE10 GUJ	Volvo	L45F	Huntingdon
1125	AE10 GUH	Volvo	L45F	Ely

Cross Boundary Arrangements with Other Authorities

North/East Area

Peterborough Unitary Authority

CCC to treat the A605 from the county boundary to the B1095.

Lincolnshire County Council

CCC to treat B1165 from county boundary to C739 Draw Dyke.

CCC to treat A1101 from county boundary to Station Road.

Lincs CC to treat Bythorne Bank from Chapel Gate at county boundary to Cross Drove.

Lincs CC to treat B1166 from county boundary at South Eau Bank crossing bridge to Marshall's Bank.

Norfolk County Council

CCC to treat March Riverside Upwell from Thurlands Drove County Boundary the whole length of March Riverside.

CCC treat precautionary gritting routes to county boundary (including Brandon Creek bridge).

CCC to treat B1100 from County Boundary to A1101 Main Street.

NCC to treat from County Boundary Sandy Lane to Bush Lane Wisbech

Suffolk County Council

CCC to treat the B1063 from county boundary to the B1085 junction at Copley Grove.

CCC to treat Short Road, Snailwell as part of P2 route (bridge to A142)

SCC to treat the B1085 from A11/B1085 roundabout to Freckenham Red Lodge.

SCC to treat B1506 boundary to Bury Toll.

SCC to treat CCC section of C224/C653 Moulton Road, Newmarket as part of their P1 routes.

SCC to treat CCC sections of B1085 between Moulton & Dalham.

SCC to treat over the county boundary C144 Beck Road, Isleham turning at the junction with Unc Sheldricks Road

SCC to treat C150 Kennett Gap.

West Area

Bedfordshire County Council

CCC to treat the B645 from UCI to county boundary.

Beds CC to treat B660 from county boundary to B645 junction.

Northamptonshire County Council

NCC will treat Class 3 road Luton county boundary to first crossroads in Cambridgeshire.

NCC will treat B663 from county boundary to A14.

CCC to treat A605 Warmington, county boundary to Warmington roundabout

and B662 from county
boundary to A605.

Peterborough Unitary Authority

CCC to treat B1095 Milk and
Water Drove, Stanground –
from A605 Whittlesey Road to
county boundary.

CCC to treat A605 Oundle Road
Alwalton – from Lynchwood
West county boundary.

Peterborough CC will treat
A6118 Wansford from county
boundary to the A1.

South Area

Suffolk County Council

CCC to treat A1307 to Hanchett
End, Haverhill.

CCC to treat from county
boundary along the C246 from
Nosterfield End to the
roundabout on the A1017.

Essex County Council

No cross boundary
arrangements.
Cambridgeshire treat
precautionary routes to county
boundary.

Hertfordshire County Council

CCC to treat A505 from county
boundary to roundabout
A505/A10.

Bedfordshire County Council

CCC to treat from county
boundary Potton Road, Guilden
Morden to the B1042 junction.

Appendix G

Winter Maintenance of Footway Bridges

Footway Bridges for Gritting

1. Scudamore Punting Bridge: Mill Lane over set area.
2. Garret Hostel Lane Bridge: Queens Road to city side of bridge + 10m.
3. Jesus Green Sluice and Footbridge: Ramp on Greenside only + 10m and steps.
4. Pretoria Road to Common: Pretoria Road + 10m to Common + 10m.
5. A10 Park and Ride Butt Lane Bridge: Ramp to ramp + 10m.
6. "Jane Costain" Bridge: Continuous cycle lane, Cowley Road to Cambridge Road Industrial Estate.
7. Water Street to Common: Water Street ramp + 10m to Common = 10m.
8. Riverside to St Andrews Road "New" Bridge: Riverside End Bollards to Bollards (passed bridge) to Andrews Road Bollards.
9. Manhattan Drive to Common: Manhattan Drive + 10m to Common + 10m.
10. Coldhams Lane "Beehive" Bridge: Cromwell Road to RBT.
11. Mill Road "Carter Bridge": Ramps to covered area only... Rustat Road + 10m and Devonshire Road.

Note: Grit 10 meters before and after ramps unless stated.

Vaisala Data Quality and Data Calibration Tests

Data Quality and Data Calibration tests: Summary of network performance, Cambridgeshire County Council - Own Stations

01.10.2017 00:00 - 31.10.2017 23:59 Europe/London

Table 1. Stations And Observation Values

This table gives information on the number of individual sensors reporting from the stations, the overall number of sensor values reported over the time period and the results of the Data Quality and Calibration checks carried out on the data.

Start Date: Date when data was first written to the database for the station. End Date: Date when data was last written to the database for the station. Params (#): The number of parameters/sensors that are being reported from the station. Observation Values all (#): The total number of sensor values (from all sensors) reported over the period from the station. Passed (%): The percentage of sensor values that have passed our data quality checks. Notes/Warning/Errors: The numbers of "notes", "warnings" and "errors" identified over the period. Potential faults are identified with a sliding scale of confidence. "Notes" indicate that there may be a developing problem with the sensor data but that it has still passed the data quality check. "Warnings" and "errors" indicate a problem and confirm that the data has failed the data quality check. Earliest: The date/time stamp of the earliest data in the database for the station and period. Latest: The date/time stamp of the most recent data in the database for the station and period.

Station			Par ams	Observation Values				
Name	Start Date	End Date	(#)	All (#)	Passed (%)	Notes/ Warning s /Errors (#)	Earliest	Latest
A141 Rings End	16.02.2004		49	219030	100.000	0 / 0 / 0	01.10.2017 00:00	31.10.2017 23:50
A141 Warboys	26.04.2016		23	102810	100.000	0 / 0 / 0	01.10.2017 00:00	31.10.2017 23:50
Queen Edith Way	03.09.2014		16	71501	100.000	0 / 0 / 0	01.10.2017 00:00	31.10.2017 23:50
Gilbert Road	03.09.2014		16	67376	100.000	0 / 0 / 0	01.10.2017 00:00	31.10.2017 23:50
A505 Duxford	20.09.2000		39	63882	100.000	0 / 0 / 0	01.10.2017 00:00	31.10.2017 23:40
A10 Littleport	20.09.2000		40	21160	100.000	0 / 0 / 0	01.10.2017 00:00	09.10.2017 21:40

Report produced by Vaisala at 03.11.2017 06:00 Europe/London Time

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	Appendix I
O.	Snow Clearing at Level Crossings, from Road Bridges Over Railway Systems and from Roads Proximate to Railways
O.1.	Clearance to be effected by Highway Authority
	<p>Cambridgeshire Highways, whilst undertaking winter maintenance operations at railway crossings on their gritting routes, do not apply salt-based grit from 12 metres to the nearest running rail both sides of the crossing when applying grit that is salt-based.</p> <p>The benefits of this approach are as follows:</p>
	<p>Not applying salt from a distance of 12 metres to the nearest running rail both sides of the crossing will reduce (although not eliminate) the extent of corrosion and delays associated with track circuit failures.</p> <p>The grit carried over by the wheels of motor vehicles applies deposits with comparable effects on skid resistance and sufficient to prevent the icing over of level crossing surface systems without the saturation of the crossing surface system and track bed.</p>

Network Rail rarely needs to use snow ploughs and even when they do so the result may be unsatisfactory for highway purposes. It has, therefore, been agreed that the appropriate highway authority should continue its ploughing operations over crossings situated on roads which are being cleared. There must, however, be proper liaison between the highway and rail authorities and care must be taken that snow does not build up across the tracks or against gates and barriers.

O.2. Guidance on the use of Various Vehicle Types Mechanical Safety

O.2.1. Snow Ploughs, Snow Blowers and Snow Cutters of the Rotary Type

Rotary equipment should NEVER be used to clear snow from any type of level crossing since there is a danger of the lower blade and support shoes fouling the rails.

O.2.2. Ploughing/Salt Vehicles

These may be used for snow clearance at level crossings subject to observance of paragraphs 3 and 6 below.

O.2.3. Local Authority Vehicles

Winter maintenance equipment, owned or operated by local authorities varies considerably. Close co-operation is therefore essential between an authority and Network Rail about the machinery available and how it can be used with safety and to the fullest advantage for clearing snow from, and spreading salt on, level crossings.

O.3 Guidance Related to Various Types of Level Crossing

O.3.1 Unmanned Crossing with Automatic Half Barriers

These are connected by telephone to the signal box controlling that particular section of line. The driver of a snow-plough must always obtain permission by telephoning the controlling signalman for safety clearance before proceeding on the crossing.

It is essential that snow be cleared from both lanes of a carriageway at half barrier crossings for a distance of at least 45 metres on either side of the crossing. If one lane is cleared and the other left covered with snow, even for a short time, road users may be tempted to weave around one of the half barriers in order to get on to the clear lane. With the opposite half barrier closed vehicles could be trapped or staff on the crossing with a train approaching. After the snow has been cleared the driver must park his plough at a safe distance from the railway track and return on foot to report to the signalman as quickly as possible that he is now clear of the crossing. In so doing he must confirm to the signalman that snow has not been built up across the track in such quantity as to impede trains.

O.3.2. Unmanned Crossings Controlled By Miniature Red/Green Lights

These too are connected by telephone to the appropriate signal box. Again the driver of the snow plough must always obtain permission by telephoning the controlling signalman for safety clearance before proceeding onto the crossing and subsequently report that he is clear in the same way as for crossings with automatic half barriers.

O.3.3 Closed Circuit Television and Remotely Controlled Crossings Operated By A Signalman Located Some Way From The Crossing

These are also connected by telephone to the appropriate signal box and here again the driver of the snow plough must always obtain permission by telephoning the controlling signalman before proceeding onto the crossing and subsequently report that he is clear.

O.3.4. Manually Controlled Crossings Operated By Either A Crossing Keeper Or Signalman Located Adjacent To The Crossing

Snow plough drivers must at all times obtain clearance from the signalman or crossing keeper before driving on the level crossing.

O.3.5. Unmanned Uncontrolled Crossings Usually Having Farm Type Gates Or Occasionally Without Gates

These are generally on minor roads; ploughing of unmanned uncontrolled crossings must only be carried out in accordance with prior arrangement made with Network Rail.

O.4. Effect of Ploughing Operations

- O.4.1 Snow plough drivers must ensure, so far as it is possible, that accumulated snow is not deposited on railway tracks. Passing trains and rail snow ploughs tend to leave windrows of snow across the path of the carriageway. It is

therefore suggested that highway authorities and Network Rail co-ordinate plans which can be put into effect if and when this occurs.

- O.4.2. After the crossing has been cleared the snow plough driver must park his vehicle at a safe distance from the crossing, then return on foot to ensure that no solid objects have been deposited by the blade on or near the rails.

O.5. Crossings Unsuitable for Ploughing

- O.5.1. There are some crossings which are dangerous or impossible to plough; for instance where the road descends steeply on both sides of the crossing, or where the rail protrudes to such an extent that plough blades might be fouled. For such crossings, the local highway authority should consult the appropriate Divisional Civil Engineer of Network Rail about the methods best employed to clear the snow.

O.6. Privately Owned Crossings

Where a level crossing is privately owned, agreement should be obtained from the owner by the local authority so that the authority can take the same action as they would in the case of a public crossing. Ploughing of unmanned uncontrolled crossings should only be carried out in accordance with prior arrangements made with Network Rail – see paragraph O.3.5 above.

O.7. Vehicles Traversing Level Crossings Fitted with Snow Plough in the Travelling Position (i.e. not in use)

When vehicles are driven over level crossings otherwise than for snow clearing the plough should always be locked in the raised position. Rotary ploughs should follow the requirements of the signs at level crossings concerning slow vehicles as set out in Diagram 649 of The Traffic Signs Regulations and General Directions 1975.

