

COUNCIL MEETING

AGENDA

11th February 2025

Red Kite Room,
New Shire Hall,
Alconbury Weald,
Huntingdon
PE28 4YE

Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held in the Red Kite Room, New Shire Hall, Alconbury Weald, Huntingdon PE28 4YE on Tuesday, 11th February 2025 at 10.30a.m.

Agenda

Apologies for Absence

1. Minutes – 10th December 2024 and Motions Log (pages 4-19)
[available at [County Council meeting 10/12/2024](#)]
2. Chair’s Announcements (oral)
3. Declarations of Interests (oral)
[\[Guidance for Councillors on declaring interests is available here\]](#)
4. Public Question Time (oral)

To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3.
5. Petitions (oral)

To receive petitions from the public in accordance with Council Procedure Rule 9.4.
6. Greater Cambridge Busways – Waterbeach to Cambridge Transport and Works Act Order and Confirmatory Decisions (pages 20-48)
7. 2025-30 Business Plan and budget (pages 49-59)

Note: a copy of the report discussed by the Strategy, Resources and Performance Committee on 28th January 2025 is available via the following link:

[Strategy, Resources and Performance Committee meeting 28/01/2025](#)

8. Item for determination from Strategy, Resources and Performance Committee (oral)

Treasury Management Quarter Two Update 2024-25

To consider the following recommendation arising from the Strategy, Resources and Performance Committee on 17th December 2024 (minute no.238 refers):

note the Treasury Management Quarter Two Update for 2024-25 and endorse it for consideration at Full Council.

Note: a copy of the report discussed by the Strategy, Resources Performance Committee and the minutes of the meeting are available via the following link:

[Strategy, Resources and Performance Committee meeting 17/12/2024](#)

9. Constitution and Ethics Committee recommendations – (pages 60-69)
Proposed changes to the Constitution

10. Questions

- (a) Cambridgeshire and Peterborough Combined Authority (page 70)
and Overview and Scrutiny Committee
(Council Procedure Rule 9.1)

- (b) Written Questions (Council Procedure Rule 9.2) (oral)

To note responses to written questions from Councillors submitted under Council Procedure Rule 9.2.

Dated 3rd February 2025

Emma Duncan
Service Director:
Legal and Governance
(Monitoring Officer)

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For more information about this meeting, please contact Michelle Rowe at the County Council's Democratic Services on Cambridge (01223) 699180 or by email at: michelle.rowe@cambridgeshire.gov.uk

Full Council Motion Log

This is the updated Motion Log as of 3 February 2025. It captures the actions arising from motions agreed at meetings of Full Council and updates Members on the progress in complying with delivery of the necessary actions.

Motions from Full Council on 19 July 2022					
Minute No.	Motion	Responsible Officer	Action	Update	Status
87 e)	Councillor Alex Beckett (Pavement parking)	Executive Director of Place and Sustainability	Highways and Transport Committee to assess the impact of this trial [a group of pilot areas in Cambridge City for TRO implementation] upon its implementation.	Update: 3 February 2025 Further clarification is being sought from the Greater Cambridge Partnership as to its current position. A report will be presented to the committee at a future date.	Ongoing
			If successful, the highways department should expand this work and bring a further paper to Highways and Transport Committee for all urban areas within Cambridgeshire with informal pavement parking, when it is appropriate to do so (mindful that Civil Parking Enforcement powers are needed to locally enforce the TRO).	Update: 3 February 2025 An application was submitted for an LHI scheme in the 2024/25 round for a trial red route scheme on East Road, and it scored well enough to be awarded funding, which was approved by the Highways and Transport Committee in October 2024. This scheme of a trial of red route is now being progressed by the Highways Projects team.	Ongoing

Motions from Full Council on 18 July 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
161 c)	<p>Councillor Michael Atkins</p> <p>School Uniform Costs</p>	Director of Education	<p>Write to all school headteachers and governing bodies to:</p> <ul style="list-style-type: none"> - Remind them of the new statutory guidance. - Gather data as to the current impact of uniform policies on families in the county, in particular: <ul style="list-style-type: none"> a. the number of branded items required by the policy, and whether sew-on badges or equivalent are available; b. an estimate of the total cost of a full set of school uniform to attend the school; c. whether the uniform has been changed in the past five years, and if so whether existing pupils were permitted to continue wearing the previous uniform; and d. support offered to families on low income. 	<p>Update: 3 February 2025</p> <p>A survey was sent to schools in November 2024. By the beginning of January 2025, there had been 199 responses. Schools that hadn't responded were reminded and given a deadline of 17 January 2025. Information is currently being collated and analysed. Once that has been completed, a briefing paper will be provided to the Spokes of the Children and Young People Committee.</p>	Ongoing

			Analyse the data returned by schools in a report to the Children and Young People Committee -where information is not returned, it may be complemented by a desktop exercise based on public information. The report should highlight examples of best practice, and be shared with school governors.	Update: 3 February 2025 Following analysis of the data, a report will be presented to the Children and Young People Committee at its meeting in June 2025 and will also be shared with School Governors.	Ongoing
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Motions from Full Council on 17 October 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
173 d)	Councillor Bill Hunt Reclassification of the A1421	Executive Director of Place and Sustainability	Accelerate the IRAP [International Road Assessment Programme] safety analysis of the A1421 and include it in the first tranche.	Update: 3 February 2025 The IRAP report has identified the A1421 as a 1 Star route travelling north from the National Speed Limit derestriction based on the assessment criteria for Car Occupants, Motorcyclists and Cyclists. Once into the village and the speed restriction, the Star rating rises to between 2 and 4 stars for all users.	Complete

Motions from Full Council on 12 December 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
186 a)	<p>Councillor Mike Black</p> <p>Adult Social Care</p>	<p>Executive Director of Adults, Health and Commissioning</p>	<p>The Executive Director of Adults, Health and Commissioning to ensure that departments make the necessary preparations for this Council to take the initiative locally to take any opportunities offered by changes to government policy, including but not limited to the introduction of a National Care Service, to bring about a drastic improvement in social care provision.</p>	<p>Update: 11 March 2024</p> <p>The development of proposals to establish a National Care Service would be led by the Government of the day, through the associated legislative processes. Consequently, local implementation will be reliant on these being delivered.</p> <p>The Council will need to consider detailed responses to any future Government consultations as part of this approach to inform policy change, and the completion of evidence-based impact assessments will be key to this. It is therefore very likely that the development and delivery of a National Care Service will take a considerable amount of time at both a national and local level to ensure the process of co-design, legislation and implementation is accommodated.</p> <p>The Council already actively takes forward the opportunities afforded within changes to Government policy, funding, and reforms to improve adult social care provision within the funding it has available to it. Progress against developments in areas such as self-directed support, Care Together, Adult Social Care Market Sustainability, accommodation, in-house</p>	<p>Complete</p>

				<p>service provision and commissioning improvements are already appropriately reported to the Adults and Health Committee for Member decision-making and scrutiny.</p> <p>Update: 3 February 2025</p> <p>Baroness Louise Casey has recently been appointed to chair an independent commission to review reforms required to adult social care to meet the current and future needs of the population, including building national consensus for a National Care Service. Where appropriate, the Council will contribute to the work of the commission and will develop approaches in line with any agreed recommendations for the future of social care. Regular updates will be provided to our relevant committee and members meetings when we are involved in this work which will be led by central government. This element of the Commission's work is not expected to report until 2028.</p> <p>It is therefore proposed to close this item and refer further developments in this area to the Adults and Health Committee.</p>	
186 c)	<p>Councillor Alex Bulat</p> <p>Dentists</p>	Director of Public Health	Working with the "Toothless in England" resident campaign group, who have members across Cambridgeshire including a local branch in Huntingdon, to bring local lived experiences in any discussion around dental health in our county.	<p>Update: 14 October 2024</p> <p>Public Health are following up on the outcomes of the meeting with "Toothless in England". In the intervening period, the NHS Cambridgeshire and Peterborough Integrated Care Board has undertaken a "deep dive" into local dental</p>	Ongoing

				<p>services and is developing a local action plan that will be reported on in early 2025.</p> <p>Update: 3 February 2025</p> <p>The newly appointed Director of Public Health will be reviewing this work with her team and with the Integrated Care Board.</p>	
			<p>Encourage the ICB to explore the feasibility of mobile dentistry in our county, especially in areas which are less served by public transport.</p>	<p>Update: 14 October 2024</p> <p>The NHS Cambridgeshire and Peterborough Integrated Care Board area has been identified as being an area that would benefit from the provision of a mobile dental service. However, the progression of this proposal has been paused until further clarity and advice is provided by NHS England, nationally, from both the Chief Dental Officer and the National Specialised Commissioning Teams.</p> <p>Update: 3 February 2025</p> <p>The newly appointed Director of Public Health will be reviewing this work with her team and with the Integrated Care Board.</p>	Ongoing

Motions from Full Council on 21 May 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
222 a)	Councillor Alex Beckett Artificial Intelligence	Executive Director of Finance and Resources	Present long-term Technology Impact Assessment, as part of business planning, reports to each Policy and Service Committee to inform members' awareness of the potential opportunities and risks, new technologies (including but not limited to autonomous vehicles, artificial intelligence / Machine Learning, renewable energy generation / storage, Internet of Things) may present to our ways of working with and in our communities over the short, medium and long (20+year) - term. This should consider the financial costs and gains, environmental impacts, economic opportunities, social changes, and potential security risks.	Update: 3 February 2025 Update reports will be presented to the Strategy, Resources and Performance Committee at its meeting in March 2025, to initiate planning for 2026/27 and beyond.	Ongoing
			Use the assessments to continually refresh the Council's Digital Strategies and the action plans that support their delivery, as well as the Council's business plan. This should be reported annually alongside the Business and Budget Plan to the Strategy, Resources and Performance Committee.	Update: 3 February 2025 Update reports will be presented to the Strategy, Resources and Performance Committee at its meeting in March 2025, to initiate planning for 2026/27 and beyond.	Ongoing

			Work with the Combined Authority to create a technology forum to foster collaboration with local universities, technology companies, research institutions, and other local authorities in order to explore the challenges and opportunities technology can bring to our area. A member technology champion would assist in supporting this Forum.	Update: 2 December 2024 Councillor Beckett was appointed as the Technology Member Champion by the Strategy, Resources and Performance Committee. A scoping meeting to develop a wider forum was held in early November 2024, with a forward plan for 2025 being drawn up to which the Member Champion will be invited. An update on progress will be presented to the Committee in summer 2025, as part of wider feedback on the Digital Strategies.	Ongoing
222 e)	Councillor Susan van de Ven International relationships	Executive Director of Place and Sustainability	Seek to influence its partnership activity with the CPCA and District Councils to strengthen links with the international community, with a view to encouraging cross-cultural understanding, exchange, and investment.	Update: 3 February 2025 This matter was raised with the Chief Executives of the Combined Authority and District Councils at a meeting on 18 July to support ongoing work being undertaken with partners to further improve approaches to place marketing and inward investment.	Complete
Motions from Full Council on 16 July 2024					
Minute No.	Motion	Responsible Officer	Action	Update	Status
232 a)	Councillor Alan Sharp Mill Lane flooding	Executive Director of Place and Sustainability	Approval of a virement of £250,000 from the £1.5m that remains unallocated over the next five years in the Medium-Term Financial Strategy from the Digital and Change Reserve to the Bridge Maintenance Fund.	Update: 2 December 2024 A report will be presented to the Highways and Transport Committee on 4 March 2025.	Ongoing

			Highways and Transport Committee be asked to assess whether an options appraisal for Mill Lane is good value for money, and whether there are other capital projects which could benefit from similar work to ensure that Mill Lane and other areas remain passable during flooding.	Update: 2 December 2024 A report will be presented to the Highways and Transport Committee on 4 March 2025 to assess whether an options appraisal for Mill Lane is good value for money, and whether there are other capital projects which could benefit from similar work to ensure that Mill Lane and other areas remain passable during flooding.	Ongoing
232 c)	Councillor Ros Hathorn Play and recreational spaces	Executive Director of Strategy and Partnerships	Report key findings from this work back to the Communities, Social Mobility and Inclusion Committee.	Update: 3 February 2025 A report will be presented to the Communities, Social Mobility and Inclusion Committee on 27 February 2025.	Ongoing

Motions from Full Council on 22 October 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
243 a)	Councillor Alex Bulat Community Safety	Executive Director of Strategy and Partnerships	<p>Officers from the Domestic Abuse and Sexual Violence Service with:</p> <ul style="list-style-type: none"> a) Recruiting additional White Ribbon ambassadors from across the Council, ensuring there is representation from all council directorates and from elected members. b) Developing a cross-council action plan to support the White Ribbon reaccreditation process. c) Communicating the help and support available across Cambridgeshire to victims of domestic abuse through partner forums, Council communications (including social media channels) and through local publications such as Cambridgeshire Matters and the Cambridgeshire and Peterborough Association of Local Councils newsletter. 	<p>Update: 3 February 2025</p> <ul style="list-style-type: none"> a) The internal communications team recruited additional White Ribbon ambassadors. This was featured in an all-employee briefing and through internal communications to all the Council's directorates. White Ribbon Day also featured in the weekly staff bulletin on 13 and 27 November 2024, the flag was raised at New Shire Hall, and the ambassadors were listed on the Council's intranet. b) Accreditation was awarded. c) Communications were issued through a range of channels on White Ribbon Day and during the sixteen days of the campaign, including to a range of partners. The Christmas tree at New Shire Hall was decorated with white ribbons to draw attention to the Council's commitment to this campaign. 	Complete

243 b)	Councillor Ros Hathorn Planning Process	Executive Director of Place and Sustainability	Provide Members with comprehensive and bespoke training and engagement to understand the parameters of the planning system, how county decisions feed into the process, what the county is doing to manage the challenge of delivering new towns and major developments.	Update: 3 February 2025 Invitations have been issued for a training event on 12 February 2025.	Ongoing
			Provide a guidance document available on its website detailing the planning parameters, what the county council does to secure the best possible outcomes, and how residents can best engage.	Update: 3 February 2025 Feedback from the training event on 12 February 2025 will ensure the guidance published on the website is beneficial for all audiences.	Ongoing
243 d)	Councillor Edna Murphy A14 Impacts	Executive Director of Place and Sustainability	Request that Council officers identify the outstanding issues from the A14 project on local communities and bring them together in a single report to the Highways and Transport Committee so that all issues can be clear and documented, to ensure the pervasive effects are not forgotten or normalised, and how the whole experience of the A14 project might be captured and used to ensure success in relation to other major Consents.	Update: 3 February 2025 The report is now scheduled to be presented at the Highways and Transport Committee in July 2025.	Ongoing

