



# **ANNUAL COUNCIL MEETING**

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## **AGENDA**

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**19th May 2020**

**Virtual Meeting**

# CAMBRIDGESHIRE COUNTY COUNCIL

## NOTICE OF MEETING

The annual meeting of the County Council will be held on Tuesday 19th May 2020 at 10.30a.m.

### COVID-19

**During the Covid-19 pandemic Council and Committee meetings will be held virtually for Committee members and for members of the public who wish to participate. These meetings will held via Zoom and Microsoft Teams (for confidential or exempt items). For more information please contact the clerk for the meeting (details provided below).**

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## A G E N D A

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Apologies for Absence

1. Election of Chairman/woman of Council (oral)
2. Election of Vice-Chairman/woman of Council (oral)
3. Minutes – 11th February 2020 (previously circulated)  
*[available at [County Council meeting 11/02/2020](#)]*
4. Chairman's Announcements (oral)
5. Report of the County Returning Officer (oral)

*To report that Councillor Peter McDonald was elected to fill the vacancy in the Duxford Electoral Division in the by-election held on 27th February 2020.*

6. Declarations of Interests (oral)

*[Guidance for Councillors on declaring interests is available at <http://tinyurl.com/cc-conduct-code>]*

7. Public Question Time (oral)

*To receive and respond to questions from members of the public in accordance with Council Procedure Rule 9.3. and the Council's Virtual Meeting Protocol*

8. Petitions (oral)

*To receive petitions from the public in accordance with Council Procedure Rule 9.4. and the Council's Virtual*

*Meeting Protocol*

9. Section 85 Local Government Act 1972 – Recommendation to Extend Six Month Rule (pages 7-8)
  10. Pay Policy Statement 2020-21 and Gender Pay Gap Reporting (pages 9-21)
  11. Updated Draft Climate Change and Environment Strategy (pages 22-121)
  12. Constitution and Ethics Committee Recommendations to Full Council
    - (a) Committee Structures (pages 122-139)
    - (b) Proposed changes to the consideration of Adult Mental Health Guardianships (pages 140-144)
    - (c) Scheme of Delegation (pages 145-146)
  13. Committees - Allocation of seats and substitutes to political groups in accordance with the political balance rules (to follow)

\* *Subject to full Council approval of agenda item no.12(a)*
  14. Appointment of the Chairman/woman and Vice-Chairman/woman of the following Policy and Service Committees: (page 147)
    - General Purposes
    - Adults
    - Children and Young People
    - Commercial and Investment
    - Communities and Partnership
    - Environment and Sustainability\*
    - Health
    - Highways and Transport\*

\* *Subject to full Council approval of agenda item no.12(a)*
- Appointment of the Chairman/woman only:
- Audit and Accounts Committee
  - Health and Wellbeing Board
  - Pension Committee
  - Planning Committee
15. Appointment to Outside Bodies and Annual Report 2019/20 (pages 148-270)
  16. Cambridgeshire and Peterborough Combined Authority – Membership and Other Appointments (pages 271-275)

17. Approval of Calendar of County Council Meetings (oral)

To approve the following calendar of meetings:

- 21st July 2020
- 13th October 2020
- 15th December 2020
- 9th February 2021
- 12th February 2021 (Provisional)
- 16th March 2021
- 25th May 2021

18. Motions submitted under Council Procedure Rule 10 (oral)

**(a) Motion from Councillor Lucy Nethsingha**

This Council would like to express their profound thanks to the staff of the council, along with all the thousands of individuals and groups who stepped up to support communities so quickly when the government announced the lockdown due to Corona Virus. As a result of the swift action of council staff, and of many small groups, from parish councils, to WhatsApp groups, from charities to residents associations and small businesses, health and care services in Cambridgeshire have coped, and people have been supported to follow the lockdown rules.

The swift action of so many meant that the vast majority of Cambridgeshire's vulnerable residents have been cared for by their own neighbours and communities, meaning council staff have been able to focus on supporting the most vulnerable, and our amazing care staff. We thank those neighbours and communities and ask the Chief Executive to convey our thanks to those staff and communities in an appropriate way.

*[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]*

**(b) Motion from Councillor Ian Manning**

This council notes the following impacts of the Covid-19 lockdown measures in Cambridgeshire:

- The reduction in pre-lockdown levels of vehicle traffic
- The measured improvement in air quality and decrease in congestion
- The potential long term benefits of the above for public health

- The financial effects of business closures and reduced economic activity.

This council recognises the need to ensure that the environmental gains of reduced vehicle traffic are not lost as the economy reopens, and therefore resolves to:

- work with the Combined Authority to take the lead of other authorities in the UK and abroad (for example Brighton, Milan and Bogotá) in experimenting with temporary road layouts that privilege active modes of travel to and within economic centres; and instructs officers to work with the Combined Authority to prepare options that could be quickly implemented.

This council further resolves to instruct officers to liaise with the Combined Authority about ways in which public transport providers can be supported to offer services to the public that encourage confidence in their safety.

In both these cases officers should ensure that Members of this authority on the Highways and Transport committee are kept informed and consulted of progress and options for implementation.

*[The Monitoring Officer advises that the motion relates to a matter for the Council to determine and that the motion is therefore in order as drafted]*

19. Questions:

**Written Questions** (Council Procedure Rule 9.2)

(oral)

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

20. Exclusion of Press and Public

(oral)

That the press and public be excluded from the meeting during the consideration of the following report on the grounds that it is likely to involve the disclosure of exempt information under Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended, and that it would not be in the public interest for this information to be disclosed as it refers to information relating to any individual, and information relating to the financial or business affairs of any particular person (including the authority holding that information).