O.8. General Standard of Care

Apart from the operational requirements detailed above, highway authorities must take special care to ensure that the strictest safety precautions are taken when winter maintenance vehicles are negotiating level crossings. All snow plough drivers must be conversant with provisions of the Highway Code and in particular those parts about the use of level crossings.

O.9. Snow Clearing from Roads Over or Near Railway Lines

- O.9.1. Snow ploughs of all types can throw snow and slush distances of 10 to 15 metres (the rotary type even more) when driven at speed. Drivers of snow plough vehicles must, therefore, be made aware of road bridges over railways and stretches of road near to railways where they should operate at an appropriate speed in order to prevent thrown snow building up on railway lines of becoming a hazard to passing trains.

- O.9.2. Particular care must be taken where there is a danger of thrown snow damaging or creating an electrical path from overhead railway electric power lines.
- O.9.3. Care must be taken to avoid packing snow against bridge parapets, fences or walls such that, for instance, children could climb nearer to and so tamper with overhead electric power lines.

O.10. Snow Clearing from Roads Over Other Roads and on Dual Carriageways

- O.10.1. The opportunity is taken to draw attention to similar problems in relation to road-over-road bridges where drivers of ploughs should be aware of the dangers of throwing snow onto the lower road which would become a hazard to traffic and pedestrians.
- O.10.2. Excessive speed when ploughing snow onto the central reserves of dual carriageway roads can result in danger to oncoming traffic in the opposite carriageway. Drivers should adjust their speed to prevent this happening.

CAMBRIDGESHIRE HIGHWAYS CONTRACT ANNUAL REPORT 2018/19

To: Highways & Infrastructure Committee

Meeting Date: 10 September 2019

From: Steve Cox, Executive Director, Place and Economy

Electoral division(s): All

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

Purpose: To update committee on the performance and achievements of the Highway Term Services Contract for the period 1st April 2018 to 31st March 2019.

Recommendation: The Committee is asked to:

- Note the 2018/19 annual report

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

- 1.1 Cambridgeshire Highways is a partnership between Cambridgeshire County Council and Skanska. The current Highway Services Contract commenced in July 2017 and runs for an initial period of ten years with the option to extend subject to performance. The contract covers professional and operational services for a variety of highway improvements and maintenance work across Cambridgeshire.
- 1.2 This contract delivers highway and transport projects for the County Council, Greater Cambridge Partnership and supports the work of the Cambridgeshire and Peterborough Combined Authority.
- 1.3 The work that the contract carries out is underpinned by the County Council's approved approach to asset management. This approach is set out in the Highway Operational Standards (HOS), a document that is reviewed and approved annually by the Highway & Infrastructure Committee.
- 1.4 Throughout 2018/19 overall performance of the contract has continued to steadily improve, with 78% of KPIs green. The contract has achieved a turnover of circa £50 million compared with approximately £35 million in previous years. Approximately £38 million was spent on capital schemes and £12 million on revenue schemes. However, there continue to be challenges, not least around programme delivery (Local Highway Improvement initiative), capturing efficiencies (cashable & non-cashable) and demonstration of value for money across the contract.

2. MAIN ISSUES

- 2.1 The original procurement of the highway contract stipulated savings in year 2 against the contract of £500k revenue and £1.7 million capital. The revenue savings have been achieved, predominantly as a result of the success of the dragon patchers. Due to the nature of capital funded schemes, where the composition differs from year to year and schemes can straddle more than one financial year, it is more difficult to provide a like for like comparison. However, officers are working with Skanska to understand the extent to which savings have been achieved.
- 2.2 The contract continues to look at ways of providing better quality and more efficient services. Key improvements that have been implemented over the last year include the implementation of an Annual Plan outlining the work required for the financial year to enable more efficient programming and resourcing; enhanced street works functions, improved governance and the creation of the social value fund.
- 2.3 Key successes for 2018/19 include:
 - Deployment of 3 Dragon Patching machines to deal with potholes and surface defects, now covering 50% of repairs.
 - Social Value fund of £14k to be allocated to worthy causes.
 - Introduction of an Activity Schedule for works valued under £30k for efficient and timely pricing of small scale works.
 - £6.3 million of Department for Transport funding delivered in 5 months.
 - Achievement of efficiencies in specific areas of the business.

- 2.4 Schemes delivered include continuation of the Drought Damaged Roads programme (DfT Challenge Fund), A1303 Safer Roads Funding, cycleways, structures, resurfacing schemes, reactive maintenance, surface treatments, transport planning, design services, local highway improvements and safety schemes. The contract supports wider services for the Council with work undertaken for Park and Ride sites, Education, County Farms, Waste and various third party works.
- 2.5 Health and Safety of our employees, supply chain and the general public remain a key focus for us. Investment in fostering a proactive safety culture through training, promotion of an Injury Free Environment (IFE). This year, working with the Police, Cambridgeshire Highways has sought to address vehicle incursions at road works. This work has led to the adoption of new signage on sites and the use of cameras for operatives.
- 2.6 Key Performance Indicators (KPI's) demonstrated that of the 18 KPI's, 4 failed to meet their target, however there are improvement plans in places for all of these as follows:
- Programme, delivery of schemes
 - Scheme target costs within the permitted tolerances.
 - Street Works permitting violations.
 - Final accounts agreed within 3 months of completion date.
- 2.7 A stakeholder survey was undertaken in April/May 2019, to capture County Councillors and Parish Councils views on the service for 2018/19. Generally the comments were positive with 45.5% supportive of the work we do, whilst 26.9% identified areas that have room for improvement, specifically around timely delivery of works. These responses have been captured and will be actioned accordingly through the monthly Joint Management Team (JMT) and quarterly Strategic Collaboration Board (SCB).

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 contract delivers the key elements of the highway service, which ensures that our communities and the travelling public can function effectively and efficiently when using the highway network.

3.2 Thriving places for people to live

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

- The services the contract provides ensures access and equity for all service users wherever practicable to do so, encouraging economic prosperity and environmental sensitivity for a thriving place to live.

3.3 The best start for Cambridgeshire's children

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

- The contract through the delivery of road safety and accessibility improvements, contributes to supporting and protecting vulnerable people. Provides support to

educational establishments, apprenticeships and actively participates as STEM ambassadors.

4. SIGNIFICANT IMPLICATIONS

4.1 Resource Implications

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

- Spend for 2018/19 financial year was circa £50 million, and typically the average annual spend of £35 million has been seen previously.
- This included over £12 million in maintaining (including winter service) our network, approximately £38 million in improving the network, including major projects and structures.
- The Highways Operational Standards sets out the asset management approach to funding and servicing the highway network, this included funding and bid allocations.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

- The contract complied with the Council's Contract Procedures Rules, EU or UK legislative risks; LGSS Procurement led the procurement process to ensure compliance.
- There is a contract risk register in place which is regularly reviewed by the partnership, as part of the standard governance arrangements.

4.3 Statutory, Legal and Risk Implications

There are no significant implications within this category.

4.4 Equality and Diversity Implications

Within the contract we actively encouraging staff to participate in health and mental wellbeing offerings from both organisations.

4.5 Engagement and Communications Implications

Cambridgeshire Highways actively promotes regular and timely engagement with local members and communities across the county. As such a Communication Plan has been adopted for the partnership and is owned by the Joint Management Team.

4.6 Localism and Local Member Involvement

The contract is a key method of developing and delivering Local Highway Improvements. Supported by local members, this initiative empowers local communities to progress highway improvements through contributing toward local highway priorities. The work of the contract also encourages volunteers to get involved in the highway service such as winter volunteers or highway volunteers. Officers and members continue to work together on all aspects of the highway service on a daily basis.

4.7 Public Health Implications

Delivering public highway infrastructure that promotes active travel patterns that contributes to the public health agenda. Our road safety service also actively campaigns to ensuring the number of people killed or seriously injured on our highway network is reducing year on year.

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 LGSS Law?	Yes Name of Legal Officer: Amy Brown
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
Have any localism and Local Member involvement issues been cleared by your Service Contact?	Yes Name of Officer: Richard Lumley
Have any Public Health implications been cleared by Public Health	Yes Name of Officer: Tess Campbell

Source Documents	Location
Cambridgeshire Highways Contract Annual Report 2018/19	Attached to this report

Cambridgeshire Highways Annual Service Review 2018/19

Executive Summary

Cambridgeshire Highways is a partnership between Cambridgeshire County Council and Skanska, underpinned by the Highway Services Term Service Contract. The value of the contract in 2018/19 was circa £50m.

Highlights throughout 2018/19 include:

- Introduction of an activity schedule to improve efficiency of pricing works below £30,000
- Integration activities between Cambridgeshire County Council Skanska and Peterborough City Council. These include streamlining project processes, recruiting shared District Highway Maintenance Managers, a shared structure's engineer and amalgamating street works functions.
- Purchase of two additional pothole patching vehicles (dragon patchers), capable of completing pothole repairs at a fraction of the cost of traditional methods. These supported the repair of 58,300 potholes during 2018/19.
- Changes to methodology and materials to improve the quality of pothole repairs, including the introduction of over-banding to seal the repair.
- Delivery of £6m of work following additional funding awarded by the Department for Transport (DfT) in November 2018, to be spent by the end of March 2019.
- Significant improvements have been achieved against Category 1 and Category 2 defect repair timescales, scheme cost predictability, scheme delivery to programme and final account agreement timescales.
- Introduction of Business Intelligence software to collate data from multiple sources and provide data to support management decision making and performance improvement.
- £24.7m has been spent on local suppliers and subcontractors during 2018/19, helping to keep employment and money within Cambridgeshire. This represents 70% of the total supplier spend.
- Focus on mental health and leaders' and managers' safety behaviours through stand ups and health and safety workshops
- Community initiatives, such as £14,000 to be spent via the Social Value Fund and providing services to charities and public services around Cambridgeshire, such as the Prospects Trust and schools.

1. Introduction

Cambridgeshire Highways is a partnership between Cambridgeshire County Council and Skanska, responsible for maintaining and developing the highway network across Cambridgeshire and providing a full range of professional and operational highway services to the County Council.

It includes work on the local network but does not include street lighting or any work on the trunk road network, such as the A14.

Cambridgeshire Highways is responsible for maintaining:

- 1,500 road bridges
- 2,500 other bridges
- 2,800 miles of roads
- 1,900 miles of footways

Cambridgeshire Highways operates a two-tier governance structure, headed by a Strategic Collaboration Board, which sets strategic aims for the service. This strategic direction is implemented by an operationally-focussed Joint Management Team. Both entities include members from both Cambridgeshire County Council and Skanska.

This report aims to give an overview of contract performance during the 2018/19 year and highlight some areas where development and improvement has occurred.

2. Contract Overview

The Cambridgeshire Highways partnership continued to build on the first year of the contract, focussing on improving service delivery and making efficiency savings. The value of the contract in 2018/19 was circa £50m. This included £7.2m in March alone. The breakdown of spend is as follows:

Highways - OPTION E	£5,633,348
Cyclic Maintenance	£1,126,274
Patching	£3,908,681
Schemes	£24,177,179
Winter Maintenance	£987,821
Highways - OPTION C	£8,302,441
Emergency callouts	£769,568
Design	£5,342,965

Key staff changes

Cambridgeshire Highways welcomed John Birkenhead as Skanska Business Director in January, following a three month secondment from Peterborough Highway Services. John replaced Jim Daughton who was promoted within Skanska to the role of Operations Director for the Eastern Region and continues to sit on the Cambridgeshire Highway Services Strategic Collaboration Board.