Motions from Full Council on 10 December 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
254 a)	Councillor Bryony Goodliffe Trauma	Executive Director for Adults, Health and Commissioning	Take steps to become a Trauma-Informed County and commit to working in partnership to embed Trauma-Informed frameworks across services and partner agencies, working in co-production with trauma survivors	Update: 3 February 2025 As part of the Changing Futures Programme, the Council has taken a lead on developing a trauma-informed system with internal and external partners. Its work has been to bring together a cross-service partnership to look at how trauma-informed approaches can be implemented on a systemic level.	Ongoing
		Executive Director for Adults, Health and Commissioning	Use the learning and research on trauma to inform change in practice and thus be better able to reduce the negative effects of trauma on the lives of all with whom we come in contact	Update: 3 February 2025 The Adults, Health and Commissioning Directorate has participated in national workshops with research in practice, trauma-informed change project. This concluded in 2024 and the next steps of this are for research in practice to develop a national toolkit, which will be accessible to staff across the whole Council but with a focus on social care practice. This is currently in the development stage. This toolkit to support best practice in Adult Social Care with a trauma informed lens. Public Health officers have received training and been involved in different initiatives. Commissioned services, especially drugs and alcohol, sexual health, children and young people	Ongoing

				and behaviour change services are expected to be able to identify and respond to individuals. These expectations of commissioned services are being strengthened as they are being re-commissioned.	
		Chief Executive	Ask the Chief Executive and the Corporate Leadership Team to develop an action plan to introduce a Trauma-Informed framework across Council services, with a report to be received by the Strategy, Resources and Performance Committee as part of the business planning process for 2025/26.	Update: 3 February 2025 The Chief Executive tasked the Executive Director for Children, Education and Families with leading the initial plan development, given the Trauma-Informed work that has already been developed within the Virtual School and the approach to supporting children in care. This work is currently underway but has been delayed due to the Area Inspection for Special Educational Needs and Disability Services that has been underway during January 2025. Consequently, the action plan may not be able to align fully with the business planning process for 2025/26, which is currently nearing conclusion, but this will be reported to the Strategy, Resources and Performance Committee as soon as possible.	Ongoing
		Executive Director for Adults, Health and Commissioning	Deliver services by responding to individuals' needs and creating nurturing and supportive environments where people feel valued, and efforts are made to resist inadvertent re-traumatisation	Update: 3 February 2025 Further recommendations are being gathered to help inform this approach using regional resources and learning from the National Trauma Transformation Programme. This includes understanding tools and guidance available to develop together a roadmap which enables a trauma informed and responsive approach to be embedded.	Ongoing

		Executive Director for Adults, Health and Commissioning	Introduce essential learning for councillors and all staff, including e-learning modules, that enables Cambridgeshire County Council to become a truly Trauma-Informed organisation	Update: 3 February 2025 The Council has been working jointly with NHS England and Skills for Care during 2023 to develop an e-Learning Trauma-Informed Programme modular framework for all levels of health and social care employee groups (supported by additional “face to face” delivery sessions) for national implementation. This is now in the final development stages and will be an e-learning package available to all the Council’s workforce.	Ongoing
		Executive Director for Adults, Health and Commissioning	Adopt the trauma-informed principles of safety, trust, choice, collaboration, empowerment, and cultural sensitivity so that we can help people to overcome the effects of trauma and improve both access to services and long-term outcomes	Update: 3 February 2025 These principles are broadly captured in the Practice Principles within the Adults, Health and Commissioning Directorate. These will be reviewed to ensure that the principle of cultural sensitivity is explicit within the Practice Principles. Within the directorate we complete regular practice audits, which covers all of these principles. The directorate is intending to embed these further with the launch of trauma informed training.	Ongoing
		Executive Director for Adults, Health and Commissioning	Work with partner organisations to implement a County-wide approach to raising awareness of the impact of trauma and how becoming Trauma-Informed can help to support trauma survivors.	Update: 3 February 2025 As part of the Changing Futures Programme, the Council has taken a lead on developing a trauma-informed system with internal and external partners. Its work has been to bring together a cross-service partnership to look at how trauma-informed approaches can be implemented on a systemic level.	Ongoing

		Executive Director for Adults, Health and Commissioning	Consider the implications of making it a requirement in commissioned contracts and services that partner organisations can demonstrate they have, or are implementing, a Trauma-Informed framework, with a report to the Assets and Procurement Committee to be provided within two committee cycles of this motion being approved.	Updated: 03 February 2025 Our current contractual arrangements with care and support partners do not cover making trauma-informed practice as a requirement. This can be changed using a variation to contracts or by implementing new contracts on expiry of the existing arrangement. To inform this work will be required with the Integrated Care Board to select the appropriate learning and development arrangements for partner organisations to access.	Ongoing
254 b)	Lucy Nethsingha Special Educational Needs and Disabilities	Executive Director for Children, Education and Families	The Executive Director for Children, Education and Families write to all heads of secondary schools in Cambridgeshire asking for details on how they are ensuring their school is able to meet the needs of all pupils and invite them to the planned Inclusion Summit next year to discuss how we can better support the families of children with SEND.	Update: 3 February 2025 The Executive Director for Children, Education and Families assisted in the facilitation of the Inclusion for All Summit, which took place on 20 January 2025 and where there was wide ranging representation from schools. The objective of the summit was to launch the Inclusion for All Framework, which makes clear the accountabilities for schools and partners to meet the needs of pupils with special educational needs.	Ongoing
			The Children and Young People Committee members and officers work with the Adults and Health Committee to bring forward a report on how schools and those working with young people feel the CAMHs system is working, and whether there is a need for a review of its role.	Update: 3 February 2025 The Council was notified of the Joint Area Special Educational Needs and Disabilities (SEND) Inspection on 13 January 2025, and this concluded on 31 January 2025. The experience of young people needing mental health services forms an important part of this inspection. The outcome of the inspection and the recommendations of inspectors from both Ofsted and the Care Quality Commission will reflect the	Ongoing

				experiences of children, and the Local Area Partnership will need to prepare a response to priority areas. This will be shared with the Children and Young People Committee alongside any action plan that the Council is required to submit in relation to mental health services for young people.	
			The Executive Director for Children, Education and Families also contact early years providers and primary schools to gather information on their experience of the SEND system and invite them to participate in the Inclusion Summit and ongoing discussions on how to work together to promote an inclusive approach to SEND education with a focus on early intervention and support.	Update: 3 February 2025 The Executive Director for Children, Education and Families assisted in the facilitation of the Inclusion Summit, which took place on 20 January 2025 and where there was wide ranging representation from schools. The objective of the summit was to launch the Inclusion for All Framework, which makes clear the accountabilities for schools and partners to meet the needs of pupils with special educational needs.	Ongoing
254 e)	Mark Goldsack Family Farm Tax	Chief Executive	Ask the Chief Executive to write to the Secretary of State for the Department of Environment, Food and Rural Affairs to outline the Council's dismay at this decision and calls on the Government to stop the Family Farm Tax.	Update: 3 February 2025 The Chief Executive issued a letter to the Secretary of State for the Environment, Food and Rural Affairs on 29 January 2025 outlining the Council's position. This letter was duly shared with all Members and a response is currently awaited.	Complete
		Executive Director of Place and Sustainability	The Council to engage with local farmers and community representatives to offer support.	Update: 3 February 2025 A meeting between the Executive Director of Place and Sustainability is being arranged with the National Union for Farmers to discuss the support needed.	Ongoing

Greater Cambridge Busways - Waterbeach to Cambridge Transport and Works Act Order and Confirmatory Decisions

To: Council

Meeting Date: 11 February 2025

From: Interim Director Greater Cambridge Partnership (GCP)

Purpose: This report provides an update on the proposed Waterbeach to Cambridge Transport Scheme (W2C Scheme) which would lead to the creation of a new, or significantly improved, public transport route between Waterbeach New Town and Cambridge, including a new travel hub site. The W2C Scheme would deliver the following components if approved:

- A new high quality guided busway.
- Bus priority improvements.
- A new Park and Ride/Travel Hub.
- New high-quality cycling and walking facilities making use of the emergency and maintenance access track required for the new guided busway.

The purpose of this report is to seek approval to submit an application for a Transport and Works Act Order (W2C Order) for the W2C Scheme. The report also seeks delegated authority to progress the delivery of the W2C Scheme if the W2C Order is approved.

If authorised, the resulting W2C Order and deemed planning permission will together provide the relevant powers and planning consent for the construction, maintenance and operation of the W2C Scheme.

The report also includes the confirmatory procedural steps for the Cambourne to Cambridge, and Cambridge South East transport schemes.

Recommendation: The Full Council is recommended to:

- (a) Note the report, and the likely timescales for the formal consent process; and
- (b) Agree to the:
 - (i) Making of an application under the provisions of section 6 of the Transport and Works Act

1992 for an Order authorising the construction and operation of a guided transport system between Waterbeach New Town and Cambridge.

- (ii) Seeking of a direction from the Secretary of State under Section 90(2A) of the Town and Country Planning Act 1990 that planning permission be deemed to be granted for the development provided for in the proposed Order for the W2C Scheme.
- (iii) Delegation of Authority to the Greater Cambridge Partnership Executive Board:
 - a. To progress negotiations with any owners of interests in the affected land and other persons affected by the W2C Scheme and to make necessary arrangements to acquire land or rights within the proposed W2C Order limits whether by agreement or through the exercise of powers contained in the W2C Order;
 - b. To progress negotiations with any affected parties or objectors to the W2C Order with the aim of avoiding, or securing the withdrawal of, any objections to the W2C Order;
 - c. If so advised, to prepare and submit a request to the Secretary of State for Housing Communities and Local Government for a certificate under Section 19 of the Acquisition of Land Act 1981 that Special Parliamentary Procedure is not required on the basis that open space to be acquired compulsorily is to be replaced by suitable land provided in exchange for the open space that is subject to compulsory purchase powers; and
 - d. To promote the W2C Order through, and participation in, any public local inquiry or other processes and procedures arising or resulting from the submission of the application for the W2C Order.

- (iv) Delegation of authority to the Greater Cambridge Partnership Executive Board to:
- a. Prepare for submission the necessary documents and any other evidence deemed appropriate to support the Transport and Works Act Order application;
 - b. To amend and update the application documentation to make the application ready for submission, including the seeking additional powers to affect highways, additional powers in respect of public rights of way and private means of access; provide for additional traffic regulation measures; remove land from order limits; reduce order limits, seek only new rights and/or temporary uses over land currently shown for compulsory acquisition for full title on the draft works and land plan; and update and amend plans showing the design of the W2C Scheme prior to submission of the Application;
 - c. Undertake further design development work on the W2C Scheme and progress the ongoing statutory process, including further refinements to the W2C Order and request for deemed planning permission, prior to submitting the Transport and Works Act order application and application for deemed planning permission; and
 - d. Deliver the W2C Scheme to practical completion subject to:
 - i. the W2C Order being made and deemed planning permission granted; and
 - ii. the approval of a Full Business Case in line with existing agreements and in accordance with internal governance and procurement requirements of the County Council as the accountable body and in consultation with the Council's

Section 151 Officer, Executive
Director of Place and Sustainability
and Chair and Vice Chair of the
Highways and Transport Committee.

- (v) Delegation of Authority to the Greater Cambridge Partnership any interest of land anticipated to be included in or affected by the W2C Order to, if so advised:
 - a. Serve formal requests for information on persons interested in land pursuant to Section 5A of the Acquisition of Land Act 1981; and
 - b. Serve on persons interest in land which may be affected by The Scheme notices to enter on to and carry out surveys or valuation of that land pursuant to section 172 of the Housing and Planning Act 2016.
- (vi) Delegation of Authority to the Council's Section 151 Officer, in consultation with the Service Director for Legal and Governance, to negotiate, agree, enter into, execute and serve (where appropriate) all relevant legal agreements, notices and other documentation necessary to facilitate and underpin the progress of the W2C Order, or to instruct the Council's agents to do so, including (i) provisions to protect the apparatus of statutory authorities which may lead to ongoing liabilities (ii) to amend the W2C Order to reduce the extent of Order Land to reflect the extent of acquisition and rights required, (iii) to settle compensation claims either by agreement or as determined by the Lands Chamber, (iv) to authorise the diversion or interference of public rights of way and means of access to the highway (v) to give due regard to the criminal sanctions, powers to create byelaws and (vi) discharge or vary existing byelaws applying to the relevant Internal Drainage Boards,- having regard to the public sector equality duty and human rights provisions outlined in this Report, and
- (vii) Authorise the Greater Cambridge Partnership to submit the W2C Order application, and the

application that a direction be given that planning permission be deemed to be granted together with all supporting documents, and to prepare such further documents and applications as may be required to support those applications.

- (c) Note the submission to the Secretary of State of both the Cambourne to Cambridge and Cambridge South East Transport schemes.
- (d) In respect of the Cambourne to Cambridge Scheme, for the purposes of section 239 of the Local Government Act 1972 (as applied by section 20 of the Transport and Works Act 1992), the resolution of the Council that was passed at a meeting of the Council held on 21 March 2023 to approve the submission of an Application for an order (which was submitted on 12 November 2024) is confirmed by this resolution.
- (e) In respect of the Cambridge South East Transport Scheme, for the purposes of section 239 of the Local Government Act 1972 (as applied by section 20 of the Transport and Works Act 1992), the resolution of the Council that was passed at a meeting of the Council held on 22 October 2024 to approve the submission of an application for an Order (which was submitted on 9 January 2025) is confirmed by this resolution.