21. The Future Operating and Financial Model for LGSS  
Services

(circulated  
separately)

Dated 11th May 2020



Fiona McMillan  
Monitoring Officer

*For more information about this meeting, please contact*

Clerk Name: Michelle Rowe  
Clerk Telephone: 01223 699180  
Clerk Email: [michelle.rowe@cambridgeshire.gov.uk](mailto:michelle.rowe@cambridgeshire.gov.uk)

**SECTION 85 LOCAL GOVERNMENT ACT 1972 –  
RECOMMENDATION TO EXTEND SIX MONTH RULE**

**To: Full Council**

**Date: 19th May 2020**

**From: Director of Governance and Legal Services and Monitoring Officer**

**Purpose: To seek approval, for the purposes of Section 85 of the Local Government Act 1972, for the absence of Councillor Kevin Cuffley from any meeting of the Authority from the date of this meeting for six months on the grounds of his serious ill health.**

**Recommendation: Council is recommended to:**

- i) note that Councillor Kevin Cuffley has not been able to attend meetings of the Council due to ill-health since his attendance at full Council on 17th December 2019;**
- ii) extend its best wishes to Councillor Cuffley; and**
- iii) approve Councillor Cuffley’s non-attendance at meetings of the Council due to ill-health up to 19th November 2020 pursuant to Section 85 of the Local Government Act 1972.**

<b><i>Officer contact:</i></b>		<b><i>Member contact</i></b>	
Name:	Michelle Rowe	Name:	Councillor Mac McGuire
Post:	Democratic Services Manager	Portfolio:	Chairman of the Council
Email:	<a href="mailto:michelle.rowe@cambridgeshire.gov.uk">michelle.rowe@cambridgeshire.gov.uk</a>	Email:	<a href="mailto:mac.mcguire@cambridgeshire.gov.uk">mac.mcguire@cambridgeshire.gov.uk</a>
Tel:	01223 699180	Tel:	01223 699488

## 1. BACKGROUND

- 1.1 Under Section 85(1) of the Local Government Act 1972 if a Member fails throughout a period of six consecutive months from the date of his/her last attendance to attend any meeting of the Council or as a representative of the Council on an Outside Body he/she shall, unless the failure was due to some reason approved by the Council before the expiry of that period, cease to be a member of the Authority.
- 1.2 Due to ill-health Councillor Kevin Cuffley has not been able to attend any Council or Committee meetings since his attendance at full Council on 17th December 2019. A request is put forward to Council to approve an extension to the usual six month rule to enable Councillor Cuffley to remain in office. If this request is not approved Councillor Cuffley will cease to be a member of the Council.
- 1.3 Council is therefore asked to give approval to Councillor Cuffley's non-attendance by reason of ill-health.

Source Documents	Location
Local Government Act 1972	<a href="http://www.legislation.gov.uk/ukpga/1972/70/section/85">http://www.legislation.gov.uk/ukpga/1972/70/section/85</a>

**PAY POLICY STATEMENT 2020-21 AND GENDER PAY GAP REPORTING**

*To:* Full Council

*Date:* 19th May 2020

*From:* Chief Executive

*Purpose:* The purpose of this report is to review the data due to be published on senior employee remuneration and the gender pay gap to ensure compliance with:

- The Local Government Transparency Code 2015
- Chapter 8 of the Localism Act 2011.
- Equality Act 2010 (Gender Pay Gap Information) Regulations 2017

*Recommendations:* Council is asked to approve the Chief Officer Pay Policy Statement 2020/21 (Appendix 1) and the Gender Pay Gap Report 2020 (Appendix 3).

<b><i>Officer contact:</i></b>		<b><i>Member contact</i></b>	
Name:	Martin Cox	Name:	Councillor Joshua Schumann
Post:	HR Director (LGSS)	Portfolio	Chairman of the Staffing and Appeals Committee
e-mail:	MCox@northamptonshire.gov.uk	:	
Tel:	07921 092743	e-mail:	<a href="mailto:joshua.schumann@cambridgeshire.gov.uk">joshua.schumann@cambridgeshire.gov.uk</a>
		Tel:	01223 706398

## 1.0 BACKGROUND

- 1.1 In February 2015, the Secretary of State for Communities and Local Government issued The Local Government Transparency Code 2015. The code sets out the key principles in making local authorities more transparent and accountable to local people. The Council has been proactive in its compliance with this code.
- 1.2 In addition, under the Localism Act 2011, Local Authorities are required to prepare a Chief Officer Pay Policy Statement for each financial year. This policy statement must be approved by a resolution of the authority, i.e. full Council, and is required to be published by 31 March. The Council's policy outlined in **Appendix One** has been updated but not fundamentally changed from last year. *[The Council meeting scheduled for 17th March 2020 was cancelled on 16th March 2020 due to restrictions relating to the Covid-19 crisis (the full agenda remains on the Council's website). The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into force on 4 April 2020 and allows meetings to be held virtually. This report has therefore been rescheduled to the next available Council meeting.]*
- 1.3 The Equality Act 2010 was recently updated to include new regulations on the reporting of gender pay gap. The new legislation means we are required by law to publish a number of calculations that show the difference between the average earnings of men and women in our Council; it does not involve publishing individual employees' data. The data used for the calculations is the Council's pay data as of 31st March 2019.

## 2.0 CURRENT POSITION

- 2.1 In accordance with the Local Government Transparency Code 2015, we publish on the Council's website:
- The names of employees paid £150,000 and above.
  - The post title, team, grade, salary range, (in £5000 brackets) and salary ceiling point for the top 3 tiers of the organisation, along with details of whether the appointments are permanent or temporary.
  - The post title, grade and salary range of employees earning £50,000 and above.
  - The 'pay multiple' – the ratio between the highest paid salary and the median salary of the authority's workforce.
  - Details of vacancies via the jobs portal.
- 2.2 This year is the third year that we are required to publish Gender Pay Gap data on the Government portal. In addition to this, we publish a summary of the data on the Council's website.

## 3.0 SENIOR OFFICER PAY DATA

- 3.1 The senior manager pay data is provided in **Appendix Two**. The data illustrates employees' total remuneration taking into account their earnings including additional payments i.e. market factor supplements and acting up allowances.

- 3.2 There are currently two posts in the organisation that are paid more than £150,000. These are:
- Chief Executive Gillian Beasley with a salary of £173,596. This post is shared with Peterborough City Council on a 50/50 basis therefore Cambridgeshire pay 50% of this salary although Gillian is not directly employed by Cambridgeshire County Council.
  - Rachel Stopard the Chief Executive Greater Cambridge Partnership (GCP) with a salary of £167,244 (this is made up of basic salary and a market factor payment). The Greater Cambridge Partnership is an independently operated entity. The Partner Authorities jointly support GCP with the majority of GCP funding coming from a central government grant.
- 3.3 There are 29 posts in Tier 1 to 3 of the organisation (excluding posts paid below £50,000). This compares to 30 in the previous year. In addition to the Chief Executive, 19 posts in Tiers 1 to 3 are shared with Peterborough City Council. This is an increase of 5 shared posts at this level.
- 3.4 There are currently 128 officers earning £50,000 or above, 40 of which are in shared roles with other Councils. This is an increase from 118 posts the previous year. 25 posts at this level are now shared with Peterborough City Council, this compares to 11 shared roles in the previous year. 15 posts paid over £50,000 are part of LGSS Shared Services with costs being shared between the partner Councils. It should be noted that although annual salaries increase year on year with a cost of living uplift, the £50,000 threshold outlined within the regulations has not changed.
- 3.5 The current mean salary for the organisation is £30,049 this compares to a mean salary of £29,288 in the previous year. The increase in the mean salary is accounted for by national changes in the NJC pay structure. These changes took effect from 1st April 2019 and resulted in larger pay increases for the bottom grades of the NJC pay scale, increasing the pay for our lowest paid employees.
- 3.6 The ratio of the Chief Executive's salary to the median salary in the organisation is 1:6 based on a median salary of £27,905. The ratio in the previous year was 1:7. The change in this ratio is influenced by an increase in the organisations median salary from £26,470 to £27,905. This change is due to the increased value of the bottom grades on the NJC pay scale. The Chief Executives salary has remain unchanged from the previous year.