Activity Schedule

One of the main challenges that has been experienced is the slow delivery of schemes, in particular the Local Highway Improvement (LHI) programme. Alongside a root and branch process review of scheme delivery, has been the development of an activity schedule during 2018/19. This was introduced at the end of March 2019. The activity schedule has been introduced for works below £30,000 in value and provides a more efficient method of pricing small scale works. It is expected that the activity schedule will allow for faster pricing of work therefore reducing the time between design and ordering. This is particularly important to assist with improving the timely delivery of work.

Integration

Integration activities have taken place throughout the year between Cambridgeshire County Council, Skanska (through the Cambridgeshire Highways partnership) and Peterborough City Council. These include:

- a. Cambridgeshire Highways projects integration – a review has been undertaken of the way we manage schemes in the partnership, by examining processes from end-to-end. Changes being implemented included the introduction of enhanced governance, the removal of duplicated roles and the reduction of inefficient activities, for instance, redesign by mitigating construction risks earlier in the project lifecycle.
- b. Recruitment of District Highway Maintenance Managers – with vacancies across both Cambridgeshire County Council and Peterborough City Council a recruitment exercise was carried out jointly and resulted in shared resource between the two authorities. District Highway Maintenance Manager roles are now divided into three areas – Peterborough & Fenland, Huntingdon & East Cambridgeshire, Cambridge City & South Cambridgeshire.
- c. Street Works – Cambridgeshire and Peterborough have been working together for a year to develop and implement Peterborough's Permit Scheme for Road works and Street Works. Cambridgeshire's scheme was introduced in October 2016 and following the successful first 2 years' of operation, Peterborough's scheme mirrors Cambridgeshire's. CCC and PCC are sharing resources to make Peterborough's scheme as successful as Cambridgeshire's which will ensure

the schemes are operated consistently across both areas and expert knowledge is shared. Coordinating road works in the most effective way to drive efficiencies across the industry in this area and reduce disruption to the travelling public. The permitting schemes for both local authorities are run from Vantage House in Huntingdon.

- d. Co-location – all of Cambridgeshire Highways’ 5 office and depot locations are now fully co-located, with Skanska and Cambridgeshire County Council working alongside each other. This concluded with the reorganisation of the Whittlesford depot.

Stakeholder survey

Cambridgeshire Highways’ first survey into the perceptions of elected members and parish councillors was carried out in early 2019. The survey revealed positive responses relating to the organisation, safety and tidiness of our work activities and the professional and courteous attitude of our staff. The positive feedback was tempered by comments challenging policy and delivery timescales, which were considered to be too long.

The areas, directly related to Cambridgeshire Highways, where improvement is required include:

- Timeliness - dissatisfaction with delivery timescales general completion timescales, especially LHIs and safety schemes.
- Communication - insufficient publicity of reporting systems to residents and insufficient feedback after an issue has been reported.
- Street Works/Traffic Management - insufficient communication around road closures. Chosen Traffic Management solution not best fit for traffic conditions. Perception of “dangerous” traffic management. *(please note that this does not distinguish between Cambridgeshire Highway work and utility work).*
- Policy – perception of inconsistent application of policy.

Other feedback received, but sitting outside the remit of Cambridgeshire Highways, include:

- Intervention levels - Dissatisfaction with agreed contract intervention levels, which are set out in the Highway Operational Standards.
- Budget Allocation - insufficient budget given over to highways improvements and safety schemes.
- Unhappiness with scoring of LHIs, including lack of feedback and ability to challenge.

The feedback from the survey will provide a benchmark with which to monitor performance in subsequent years, as well as providing evidence for where future

improvements need to be targeted. The Joint Management Team will use the results of the survey to inform the development of future service improvement plans.

Supply Chain

Our supply chain help deliver our service in Cambridgeshire by providing services and materials. Almost £35.5m was spent with suppliers and subcontractors during 2018/19. Of this over £24.7m was spent with local companies, representing 70% of total supply chain spend, helping to keep employment and money within Cambridgeshire. 61% of our subcontractors are SMEs. Looking forward Cambridgeshire Highways are keen to develop closer integration and collaboration with the supply chain and there are a number of supply chain workshops in the pipeline for 19/20.

Audits

The partnership has been audited several times during 2018/19. BSI have undertaken audits against Skanska's international management system standards, ISO9001 (quality), ISO14001 (environmental), ISO45001 (health and safety) and ISO44001 (collaborative working). These were very positive with findings relating to inspections and equipment calibration now addressed.

LGSS Audit have also been carrying out an open book cost management audit of the first two years of the contract. The findings and any recommendations from this audit are due to be published in the autumn of 2019. This will better inform processes demonstrating value for money and capturing efficiencies going forward.

3. Maintenance

Routine and Cyclic Maintenance

Cambridgeshire Highways completed 6,090 maintenance orders throughout 2018/19. This included the repair of 58,300 individual potholes across the county.



Significant work has gone into improving the quality of pothole repairs during 2018/19. A pothole working group has been established and this has led to changes in ordering processes, use of superior materials and changes to methodology, such as the use of hot bitumen to overband the patch, ensuring that the repair lasts longer.



A great deal of work has gone into improving the timescales for responding to Category 1 orders, including pothole repairs that are deemed to require a response within 5 days. This has been achieved by Cambridgeshire County Council and Skanska staff working together to ensure orders are correctly categorised, clearly marked up, contain sufficient information and are efficiently scheduled. As a result, the percentage of Category 1 maintenance orders that have been responded to within target timescales have increased from 52% in April 2018 to consistently above the 90% target detailed in the Highway Operational Standards for the last six months of the year. This performance has been sustained throughout the winter months, despite an increase in the number of orders.

Emergency Response

Cambridgeshire Highways' emergency response crews attended 1,063 emergency incidents between April 2018 and March 2019. 96% of these incidents have been responded to within two hours of notification.

Winter Service

Despite the ongoing challenges of driver recruitment and retention, Cambridgeshire Highways' gritter drivers completed 33 countywide gritting runs throughout the 2018/19 winter, keeping the highway network open and safe.

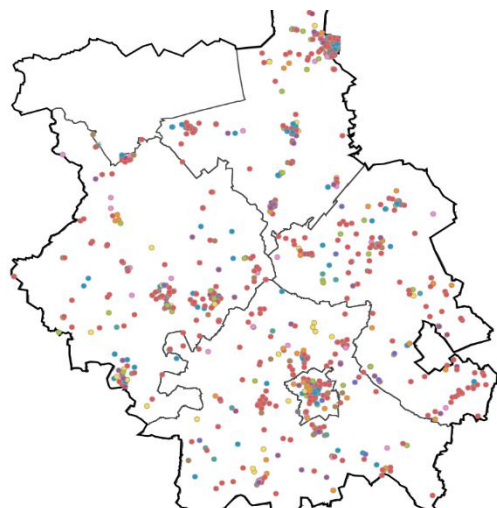
All routes were treated within the two hour target time. In addition to Cambridgeshire's fleet of gritters, quad bikes were used to treat the cycleways in Cambridge and the guided busway service track. Other areas such as town centres and footbridges are also treated.

The new Ely bypass relief route was included in the gritting routes following its opening in October 2018. Work is currently ongoing to understand the implications of closer engagement with Peterborough City Council, with the aspiration of developing a single winter plan to cover both geographical areas.

Looking forward the challenge faced is the cost associated with providing the winter service. Despite the low number of runs in 18/19, the budget was overspent by circa £76k. This was predominantly due to the replacement of loading shovels (vehicles that load the salt barns and gritters) and increased annual training costs, which ensure drivers qualifications remain in date, irrespective of the number of gritting runs. The County Council continue to work with Skanska (who provide the drivers) and ECON (who provide the gritters) to identify and drive efficiencies in the winter service.

GIS Mapping

GIS software has been introduced in Cambridgeshire Highways' depots to assist scheduling of defects. This includes the use of handheld devices to map defects, remotely schedule repairs, time and date stamp completion, capture before and after photos and provide asset management data to support longer-term planning. This helps to speed up the process from defect identification through to repair, as well as provide an audit trail



of work to assist with performance monitoring.

4. Projects

The partnership delivered a number of capital funded projects which consisted of those outlined in Table 1.

Table 1

Carriageway and Footway Maintenance	42
Local Highway Improvements	95
Projects – Private works	13
Delivering Transport Plan Aims	14
Bridge Strengthening	14
Road Safety	4
Traffic Signals	5
Cycling	10

Additional Funding

The Council was awarded and successfully delivered £6,653,000 of additional funding from the Department for Transport. This funding was received in November 2018 and had to be spent by the 31 March 2019. The agreed split by members was as follows:

- Local pothole/ patching/ crack sealing repairs - £900,000
- Additional preventative treatment programme preparation - £150,000
- Scheme delivery:
 - o Minor bridge repairs - £75,000
 - o Footway and cycleway - £900,000
 - o Carriageway £4,628,000

Collaborative planning for annual scheme delivery programme

Collaborative planning activities were carried out in advance of the issue of the first Annual Plan under the new contract, to optimise delivery, which includes effective programming, management of resources (including supply chain), achieving efficiencies and driving value for money.

Project of the Year Shortlisting

A Cambridgeshire Highways scheme at Arbury Road, Cambridge was shortlisted for the Eastern region Chartered Institute of Highways and Transportation Project of the Year and was awarded a Commendation.

5. Contract Performance and Improvement

Cambridgeshire Highways' performance is measured using 18 key performance indicators (KPIs). The KPIs broadly cover the following areas:

- Timeliness of emergency response, routine and cyclical maintenance, scheme delivery and gritting
- Cost predictability – final costs to Cambridgeshire County Council compared to initial targets
- Value for Money
- Stakeholder Engagement
- Quality of work
- Efficient occupation of the highway network
- Health, safety and environmental performance
- Team integration and culture

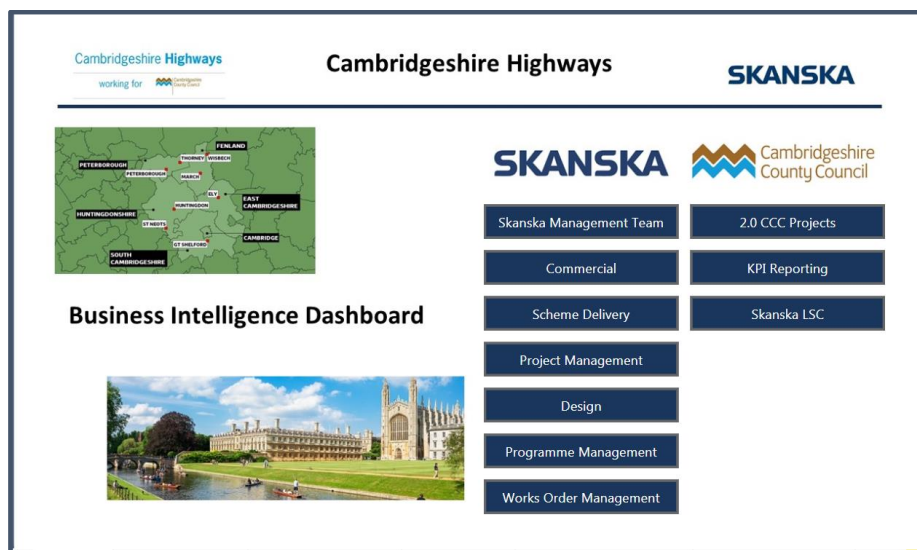
Work has been ongoing throughout 2018/19 to improve performance in several key areas. As a result, the following has been achieved:

- Consistent meeting of targets for response to Category 1 and Category 2 reactive orders, including sustained good performance throughout the winter months.
- Significant improvements delivering schemes to agreed programme dates, such that approximately 93% are completed by or ahead of programme
- Improved consistency of accurate pricing of individual schemes, such that 93% of schemes were delivered within +3% or -10% of the target costs by the end of 2018/19.
- Faster timescales reached for agreeing final accounts. Over 90% were agreed within 3 months of completion by the end of the year.