Officer contact:

Name: Peter Blake
Post: Interim Director Greater Cambridgeshire Partnership
Email: peter.blake@cambridgeshire.gov.uk

1. Background

- 1.1 Full details in relation to the strategic need for investment in the W2C Scheme, together with financial, commercial and management implications as well as investigation of alternative schemes, can be found in the Outline Business Case (OBC) at **Appendix 1** which was approved by the Greater Cambridge Partnership Executive Board in September 2023.
- 1.2 The preparation of documents for submission of the Transport and Works Act application has been supported by City Deal funding. The decision to seek a County Council Transport and Works Act order application was taken by the Executive Board meeting on 7 November 2024, as the W2C Scheme has approved funding under the City Deal programme.
- 1.3 Formal application is now proposed to be made to the Secretary of State for Transport for the W2C Order under the Transport and Works Act 1992 to construct and operate the W2C Scheme. This will also provide for powers of compulsory acquisition, diversion of rights of way and traffic and highway and street related matters for the purposes of the W2C Scheme and include protective provisions for specified bodies which have apparatus affected by the W2C Scheme. It also will include the creation of criminal sanctions including to prevent the obstruction of those constructing the W2C Scheme or in respect of trespass on the operational guided busway. Powers to carry out works to drainage and watercourses in the Order land are also sought, including the power to amend the Bylaws of the Waterbeach Level Internal Drainage Board and Old West Internal Drainage Board Internal Drainage Board, who are appointed to manage drainage in part of the Order Lands.
- 1.4 A description of the proposed development comprising the W2C Scheme is provided in section 2 below and a plan showing the proposed alignment of the W2C Scheme is shown at **Appendix 2**.
- 1.5 By virtue of Section 20 of the Transport and Works Act 1992 the County Council may apply for a Transport and Works Act Order (TWAO) but the power to do so is subject to the same conditions as apply to a Local Authority promoting bills in Parliament.
- 1.6 In this instance, the County Council must comply with the conditions set out in section 239 of the Local Government Act 1972.
- 1.7 Section 239 provides that where a Local Authority is satisfied that it is expedient to promote a Bill (and this applies to TWAOs), it must pass a resolution to do so which then needs to be confirmed at a further meeting of the authority after the Bill is deposited (or in the case of a TWAO), the application made.

- 1.8 Such a resolution must be:
- (a) preceded by not less than 30 clear days' notice, given by advertisement in one or more local newspapers and by the ordinary notices required to be given for convening a meeting of the authority; and
 - (b) passed by a clear majority of the whole number of the members of the authority (i.e. not a majority of those present but a majority of all members).
- 1.9 Notice was given to the public of a resolution in accordance with section 239 of the Local Government Act 1972 in the Cambridge News on 9 January 2025.

The City Deal

- 1.10 The Greater Cambridge City Deal was signed on 19 June 2014 on behalf of all five local partners comprising GCP (The County Council, Cambridge City Council (City Council), South Cambridgeshire District Council (SCDC), the Greater Cambridge Greater Peterborough Enterprise Partnership (the Business Board) and the University of Cambridge and the Government. The Deal was underpinned by a commitment to deliver transformative economic benefits through investment in infrastructure and through a collaborative governance framework.
- 1.11 An effective and efficient governance structure is recognised in the deal document as key to the delivery of the infrastructure programme and to planning effectively for future growth. The governance framework required some delegated authorities in order to fulfil its mandate, which was subject to a decision by Full Council.
- 1.12 A series of approvals and delegations by Full Council followed the formation of the Greater Cambridge City Deal, including agreement to delegate certain functions to the Executive Board of the Greater Cambridge Partnership as the decision-making body for the Greater Cambridge City Deal, these included delegated responsibility:
- (a) for making decisions regarding Traffic Regulation Orders for City Deal schemes;
 - (b) for making decisions around and exercising Compulsory Purchase Order powers for City Deal schemes;
 - (c) for making decisions around Side Roads Orders for City Deal schemes; and
 - (d) to promote TWAOs for City Deal schemes.
- 1.13 The Greater Cambridge City Deal was also empowered to develop a programme of works, approve projects, including the allocation of project funding, and approve plans and strategies necessary or incidental to the implementation of the City Deal agreement.

- 1.14 The City Deal has subsequently outlined its vision as:
- a. Securing the continued economic success of the area;
 - b. Significant improvements to air quality, supporting a healthier population;
 - c. Reducing carbon emissions in line with the partners' zero carbon commitments;
 - d. Helping to address social inequalities where poor provision of transport is a contributing factor; and
 - e. Wellbeing and productivity benefits from improving people's journeys to and from employment.
- 1.15 The City Deal has identified four major corridor schemes for investment in high quality public transport of which the W2C Scheme is one. These schemes will help to ensure access to major growth sites for housing and employment, thereby enabling delivery of the Local Plans for Greater Cambridge. In May 2020, the programme was subject to a routine Gateway Review by central Government which was successfully passed and which commented on the 'significant success and progress' the Partnership had made.

2. The Waterbeach to Cambridge Transport Scheme

- 2.1 The W2C Scheme is one of the four main corridor schemes developed by GCP under the City Deal. It comprises the development of a dedicated guided busway running for approximately 6.5 (km) between the new town of Waterbeach and north Cambridge via Landbeach and Milton Park and Ride. An emergency and maintenance access track (EAMT) will be available for use as an active travel path and will run alongside the segregated sections of guided busway. The EAMT would generally be separated from the guided busway by a verge or a swale providing drainage and ensuring the safety of EAMT users.
- 2.2 The guided busway starts at a junction with the Cambridgeshire Guided Busway (CGB), just to the west of where the CGB passes under the A14. The guided busway then heads northwards towards Milton Road/Butt Lane, Impington through agricultural land, running parallel and along the field boundaries to minimise impact.
- 2.3 The guided busway joins Milton Road/Butt Lane at a signalised T-junction where a bus stop will be provided. The buses will then run on highway in an easterly direction towards Milton Park and Ride. Milton Road/Butt Lane will be significantly improved and widened to accommodate the guided buses.
- 2.4 The entrance to Milton Park and Ride will be modified so that guided buses can enter the site to pick up or set down passengers, and then exit back onto Butt Lane. The guided busway will then re-commence at a junction on Butt Lane located just to the west of the Park and Ride junction.

- 2.5 The guided busway will continue north through agricultural land curving slightly to the east on the approach to a signalised crossroad junction with Landbeach Road, located just to the south of Landbeach village. A bus stop will be provided at this junction. The busway will continue further northwards passing Landbeach village to the east as it approaches Waterbeach Road where another bus stop will be provided along with drop off facilities. The guided busway will cross Waterbeach Road at a signalised crossroad junction before continuing north.
- 2.6 The guided busway will enter a new travel hub facility to be located to the West of the A10, opposite Waterbeach New Town. The travel hub is intended to accommodate up to 1,600 vehicles. It will link to the A10 via a spur road and a new roundabout on the A10 that will also serve as the southern entrance to Waterbeach New Town. At this point, the bus services using the guided busway will join the highway network for onward travel through Waterbeach New Town, and towards the proposed new railway station.
- 2.7 The development of the W2C Scheme in its current form has been informed by community and stakeholder engagement since its inception in 2019, in accordance with Department for Transport requirements. There have been three public consultations in 2020, 2023 and 2024, as are set out in the Consultation Report (**Appendix 11**). A range of options within the existing corridor, and on-line, have been considered in line with Government guidance.

Outcomes

- 2.8 The Outcomes of the proposals are discussed in detail in the OBC (**Appendix 1**) and the Environmental Statement documentation (**Appendix 10**). In summary, the OBC follows the requirements of the Green Book and Department for Transport (DfT) guidance and demonstrates the benefits of delivery of the W2C Scheme whilst the Environmental Statement sets out the impacts of the W2C Scheme and the mitigation required to offset any negative impacts. The mitigations set out will continue to be developed through the future stages of the project.
- 2.9 The Benefit Cost Ratio based purely on conventional transport economics is 1.4 and the project is expected to deliver a positive net present value. The W2C Scheme also has a very strong Strategic Case and achieves significant Wider Economic Impacts as a result of its role in unlocking growth and development potential as envisaged by the City Deal.
- 2.10 If the Council accepts the recommendations of this report, then both documents will be submitted to DfT for further scrutiny at the subsequent Public Inquiry considering whether or not the W2C Order should be made.

Powers for Surveys And Requests For Information

- 2.11 The W2C Scheme's appointed agents have carried out extensive land referencing to prepare the Book of Reference that lists the parties that are

believed to have interests in the Order Land. This work is continuing. In circumstances where a person interested in land is unable or unwilling to furnish details of their interest, acquiring authorities have powers under various Acts of Parliament to see powers to compel the provision of specified information. This report seeks authority for the Greater Cambridge Partnership to authorise the service of such requests for information relying on the Council's powers under S5A of the Acquisition of Land Act 1981, to assist the completion of the Book of Reference.

- 2.12 The W2C Scheme's appointed environmental consultants have carried out extensive work to ascertain the baseline for assessing significant environmental effects for the preparation of Environmental Statement to accompany the application for the W2C Order. Some surveys are still required to be carried out. Whilst engagement with landowners has been reasonably successful in securing access for surveys, it is anticipated that the Council may have to rely on its powers of survey under S172 of the Housing and Planning Act 2016 to secure access to land if owners or occupiers are unable or unwilling to allow access. This report seeks authority for the Greater Cambridge Partnership to authorise the service of such requests for access for survey purposes.

Open Space and Replacement land

- 2.13 Land that is used for the purposes of public recreation is given special protection by compulsory purchase legislation. Powers to acquire such land must be subject to a process called Special Parliamentary Procedure unless certain exceptions apply, such as the provision of replacement open space that is of at least the same area and equally as advantageous as the open space land being acquired.
- 2.14 For the W2C Scheme, an area of landscaping and buffer zone north of the Milton Recycling site appears to be used on an informal basis as open space. The Works and Land Plans for the W2C Scheme currently show this as land for compulsory acquisition and accordingly the Application will need to provide its replacement if such powers are sought in the Application. Replacement land has been identified north of Butt Lane and an application for a certificate under S19 of the Acquisition of Land Act 1981 will be prepared. This application will be made in parallel with the application for the TWAO Order but is made to the Secretary of State for Housing, Communities and Local Government.

Equality And Human Rights Implications

- 2.15 Section 149(1) of the Equality Act 2010 provides that in the exercise of their functions, the County Council must have due regard to the need to:
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;

- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 2.16 In accordance with rule 12(8) of the Transport and Works (Applications and Objections Procedure) (England and Wales) Rules 2006 (the Rules) an applicant for a TWAO must compile a Book of Reference containing the names of all those who were, at the beginning of a period of 28 days ending on the date of the application, owners, lessees, tenants (whatever the tenancy period) or occupiers of land which it is proposed will be subject to, compulsory acquisition, rights to use land, or rights to carry out protective works to buildings. The Book of Reference must also contain the names of all persons entitled to enjoy easements and other private rights over land which it is proposed to extinguish and the names of any others whom the Applicant would be required to give a notice to treat if proceeding under section 5(1) of the Compulsory Purchase Act 1965.
- 2.17 A Book of Reference is in the process of being compiled by the GCP and a draft appended to this report at **Appendix 7**. However, The Executive Board of GCP has delegated authority to promote the W2C Order (with further delegation sought in this report to finalise and submit the application). In this respect it is able to confirm to the County Council, as the Applicant, that it has and will continue to carry out diligent inquiry, as set out in the Rules and the Guidance on Compulsory Purchase Process and The Crichel Down Rules 2019 to identify all the persons with an interest in the plots shown on the draft Land and Works Plans (**Appendix 4**), persons with a potential claim for compensation as a result of the W2C Scheme, and a number of other potential parties and statutory designations. These persons will continue to be consulted pursuant to Rules 13, 14 and 16 of the Rules and as shown in the emerging Book of Reference. At this stage therefore, GCP is able to confirm to the County Council (CCC) as Acquiring Authority that it has and will continue to consider the rights of those to be listed in the Book of Reference and whether interference with the rights of persons affected by the powers sought in the Order, in particular those under Article 8 of the European Convention on Human Rights (ECHR), is proportionate and necessary.
- 2.18 Moreover, those affected by the exercise of compulsory powers if the W2C Order is made, will be entitled to claim compensation for infringement of their rights.
- 2.19 The Human Rights Act 1998 incorporated into domestic law the provision of the ECHR. The articles of particular relevance are:
 - (a) Article 1 of The First Protocol – protects the rights to peaceful enjoyment of possessions. No one can be deprived of their possessions except in the public interest.
 - (b) Article 6 – entitles those affected by compulsory powers to a fair and public hearing.

- (c) Article 8 – protects the right of the individual to respect for his private and family life, his home and his correspondence. Interference with this right can be justified if it is in accordance with law and is necessary in the interests of, among other things, national security, public safety or the economic wellbeing of the country.
- 2.20 Section 6 of the Human Rights Act 1998 prohibits public authorities from acting in a way which is incompatible with rights protected by the ECHR.
- 2.21 Paragraphs 2 and 12 of the Guidance on Compulsory Purchase Process and The Crichel Down Rules set out how applicants should take into account Human Rights. In this regard Paragraph 12.4 states:
- "An acquiring authority should be sure that the purposes for which the compulsory purchase order is made justify interfering with the human rights of those with an interest in the land affected. Particular consideration should be given to the provisions of Article 1 of the First Protocol to the European Convention on Human Rights and, in the case of a dwelling, Article 8 of the Convention."
- 2.22 The draft W2C Order, if made, may infringe the human rights of persons with an interest in land. This infringement is authorised by law provided that:
- i) There is a compelling case in the public interest for the compulsory acquisition powers included within the W2C Order, and that proper procedures are followed.
 - ii) Any interference with a human right is proportionate and otherwise justified.

Compliance with the ECHR

- 2.23 The Executive Board of GCP confirms to the County Council as applicant that it recognises that the W2C Scheme may have an impact on individuals but considers that the significant public benefits that will arise from the W2C Scheme, as set out in this report outweigh any harm to those individuals. The draft W2C Order strikes a fair balance between the public interest in seeing the W2C Scheme proceed (which is unlikely to happen in the absence of the W2C Order) and the private rights which will be affected by the making of the order.
- 2.24 In relation to both Article 1 (of the First Protocol) and Article 8, the compelling case in the public interest for the compulsory acquisition powers included within the draft W2C Order has been demonstrated in this report and in the OBC (**Appendix 1**). The Land included over which compulsory acquisition powers are sought as set out in the W2C Order is the minimum necessary to ensure the delivery of the W2C Scheme. The W2C Scheme has been designed to minimise harm whilst achieving its publicly stated objectives. In this respect the interference with human rights is both proportionate and justified.