#### **4.0 CHIEF OFFICER PAY POLICY STATEMENT**

- 4.1 A copy of the Chief Officer Pay Policy Statement is provided in **Appendix One**. This has been updated to reflect changes in job titles and responsibilities.

#### **5.0 GENDER PAY GAP REPORT**

- 5.1 Gender pay reporting is used to assess the levels of gender equality in the workplace and the balance of male and female employees at different levels

of the Council. A copy of the Gender Pay Gap Report is provided in **Appendix Three**.

- 5.2 The data shows the Council's mean gender pay gap is 8% against a national public sector picture of 15.7%. Last year our mean gender pay gap was 13%.
- 5.3 The Council's median gender pay gap is 9% against a national public sector median pay gap of 16.8%. Last year our median gender pay gap was 19%.
- 5.4 For the past two years, a full review into the gender pay gap has been carried out. Consideration has been paid to the gender pay gap within different grades and professions of the workforce, the performance appraisal process, recruitment and selection practices and also within apprenticeships.
- 5.5 It is acknowledged that the reduction in the mean and median pay gap reported this year is in part due to the closure of the Council's Catering and Cleaning Service. However, as outlined in the most recent gender pay gap review there is also a considerable amount of work that has been completed, and will continue to take place to reduce the pay gap.
- 5.6 The Gender Pay Gap will continue to be monitored throughout the year, with Committee being advised on progress during the year.

## **6.0 STAFFING AND APPEALS COMMITTEE**

- 6.1 Staffing and Appeals Committee met on 18 February 2020 where it agreed to approve and refer the Chief Officer Pay Policy Statement 2020/21 (Appendix 1) and the Gender Pay Gap Report 2020 (Appendix 3) to full Council.

<b>Source Documents</b>	<b>Location</b>
The Local Government Transparency Code 2015	Martin Cox HR Director, LGSS Cambridgeshire County Council Box No: OCT 1106 Shire Hall Cambridge CB3 0AP
Chief Officer Pay Policy Statement	
Gender Pay Gap Report	
Staffing and Appeals Committee – 18 February 2020	
	<a href="#"><u>Staffing and Appeals Committee meeting 18/02/2020</u></a>

## Chief Officer Pay Policy Statement – 2020/2021

Effective from 1st April 2020

### 1. Introduction

Cambridgeshire County Council is committed to operating consistent, transparent and equitable pay arrangements for employees and is committed to ensuring equal pay in employment.

This Chief Officer Pay Policy Statement fulfils the Council's statutory requirements under Chapter 8 of the Localism Act 2011 ("the Act") and was agreed by full Council in March 2020. The Chief Officer Pay Policy applies to all Statutory and Non-Statutory Chief Officers, (including Deputies), of Cambridgeshire County Council.

In accordance with the Government's Code of Recommended Practice for Local Authorities on Data Transparency, the Council publishes information on all employees earning £50,000 or above.

### 2. Scope

This Statement details the pay policy and practice in relation to all Statutory and Non-Statutory Chief Officers, (including Deputies) as defined under our constitution.

### 3. Basic Pay Determination

The pay grade and the terms and conditions that are applied to each post are determined through the process of HAY job evaluation. This is an analytical scheme, which measures the relative size of jobs across the organisation. The key principles underlying our application of job evaluation are:

- Consistently applied across the authority to ensure fairness.
- Applied by appropriately trained and experienced employees.
- Quality assured to ensure that standards are maintained.
- Open and transparent and accessible for employees and their representatives.
- Considers the relative size of jobs and not the postholders or pay grades.
- Wholly dependent on job role, function and accountability.

### 4. Chief Officer Pay (Corporate Leadership Team)

#### Pay Scale

The pay scale for the Corporate Leadership Team is available on our website.

#### Staffing and Appeals Committee

The Staffing and Appeals Committee determines, on behalf of full Council, application of the pay policy regarding the remuneration of Statutory and Non Statutory Chief Officers (including Deputies), of the organisation. The Staffing and Appeals Committee comprises 8 members of the Council.

When determining application of the pay policy, the Committee is advised by the Head of Paid Service and LGSS HR Director (or his/her nominees). The Committee may, having sought the advice of the above, choose to be advised by an external independent advisor as appropriate.

## Pay Award

There is no automatic cost of living increase. The Staffing and Appeals Committee, in consultation with the Chief Executive, determines the level of increase if any, to be applied to the published pay rates for Chief Officers, by reference to our performance against Key Measurable Targets and overall affordability given the prevailing budget decision. In addition, the national award is used as a benchmark for the cost of living award. Any such recommendation is reported to the Staffing and Appeals Committee.

## Flexibility for Non-Consolidated Payments

The Staffing and Appeals Committee has the flexibility to award one off non-consolidated performance awards. These are applied in exceptional circumstances only, where individuals have performed above and beyond their job role. Again this will be dependent on clear performance criteria and evidenced outcomes as well as affordability.

Any non-consolidated performance award will be a one-off temporary award for a maximum of one year and based on the development points within each Director Pay grade boundaries and will not exceed the "Absolute Ceiling" of these pay and grade boundaries.

## Individual Salary Progression

There is no automatic progression through the development points. Personal development in role may be recognised by the award of discretionary consolidated pay movements each year, in accordance with the locally agreed step values, through the pay/development points.

Application of individual development points will be determined each year by the Chief Executive, taking into consideration the individual's performance, as evidenced by the Performance Appraisal and Development Programme (PADP) rating and overall affordability given our prevailing budget position.

Awards may be considered only on completion of Personal Development Plans and where contribution and competence have been suitably evidenced and assessed via the appraisal scheme. Progression will not go beyond the "Absolute Ceiling" set for each grade.