The key target area for 2019/20 KPIs will be tightening up processes for street works notifications on use of the network for construction work, which will, in turn, enable more efficient network occupancy between Cambridgeshire Highways and other providers, such as Utilities companies and reduce Fixed Penalty Notices incurred by the service. The delivery of projects to cost and on programme will also be further improved.

Business Intelligence Technology

Managing performance in 2018/19 has been partly aided by the introduction of Business Intelligence software, which has been used to provide up-to-date analysis on various aspects of the contract activities. The software collates data from various sources and is used to support management decision making. Current uses include supporting programming and scheduling of works, collating performance data and producing bespoke management and employee reports.



6. Efficiencies

Through introducing better working practices and introducing innovation in a structured way, Cambridgeshire Highways has delivered a range of efficiency savings during the year. Until the audit has been completed and report published it would be inappropriate to quote isolated savings / efficiency figures. However some of the most efficient ways of working are shown below. The contract management Performance Group is developing better processes for capturing cashable and non-cashable efficiencies from the contract going forward. The aim for future years is to develop an efficiency register that can then be included in the annual report.

Dragon Patcher

Two new pothole patching vehicles, known as dragon patchers, were purchased in July 2018, following a successful period of sharing a vehicle with other local authorities to which Skanska provides highway services. These new vehicles are used exclusively on the Cambridgeshire highway network.



Almost half of the potholes filled during 2018/19 were completed by one of the of dragon patchers. These patchers have been able to fill potholes at less than half the cost of traditional methods. When factoring in purchase costs of the fleet, this has provided savings to the County Council of approximately £740,000. The patchers have also allowed the Council to undertake more preventative measures, prolonging the life of our assets.

Green Claims

Repairs required to the network due to accidents caused by third parties can be reclaimed from insurance companies. These are known as green claims. Due to a backlog of incidents for which a green claim could be made, all opportunities to recover monies incurred were not being realised. A successful trial took place during which Skanska took over the processing of these claims using existing resource that already performs this function on behalf of Peterborough City Council. The trial has proved successful and has been extended until the end of 2019/20.

Examples of where other savings have been realised include:

- Savings on joint training
- Optimisation of road closures
- Savings achieved through resurfacing programme efficiencies
- Shared accommodation
- Recycled materials
- Supply Chain efficiencies

7. Safety, Health & Environment

Cambridgeshire Highways is committed to ensuring the health, safety and wellbeing of its employees. Several initiatives have been undertaken during 2018/19, including:

a. **Mental Health**

Mental Health Awareness week was held in May, shining a light on the high proportion of mental health issues in the construction industry.

b. **'It starts with me'**

Workshops for managers, supervisors and supply chain contractors working on Cambridgeshire Highways projects. The focus is on how the actions and behaviours of leaders and managers set the tone and directly influence standards on site

c. **Injury Free Environment (IFE)**

Further training on the Injury Free Environment programme for Skanska, Cambridgeshire County Council and supply chain staff



Cambridgeshire Highways maintained its good safety record with only one incident taking place during 2018/19 that required an employee to take any time off work. In August 2019, we achieved a zero lost time injury rate based on a 12 month rolling period.

Environmental Awareness Training

All Skanska staff have undertaken site or non-site applicable environmental awareness training, based on Skanska's SEATS and NEATS training programme. This is planned to be rolled out to Cambridgeshire County Council staff during 2020.

Environmental Recognition

Cambridgeshire Highways was awarded a Green Apple gold award for environmental best practice for its work using recycled materials for the carriageway sub-base, reducing carbon by 33% and saving 9% (or £47k) on costs. The approach has been used on several schemes and has the added benefit of reducing programme timescales.

8. Community Benefit

Communications Plan

A communications plan has been produced in conjunction with the County Council's corporate comms team and Skanska's corporate comms team, which will be used throughout the coming year to communicate our activities with the public. A number of themes have been identified upon which information and key messages will be shared throughout the contract via a variety of media channels.

Social Value Fund

The Highways Services contract includes an undertaking that Skanska pay 20% of their share of gain-share to projects that deliver social value. For 2017/18, this stood at circa £14,000. Applications have been made for a small number of projects and the bids are assessed by a panel chaired by the Highway & Infrastructure Chair and then ratified by the Strategic Collaboration Board.

Prospects Trust

Cambridgeshire Highways employees working for Skanska and our supply chain helped out at Prospects Trust for a week in May 2018. The Prospects Trust is an organic farm in Cambridgeshire which provides young adults with disabilities the chance to learn, work and grow produce. Activities carried out included laying concrete paths to enable wheelchair users to get to poly tunnels, carrying out ground works and general maintenance.

Cambridgeshire Highways' supply chain members provided labour, plant and materials.



Investing in the Next Generation

Our work with schools in the region continues. This year has seen staff volunteer their time for activities such as the STEM Challenge at Ramsey Abbey College, targeting 78 year 8 students with the objective to engage more girls in Science, Technology, Engineering and Maths subjects. We also helped Linton Village College by conducting mock interviews for around 40 Year 10 students.

Summary

In summary, Cambridgeshire Highways has continued to deliver the core maintenance and improvement of our highway network throughout 2018/19, balancing the needs of residents, businesses and the travelling public. We have improved the delivery and organisation of our service through initiatives such as the development of an activity schedule, increased integration with partners, introduction of additional pothole patching machines and improved data analysis through business intelligence technology. In the course of this work, we have contributed to other Council aims by delivering efficiencies, supporting local businesses and contributing to good causes through Skanska charitable work and the social value fund.

Whilst there have been some notable successes and improvements during the second year of the contract, there remain some considerable challenges. In particular the efficient and timely delivery of schemes, identifying and capturing efficiencies and the demonstration of value for money.

In the forthcoming year, targeted focus areas are as follows:

- Open book cost management audit report published and action plan developed off the back of anticipated recommendations (needed to assess, monitor and drive value for money)
- Improvement to KPI results (in turn resulting in an effective contract)
- Tracking efficiencies (creation of a register – linked to county council business planning)
- Rollout of Causeway works order management system
- Service Improvement Plan
 - o Integration opportunities throughout the business – collaborative culture
 - o Operational Excellence review of the design service
 - o Green Insurance Claim process trial continues
 - o Tom - Tom installation on fleet
 - o Joint Recruitment policy where possible
 - o Combine Training across the business where applicable
 - o Annual Programme of planned works
 - o Supply Chain Efficiencies

PERFORMANCE REPORT – QUARTER 1 2019/20

To: Highways & Infrastructure Committee

Meeting Date: 10 September 2019

From: Steve Cox - Executive Director, Place & Economy

Electoral division(s): All

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

Purpose: To provide performance monitoring information

Recommendation: The Committee is asked to:

- note and comment on performance information and take remedial action as necessary

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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 Q1 2019/20, up to the end of June 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 (RAG) 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 RAG 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 4%
 - Very Green – current performance is better than target by 5% or more
- Red and Very Green 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	0	0%
Green	2	29%
Very Green	3	43%
No target	5	

Source Documents	Location
None	

Target	Current Year	Previous Year	Direction for Improvement	Change in Performance
3.0%	2.7%	2.8%	↓	↑
Statistical Neighbours Mean	England Mean	RAG Rating		
N/A	N/A	VG		

Indicator Description

Principal roads where maintenance should be considered.

This is the percentage of the local authority's A-road and principal (that is, local authority owned) M-road carriageways where maintenance should be considered. This indicator was reported as NI 168, and is an updated version of the former Best Value Performance Indicator (BVPI) 223 (formerly BVPI 96). Note that there are some differences from how this data was collected as a BVPI which may hide/increase differences in performance.

Source name: Department for Transport

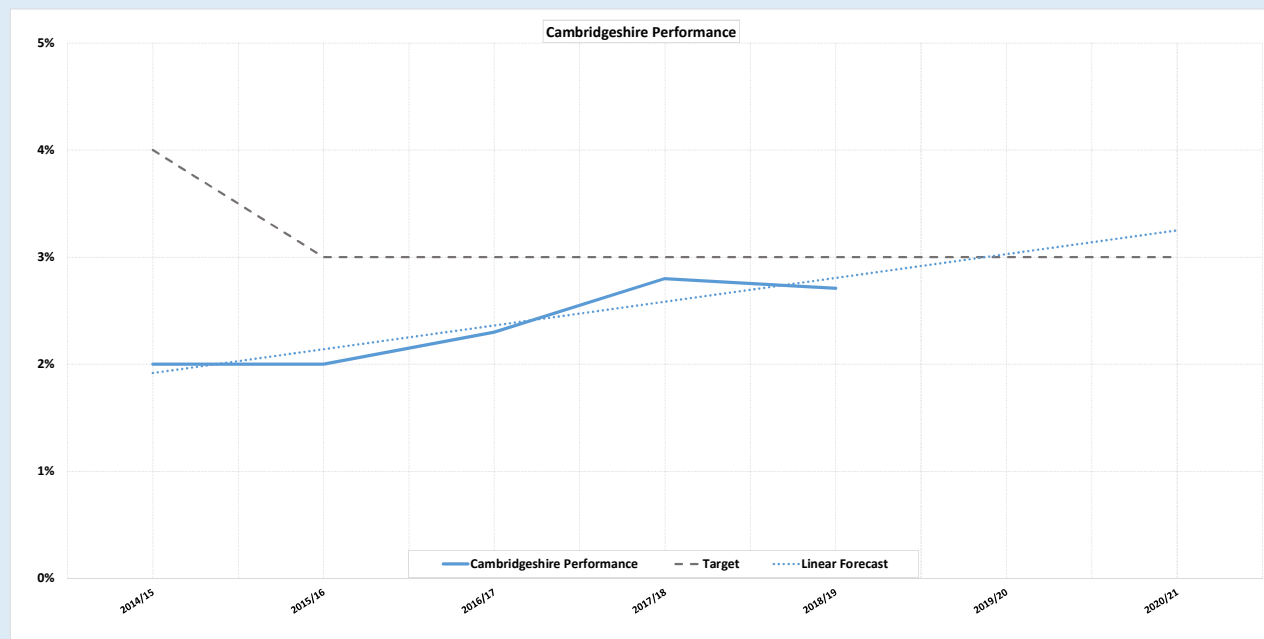
Collection name: Road conditions

Polarity: Low is good

Useful Links

LG Inform:

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

**Commentary**

The actual figure has improved marginally from last year's figure of 2.8% to 2.71%. This is not a material change.