- 2.25 In relation to Article 6 the Executive Board of GCP confirms to the County Council as applicant that it is content that recommended procedures have been and will be followed for both the consultation on the W2C Scheme and for the determination of the compulsory acquisition powers included in the draft W2C Order. Throughout the development of the W2C Scheme, the Executive Board of GCP confirms to the County Council as applicant that persons with an interest in the land will have a full opportunity to comment on the proposals, both in a statutory and non-statutory capacity, and that it has endeavoured to engage with land interests. The Executive Board of GCP has had regard to land interest feedback in both the initial design of the scheme and in iterative design changes throughout the life of the W2C Scheme. Examples of design changes are provided within the Consultation Report (**Appendix 11**).
- 2.26 Individuals affected by the draft W2C Order may submit representations by way of an objection to the application and if objections are made by owners, lessees, tenants, or occupiers of land which is to be acquired (or is person falling within section 12(2A) of the Acquisition of Land Act 1981) and not withdrawn, a public inquiry or hearing will be held at which objectors will be heard.
- 2.27 If the W2C Order is made, a person aggrieved may challenge the W2C Order by making an application to the High Court if they consider that the grounds for doing so are made out pursuant to section 22 Transport and Works Act 1992.

Consideration of duties under the Equality Act 2010

- 2.28 The Executive Board of GCP using its delegated authority confirms to the County Council as applicant that it has complied with its duties under section 149 of the Equality Act 2010 and has had due regard to the need to (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by or under the Equality Act 2010; (ii) advance equality of opportunity between persons who share a protected characteristic and persons who do not share it; and (iii) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 2.29 An Equality Impact Assessment (EqIA) (**Appendix 12**) has been carried out. The EqIA describes the process and results of a study to determine the impact of the W2C Scheme in respect of relevant demographic and protected characteristic groups identified in the surrounding area.
- 2.30 The EqIA concludes that low level negative impacts may be experienced during construction for older people and their carers and for disabled people due to construction activities and disruption. However, during operation the W2C Scheme is likely to result in high level positive impacts for young and elderly people, medium level positive impacts for disabled users and low to high level positive impacts for all genders due to improved connectivity and improvements in pedestrian environment. Further opportunities were identified

to advance equality, foster good relations and prevent discrimination in the conclusions to the EqIA.

- 2.31 This degree of impact and the scope for building mitigation into the W2C Scheme leads to the conclusion that there is no impediment to the W2C Scheme and monitoring will be ongoing to ensure that remains the case.

Equality Conclusions

- 2.32 For the reasons set out above, and taking into account the delegations sought and the assurances by GCP, the Applicant (that is, CCC) considers that any infringement of the ECHR rights of those whose interests in the land might be affected by the exercise of powers of compulsory acquisition would, at the stage of submission of an application for the W2C Order, be proportionate and legitimate, would be in the public interest and would be in accordance with the law.

Finance

- 2.33 The W2C Scheme is a funded scheme under the GCP's City Deal programme. The appointed agents advising on land assembly have provided an estimate that the costs of land assembly are unlikely to be more than £3.5M. Funds to pay compensation in accordance with this estimate are available through the City Deal.
- 2.34 At this time is not anticipated that claims for statutory blight will be made. If such claims are made then the funds to pay successful claims will also be available through the City Deal programme.
- 2.35 Further details regarding funding are set out in the draft Funding Statement to be provided with the Application (Appendix 9).

3. Main Issues

- 3.1 The GCP has been developing a number of Guided Busway projects, building upon the success of the existing Cambridge to St Ives Busway. The schemes have been developed in accordance with Department for Transport requirements. The City Deal pledges approximately £500m from Government, which together with the pooling of central and local resources, will lead to a total investment of £1bn over the City Deal period to 2031. Funds from the City Deal are allocated by GCP.
- 3.2 The W2C Scheme is a priority project for the GCP and is one of four travel corridors being developed as part of the delivery of the City Deal, which was signed in 2014 with the intention, to "see a step change in transport infrastructure, create jobs and boost the local economy". The W2C Scheme aims to provide better public transport, walking and cycling options in the area south of Cambridge in order to improve journey times and to address a transport constraint on growth by linking key employment and housing sites

together, and with the city centre. A map of the preferred scheme is provided below with detailed maps appended.

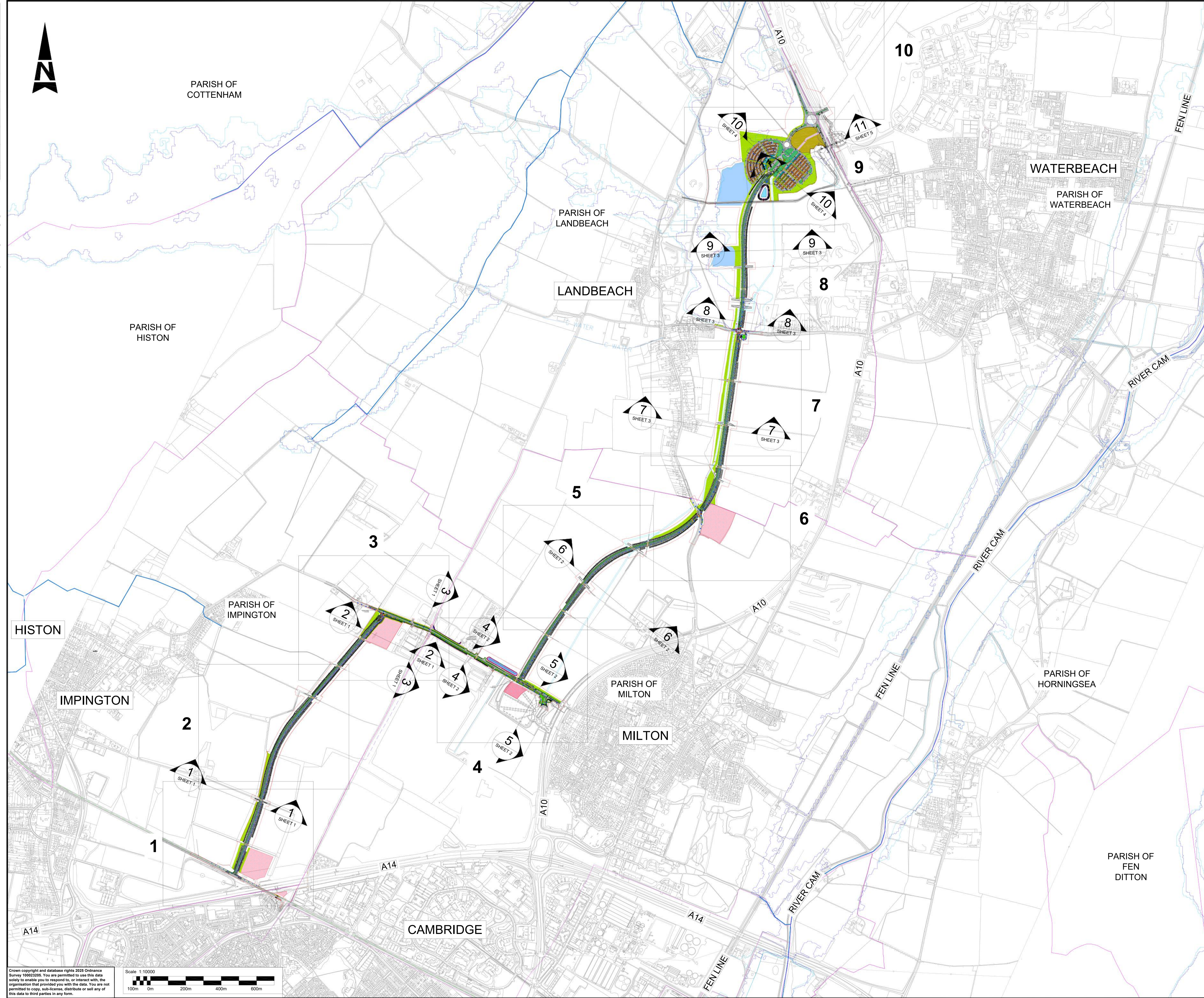
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 - FOR DEEMED PLANNING DRAWINGS - PROPOSED SITE PLANS, REFER TO DRAWINGS W2CPTS-ATK-HGN-XX-DR-CH-002001 TO 002010.
 - FOR DEEMED PLANNING DRAWINGS - PROPOSED SITE SECTIONS, REFER TO DRAWINGS W2CPTS-ATK-HGN-XX-DR-CH-002011 TO 002015.

KEY

	ORDER LIMITS (INDICATIVE - SUBJECT TO VALUE ENGINEERING)
01	SHEET NUMBER
	PARISH BOUNDARY
	SCHEDULED MONUMENTS
	CONSERVATION AREAS
	COUNTRY PARKS
	EXISTING WATERCOURSE
	EXISTING PUBLIC RIGHT OF WAY - FOOTPATH
	EXISTING PUBLIC RIGHT OF WAY - BRIDLEWAY
	EXISTING PUBLIC RIGHT OF WAY - BYWAY
	EXISTING PERMISSIVE PATH
	PROPOSED SITE SECTION LOCATION
	FLOOD ZONE 2 (1 IN 1000 YEARS)
	FLOOD ZONE 3 (1 IN 100 YEARS)
	PROPOSED CONSTRUCTION COMPOUND AREA

Description	Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date

DESCRIPTION: FIRST ISSUE

Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date
A1	CO1	RG	PSL	DS	LE	24/01/25

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Project Title: WATERBEACH TO CAMBRIDGE PUBLIC TRANSPORT SCHEME

Drawing Title: DEEMED PLANNING DRAWINGS PROPOSED SITE PLANS AND SITE SECTIONS KEY PLAN SHEET 1 OF 1

Drawing Number	Project	Originator	Volume
W2CPTS	XX	ATK	HGN
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		Role	C01

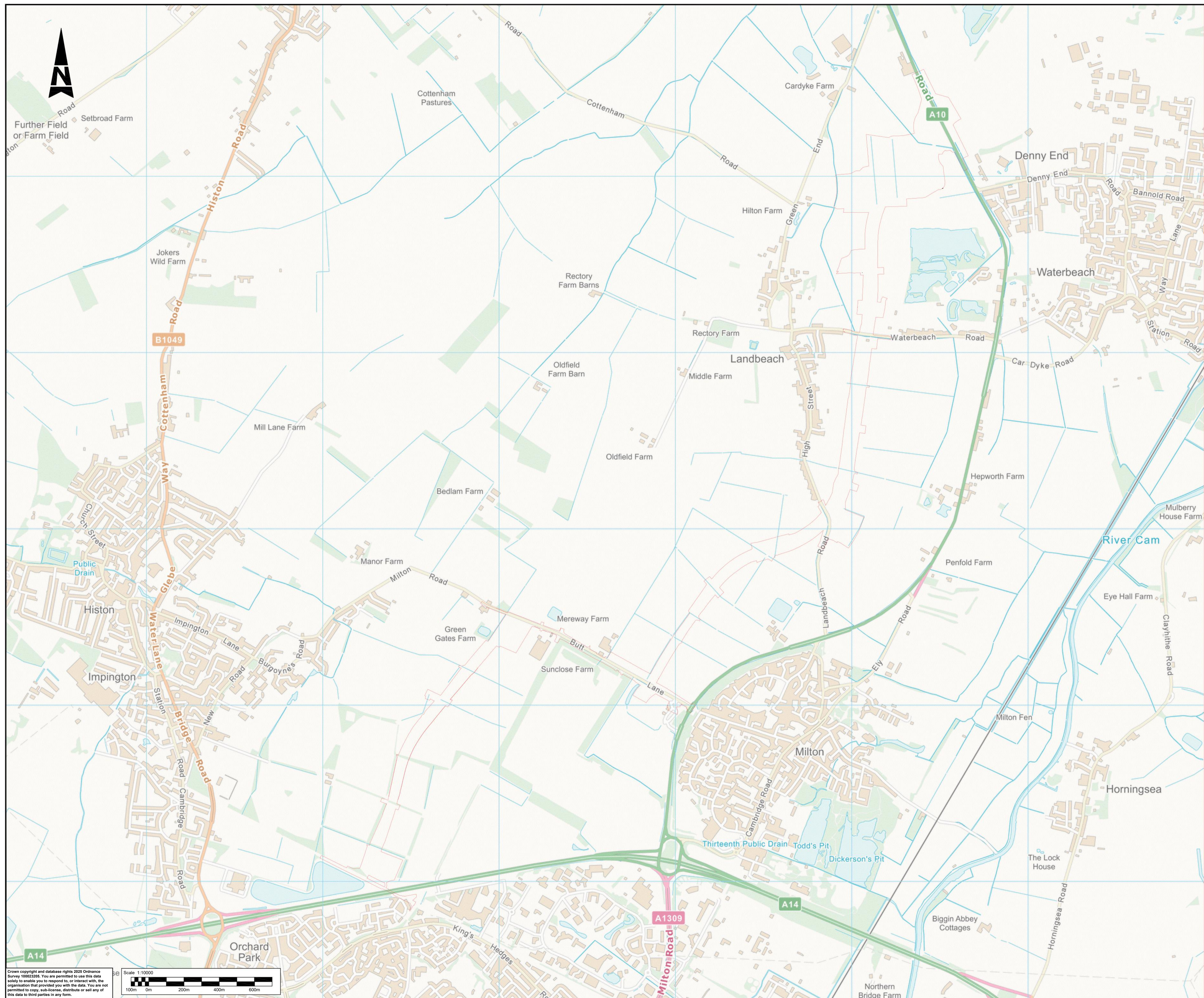
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KEY

ORDER LIMITS (INDICATIVE - SUBJECT TO VALUE ENGINEERING)

Description	Status	Revision	Drawn	Checked	Reviewed	Authorised	Issue Date

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Project Title WATERBEACH TO CAMBRIDGE PUBLIC TRANSPORT SCHEME

Drawing Title SCHEME LOCATION PLAN SHEET 1 OF 1

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- 3.3 The W2C Scheme is a proposed new public transport route and travel hub linking the Waterbeach New Town and Cambridge the details of which are set out at paragraph 2.3 to 2.6 above.