## Acting Up / Partial Acting Up and Honorarium Payments

Where an officer is required to Act-Up into a higher level Chief Officer/Deputy Chief Officer post he/she will normally be remunerated at the bottom of the higher graded post's development point range.

The decision to Act an officer up into a Chief Officer/Deputy Chief Officer post will be within the remit of the Staffing and Appeals Committee. Where a Chief Officer/Deputy Chief Officer is required to take on temporary additional responsibilities the Staffing and Appeals Committee may consider awarding an honorarium payment based on the difference of his/her current salary and the additional partial role he/she is required to carry out. There will be no flexibility to award above the "Absolute Ceiling" for the role.

Any honorarium payments made to the Chief Executive will be subject to Full Council approval as would any payment made to the Returning Officer. In election years, full Council will be asked to agree any payment to be made to the Returning Officer at the same time as agreeing the Pay Policy.

## Market Supplement Payments

Where a business case is put forward to pay a market supplement, this will be presented to the Staffing and Appeals Committee advised by the HR Director (or his/her nominees) and Chief Executive for consideration. Any market supplement would be based on a detailed business case that demonstrates some or all of the following:

- Evidence of unsuccessful recruitment campaigns
- Evidence of comparable roles paid at higher levels in benchmark authorities
- Significant evidence of higher than normal turn over/attrition rates
- Significant business continuity/service delivery risks

Any market supplement rate would be temporary for a maximum period of 12 months. Market premiums would be made only in exceptional circumstances and subject to affordability.

Any proposed market supplement payments made to the Chief Executive would be subject to the above and Full Council approval.

#### **5. Pay Equity – The Pay Multiple**

The Council monitors the relationship between the remuneration of its Chief Officers and Deputies and the rest of the workforce.

The current ratio of the Chief Executive's FTE salary to the median salary in the organisation is 1:6 based on a median salary of £27,905.

#### **6. Termination of Employment**

On ceasing to be employed by the Council, employees will be paid contractual payments due under their contract of employment. Our Redundancy Policy details the conditions under which redundancy payments can be made. We calculate redundancy payments based on an individual's actual pay, length of continuous service and age.

#### **7. Review**

This pay policy statement will be reviewed annually and recommended to Full Council for approval. We may by resolution of the Full Council, amend this Pay Policy Statement during the course of the year to which it relates.

		Total Remuneration in £5K bands (except for roles with total remuneration of 150,000 and above)	Bottom of pay grade	Top of the pay grade	Employment Term	Notes
<b>Directorate</b>	<b>Position (post holder details are given for posts with remuneration above £150,000)</b>					
Public Health	Director of Public Health	100,000-104,999	£ 78,304	£ 105,570	Permanent	Shared post with PCC on a 50/50 basis
Public Health	Deputy Director Public Health	80000-84999	£ 68,598	£ 84,932	Permanent	Shared post with PCC on a 50/50 basis
Public Health	Senior Public Health Consultant	70000-74999	£ 78,304	£ 105,570	Permanent	Shared post with PCC on a 50/50 basis
Public Health	Assistant Director Public Health Intelligence	55000-59999	£ 48,039	£ 59,387	Permanent	Shared post with PCC on a 50/50 basis This post has remuneration that is higher than the top of the pay scale for the position due to additional elements of pay received on top of basic salary
Resources	Deputy Chief Executive and Chief Finance Officer	140000-144999	£ 118,317	£ 135,469	Permanent	
Resources	Head of Finance	70000-74999	£ 68,653	£ 74,161	Permanent	
Resources	Strategic Finance Manager	55000-59999	£ 57,738	£ 62,328	Permanent	
Resources	Strategic Finance Manager	55000-59999	£ 57,738	£ 62,328	Permanent	
Resources	Strategic Finance Manager	60000-64999	£ 57,738	£ 62,328	Permanent	
Resources	Area Manager Rural	50000-54999	£ 48,302	£ 52,127	Permanent	
Resources	Facilities Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Resources	Strategic Finance Manager	55000-59999	£ 57,738	£ 62,328	Permanent	
Customer & Digital Services	Director of Customer & Digital Services	105000-109999	£ 104,706	£ 121,859	Permanent	Shared post with PCC on a 50/50 basis
Customer & Digital Services	Service Director, Legal and Governance	95000-99999	£ 94,333	£ 105,783	Permanent	Shared post with PCC on a 50/50 basis
Customer & Digital Services	Emergency Planning Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Shared post with PCC on a 50/50 basis
Customer & Digital Services	Head of Customer Services	55000-59999	£ 57,738	£ 62,328	Permanent	
Customer & Digital Services	Democratic Services Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Customer & Digital Services	Head of Communications and Information	70000-74999	£ 68,653	£ 74,161	Permanent	Shared post with PCC on a 50/50 basis
Customer & Digital Services	Group Asset Manager	60000-64999	£ 57,738	£ 62,328	Permanent	
Customer & Digital Services	Head of IT & Digital Service	65000-69999	£ 68,653	£ 74,161	Permanent	Shared post with PCC on a 50/50 basis
						The Partner Authorities jointly support GCP. The majority of the GCP funding comes from a central government grant. This post has remuneration that is higher than the top of the pay scale for the position due to additional elements of pay received on top of basic salary
Customer & Digital Services	Chief Executive Greater Cambridge Partnership, Rachel Stopard	167244	£ 125,749	£ 148,626	Permanent	
Customer & Digital Services	Data Protection Officer	55000-59999	£ 57,738	£ 62,328	Permanent	
Customer & Digital Services	Strategic Lead IT Shared Service	90000-94999	£ 85,741	£ 97,192	Permanent	
Customer & Digital Services	Greater Cambridge Partnership Transport Director	115000-119999	£ 104,706	£ 121,859	Permanent	
Customer & Digital Services	Head of Strategy and Programme	65000-69999	£ 68,653	£ 74,161	Permanent	
Customer & Digital Services	Head of Communications	55000-59999	£ 57,738	£ 62,328	Permanent	
Business Improvement	Service Director Business Improvement and Development	120000-124999	£ 118,317	£ 135,469	Permanent	Shared post with PCC on a 50/50 basis
Business Improvement	Head of Transformation	60000-64999	£ 68,653	£ 74,161	Permanent	
Business Improvement	Head of Business Intelligence	65000-69999	£ 68,653	£ 74,161	Permanent	Shared post with PCC on a 50/50 basis
Business Improvement	Transformation Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Business Improvement	Business Intelligence Manager Research	50000-54999	£ 48,302	£ 52,127	Permanent	
LGSS	Insurance and Risk Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Head of LGSS Business Planning and Finance	60000-64999	£ 68,653	£ 74,161	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Chief Finance Section 151 Officer (Norwich)	60000-64999	£ 68,653	£ 74,161	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Infrastructure Support Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Head of HR Advisory Services East	70000-74999	£ 68,653	£ 74,161	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Strategic Audit Manager	55000-59999	£ 57,738	£ 62,328	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Commercial Finance Business Partner	60000-64999	£ 57,738	£ 62,328	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners

LGSS	Strategic Audit Manager	65000-69999	£ 57,738	£ 62,328	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	HR Business Partner	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	HR Business Partner	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Audit and Risk Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Transformation Programme Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	HR Policy and Projects Team Manager (CCC)	50000-54999	£ 57,738	£ 62,328	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Digital Programme Delivery Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
LGSS	Business Systems Service & Support Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Part of LGSS Shared Service, costs shared with LGSS partners
Place and Economy	Joint Executive Director, Place & Economy	80000-84999	£ 125,749	£ 148,626	Permanent	Shared post with PCC on a 50/50 basis
Place and Economy	Executive Director	130000-134999	£ 125,749	£ 148,626	Permanent	Shared post with PCC on a 50/50 basis
Place and Economy	Business Manager County Planning Minerals and Waste	65000-69999	£ 48,302	£ 52,127	Permanent	Individual currently receiving allowance for additional duties
Place and Economy	Historic Environment Manager	60000-64999	£ 42,742	£ 45,956	Permanent	Individual currently receiving allowance for additional duties
Place and Economy	Assistant Director, Highways	85000-89999	£ 85,741	£ 97,192	Permanent	
Place and Economy	Assistant Director, Infrastructure and Growth	85000-89999	£ 85,741	£ 97,192	Permanent	
Place and Economy	Programme Director Connecting Cambridgeshire	75000-79999	£ 77,171	£ 88,621	Permanent	
Place and Economy	Group Manager Transport Strategy and Funding	55000-59999	£ 57,738	£ 62,328	Permanent	
Place and Economy	Traffic Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Business Manager Growth and Development	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Commission Manager Community Infrastructure	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Commission Manager Waste	55000-59999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Highways Maintenance Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Highways Asset Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Transport and Infrastructure Strategy Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Team Leader Cycling Projects	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Team Leader Highway Projects	50000-54999	£ 48,302	£ 52,127	Permanent	
Place and Economy	Transport Assessment Manager	50000-54999	£ 42,742	£ 45,956	Permanent	
Place and Economy	Waste Partnership Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Service Director Adults	120000-124999	£ 118,317	£ 135,469	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Service Director	120000-124999	£ 118,317	£ 135,469	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Director of Education	120000-124999	£ 118,317	£ 135,469	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Head of Service Early Years	65000-69999	£ 68,653	£ 74,161	Permanent	
People and Communities	Head of Service Schools Intervention	70000-74999	£ 68,653	£ 74,161	Permanent	
People and Communities	Head of Service SEND	60000-64999	£ 68,653	£ 74,161	Permanent	
People and Communities	Assistant Director	90000-94999	£ 85,741	£ 97,192	Permanent	
People and Communities	Assistant Director Housing Communities and Youth	95000-99999	£ 94,333	£ 105,783	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Head of Service Adults Integration	55000-59999	£ 57,738	£ 62,328	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Assistant Director Cambridgeshire	90000-94999	£ 94,333	£ 105,783	Permanent	
People and Communities	Head of Adult Safeguarding/Principal Social Worker	65000-69999	£ 68,653	£ 74,161	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Assistant Director – Education Capital & Place Planning	90000-94999	£ 94,333	£ 105,783	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Head of Virtual School	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Senior Adviser Quality Assurance Team	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Safeguarding Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Education ICT Manager	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Head of Cambridgeshire Music	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Manager Grafham Water Centre	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Service Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Early Years Sector Development Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Lead Mathematics Adviser	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Primary Adviser	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Education Adviser	60000-64999	£ 57,738	£ 62,328	Permanent	
People and Communities	Primary Adviser	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Head of Service Operations	50000-54999	£ 68,653	£ 74,161	Permanent	
People and Communities	Operational Lead, Provider Services	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Continuing Healthcare Manager	50000-54999	£ 48,302	£ 52,127	Permanent	Shared post with PCC on a 50/50 basis

People and Communities	Strengthening Communities Service Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Principal Child and Family Social Worker	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Partnerships and Service Development Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	County Alternative Education Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Head of Adults Commissioning	65000-69999	£ 68,653	£ 74,161	Permanent	
People and Communities	Lead Service Manager Integration and Practice	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Manager Sensory Support Team 0-25 years	55000-59999	£ 41,065	£ 114,060	Permanent	
People and Communities	Service Manager Safeguarding	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Head of Youth Support	65000-69999	£ 68,653	£ 74,161	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Head of Mental Health	70000-74999	£ 68,653	£ 74,161	Permanent	
People and Communities	Head of Service Transfers of Care	65000-69999	£ 68,653	£ 74,161	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Lead Service Manager Operations	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Strategic Education Place Planning Manager	55000-59999	£ 57,738	£ 62,328	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Senior Adviser- Intervention and Safeguarding	50000-54999	£ 57,738	£ 62,328	Permanent	
People and Communities	Assistant Director Corporate Parenting and Specialist Services	95000-99999	£ 94,333	£ 105,783	Permanent	Shared post with PCC on a 50/50 basis
People and Communities	Commercial Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Education Health Safety and Wellbeing Adviser	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Education Adviser	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Head of Service Countywide and LAC	70000-74999	£ 68,653	£ 74,161	Permanent	
People and Communities	Head of Service Early Help North	70000-74999	£ 68,653	£ 74,161	Permanent	
People and Communities	Head of Service Early Help South	70000-74999	£ 68,653	£ 74,161	Permanent	
People and Communities	Head of Service Safeguarding South	65000-69999	£ 68,653	£ 74,161	Permanent	
People and Communities	Permanency Practice Development Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Service Manager Reablement City and South	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Head of Disability	65000-69999	£ 68,653	£ 74,161	Permanent	
People and Communities	Senior Educational Psychologist ASC, SLCN	55000-59999	£ 46,607	£ 62,849	Permanent	
People and Communities	Educational Psychologist	55000-59999	£ 37,175	£ 55,040	Permanent	
People and Communities	Operations Manager Education ICT	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Youth Offending Service Manager	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Head of Pilgrim PRU	50000-54999	£ 41,065	£ 114,060	Permanent	
People and Communities	District Manager Safeguarding	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Service Manager, Children in Care	50000-54999	£ 48,302	£ 52,127	Permanent	
People and Communities	Educational Psychologist	50000-54999	£ 37,175	£ 55,040	Permanent	
People and Communities	Lead Corporate Parenting Manager	55000-59999	£ 57,738	£ 62,328	Permanent	
People and Communities	Partnerships and Developing Practice Officer	50000-54999	£ 48,302	£ 52,127	Fixed Term	
People and Communities	Team Manager, Emergency Duty Team	50000-54999	£ 42,742	£ 45,956	Permanent	

Note: There is no overlap between the salary points on the pay spine.