Target	Current Year	Previous Year	Direction for Improvement	Change in Performance
2.0%	4.1%	3.5%	↓	↓
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		R	

Indicator Description

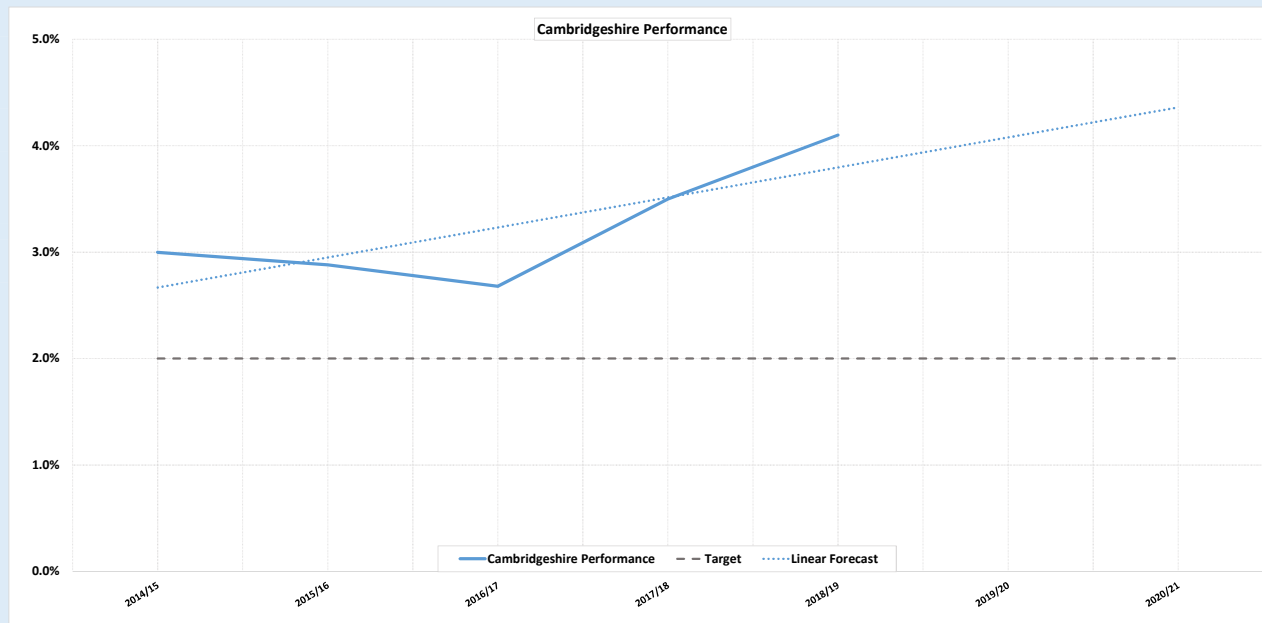
Indicator of key priority area for highways maintenance.

Based on national standard definition and data collection methodology so can be benchmarked.

Useful Links

LG Inform:

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



Commentary

Figures show the gap increasing by 0.6% from 3.5% last year. Although this is of concern, this may be affected by the experimental error within the machine condition survey methodology. Significant investment has also recently been carried out in the Fenland area associated with the DfT Challenge Fund bid, and the effects of some of these works will not have been included in this year's survey.

Target	Current Year	Previous Year	Direction for Improvement	Change in Performance
8.0%	6.0%	6.0%	↓	↔
Statistical Neighbours Mean	England Mean	RAG Rating		
N/A	N/A	VG		

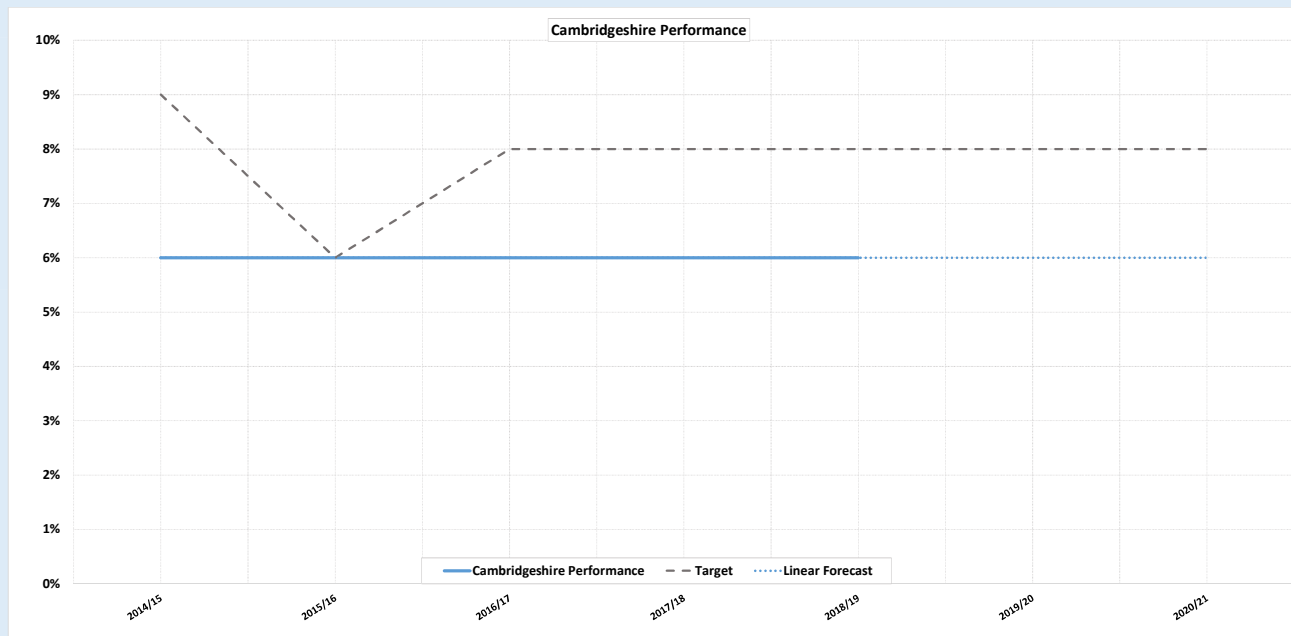
Indicator Description

This is the percentage of the local authority's B-road and C-road carriageways where maintenance should be considered. This indicator was previously reported as NI 169, and is an updated version of the former Best Value Performance Indicator (BVPI) 224a (formerly BVPI 97a). Note that there are some differences from how this data was collected as a BVPI which may hide / increase differences in performance.

Source: Department for Transport

Polarity: Low value is good

Unit of measure: Percentage of the total length surveyed.



Commentary

There is no overall change to the combined condition of B and C roads.

Useful Links

LG Inform:

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

Collection (URL):

<https://www.gov.uk/government/statistical-data-sets/rdc01-roads-where-maintenance-should-be-considered>

Target	Current Year	Previous Year	Direction for Improvement	Change in Performance
N/A	28.0%	22.0%	↓	↓
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		N/A	

Indicator Description

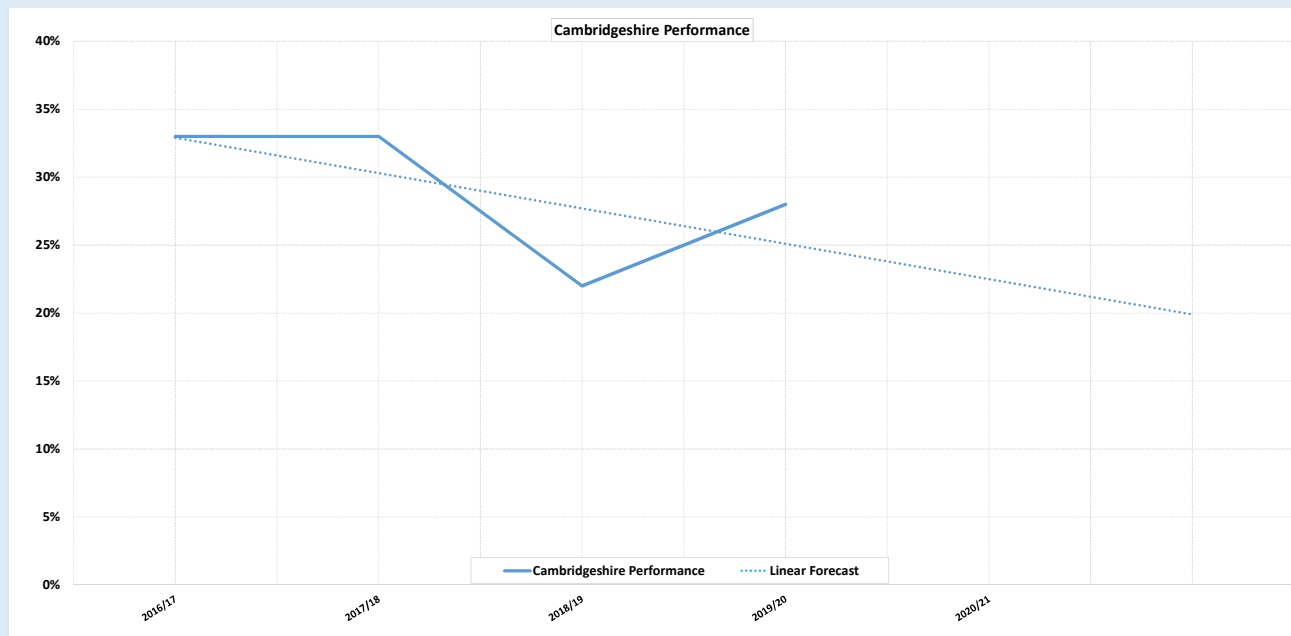
This is the percentage of the local authority's unclassified roads where maintenance should be considered.

Note that data are only shown for England and Regions as data below this level is not a mandatory requirement LAs are permitted to collect via different methods and the method used appears to affect the results, with visual surveys generally indicating worse network condition than automated surveys.

Source: Department for Transport

Polarity: Low value is good

Unit of measure: Percentage of unclassified roads



Commentary

Last year's figure was 22%. The survey continues to take a random sample approach, and so some minor fluctuation in results is expected. The average over the past 6 years is 28% and so this years reported figure does not demonstrate significant deterioration from last years reported figure that would cause immediate concern.

Useful Links

LG Inform:

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

<https://www.gov.uk/government/statistical-data-sets/road-condition-statistics-data-tables-rdc>

Target	Current Month	Previous Month	Direction for Improvement	Change in Performance
256.0	388.0	384.0	↓	↓
Statistical Neighbours Mean	England Mean	RAG Rating		
N/A	N/A	R		

Indicator Description

Killed and seriously injured (KSI) casualties is derived from Stats19 data

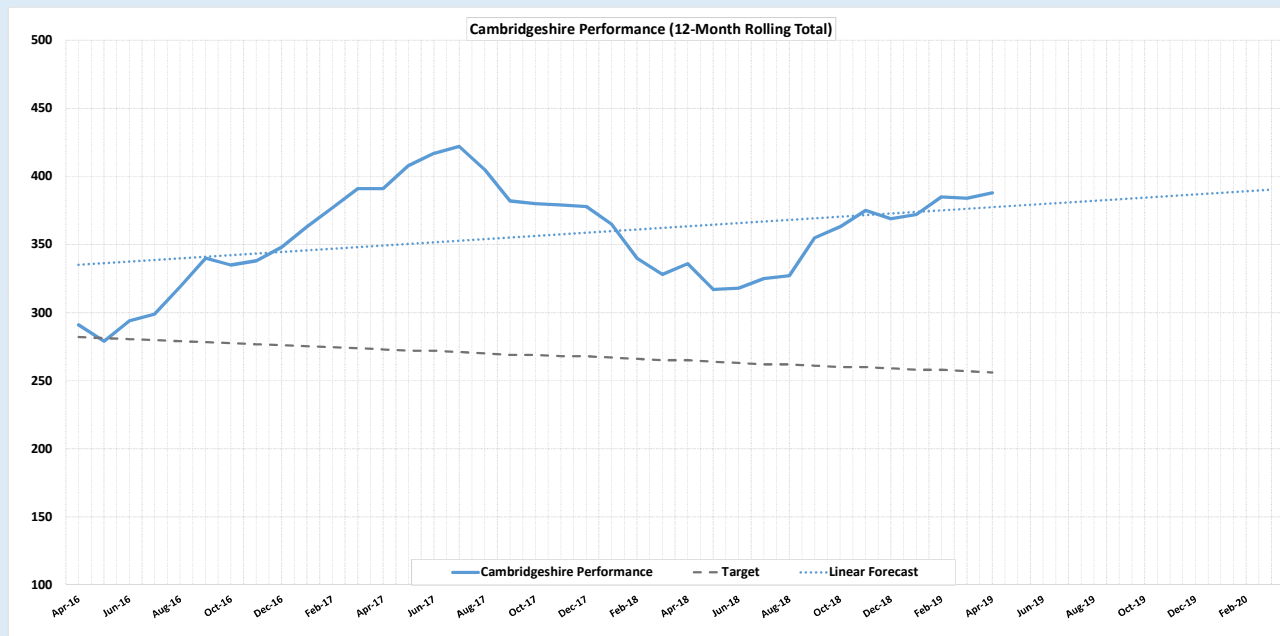
The number of all people of all ages reported killed or seriously injured (KSI) as a 12 month rolling total on Cambridgeshire roads.