Guidance Systems

- 3.4 Innovations in guidance systems have recently been permitted by the Transport and Works (Guided Transport Modes) Order 2022 which came into force on 26 December 2022. This Order provides for modes of transport that are guided by sensory technology in contrast to the existing modes of transport that are physically guided.
- 3.5 A number of technological guidance systems were therefore considered for W2C Scheme, moving away from the traditional, physical guidance system. The assessment covered six guidance technology options, namely:
- a. kerb;
 - b. sensor;
 - c. trolley;
 - d. soft/rail;
 - e. magnetic; and
 - f. wire/cable.
- 3.6 The assessment concluded that both kerb guidance and sensor guidance achieve most or all of the requirements for the W2C Scheme. Despite the physical differences in infrastructure required for each system, the overall footprint of the W2C Scheme will remain similar for each option.
- 3.7 The preference for the W2C Scheme is a sensor guidance system using electric or hybrid vehicles although the W2C Order will permit both side guidance and sensor modes (or a combination). Investigations and trials are currently on-going on the preferred mode of guidance.

Governance

- 3.8 The W2C Scheme has been through the GCP's internal governance processes, undertaking formal public consultations, and in October and November 2024 was scrutinised by the GCP Joint Assembly and the Executive Board which both resolved that the scheme design at that time should progress to the submission of a TWAO. At its meeting on 7 November 2024 the Executive Board approved a recommendation to continue preparation of the W2C Order application and to make a formal request to the County Council to submit the application which is the subject of this report.

Promotion of a TWAO

- 3.9 As noted above, a series of approvals and delegations by Full Council followed the formation of the Greater Cambridge City Deal, including agreement to delegate certain functions to the Executive Board of GCP as the

decision-making body for the Greater Cambridge City Deal, these included delegated responsibility to promote TWAOs for City Deal schemes.

- 3.10 The GCP has now completed the necessary business case work for this stage of the W2C Scheme, which will continue to be developed and reviewed through to Full Business Case and taken the decision to progress with a TWAO application, in accordance with the delegation provided by Full Council.

Transport and Works Act Order

- 3.11 A TWAO is a planning and consents process used for authorising new railways, tramways and busways. An application is made to the Secretary of State for Transport who ultimately makes the decision. If a local authority or a person who has interest in land which is subject to powers of compulsory acquisition objects, a public inquiry or hearing is held, usually a public inquiry. As part of the Order process, it is the intention to request that the Secretary of State to deem the grant of planning permission by way of direction under section 90(2A) of the Town and Country Planning Act 1990. The deemed planning permission will contain planning conditions which will control the construction and monitoring of the W2C Scheme.

The County Council as Scheme Applicant for the W2C Order

- 3.12 GCP Executive Board is a statutory joint committee formed by the County Council, SCDC and the City Council. As such it is a decision-making body formed under 102(1) (b) of the Local Government Act 1972 and section 9EB of the Local Government Act 2000. A joint committee is not a self-standing legal entity but is able to carry out delegated activities on behalf of its constituent authorities.
- 3.13 The Terms of Reference (ToR) of the GCP Executive Board specifically provides for delivery of the City Deal and its objectives including the W2C Scheme. Paragraph 4.3 of the ToR provides for a wide range of functions of the three authorities to be delegated to the GCP to "achieve the objectives of the Greater Cambridge City Deal".
- 3.14 Regarding the delegated functions to the GCP, the Transport and Works Act 1992 states that the applicant must be a body as detailed under the Local Government Act. This is not a function that CCC can delegate to GCP either through the constitution or the Joint Development Control Committee because GCP is not a legal person. It cannot hold or transfer property interests. It cannot give undertakings and assurances, enter in to binding contracts or indemnities that will be required of a TWAO promoter, even more so given its time limited existence. Whilst the Joint Committee is a decision-making body, it is not a self-standing legal entity. In order to carry out the clear intentions of the three authorities any delegation of functions would also need to be accompanied by a means by which the GCP members are able to form a corporate body capable of acting as a vehicle for the promotion of a TWAO.

3.15 Following discussions with Officers, a Memorandum of Understanding (MoU) (Appendix 14) has been agreed between GCP and CCC, and CCC is required to:

- (i) Promote a TWAO necessary to implement a Project (including the W2C Scheme), including:
 - Obtain the required CCC Council Resolutions.
 - Submit an application for a TWAO.
- (ii) Under the direction of the Project Board, be responsible for using its powers to compulsorily acquire land required for the Project including dealing with all compensation claims to be funded by GCP.
- (iii) On completion of the Project, adopt and maintain all assets required for the completion of the Project.
- (iv) Use all reasonable endeavours to exercise its highways, traffic management and other statutory powers to facilitate the timely delivery of the Project without fettering its discretion and will promptly exercise its planning functions in response to the application for a TWAO.

3.16 It should be noted that in order for roles and administrative arrangements within and between CCC, SCDC and the City Council to be clearly set out (and in order not to fetter discretion) a Separation of Functions protocol has been prepared which will be appended to the Explanatory Memorandum (see below section 6) identifying the different capacities of those officers within each authority dealing with the W2C Scheme. It also deals with the requirements on Members to consider the function within which they are operating.

3.17 CCC has sought necessary legal assurances regarding the status of the MoU and any consequent risks. In summary –

- (i) The MoU is not legally binding (as GCP is not a legal entity with capacity to enter into a contract); however, the MoU has moral force, and the parties are expressing principles to support their joint working.
- (ii) A principal value of the MoU may be to record expected practice to provide assurance with regard to the Project and funding in order to mitigate the risk of CCC taking on liabilities which may impact its budget.
- (iii) The MoU may benefit from explicitly recognising that CCC is taking on the legal obligations throughout and after the Project, and that the GCP is providing CCC with sufficient funding to cover all such legal obligations and potential liabilities.

- (iv) CCC will wish to know that there is funding in place to cover current obligations, administration costs and expenses, and future maintenance obligations. It should be a low risk that CCC has to use its own funds for the Project. This is because GCP is subject to oversight by CCC on the use of funds, and CCC is putting in place an understanding with respect to the provision of funding ahead of CCC making any commitments on behalf of GCP.
- (v) In light of the fact that GCP is a time-limited, non-legal entity with responsibilities for allocating a budget, it would be prudent for funding to be allocated / paid in advance to address the known and estimated cost or expenses involved in the Project.

3.18 CCC is satisfied that the current MOU will mitigate the risk of unrecovered overhead costs.

3.19 CCC and GCP will agree a pre-payment mechanism by which long term maintenance costs are wholly funded either as they are for the existing busway, or through a bus franchising mechanism if that is adopted for the area.

Programme

3.20 The programme for delivery will be subject to the timescales and outcome of the statutory process associated with the TWAO.

3.21 Assuming that objections to the W2C Order are received it is likely that a local public inquiry will be held in late 2025 (timing subject to the statutory process) and, subject to a satisfactory outcome, the W2C Order would be expected to come into force in 2026 (depending on DfT timescales and resources). This would enable submission of a Final Business Case shortly thereafter.

3.22 An indicative programme is set out below at Table 1.

Table 1

Task	Commentary	Timescale
Submit application for statutory consent	The powers to construct the scheme will come from a TWAO which would be determined by the Secretary of State for Transport. This process is likely to include a Public Inquiry directed by an independent Inspector. The Inquiry may recommend amendments to the scheme in order to address concerns raised.	Submit application Summer 2025 with a determination period estimated of around 18 months – completed in Winter 2026

Task	Commentary	Timescale
Seek authority to construct project	Following the completion of the statutory permissions stage, the GCP Executive Board will be presented with the Final Business Case for approval. This will trigger the construction of the project.	2026/7 depending on statutory powers process
Opening of the scheme to operational services	Planned opening	Planned for end 2028 / early 2029

W2C Order, Explanatory Memorandum and Deemed Planning Application

- 3.23 The draft W2C Order at **Appendix 3** sets out the powers that the County Council is seeking including a schedule of proposed works, interference with property interests, public rights of way changes, traffic regulations as well as charges, penalties and criminal sanctions to control the operation of the W2C Scheme.
- 3.24 A draft Explanatory Memorandum is also attached at **Appendix 3** which explains the background and reasoning for each article in the draft W2C Order as well as the Separation of Functions protocol which explains the different roles of Council officers in the promotion of the W2C Order. Officers in their regulatory function will inspect and review the application. A Statement of Reasons for the acquisition of property interests (see below Compulsory Acquisition of Land) is also attached at **Appendix 8**. Also included at **Appendix 13** is a draft Statement of Aims which is a document required by the Rules and explains the aims of the W2C Scheme in non-technical terms.
- 3.25 The draft W2C Order must be read alongside the draft Land and Works and Rights of Way Plans at **Appendix 4**.
- 3.26 The application for the W2C Order will be accompanied by a request for a Planning Direction pursuant to S90(2A) of the Town and Country Planning Act 1990 and a draft is appended at **Appendix 5**. A draft Planning Statement also at **Appendix 5** describes the Proposed Development (Proposed Development) for which the Request for Deemed Planning Permission is sought for the required change of use of land, along with the physical development and other works which make up the Proposed Development. Certain details, such as the full details of scale and external appearance of the certain structures and hard/soft landscaping works are 'reserved' for

subsequent approval by the relevant local authorities, through draft planning conditions that accompany the Request for Deemed Planning Permission.

- 3.27 The Request for Deemed Planning Permission should be read alongside the Deemed Planning Drawings at **Appendix 6** which illustrate both the existing arrangements (landform and structures) and the Proposed Development.

Compulsory Acquisition of Land

- 3.28 Compulsory acquisition of land and rights and restrictive covenants is required for delivery of the W2C Scheme. In addition, temporary possession powers will be sought both over land that will become subject to powers of permanent acquisition and also in respect of working space and access land required for scheme construction and for an initial maintenance period of 5 years post opening. As referred to above at paragraph 2.13, the Executive Board has delegated authority to promote the W2C Order (with further delegation sought in this report to finalise and submit the application subject to s 151 approval) and ensure that requirements outlined in the Rules and other legislation and guidance regarding compulsory acquisition are being strictly adhered to (see for instance paragraphs 2.18 and 2.20 above).
- 3.29 The Executive Board is also able to confirm to the County Council as the applicant that it has entered into negotiations to acquire other parties' interests voluntarily and is progressing those discussions. These negotiations are ongoing, but it is considered necessary to promote powers to acquire the land interests by compulsory acquisition to enable certainty as to the W2C Scheme being delivered.
- 3.30 The Executive Board has, during the preparation of the W2C Order application, been in discussion with a number of statutory undertakers about the diversion of existing utilities along the Scheme length.

The Case for Compulsory Acquisition

- 3.31 The reasons for the inclusion of compulsory acquisition powers within the draft W2C Order are set out in the Statement of Reasons (**Appendix 8**). This document explains it is necessary to include compulsory acquisition powers within the W2C Order so that the County Council has certainty it can acquire the land interests required for the construction and operation (including maintenance) of the W2C Scheme that are not already in its possession. The Statement of Reasons also explains why powers are necessary to enable the County Council to use land temporarily and to compulsorily acquire, suspend, interfere with or extinguish rights over land. This is in order to construct and maintain the W2C Scheme in a way that is both proportionate and in the public interest by reducing environmental impacts, minimising the cost to the County Council and mitigating the impact on affected land interests. This compelling case will be evidenced further in the wider documentation that accompanies the application.

- 3.32 The powers of compulsory acquisition and temporary possession sought in the application are necessary and justified. The powers sought are in accordance with all relevant statutory and policy guidance. The GCP team has appointed an external CPO surveyor expert and extensive negotiations is on-going with landowners affected by the W2C Scheme. These will continue throughout the TWAO process in the hope that acquisition of the required land and rights can be secured by agreement.
- 3.33 There is a compelling case in the public interest for the compulsory acquisition and temporary possession powers sought. The conclusion of this report is that the grant of the compulsory powers requested would be lawful under all applicable legal regimes.

Fair Compensation

- 3.34 Any person affected by the exercise of compulsory acquisition powers or by the exercise of temporary possession, may be entitled to compensation. This entitlement to compensation is provided for by the existing compensation code and the draft W2C Order. There is an expectation that sufficient resources to pay such compensation will be available and the Executive Board has set out the current position in the draft Funding Statement Proposals at **Appendix 9** (which outlines the source of funding for delivery of the W2C Project). Appended to the draft Funding Statement is an Estimate of Costs as required by the Rules.
- 3.35 Any dispute in respect of the compensation payable may be referred to the Upper Tribunal (Lands Chamber), an independent tribunal, for determination.

Environmental Assessment

- 3.36 Prior to the County Council adopting a recommendation to make an application for the W2C Order it must be appraised of the likely significant environmental effects of the W2C Scheme, the consultation undertaken to determine and appraise those effects, the essential mitigation required to address those effects and the residual significant effects of the W2C Scheme.
- 3.37 Whilst the OBC provides the strategic approach to the determination of the preferred route including alternative routes considered, the draft Environmental Statement (ES) at **Appendix 10** sets out the environmental impacts to be considered and the mitigations that are required. Further work will be undertaken to develop the mitigations set out in the ES prior to submission of the W2C Order application and indeed throughout the lifetime of the project.
- 3.38 The draft ES provides further details of the reasonable alternatives studied by GCP and indication of the main reasons for selecting the chosen option, including a comparison of environmental effects.
- 3.39 The EIA process assesses likely significant environmental effects and where such impacts have been identified, proposed mitigation measures and residual

effects are then identified. The ES is an essential component in the determination of the land take for the scheme, including areas for mitigation. Further details on significant implications can be found in the attached ES (**Appendix 10**).

Consultation

- 3.40 As referred to in paragraph 2.21 the W2C Scheme has been consulted on widely and a Consultation Report (**Appendix 11**) as required by the 2006 Rules has been prepared.
- 3.41 The report provides details on the consultation rounds, issues raised and feedback. In addition, it details the stakeholders engaged, the comments and concerns received, and the actions taken to respond to those comments. It also includes a summary of engagement with those parties with property interests (including utilities) or whose property is impacted by the W2C Scheme. This summary provides details of the agreements that are being secured with interested parties and the ongoing action to be taken to settle voluntary agreements prior to the W2C Order being made.
- 3.42 GCP carried out comprehensive consultation on the W2C Scheme. The consultation process included three formal rounds of consultation from 2020 to 2024 with both key stakeholders and the local community. The purpose of these consultations was to ensure statutory bodies, landowners, members of the public and other stakeholders understood the W2C Scheme and the potential environmental effects. It provided them with a series of opportunities to comment on the proposals at key stages of development and for the project team to ensure these responses were considered as part of W2C Scheme design and construction planning.
- 3.43 Each round of consultation was well publicised to ensure a wide range of individuals and organisations had the opportunity to comment. It was also iterative; issues raised informed the W2C Scheme development and were thereby carefully considered as part of each subsequent round of consultation. Engagement with stakeholders and the wider community has been undertaken, is ongoing and will continue post-submission and up to public inquiry. A full report on each of these consultation exercises, along with details of other consultation activity is included in the consultation report.
- 3.44 The consultation report should be read alongside the other TWAO application documents that relate to the application to be submitted including compulsory acquisition powers sought by CCC. References to these documents are provided below.