The employees' current range above illustrates the £5,000 range that their salary falls within and does not take account of the grade starting point or ceiling.

## **Gender Pay Gap Report**

Published March 2020

Cambridgeshire County Council is an employer required by law to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017. This involves carrying out calculations that show the difference between the average earnings of men and women in our Council; it will not involve publishing individual employees' data. The data used for the calculations is the Council's pay data as of 31<sup>st</sup> March 2019.

We are required to publish the results on a government gender pay gap website, and in addition we publish the high level results on the Cambridgeshire County Council website alongside our pay and transparency data.

Gender pay reporting is used to assess:

- the levels of gender equality in our workplace
- the balance of male and female employees at different levels

Few employers in Cambridgeshire can boast the breadth and variety of roles we enjoy at Cambridgeshire County Council. With over 4000 employees, we are one of the biggest employers in the County, with a diverse workforce to be proud of.

We are committed to equality within our workforce, and our flexibility, working practices and wide range of roles ensure that we encourage and support women to come to work for us, and develop their long-term career to stay with us.

### **Our Workforce Profile**



### **Action We Are Taking**

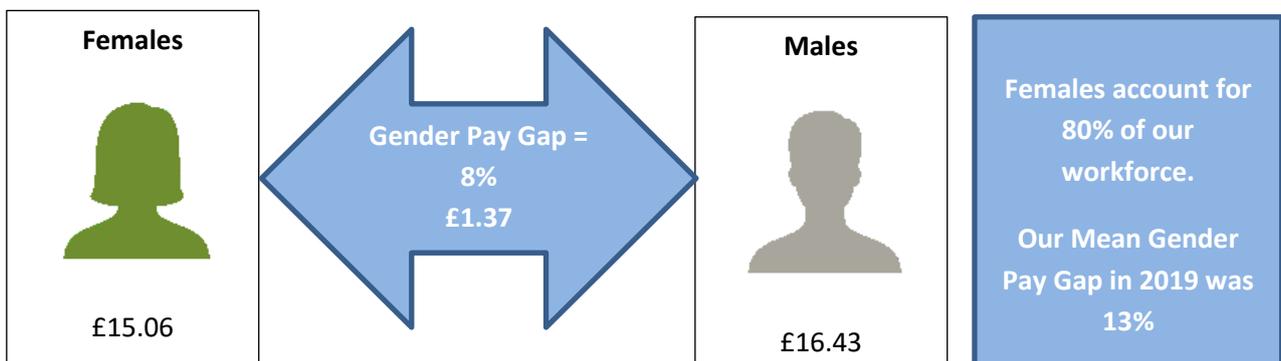
Our current workforce data tells us that the council is attracting and retaining women and we have a fairly representative number of female employees across all four pay quartiles. The council has a fair and equitable pay policy in place and promotes flexible working practices. All jobs in the council are evaluated using the Hay methodology to ensure we have equal pay for male and female employees carrying out the same work.

We undertake a full review and audit into our gender pay gap every year. This includes analysis of quantitative data including starters and leavers, workforce and recent staff survey results as well as qualitative data gained through talking to our employees.

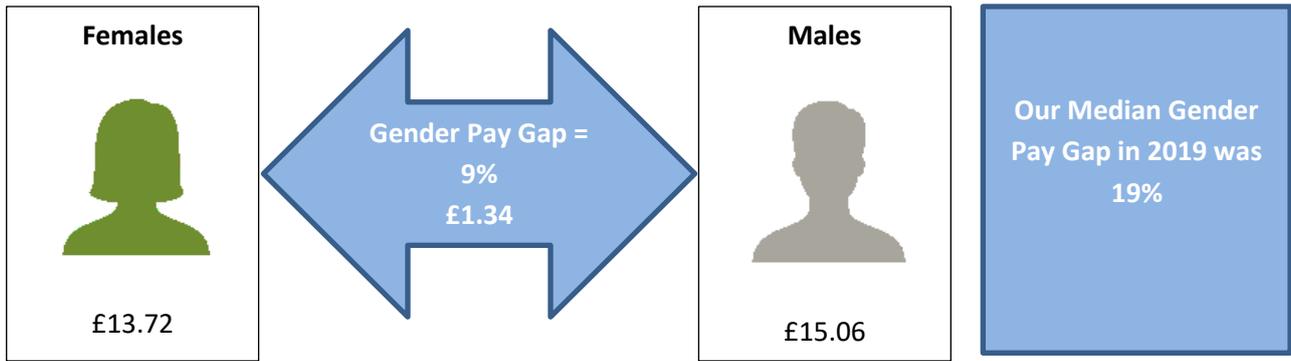
The analysis and research undertaken as a result of these reviews emphasise that there is no quick win or simple solution to reduce a gender pay gap in the workforce. The only way to reduce our gender pay gap is to take a long term view of resourcing, developing and engaging our workforce, and the following table summarises the current actions that we are taking to reduce our pay gap.