This indicator includes only casualties who were fatally or seriously injured and these categories are defined as follows: - Fatal casualties are those who sustained injuries which caused death less than 30 days after the accident; confirmed suicides are excluded. - Seriously injured casualties are those who sustained an injury for which they are detained in hospital as an in-patient, or any of the following injuries, whether or not they are admitted to hospital: fractures, concussion, internal injuries, crushings, burns (excluding friction burns), severe cuts and lacerations, severe general shock requiring medical treatment and injuries causing death 30 or more days after the accident. A casualty is recorded as seriously or slightly injured by the police on the basis of information available within a short time of the accident. This generally will not reflect the results of a medical examination, but may be influenced according to whether the casualty is hospitalised or not. Hospitalisation procedures will vary regionally.

Useful Links

LG Inform:

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



Commentary

New data for April shows an increase in KSIs from 18 in March to 34 in April.

The provisional 12 month total to the end of April 2019 has been update as new data has been received. The 12 month rolling KSI total is now 388 compared with 336 for the same period of the previous year. The April figure is higher compared to the last reported figure of 384 for March 2019.

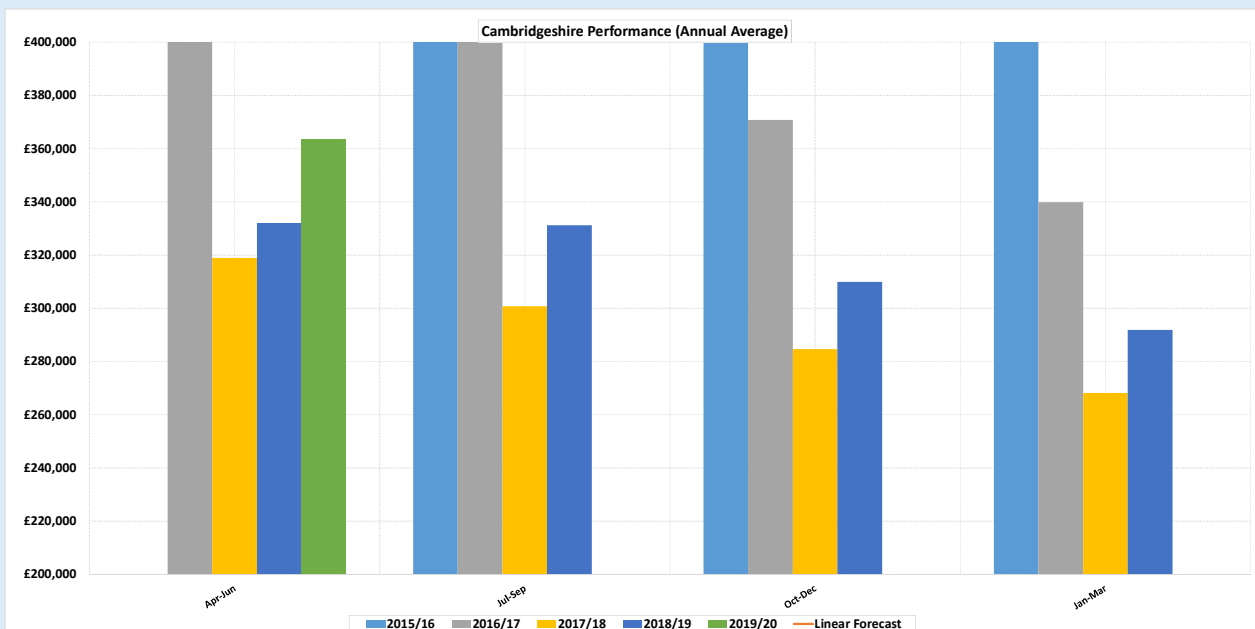
During April 2019 there was 1 fatal accident and there were 33 serious casualties.

Target	Current Quarter	Previous Quarter	Direction for Improvement	Change in Performance
N/A	£363,554	£291,950	↑	↑
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		N/A	

Indicator Description

Key indicator of success of interventions to protect consumers.

Members suggested measuring 'value of good seized' but this does not include faulty services or products.

Useful Links**Commentary**

£5,600 was saved as a result of our intervention in rogue trading incidents during the forth quarter of 2018/19 (January to March 2019). The annual average based on available data since April 2014 is £233,560. Data for 2018/19 includes Peterborough savings.

It is important to note that the amounts recovered do not reflect the success of the intervention. In many cases the loss of a relatively small amount can have significant implications for victims; the impact can only be viewed on a case-by-case basis.

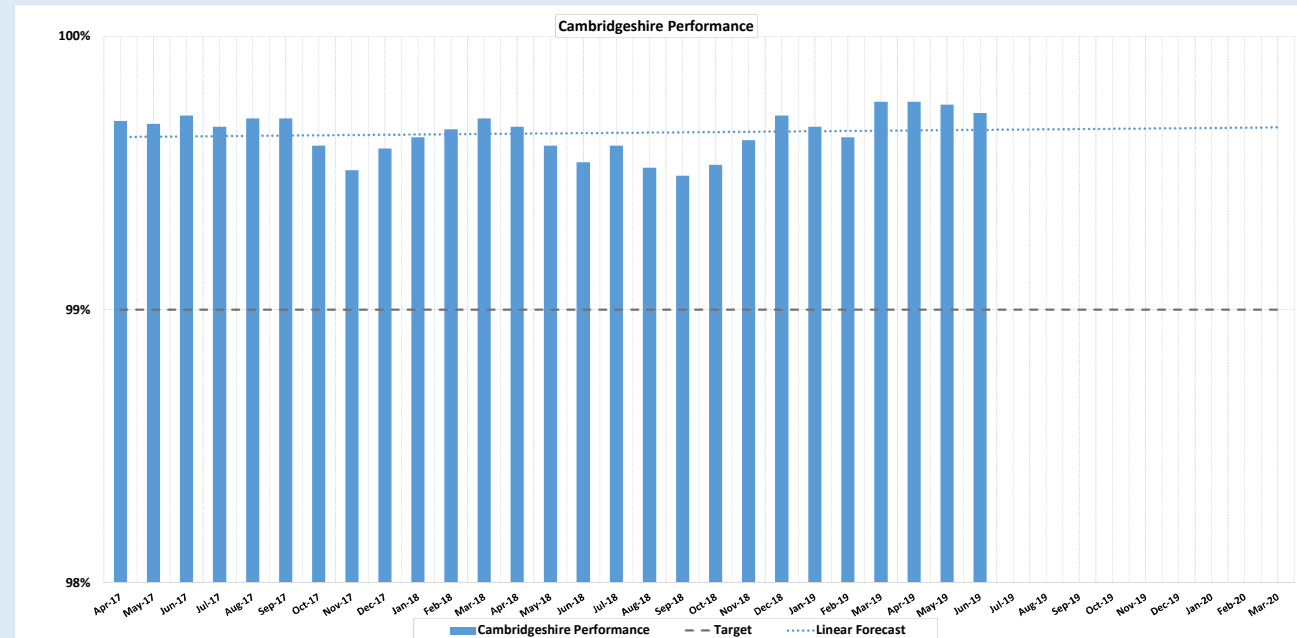
It is also important to note that not all of the money saved has been reimbursed at the same time as the repayments of court ordered reimbursements may be repaid over months or years.

Target	Current Month	Previous Month	Direction for Improvement	Change in Performance
99.0%	99.7%	99.8%	↑	↓
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		G	

Indicator Description

Key indicator of quality of streetlight service as per the contract.

Useful Links



Commentary

During May 99.75% of streetlights were working and the 4-month average (the formal contract definition of the performance indicator) is 99.7% this month, and remains above the 99% target.

Target	Current Month	Previous Month	Direction for Improvement	Change in Performance
N/A	30.2%	31.7%	↓	↑
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		N/A	

Indicator Description

Proportion of Household waste not sent for recycling or composting based on a 12-month rolling average.

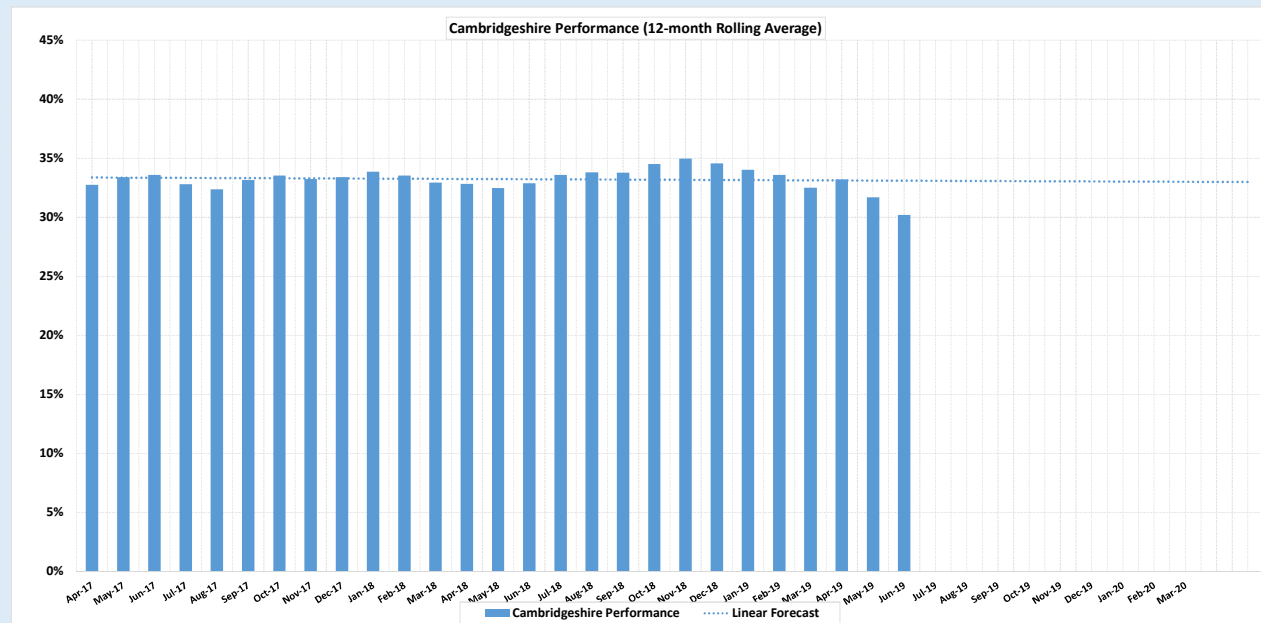
Collection name: Municipal Waste Management Statistics

Polarity: Low is good

Useful Links

LG Inform:

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

**Commentary**

During the 12-months ending June 2019, 30.2% of municipal waste was landfilled. As a comparison the figure for June 2018 was 32.9% and in June 2017 it was 33.6%.