4. Cambourne to Cambridge and Cambridge South East transport schemes

Background

- 4.1 Section 239 of the Local Government Act 1972 confers on any local authority the power to promote or oppose local or personal Bills. This power is extended to TWAOs, by virtue of section 20 of the Transport and Works Act 1992.
- 4.2 As part of the legal requirements contained in these provisions, a local authority applying for a TWAO under the Transport and Works Act 1992 must seek authority from its members to apply for the TWAO and secure a vote from at least half of the membership to do so. The Council considered the Cambourne to Cambridge transport scheme on 21 March 2023 and resolved to submit the Application. The Application was submitted on 12 November 2024.
- 4.3 The Council considered the Cambridge South East transport scheme on 22 October 2024 and resolved to submit the Application. The Application was submitted on 9 January 2025.
- 4.4 Following submission of an application for a TWAO, it is also a legal requirement under the Local Government Act 1972 and Transport and Works Act 1992 that the local authority that has submitted the TWAO application should confirm the resolution to apply for it by, again, securing a vote from at least half its membership to do so.
- 4.5 There is now a need for additional resolutions, in respect of both Schemes for the Council to confirm its resolution to submit the Applications. Once confirmed, any matters relating to the detail of the Application and its merits can be considered through the normal channels and the public inquiry.

Cambourne to Cambridge Order

- 4.6 The application for the Cambourne to Cambridge Order (CtoC Order) was submitted to the Secretary of State for Transport on 12 November 2024. The Order seeks to authorise a guided bus way starting at Cambourne, including the Bourn airfield development site, predominantly on an eastward trajectory parallel to the A428 before curving south to pass over the M11 west of, and in to the University's West Cambridge campus. From the West Cambridge campus the guided bus way will swing south then east to meet Grange Road in Cambridge, to the north of the Cambridge University Rugby Club ground.
- 4.7 After the application for the CtoC Order was submitted to the Secretary of State, persons were able to make objections to the application proposals. The period for objections closed on 8 January. So far approximately 300 objections to the CtoC scheme have been received.

- 4.8 The next step is that the Secretary of State call a public inquiry into whether or not the Order should be made. The inquiry is likely to start in the summer and last approximately six weeks. After considering the evidence presented to them, the inspector sharing the public inquiry will submit a report on the application to the Secretary of State for Transport, with a recommendation on whether or not the CtoC Order should be made, modified or refused. The Secretary of State will then consider that report before making a final decision on the application, which is anticipated towards in early 2026.
- 4.9 There are certain procedural steps required by the local statutes must satisfy when making an application for a TWAO, most of which the Council has already satisfied. The step for which this section of this report has been prepared deals with the requirement for the confirmation by resolution of the Council for the application to continue once submitted.
- 4.10 Section 239 of the Local Government Act confers on any local authority to have to promote or oppose local bills in Parliament. The power is extended to Transport and Works Act orders by section 20 of the Transport and Works Act 1992.
- 4.11 As part of the legal requirements contained in this legislation, a local authority applying for an order under the 1992 Act must seek authority from members both to apply for the proposed order and to confirm that application should continue. These are separate votes to be made before and then after the application has been made. For both at least half of the membership must vote in favour of the submission or continuation of the application.
- 4.12 The Council considered this application on 21 March 2023 and resolved to submit the application. The application was submitted on 12 November 2024 following the securing of key landowner agreements.
- 4.13 Following submission of the order the legal requirement under the legislation is that the local authority that has submitted the application should confirm the resolution to apply for it by, again, securing a vote for at least half of its membership to do so.
- 4.14 Once confirmed, any matters relating to the detail of application and its merits will be considered at the public inquiry, including the objections made to the order.
- 4.15 On that basis, in respect of the CtoC Order, members are asked to confirm its resolution to submit the application, which has now been made.

Cambridge South East Transport Order

- 4.16 The application for the Cambridge South East Transport Order (CSET Order) was made on 9 January 2025. The objection period will close on 7th March 2025.

- 4.17 The CSET Order seeks powers to build a guided busway from Francis Crick Avenue on the Cambridge Medi Park on a south and then easterly alignment passing north of Shelford and Stapleford, then Sawston, before turning east to reach a proposed travel hub next to the A11, south east of Babraham and close to the Fourwentways junction.
- 4.18 As with the CtoC application referred to above, it is now necessary to ask the members to confirm that the application should continue in accordance with the provisions of the Local Government Act 1972 and Transport and Works Act 1992 as recited above in respect of the CtoC Order.
- 4.19 At the time of submission of this report officers do not know how many objections have been made to the CSET scheme but it can be anticipated that a public inquiry will be called by the Secretary of State into the proposals contained in that Order. A public inquiry is likely to be held in the late summer/autumn of 2025, with a decision anticipated in the spring of 2026.
- 4.20 As with the CtoC Order, the resolution regarding the CSET application is to seek that members confirm the resolution to submit the application. Matters relating to the detail of the application and merits of the scheme will then be considered by an inspector appointed by the Secretary of State, before the Secretary of State makes a decision on the application before them.

Details of the Applications can be found at:

www.greatercambridge.org.uk/cambourne-cambridge-twao

www.greatercambridge.org.uk/cset-twao

5. Source Documents – Waterbeach to Cambridge

- 5.1 The following documents have been relied upon in preparation of this report and/or will form a part of the eventual submission to DfT and, as such are available for review.
- Outline Business Case (Appendix 1)
 - Preferred Route Map (Appendix 2)
 - Draft W2C Order and Explanatory Memorandum (Appendix 3)
 - Draft Land and Works and Rights of Way Plans (Appendix 4)
 - Draft Planning Report and Request for deemed planning permission (Appendix 5)
 - Draft Deemed Planning Drawings (Appendix 6)
 - Draft Book of Reference of land to be acquired (Appendix 7)
 - Draft Statement of Reasons (Appendix 8)
 - Draft Funding Statement (Appendix 9)
 - Draft Environmental Statement and Non-Technical Summary (Appendix 10)
 - Draft Consultation Report (Appendix 11)
 - Draft Equality Impact Assessment (Appendix 12)

- Draft Statement of Aims (Appendix 13)
- Memorandum of Understanding (Appendix 14)

Please note: Appendixes 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13 are all in draft and subject to changes as may be required by GCP and officers of the Council under delegated authority sought in this report.

Location

- 5.2 Given the number of documents, many of which have constituent appendices all documents can be found through the following web address which collates the documents in a series of folders:

www.greatercambridge.org.uk/waterbeach-cambridge-twao-full-council

2025-30 Business Plan and budget

To: Council

Meeting Date: 11 February 2025

From: Chief Executive and Executive Director of Finance and Resources

Outcome: To consider and decide on the council's Business Plan 2025-2030 subsequent to the recommendations made at the Strategy, Resources and Performance (SR&P) Committee meeting on 28 January 2025. Link to report: [Strategy, Resources and Performance Committee - 2025-30 Business Plan and Budget](#)

This includes setting a Council Tax precept for 2025-2026.

(Minor amendments since Strategy, Resources and Performance Committee are referred to in this report).

Recommendations: It is recommended that Full Council:

- a) Approve the Business Plan for 2025-30 including supporting budget, consultation responses and other material, in light of all the planning activities undertaken to date. (Appendix 1 to the Strategy, Resources and Performance Committee report of 28 January 2025)
- b) Approve the directorate budget allocations as set out in each directorate table in section 3 of the Business Plan
- c) Approve a total county budget requirement in respect of general expenses applicable to the whole county area of £1,206,279,000
- d) Approve a recommended county precept for council tax from district councils of £420,866,224.13 (to be received in equal instalments in accordance with the fall-back provisions of the Local Authorities (Funds) (Amendment) Regulations 1995)

- e) Approve a council tax increase for each band of property, based on the number of 'Band D' equivalent properties notified to the county council by the district councils (247,475.2), reflecting a 4.99% increase (2.99% in the basic council tax precept, and 2% in the adult social care precept):

Band	Fraction	County council tax charge
A	6/9	£1,133.76
B	7/9	£1,322.72
C	8/9	£1,511.68
D	9/9	£1,700.64
E	11/9	£2,078.56
F	13/9	£2,456.48
G	15/9	£2,834.40
H	18/9	£3,401.28

- f) Approve the Capital Strategy as set out in section 5 of the Business Plan including:
- i. Commitments from schemes already approved
 - ii. Expenditure on new schemes in 2025-26
- g) Approve the Treasury Management Strategy as set out in section 6 of the business plan, including:
- i. The council's policy on the making of the Minimum Revenue Provision (MRP) for the repayment of debt, as required by the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008
 - ii. The affordable borrowing limit for 2025-26 (as required by the Local Government Act 2003)
 - iii. The investment strategy for 2025-26 and the prudential indicators as set out in appendix 1f - Section 6 of the Business Plan
 - iv. The delegation to the Executive Director of Finance and Resources contained in the Treasury Management Strategy to alter the council's counterparty and lending list in the conduct of the council's treasury management operations
- h) Authorise the Executive Director of Finance and Resources, as the Section 151 Officer, in consultation with the Leader and Deputy Leader of the council, to make technical revisions to the Business Plan, including the foregoing recommendations to the county council, so as to take into account any changes deemed appropriate, including but not limited to:

- i. The final tax base, forecast council tax and business rates receipts for 2024-25 from the billing authorities
- ii. The final Local Government Finance Settlement from the Government alongside other grant announcements, outside of the settlement, primarily based on treatment proposed in this report
- iii. Changes to the accounting code for the Treasury Management Strategy.

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1 Creating a greener, fairer and more caring Cambridgeshire

- 1.1. The Strategic Framework 2023-28 sets out the council's high-level approach for achieving the vision of a greener, fairer and more caring Cambridgeshire through seven 'ambitions':
- **Ambition 1:** Net zero carbon emissions for Cambridgeshire by 2045, and our communities and natural environment are supported to adapt and thrive as the climate changes
 - **Ambition 2:** Travel across the county is safer and more environmentally sustainable
 - **Ambition 3:** Health inequalities are reduced
 - **Ambition 4:** People enjoy healthy, safe and independent lives through timely support that is most suited to their needs
 - **Ambition 5:** People are helped out of poverty and income inequality
 - **Ambition 6:** Places and communities prosper because they have a resilient and inclusive economy, access to good quality public services and social justice is prioritised
 - **Ambition 7:** Children and young people have opportunities to thrive.
- 1.2. As the primary statement of the council's priorities, the Strategic Framework is the main reference point for everything the council plans and delivers for local communities. The refreshed Strategic Framework, approved at Strategy, Resources and Performance Committee in October 2024 sets out the progress the council has made towards delivering the seven ambitions since they were launched in April 2023. The refreshed Strategic Framework now includes a redesigned page on the Combined Authority-led 'Our Shared Ambition for Cambridgeshire and Peterborough' and a new page on the council's CARE values (see Strategy, Resources and Performance Report Appendix 1a – note that the pages on the budget being updated for 2025-26 depend on Full Council approval of the budget).

2 Background

- 2.1 The Business Plan and Budget 2025-30 provides an assessment of the council's progress with delivering its seven Strategic Framework ambitions and its plans for progressing these into future years whilst being responsive to resident priorities identified through the council's engagement, consultation and scrutiny activity. The plans include an updated draft Medium-Term Financial Plan (MTFP), an overview of how the council will allocate its budget over the coming five years, including proposals for the 2025-26 council tax precept, capital spend, the risks and reserves position, and investment and savings generated by the council's five directorates to 2030.
- 2.2 It is a statutory requirement under the Local Government Finance Act 1992 for the council to approve a balanced budget "before 1 March in the financial year preceding that for which it is set". In doing so, the council undertakes financial planning covering a five-year timescale in order to align spending plans with the projected resources available and ensure that we recognise and provide for growth in demand for services and the impacts of inflation.
- 2.3 The 2025-30 Business Plan and Budget presented in this report was recommended to Full Council by Strategy, Resources and Performance committee on 28 January 2025. It is an

updated version of the draft plan and budget that was first presented to the 17 December Strategy, Resources and Performance Committee.

- 2.4 Strategy, Resources and Performance Committee considered the feedback from public and stakeholder consultation on the draft proposals, which ran from 9 December 2024 to 9 January 2025 and scrutiny of the 2025-30 Business Plan and Budget at the following policy and service committees:
- Children and Young People Committee (14 January)
 - Communities, Social Mobility and Inclusion Committee (16 January)
 - Environment and Green Investment Committee (16 January)
 - Highways and Transport Committee (21 January)
 - Assets and Procurement Committee (22 January)
 - Adults and Health Committee (23 January)
- 2.5 These proposals are subject to funding from the final Local Government Finance Settlement for 2025-26, expected in February 2025. They are also likely to be impacted by the anticipated Comprehensive Spending Review in Spring 2025 and the ambitions for Local Government Reorganisation set out in the Government's recently published English Devolution White Paper.

3 Overview of financial position and updates to position from January Strategy, Resources and Performance Committee

- 3.1 The draft business plan was considered by Strategy, Resources and Performance Committee on 28 January 2025. The report to committee considered feedback from consultation and scrutiny carried out through January 2025. The committee was asked to consider this feedback, as well as changes made following the Provisional Settlement announcement.
- 3.2 Technical revisions made to the business plan and budget since the Strategy, Resources and Performance Committee meeting are set out in the following section of the report.

Final Local Government Finance Settlement

- 3.3 In February 2025, the government is due to publish the final local government finance settlement, following the provisional settlement in December. This will confirm the grant allocations in the provisional settlement, on which this draft budget is based. No announcements have been made to suggest material changes in the settlement, but the final allocation of the compensation grant for employer national insurance changes will not be announced until the settlement (unusually no announcement was made in the provisional settlement). An estimate of £2 million was made for this grant; any variance in the final funding amount is proposed to be allocated to, or offset by reducing, H/R.7.003 'Demand-led budgets risk' in line with the indication made at SR&P Committee in January.