Theme:	Action and Review Date:
<p><b>Improve development opportunities for female employees</b></p> <p>We do not have a problem attracting and retaining our female workforce. However, our next steps are to invest in developing and empowering our female employees to encourage them to move into more senior roles.</p>	<ul style="list-style-type: none"> <li>• Develop clear career pathways for female employees. (March 2021)</li> <li>• Managers and leaders need to be trained in how to spot talent and encourage employees to develop. (December 2020)</li> <li>• Employees will be encouraged to take sideways moves as well as promotional roles to broaden their knowledge. (December 2020)</li> <li>• Our recruitment and selection training will be updated with an emphasis on this. We will promote and encourage managers to attend this training. (December 2020)</li> <li>• Analysis is required to identify hard to fill and traditionally male dominated roles to encourage greater diversity in these posts. (December 2020)</li> <li>• Implement a suite of development initiatives to empower female employees. For example coaching, mentoring and skills development. Females will be more confident in recognising their value and skilled in negotiating their development opportunities and package. (March 2021)</li> </ul>
<p><b>Engagement</b></p> <p>Female employees are more likely to need to be encouraged to apply for new posts or development opportunities rather than apply for opportunities themselves.</p>	<ul style="list-style-type: none"> <li>• Increased communication from female senior leaders (for example blogs Q&amp;A sessions) to provide increased visibility of female leaders and role model career growth. (September 2020)</li> <li>• Create professional networking groups for all employees working full and part time. (September 2020)</li> </ul>
<p><b>Recruitment and selection</b></p> <p>We need to improve how we attract and retain females into roles where they are less represented.</p>	<ul style="list-style-type: none"> <li>• Review of recruitment processes to ensure there is no gender bias post shortlisting. (December 2020)</li> <li>• Review of sample job descriptions/adverts to ensure there is no subtle gender bias. (December 2020)</li> </ul>
<p><b>Working Practices</b></p> <p>Flexible working practices will improve retention of our staff and allow employees with non-work responsibilities (i.e. family commitments, studying) to continue to progress through the council without compromising their work/life balance.</p>	<ul style="list-style-type: none"> <li>• Have an agreed definition of flexible and agile working, endorsed by the Chief Executive, that is workable through all management tiers, subject to service needs. (April 2020)</li> <li>• As part of the Cambs2020 programme a programme of training will be rolled out across all teams to support improved flexible and agile working. Managers will need to understand how to flex individual working practices to manage the impact on the team. (April 2021)</li> <li>• Managers to consider working practices and how they could be made more flexible. For example review purpose, duration and frequency of meetings and consider how the use of IT for example could facilitate flexible working for employees. (April 2021)</li> <li>• The impact of career breaks will be analysed to determine whether there is any long term impact on employees returning to work following a break. (April 2021)</li> </ul>

### Mean Gender Pay Gap in Hourly Pay



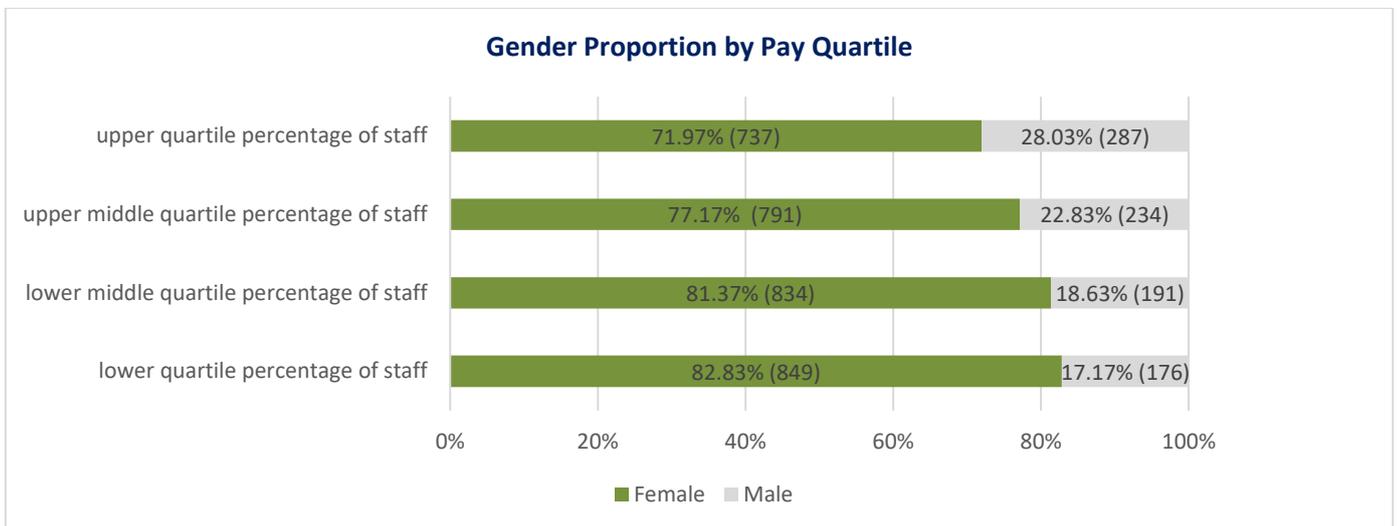
## Median Gender Pay Gap in Hourly Pay



## Mean, Median and Proportion of Males and Females Receiving a Bonus Payment

Cambridgeshire County Council does not operate a bonus payment scheme, and therefore has no bonus payment gender pay gap.

## Proportion of Males and Females in Each Pay Quartile



The graph above outlines the gender split by pay quartile and illustrates the quartile split by percentage and employee numbers. The lower quartile range relates to hourly rates of up to £10.80. The lower middle quartile is hourly rates of £10.80 - £13.72. The upper middle quartile is hourly rates of £13.72 – £18.35. The upper quartile relates to hourly rates of £18.35 and above. Please note that these figures exclude employees on reduced pay such as absence/maternity and adoption leave/career breaks, and therefore does not correspond to the total headcount figure.

Further analysis of the data demonstrates that females are fairly evenly spread across the pay quartiles, whereas males are more highly represented in the upper two quartiles. This distribution explains the higher median hourly rate for males. It's pleasing to report that in 3 of the 4 quartiles, a more positive gender proportion is reported this year.

## Next Steps

The challenge in our Council, as it is nationally, is to eliminate any gender pay gap. We will continue to work on initiatives to reduce our gender pay gap including further mid-year analysis and reporting.