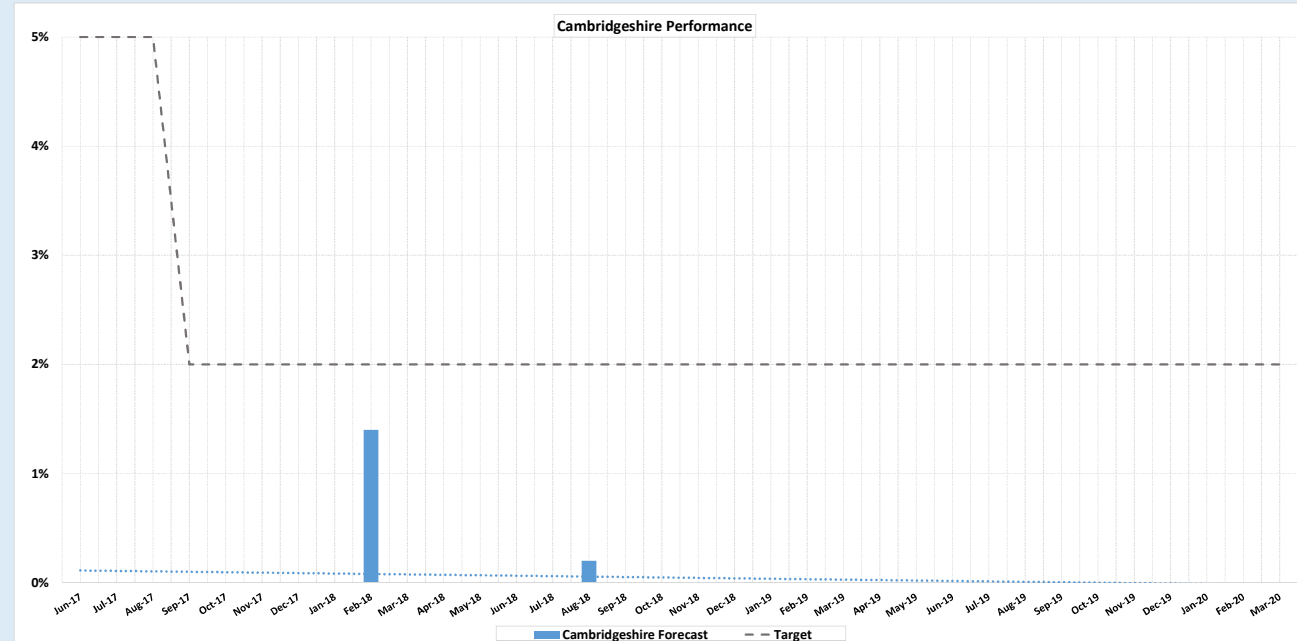
Target	Current Month	Previous Month	Direction for Improvement	Change in Performance
2.0%	0.0%	0.0%	↓	↔
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		VG	

Indicator Description

Key indicator of the quality of highways repairs.

Following any order completed by Skanska, the Cambridgeshire County Council (CCC) officer who raised the order is able to inspect the quality of workmanship. As standard, CCC inspect at least 10% of all orders raised. If the quality is not consistent with the specified standard, a defect certificate is raised. The KPI measures the number of defect certificates raised and is reported as a proportion of the total number of orders completed in a given month.

Previously Members have requested information on how many repairs needed to be rerepaired, but this information is not collected. Members have also requested information on complaints about repairs, however this information is not collected in a reportable format.

Useful Links**Commentary**

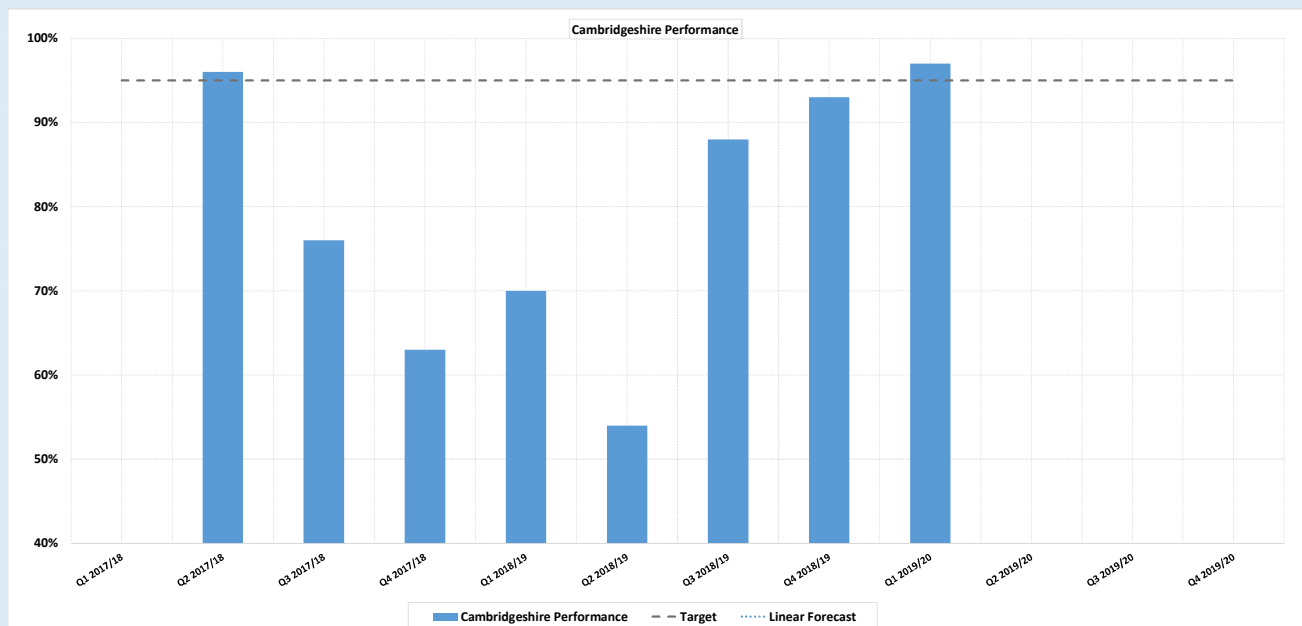
There were no failed inspections during June therefore the monthly percentage of defect certificates is 0% of the total number of orders, significantly below the target of 2%.

Target	Current Quarter	Previous Quarter	Direction for Improvement	Change in Performance
95.0%	97.0%	93.0%	↑	↑
Statistical Neighbours Mean	England Mean		RAG Rating	
N/A	N/A		G	

Indicator Description

When CCC staff raise an order for scheme work, they include details of the expected completion date. This is usually agreed in advance and coordinated with the central programme maintained by our Programme Manager, ensuring that schemes can be programmed in the most efficient way possible.

The KPI measures the proportion of all schemes that are completed to these agreed dates. In some circumstances, there are changes instructed to the scope after the initial order has been placed. Where this is the case, the effect on the programme is communicated and this time is added to or subtracted from the original agreed date.

Useful Links**Commentary**

The percentage of schemes delivered to the agreed programme dates has increased to 97% for the first quarter of 2019/20 which is above the target of 95%. The KPI was last above the target back in quarter 2 2017/18.

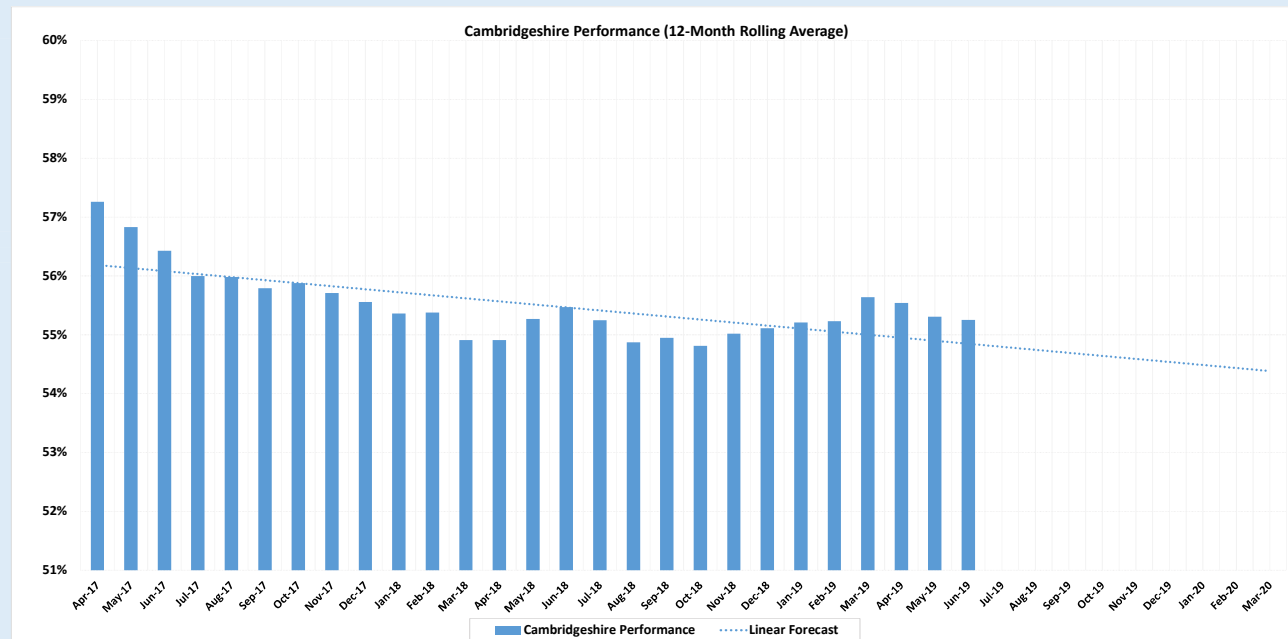
Target	Current Month	Previous Month	Direction for Improvement	Change in Performance
N/A	55.3%	55.3%	↑	↓
Statistical Neighbours Mean	England Mean		RAG rating	
N/A	45.7%		N/A	

Indicator Description

This KPI measures the combined proportion of Household waste that is recycled or composted and includes all district and city partners recycling performance.

This has significant financial impact on Council.

Useful Links



Commentary

During the 12-months ending June 2019, 55.3% of waste was recycled & composted. As a comparison the figure for June 2018 was 55.5 % and in June 2017 it was 56.4%.

The recycling rate for households has increased overall across the UK to 45.7% in 2017 from 45.2% in 2016. The recycling rate for households has also increased in all UK countries - England is now at 45.2% (up from 44.9% in 2016), Scotland at 43.5% (up from 42.9% in 2016) Northern Ireland at 46.3% (up from 43.3% in 2016), and Wales at 57.6% (up from 57.3% in 2016).