Council tax and business rates

- 3.4 Through January, we have had final taxbase numbers confirmed by district councils. Two districts have updated their 2025-30 taxbase forecast, and one has updated just their 2026-27 onwards forecast. The 2025-26 impact of this is a reduction of £120k of funding.
- 3.5 We have also now had expected business rates income for 2025-26 confirmed from most district councils. These project an £249k increase in income from business rates compared to previous projections.
- 3.6 In January district councils have also confirmed their collection fund figures for council tax and business rates (the difference between actual and estimated tax collection for the previous year). Most of the collection fund positions were reflected in the January SR&P Committee paper, but for some districts there were changes from previous estimates totalling £140k. Overall, this takes the position for the collection funds at this stage to a £1.5m deficit on council tax, and a £165k deficit in business rates, which are balanced off to the local taxation volatility reserve.
- 3.7 The net impact of all of these changes in income since the January SR&P Committee for 2025-26 is £11k. As a matter of course, late changes to these funding estimates are balanced off for the first year of the business plan to the local taxation volatility reserve to preserve the balanced budget; taxbase changes can have impacts on later years' budget gaps.

Combined Authority Levy

- 3.8 At its meeting on 22 January 2025 the Cambridgeshire and Peterborough Combined Authority (CPCA) levy on this council was set at £10,048,640. This is £229k lower than had been assumed in the business plan to date, which was based on a 2% increase. The intention of CPCA's board in making that decision was for the funding freed up in the councils subject to the levy to be allocated to further highways spending. Consequently, an additional investment of £229k is included in the highways budget for 2025-26 (C/R.5.139). This is expected to be a one-off effect only, and therefore we have updated assumptions around the levy for 2026-27 onwards to bring it back to what it would have been without this change.

Changes to the business plan from Strategy, Resources and Performance Committee

- 3.9 Changes outlined above alter our gross budget and therefore recommendation c has been updated.
- 3.10 The council's budget gap for the medium-term period is impacted by the change in council taxbase and CPCA levy outlined above.

Item	2025-26	2026-27	2027-28	2028-29	2029-30
Budget gap as at 28 January	0	£17.9m	£10.7m	£22.8m	£24.5m
Reduction in CPCA levy vs previous assumption	-£0.23m	-	-	-	-
C/R.5.139 allocation to Highways	£0.23m	-	-	-	-
Council tax base updates	£0.12m	£0.39m	£0.35m	-£0.16m	-£0.33m
Business rates updates	-£0.25m	-£0.03m	-£0.03m	-£0.03m	-£0.03m
Collection fund updates	£0.14m				
Balancing to local taxation volatility reserve	£0.01m	-£0.13m	-	-	-
Final budget gap	0	£18.18m	£11.07m	£22.62m	£24.13m

3.11 The change to the 2025-26 taxbase requires amending the reference to it in recommendation e, and the overall precept in recommendation d.

3.12 The changes outlined above require amendments to the draft business plan ahead of final publication. The table below sets out what those changes would be and where they would impact in the papers (referring to the draft business plan (appendix 1 of item 6 at SR&P Committee on 28 January 2025)).

Section of draft BP	Change
2. Medium-term financial strategy (MTFS): table 2.1, table 2.2, table 2.3, 'sources of funding', table 2.5, figure 4.1, table 5.1, table 5.2, table 5.3, table 6.1. 3. Finance tables: references to budget gap/balancing items, H/R.4.002 and consequent impacts S25 Report: Risk reserves	Updated council taxbase estimate. Impacts on council tax funding projections and budget gap. Updated business rates estimates. Impacts on business rates funding projections and budget gap. Updated collection fund figures and consequent change to the local government taxation volatility reserve. Impacts on council tax funding and reserve projections.
2. MTFS: table 2.3, table 2.5, table 3.1, table 3.4, table 5.2, table 5.3, table 5.4 3. Finance Tables: Corporate and funding items tables 1-3 – updates to CPCA Levy figures. Place and Sustainability finance tables 1-3; new investment C/R.5.139 for table 3 of £229k, applied to the Local Highway Maintenance line in tables 1 and 2. References to budget gap	Change in CPCA levy and consequent temporary investment into Highways.
6: Treasury Management Strategy	Updates to reflect changes due to IFRS 16 (see below)

Treasury Management Strategy

3.13 The Treasury Management Strategy will be updated to fully reflect the changes required by the CIPFA Code of Practice on Local Authority Accounting 2024-25 around accounting for leases (the introduction of International Financial Reporting Standard (IFRS) 16). Through implementing this standard, we are required to bring most lessee operating leases onto the

balance sheet, with consequent technical adjustments to our capital financing requirement (CFR) to include the associated lease liabilities. These changes total £34.4m and therefore, combined with adding in the existing Private Finance Initiative lease liability of £97.6m to meet the required reporting standards, this increases the opening CFR for 2025-26 by £131.9m (amending these numbers on pages 448 to 449 of appendix 1f of the SR&P papers). Subsequent lease payments are used to reduce the liability, therefore this additional reduction to CFR in future years has also been included in these tables. These changes are technical in nature and have no direct impact on resources available to the council.

4 Local Government Act 2003: Section 25 Statement by the Chief Finance Officer

- 4.1 The Local Government Act 2003 (Section 25) requires that when a local authority is agreeing its annual budget, and precept, the chief finance officer must report to it on the following matters:
- the robustness of the estimates made for the purposes of the calculations; and
 - the adequacy of the proposed financial reserves.
- 4.2 This statement was presented to the January meeting of SR&P in the paper titled ‘2025-30 Financial Sustainability Assessment’, and should be considered along with the rest of this report and the full report and appendices forming the Business Plan considered by that committee in January is available at the following link on our website:
[Strategy, Resources and Performance Committee - 28 January 2025](#)
- 4.3 This report is subject to minor technical amendments in respect of adjustments listed above and awaits the Final Settlement publication.

5 Significant Implications

5.1 Finance Implications

5.1.1 The proposals set out the response to the financial context and the need to review our service offer and model to maintain a sustainable budget. The full detail of the financial proposals and impact on budget will be described in the financial tables of the business plan. Proposals will seek to ensure that we make the most effective use of available resources and are delivering the best possible services given the reduced funding.

5.2 Legal Implications

5.2.1 In each financial year the council must make its budget calculation in accordance with sections 42A and 42B of the Local Government Finance Act 1992. In particular, it must calculate the total of:

- The expenditure the authority estimates it will incur in the year in performing its functions and will charge to a revenue account for the year
- Such allowance as the authority estimates will be appropriate for contingencies in relation to expenditure to be charged to a revenue account for the year

- The financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure
 - Such financial reserves as are sufficient to meet any estimated revenue deficit for previous financial years which has not already been provided for.
- 5.2.2 Those calculations are then used to determine the council tax requirement for the year.
- 5.2.3 The council is required to set a balanced budget and in considering the budget the council must have regard to the advice of its Chief Finance Officer appointed under section 151 of the Local Government Act 1972.
- 5.2.4 The council must issue any precept or precepts in accordance with section 40 of the Local Government Finance Act 1992. The section prescribes what must be included in the issue of the precept. It must be issued before 1 March in the financial year preceding the year for which it is issued but is not invalid merely because it is issued on or after that date.
- 5.2.5 Under section 25 of the Local Government Act 2003, the Chief Finance Officer (section 151 officer) is required to report to the authority on the robustness of the estimates made for the purposes of the calculations required to be made by the council. These are the estimates which the Strategy, Resources and Performance Committee is required to recommend and submit to Full Council and are contained within this report. The Chief Finance Officer is also required to report on the level of reserves.
- 5.2.6 In deciding its Capital Programme for the year, the council must have regard to the 'Prudential Code' established by the Local Government Act 2003. This is addressed in the report.
- 5.2.7 The budget makes provision on the basis that a number of changes to Council services which are under consideration may be made. The budget does not itself authorise any changes to services and does not assume that changes will be made. Any changes to services will need to be the subject of appropriate consideration by the Committee, where appropriate, consultation and a full report setting out options for change, the impact of the proposed changes on service users, including in particular the impact on different equality groups. Where a decision is made not to implement any changes then budgetary adjustments may need to be made but the council is confident that whilst savings over the 2024/25 budget are assumed, each can be implemented in a number of ways, thus no particular changes are assumed.
- 5.2.8 The setting of the budget is a function reserved to the Full Council, but the Strategy, Resources and Performance Committee is required to make recommendations it wishes to make to Full Council.
- 5.2.9 Once the budget is agreed by Full Council, the Policy and Service Committees cannot make any decisions which conflict with that budget, although virements and in year changes may be made in accordance with the council's Financial Regulations. Similarly, any decision made by an officer exercising delegations must be made in accordance with the policies, plans and strategies agreed by Full Council.
- 5.2.10 Section 106 of the Local Government Finance Act 1992 restricts any member of the

council from voting on the budget or council tax requirement if they owe any amount of council tax to any local authority which has been outstanding for more than two months. If this applies to a member and they attend a meeting at which the council tax requirement is to be set, they must declare this fact and they cannot vote. It is an offence to vote or to fail to make this declaration.

5.2.11 Section 52ZB of the Local Government Finance Act 1992 requires the council, when setting council tax, to determine whether or not the increase is 'excessive'. An increase is excessive unless it is within parameters determined by the Secretary of State. If an increase is 'excessive' it can only be implemented if supported by a referendum.

5.2.12 Social care authorities are permitted to levy a 'social care precept' of 2% or less. There is no legal requirement for the money raised to be used for adult social care services, but the Secretary of State has previously indicated that he will ask local authorities how they have spent the money. If an authority is unable to demonstrate usage for social care purposes, he may restrict that authority's ability to raise council tax in future years.

5.2.13 Any increase by Cambridgeshire County Council of 5% or more would trigger a referendum. The recommendations in this report would not trigger a referendum.

5.3 Risk Implications

5.3.1 Services have considered risk in developing the proposals for investment and savings shown in the financial plan and these will be reflected in their usual risk management arrangements.

5.3.2 There is a risk that budget proposals will impact on delivery of the council's Strategic Framework, but this will be monitored, and appropriate action taken.

5.3.3 There is a risk that assumptions within these proposals are incorrect. Due diligence has been undertaken, as well as assessment within the reserves to mitigate such risks.

5.4 Equality and Diversity Implications

5.4.1 The Strategic Framework sets out Cambridgeshire's approach to strengthening the county and how it will interact with its customers and improve access to services and information. It contains specific investment to support vulnerable adults and children in Cambridgeshire. The equalities implications of the long-term strategies already approved were considered as part of the development of those strategies.

5.4.2 In order for the council to fulfil its legal requirements under the Public-Sector Equality Duty, individual Equality Impact Assessments will be done on the delivery plans for the respective budget decisions at the stage when plans for implementation are drawn up. These can be made available to all elected members during the decision-making process so that the full equality implications of proposals are understood, inform final decisions and due regard is paid to the Equality Duty.

5.5 Climate Change and Environment Implications

5.5.1 The climate and environment implications will vary depending on the detail of each of the proposals. Any positive or negative impacts will have been considered for each

proposal as part of its development.

6 Source Documents

6.1 Strategy, Resources & Performance Committee Agenda, 28 January 2025, contains the Business Plan contents as follows:

Appendix 1a: Business Plan Section 1	Strategic Framework
Appendix 1b: Business Plan Section 2	Medium Term Financial Strategy
Appendix 1c: Business Plan Section 3	Finance Tables
Appendix 1d: Business Plan Section 4	Public Consultation
Appendix 1e: Business Plan Section 5	Capital Strategy
Appendix 1f: Business Plan Section 6	Treasury Management Strategy

Links

[Committee Papers from 28 January 2025 Strategy, Resources and Performance Committee](#)

[The Referendums relating to Council Tax Increases \(Principles\) \(England\) Report 2025/26](#)

Constitution and Ethics Committee recommendations - Proposed Changes to the Constitution

To: County Council

Meeting Date: 11 February 2025

From: Service Director: Legal and Governance

Purpose: To present to Full Council for consideration and approval proposed changes to the Council's Constitution recommended by the Constitution and Ethics Committee.

The current Constitution is on the Council's website at [Constitution](#).

Recommendation: The Council is asked to:

- a) approve the proposed restructure of the Council's constitution, as set out in the report to the [Constitution and Ethics Committee on 28 January 2025 \(Appendix 3\)](#);
- b) approve the proposed amendments to Chapter P3B-7 (Audit and Accounts Committee) of the Council's constitution, attached at Appendix 2 of this report; and
- c) authorise the Service Director: Legal and Governance to take all steps necessary or incidental to implement the changes to the Constitution detailed in this report.

Officer contact:

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1. Background

- 1.1 The Local Government Act 2000 requires all local authorities to have a constitution that covers standing orders, delegation processes and a code of conduct for councillors. Changes to the Council's Constitution are considered by the Constitution and Ethics Committee before being recommended to Full Council for approval.

2. Proposed Restructure of the Constitution

- 2.1 The Constitution and Ethics Committee established a cross-party constitution working group to consider how to make the Council's constitution more accessible and better organised, therefore making it easier to use for Members, officers and members of the public. The group agreed a proposal to focus solely on the structure and presentation of the constitution, rather than the content or text of the constitution itself. Following a review of the Council's current constitution, it supported the proposed restructure of the Council's constitution, outlined in Appendix 1, presented to the Constitution and Ethics Committee at its meeting on 28 January 2025.
- 2.2 The Constitution and Ethics Committee welcomed and agreed to recommend to Full Council the revised structure of the constitution, incorporating two fundamental changes from the current version, the Articles into the wider chapters and a reorganisation of the chapters into different sections. A full version of the restructured constitution is attached [here](#).
- 2.3 The Constitution and Ethics Committee requested that Members also be provided with a version that included tracked changes. This document has been published as a background document on [the meeting page of the Council's website](#). During the production of the tracked changes version, it was established that a sentence in Section 8.01 of Article 8 (Committees) had erroneously not been included in the restructured constitution. This has now been added to paragraph 3.3 of Chapter D2 (Committee Procedure Rules) in the restructured constitution.
- 2.4 It is emphasised that this restructuring exercise has explicitly sought to stay away from addressing issues with content that were identified by the review process, or which were pending their own review, in order to separate them from what is essentially a non-substantive reorganisation.
- 2.5 There are some proposed changes to the content relating to:
- Renumbering of chapters and changing all the cross-references to chapters across the constitution, including the incorporation of additional cross-references to aid navigation and understanding of the new structure, and the insertion of hyperlinks.
 - Minor non-substantive changes that fall under the Monitoring Officer's existing delegations, such as corrections to grammar or formatting, changes to officer titles due to organisational restructure, issues identified from previous changes, etc.