(Source of UK stats - <https://deframedia.blog.gov.uk/2019/02/15/uk-waste-statistics-published/>)

Target	Current Month	Previous Month	Direction for Improvement	Change in Performance
N/A	100%	100%	↑	↔
Statistical Neighbours Mean	England Mean		RAG rating	
N/A	N/A		N/A	

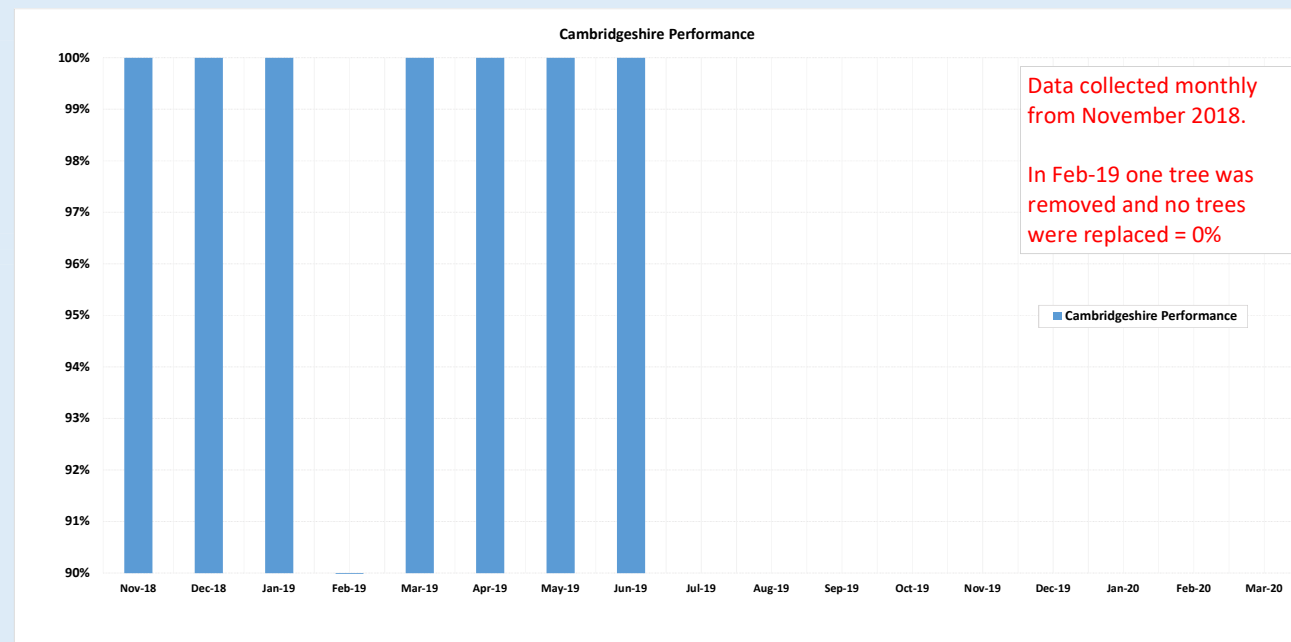
Indicator Description

Tree removal and replaced data has been collected monthly from November 2018 instead of every six months.

Priority noted in feedback from Members. The number of trees that are removed and planted is small – for example in the 6 months between Jan 2018 and Jun 2018 14 trees were removed and 3 planted.

This was a new indicator from the February 2019 committee report. The number of trees removed and replaced each month are now being reported in the monthly finance report. Presented in the performance report are the percentage of highways trees that have to be removed that are replaced in the month. If no trees are removed and no trees are replaced within a month then 100% will be reported. Also if 4 trees are removed and 26 trees are planted then the 100% will be report for that month.

Going forward the data will be summarised to a rolling 12 month average once we have 12 months of data.

Useful Links**Commentary**

In June 2019 no trees were removed or replaced in Cambridgeshire.

Target	Current Quarter	Previous Quarter	Direction for Improvement	Change in Performance
90%	93.3%	96.8%	↑	↓
Statistical Neighbours Mean (2017/18)	England Mean (2017/18)	RAG Rating		
N/A	N/A	N/A		

Indicator Description

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

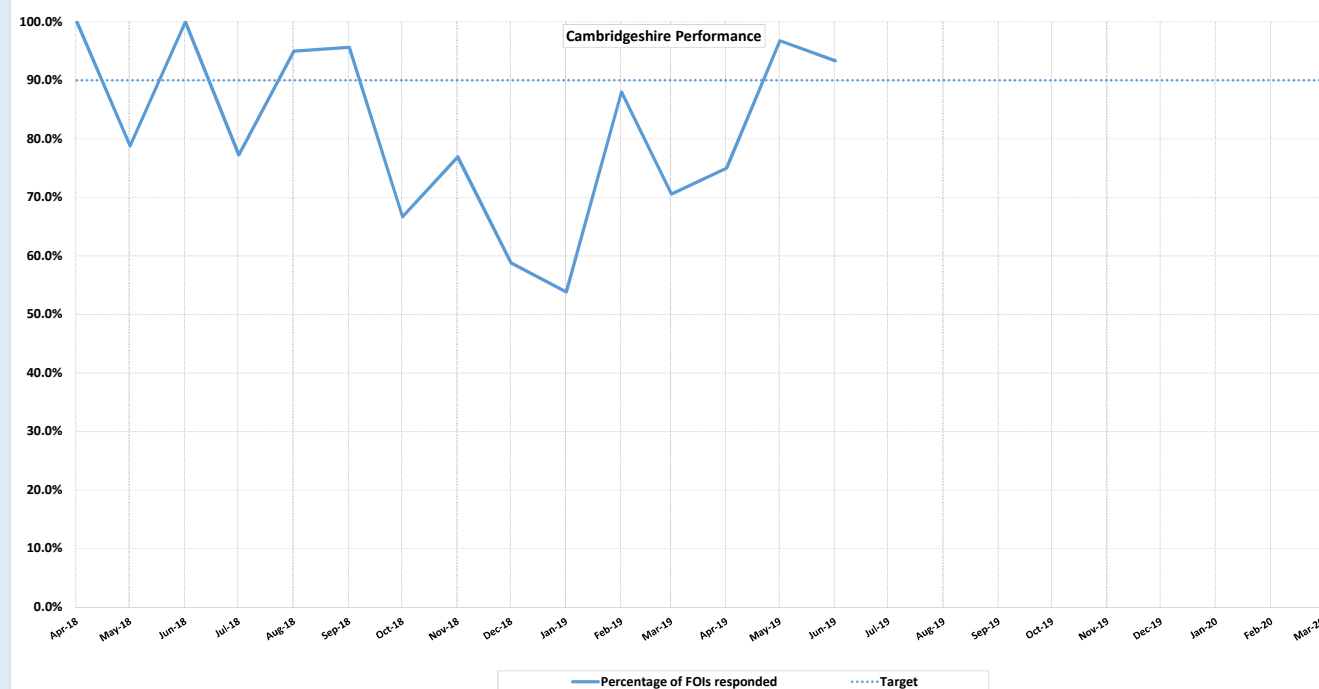
Anyone has a right to request information from a public authority. The council has two separate duties when responding to these requests:

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.

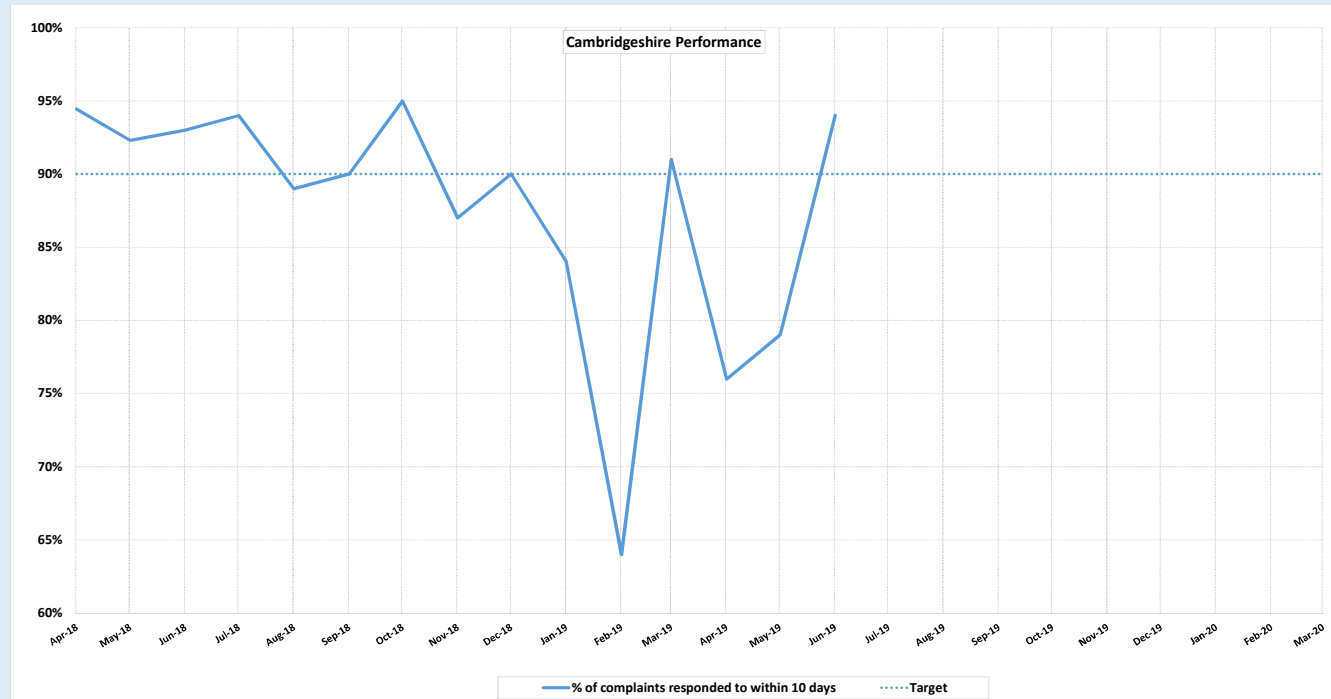
Useful Links**Commentary**

A total of 15 Freedom of Information Requests were received during June 2019. 14 of these were responded to within the 20 working day deadline. In May and June 2019 the Service is once again above target which shows and improvement in performance and indicates that a new response process following a business support restructure in late 2018 is now working.

Target	Current Quarter	Previous Quarter	Direction for Improvement	Change in Performance
90%	94.0%	79.0%	↑	↑
Statistical Neighbours Mean (2017/18)	England Mean (2017/18)	RAG Rating		
N/A	N/A	N/A		

Indicator Description

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

Useful Links**Commentary**

50 complaints received for June, 47 were responded to within the 10 working days giving a 94% pass rate.

HIGHWAYS AND INFRASTRUCTURE POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 2nd September 2019



Cambridgeshire
County Council

Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

The definition of a key decision is set out in the Council's Constitution in Part 2, Article 12.

* indicates items expected to be recommended for determination by full Council.

+ indicates items expected to be confidential, which would exclude the press and public.

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.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log;
- Finance Report;
- Agenda Plan, Appointments to Outside Bodies and Training Plan;

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
10/09/19	Annual Highways Report	Emma Murden/ Richard Lumley	Not applicable	30/08/19	02/09/19
	Winter Plan for 2019/20	Jonathan Clarke/Richard Lumley	2019/027		
	Quarterly Performance Report	Tom Barden	Tom Barden		
08/10/19	Risk Register Review	Graham Hughes		27/09/19	30/09/19

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for draft reports	Agenda despatch date
	Service Committee Review of Draft Revenue Business Planning Proposals for 2010/21 to 2024/2025	Steve Cox			
	Service Committee Review of Draft 2020/21 Capital Programme	Steve Cox			
	Milton Household Recycling Centre	Adam Smith	2019/054		
12/11/19	Review of withdrawal of £1 Park & Ride parking charge	Steve Cox	Not applicable	01/11/19	04/11/19
04/12/19	Business Planning	Steve Cox		25/11/19	26/11/19
	Quarterly Performance Report	Tom Barden			
21/01/20	Risk Register Review	Steve Cox		10/01/20	13/01/20
<i>[18/02/20] Provisional mtg.</i>				07/02/20	10/02/20
10/03/20	Quarterly Performance Report	Tom Barden		28/02/20	02/03/20
<i>[21/04/20] Provisional mtg.</i>	Risk Register Review	Steve Cox		10/04/20	13/04/20
26/05/20	Risk Register Review (tbc, depending on April)	Steve Cox		15/05/20	18/05/20

August/September 2020: Performance report on first year of Ely Archives