2.6 Notwithstanding, the following substantive changes are included in the proposals:

- (i) Current Chapter 3B-6 (Highways and Transport Committee) – The sixth section of the delegated authorities table has been separated into two separate sections, because the new formatting does not allow for it to be displayed appropriately as one section. This change is non-substantive but has been highlighted for the avoidance of doubt.
- (ii) Current Chapter P4-5 Annex-1 (Scheme of Financial Management) – The current Appendix G (template stock certificate) and Appendix J (template fees and charges request form) have both been removed because they do not display properly on the new website version. The forms are available from the Finance team and Camweb (as they always have been), and additional clarification of this fact has been added to the relevant part of the chapter.
- (iii) Current Chapter 5-1b (Guidance on Gifts and Hospitality) – Template gift and declaration forms are included as Appendix A to this chapter. These have been removed because they do not display properly on the new website version. The forms are available from Democratic Services (as they always have been), and additional clarification of this fact has been added to the relevant part of the chapter.
- (iv) Current Chapter 3F (Delegations Resulting from Covid-19) – The Monitoring Officer has advised that this chapter should be removed, as it details delegations to officers at other local authorities that were in place during the Covid-19 pandemic, and which are no longer relevant.

2.7 This review was seen as an opportunity to innovate and fully embed the constitution into the Council's website. To achieve this aim, the Information Services team has supported the development of the constitution section of the website, which is now fully interactive and accessible to users. It should be noted that although the draft restructured constitution can currently be viewed via [this link](#), if it is approved by Full Council the link would cease to work and the constitution would henceforth be accessed via [the current link](#).

2.8 Although there are significant benefits to publishing the constitution interactively in this way, PDF versions of individual chapters and the whole constitution will continue to be published on the website as well.

2.9 If the restructured constitution is approved by Full Council on 11 February 2025, the Constitution Working Group will be asked to assess its impact prior to the next annual review of the constitution that will be presented to the Constitution and Ethics Committee in September 2025.

2.10 A significant number of issues in the constitution have been identified through the course of this review and these will be addressed following Full Council's consideration of the proposed restructure. The Constitution and Ethics Committee, as well as the Constitution Working Group, will also be asked to suggest specific chapters or sections of the constitution to be reviewed in the coming months.

3. Terms of Reference for the Audit and Accounts Committee Constitution

- 3.1 In line with the discussions during the Audit and Accounts Committee's recent self-assessment of its effectiveness, a further review of the Terms of Reference was carried out.
- 3.2 At its meeting on 28 January 2025, the Constitution and Ethics Committee considered and approved the key proposed changes, which were endorsed unanimously by the Audit and Accounts Committee at its meeting on 31 October 2024, and are summarised as follows:
- The Terms of Reference were lengthy and, in some places, repetitive. A number of deletions were suggested to reduce duplication and ensure a more focused summary of the Committee's role and responsibilities; and
 - To reflect the Chartered Institute of Public Finance and Accountancy's (CIPFA) Position Statement on Audit Committees in Local Authorities and Police, the expectation that Committee members commit to being present for all meetings and avoid the use of substitutes as far as possible has been proposed.
- 3.3 The proposed changes are attached at Appendix 2 to the report (additions in bold and removals in strikethrough).

4. Source Documents

- 4.1 [Local Government Act 2000](#)
- 4.2 [The Council's Current Constitution](#)
- 4.3 [The Proposed Restructured Constitution](#)
- 4.4 [Tracked Changes of the Restructure](#)
- 4.5 [Current version of Chapter P3B-7 \(Audit and Accounts Committee\) of the constitution](#)
- 4.6 [Agenda Item 9c \(County Council – Proposed Changes to the Constitution\)](#), Full Council meeting on 18 July 2017
- 4.7 [Agenda Item 10 \(Constitution and Ethics Committee Recommendations to Full Council -Proposed Changes to the Constitution\)](#), Full Council meeting on 16 May 2023
- 4.8 [Agenda Item 4 \(Review of the Audit and Accounts Committee Terms of Reference\)](#), Audit and Accounts Committee meeting on 31 October 2024
- 4.9 [CIPFA Position Statement on Audit Committees in Local Authorities and Police \(2022\)](#)

Proposed Revised Restructure

A. The Constitution and How the Council Operates

1. The Constitution
2. How the Council Operates

B. Public Participation

1. Participation in Meetings
2. Petition Scheme
3. Access to Information Procedure Rules

C. Council

1. Role of Full Council
2. Council Procedure Rules
3. Budget and Policy Framework Procedure Rules

D. Committees

1. Role of Committees
2. Committee Procedure Rules
3. Procedure Rules for Urgent Decisions and Decision Review
4. Strategy, Resources and Performance Committee
5. Adults and Health Committee
6. Assets and Procurement Committee
7. Children and Young People Committee
8. Communities, Social Mobility and Inclusion Committee
9. Environment and Green Investment Committee
10. Highways and Transport Committee
11. Audit and Accounts Committee
12. Constitution and Ethics Committee
13. Pension Fund Committee
14. Planning Committee
15. Staffing and Appeals Committee
16. Cambridge Joint Area Committee

E. Joint Arrangements

1. Joint Arrangements
2. Cambridgeshire and Peterborough Health and Wellbeing Board
3. Greater Cambridge Partnership
4. Cambridgeshire Police and Crime Panel
5. Local Government Pension Scheme ACCESS Joint Committee

F. Councillors

1. Role of Members and Office Holders
2. Members' Code of Conduct
3. Member / Officer Protocol
4. Scheme of Members' Allowances

G. Officers

1. Role of Officers and Management Structure
2. Scheme of Delegations to Officers
3. Officers' Code of Conduct
4. Officer Employment Procedure Rules
5. Financial and Contract Procedure Rules
6. Scheme of Financial Management
7. Contract Procedure Rules
8. Elections and Referendums Protocol
9. Media Protocol
10. Shareholder Rights in Pathfinder

7. Audit and Accounts Committee

Membership

Seven members of the Council. **To reflect best practice as set out in the Chartered Institute of Public Finance and Accountancy's Position Statement on Audit Committees in Local Authorities and Police (2022), there is a presumption that Committee members commit to being present for all meetings and the use of substitutes is avoided wherever possible.**

The Audit and Accounts Committee shall be entitled to appoint up to three people at any one time as non-voting co-opted members of the committee. The committee shall determine whether the co-options shall be effective for a specified period, for specific meetings or for specific items. The committee may not co-opt any person who is an active member of any political party, defined as any person who engages in political activities which would not be permissible if that person was an officer holding a politically-restricted post within the Council. Co-options may only be made if the person co-opted has particular knowledge or expertise in the functions for which the committee is responsible. **The Committee has a right of access to and constructive engagement with other committees/functions, for example service committees and other strategic groups, and has the right to request reports and seek assurances from relevant officers.**

The Committee will meet at least four times a year, and will maintain the technical capability to discharge the Audit and Accounts Committee responsibilities of the Council.

Summary of Functions:

- (a) **To support a comprehensive understanding of governance across the organisation and among all those charged with governance, fulfilling the principles of good governance.**
- (b) To provide independent assurance of the adequacy of the risk management framework and the associated control environment.
- (c) To provide independent scrutiny of the authority's financial and non-financial performance to the extent that it affects the authority's exposure to risk and weakness of the control environment.
- (d) To support the maintenance of effective arrangements for financial reporting and review the statutory statements of account and any reports that accompany them.
- (e) To monitor the effectiveness of the system of internal control, including arrangements for internal audit, external audit, financial management, ensuring value for money, risk management, governance, assurance statements, supporting standards and ethics, and managing the authority's exposure to the risks of fraud and corruption.

- (f) **To contribute to the operation of efficient and effective external audit arrangements, supporting the independence of auditors and promoting audit quality.**
- ~~(g) To enhance and promote the profile, status and authority of the internal audit function and to demonstrate its independence.~~
- ~~(h) To contribute towards making the authority, its committees and departments more responsive to the audit function.~~
- ~~(i) To review compliance with the relevant standards, codes of practice and corporate governance policies.~~
- ~~(j) To consider the extent to which the authority's control environment is successful in achieving value for money.~~

Delegated Authority	Delegation / Condition
<p>Audit Activity:</p> <ul style="list-style-type: none"> (i) To approve the Internal Audit strategy and monitor its progress, overseeing the independence, objectivity and performance of the internal audit function and its conformance to professional standards. (ii) To approve, but not direct, Internal Audit's annual plan of work and monitor unscheduled work that could potentially divert audit resources away from a plan, and monitor performance against those plans, ensuring that there are no inappropriate scope or resource limitations. (iii) To consider the Annual Report and opinion of the Head of Audit and Risk Management and a summary of internal audit activity and the level of assurance it can give over the Council's corporate governance arrangements. (iv) To consider summary internal audit reports and the main issues arising, and seek assurance that action has been taken where necessary. (v) To consider reports dealing with the management and performance of the internal audit function. (vi) To consider reports from Internal Audit on agreed recommendations not implemented within reasonable timescales. (vii) To consider the Annual Audit Letter, relevant reports and the reports of those charged with governance. 	

Delegated Authority	Delegation / Condition
<ul style="list-style-type: none"> (viii) To consider specific reports as agreed with the external auditor to ensure agreed action is taken within reasonable timescales. (ix) To comment on the scope and depth of the external audit work and to ensure it gives value for money. (x) To liaise with Public Sector Audit Appointments Limited over the appointment of the Council's external auditor. (xi) To consider the opinion, reports and recommendations of inspection agencies relevant to the Council (such as Ofsted, the Information Commissioner's Office, etc.), and their implications for governance, risk management or control, and monitor management action in response to the issues raised. (xii) To suggest work for internal and external audit. (xiii) To support effective arrangements for internal audit, promote the effective use of internal audit within the assurance framework, and to undertake an annual review of the effectiveness of the system of Internal Audit. (xiv) To support effective relationships between all providers of assurance, audits and inspections, and the organisation, encouraging openness to challenge, review and accountability. 	
<p>Regulatory Governance Framework:</p> <ul style="list-style-type: none"> (i) To maintain an overview of the Council's constitution in respect of contract procedure rules, financial regulations, codes of conduct etc. (ii) To review any issue referred to it by the Chief Executive, executive directors or any committee of the Council. (iii) To monitor the effective development and operation of risk management and corporate governance throughout the Council. (iv) To monitor Council policies on "raising concerns at work" and anti-fraud and anti-corruption policies, including the Council's complaints process, and to approve any changes regarding the Council's Whistle-blowing Policy, Anti-Fraud and Corruption Policy, Anti-Money Laundering Policy and associated arrangements. (v) To oversee the production of the Council's Annual Governance Statement and recommend its adoption, and to monitor implementation of the Annual Governance Statement Action Plan. 	

Delegated Authority	Delegation / Condition
<ul style="list-style-type: none"> (vi) To consider the arrangements for corporate governance, and assurance across the Council's full range of operations and collaborations with other entities, and to agree necessary actions to ensure compliance with best practice. (vii) To consider the Council's compliance with its own and published standards and controls. (viii) To report as appropriate to Full Council, relevant Policy and Service Committees and the Constitution and Ethics Committee on issues which require their attention or further action. (ix) To bring to the attention of the Strategy, Resources and Performance Committee any issue which may warrant further consideration or review. (x) To receive and approve proposals regarding the Council's exercise of powers covered by the Regulation of Investigatory Powers Act. 	
<p>Accounts:</p> <ul style="list-style-type: none"> (i) To review and To support the maintenance of effective arrangements for financial reporting and review the statutory statements of account and any reports that accompany them; and to approve the Annual Statement of Accounts. (ii) Specifically to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council. (iii) To consider the External Auditor's Report to those charged with the governance issues arising from the audit of the accounts. 	
<p>Risk Management</p> <ul style="list-style-type: none"> (i) To understand the risk profile of the Council and consider the effectiveness of the Council's risk management arrangements. (ii) To seek assurances that action is being taken on risk-related issues, with the right to request reports and seek assurances from relevant officers. (iii) To be satisfied that the Council's accountability statements, including the Annual Governance Statement, properly reflect the risk environment and any actions required to improve it, and demonstrate 	

Delegated Authority	Delegation / Condition
how governance supports the achievement of the authority's objectives.	



Agenda Item No.10(a)

Reports from Constituent Council Representatives on the Combined Authority

The following meetings have taken place in November and December 2024

Transport and Infrastructure Committee, 4 November 2024

Councillor Neil Shailer

Decision Summary Link: [Transport and Infrastructure Committee \(November\)](#)

Overview and Scrutiny Committee, 7 November 2024

Councillors Anna Bradnam and Mark Goldsack

Decision Summary Link: [Overview and Scrutiny Committee \(November\)](#)

Audit and Governance Committee, 8 November 2024

Councillor Graham Wilson

Decision Summary Link: [Audit and Governance Committee \(8 November\)](#)

Business Board, 11 November 2024

Decision Summary Link: [Business Board \(November\)](#)

Combined Authority Board, 13 November 2024

Councillor Lucy Nethsingha

Decision Summary Link: [Combined Authority Board \(November\)](#)

Audit and Governance Committee, 28 November 2024

Councillor Graham Wilson

Decision Summary Link: [Audit and Governance Committee \(28 November\)](#)

Environment and Sustainable Communities Committee, 11 December 2024

Councillor Lorna Dupré

Decision Summary Link: [Environment and Sustainable Communities Committee \(December\)](#)

Combined Authority Board, 13 December 2024

Councillor Lucy Nethsingha

Decision Summary Link: [Combined Authority Board \(December\)](#)

Investment Committee, 16 December 2024

Councillor Lucy Nethsingha

Decision Summary Link: [Investment Committee \(December\)](#)