**UPDATED DRAFT CLIMATE CHANGE AND ENVIRONMENT STRATEGY**

**To:** Council

**Meeting Date:** 19th May 2020

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

**Purpose:** To share the Draft Climate Change and Environment Strategy, action plan and carbon footprint.

**Recommendation:** Full Council is asked to approve:

- a) The updated draft Climate Change and Environment Strategy as Council policy
- b) The updated action plan that accompanies the Strategy
- c) Publication of the Council's first Annual Carbon footprint Report

<b><i>Officer contact:</i></b>	<b><i>Member contact:</i></b>
Name: Sheryl French	Name: Councillor Steve Count
Post: Programme Director	Chairman: General Purposes Committee
Email: Sheryl.French@cambridgeshire.gov.uk	Email: Steve.count@cambridgeshire.gov.uk
Tel: 01223 728552	Tel: 07989 032456

## 1. BACKGROUND

- 1.1. In May 2019, Councillor Steve Count proposed an Environment Motion to Full Council and as a result, the Council declared a Climate Emergency. The motion was passed unanimously, and committed the Council to the development of a Climate Change and Environment Strategy and Action Plan. It recognised that our natural and built environment is the most precious inheritance for which we act as caretakers for the next generation and that society is facing global challenges of population growth, climate change and equalisation of living standards not faced before at this scale.
- 1.2. A draft Strategy and Action plan was approved for public consultation by Full Council in December 2019. The consultation ran from 20th December 2019 – 31st January 2020. The consultation received 438 responses across business, local authorities, parish councils, community groups, governmental organisations and individuals.
- 1.3. The consultation results were shared with Members on the 25th February 2020 at a seminar. The presentation included participation data, views on our priorities and key themes that emerged from the feedback for inclusion in the strategy including clean growth, public transport, water, waste and the urgency to act now to bring carbon emissions reductions. The revised strategy can be found in **Appendix A**.
- 1.4. The development of the draft Strategy and action plan has been supported by a cross-departmental Officer Steering Group and guided by a politically representative, Member Advisory Group.

## 2. MAIN ISSUES

- 2.1 *Governance and Resourcing*. In February 2020, the County Council budget for 2020/21 was approved including a £16 million fund to support the implementation of near-term targets set out in the Climate Change and Environment Strategy plus 1.5 Full Time Equivalent posts to support the delivery and reporting on key areas of strategy implementation. Also approved, at February Full Council was the inclusion of a fourth corporate objective on Climate Change and associated updates to the Council's Strategic Framework, Medium Term Finance Strategy and Capital Strategy. Please see sections 2.8, 2.9 and 6.6 of the strategy document.
- 2.2 *Consolidation and Rationalisation of Priority Areas*. The consultation draft included a long list of priority areas with some overlap between priorities pointed out in the feedback. The priorities have been condensed to five priority areas under each of the key technical themes reflecting where the council can lead and where it will look to collaborate.

	Previous Version Priority Areas	New Version Priority Areas
Mitigation	<ul style="list-style-type: none"> <li>Nearly zero energy buildings</li> <li>Transport (control)</li> <li>Transport (collaborate)</li> <li>Waste Management</li> <li>Afforestation and Land Use</li> <li>Peatland</li> <li>Commercial and Industrial buildings</li> <li>Domestic Buildings</li> </ul>	<ul style="list-style-type: none"> <li>Energy efficient, low carbon buildings</li> <li>Low carbon transport</li> <li>Waste Management</li> <li>Afforestation and Land Use</li> <li>Peatland</li> </ul>
Adaptation	<ul style="list-style-type: none"> <li>Water availability</li> <li>Resilient infrastructure</li> <li>Resilient Economy</li> <li>Green &amp; Blue infrastructure</li> <li>Climate change risk strategies</li> <li>The Council's assets</li> <li>Flood Risk</li> <li>Highways Management</li> <li>Impacts on Vulnerable people</li> </ul>	<ul style="list-style-type: none"> <li>Resilience of our services and supporting vulnerable people</li> <li>Resilient highways and infrastructure</li> <li>Flood risk</li> <li>Water availability</li> <li>Green and blue infrastructure development</li> </ul>
Natural Capital	<ul style="list-style-type: none"> <li>Habitat restoration</li> <li>Land management for nature</li> <li>Biosecurity</li> <li>Engagement with tenant farmers</li> <li>Reducing plastic pollution</li> <li>Peatland</li> <li>Green space</li> <li>Work with the agricultural sector</li> <li>Air pollution</li> </ul>	<ul style="list-style-type: none"> <li>Reducing waste and tackling plastic pollution</li> <li>Air pollution</li> <li>Green spaces, habitats and land management</li> <li>Peatland</li> <li>Water management</li> </ul>

2.3 *Strengthening of Adaptation Priorities.* The consultation highlighted a need to strengthen our action on adaptation, particularly regarding water. Water related challenges including: flood risk, water availability/scarcity and watercourse conservation featured highly. The existing priority on flood risk management has been strengthened and new priorities for water availability and water management (to encompass watercourse conservation) have been added.

2.4 *Updated Corporate Carbon Footprint.* The Corporate Carbon Footprint presented to Full Council in December has been updated with new data on the carbon emissions from the purchasing of goods and services. This is predominantly data on capital construction projects. As a result, the council's carbon footprint has increased to 202,508 tonnes CO<sub>2</sub>e (gross). Data collection mechanisms are now being developed to continue to improve the certainty on our footprint. Please see **Appendix B**.

2.5 *Action Plan Updates.* The action plan, attached as **Appendix C** has also been improved to reflect feedback from the consultation and the DTP. It contains some specific actions, for example the development of a Tree Strategy to guide the Council's afforestation priority but also broader areas for action where the detail still

needs to be worked through. This document is dynamic and will be regularly reviewed to reflect greater detail as it emerges.

- 2.6 *The UK's Decarbonisation of Transport Plan (DTP)*. In March 2020 Government published its *Decarbonisation of Transport Plan: Setting the Challenge*. This document sets out how the Government intends to work with stakeholders to develop the DTP during 2020 and design a transport system that delivers net-zero emissions by 2050. The Draft Climate Change and Environment Strategy and Action plan has been updated to reference the development of this new plan. A separate briefing note and minor strategy changes were sent to Members.
- 2.7 *Covid-19*. The response to Covid 19 is being led by the Local Resilience Forum. A recovery coordination group has been established to lead and oversee the recovery plan for Cambridgeshire and Peterborough. A new Countywide Environment Sub-Group is being set up to understand and examine the environmental issues arising from the crisis and how this can form part of the recovery. For example, it will examine data and intelligence on air quality, understand different working and travel practices and the extent of which these and other changes can be embedded going forward as part of the response to the pandemic. The Council's draft Climate Change and Environment Strategy (CCES), along with partners' strategies, will be key to deliver a low carbon economic recovery across Cambridgeshire and Peterborough, providing the policy context and ambition for change.

Source Documents	Location
Approval to take draft Climate Change and Environment Strategy and Action Plan to Public Consultation	<a href="https://tinyurl.com/t5xezhhb">https://tinyurl.com/t5xezhhb</a>
Approval of Environmental Fund in 2020/21 Budget and 4th Corporate Priority	<a href="https://tinyurl.com/rhjc9cu">https://tinyurl.com/rhjc9cu</a>
Decarbonisation of Transport: Setting the Challenge	<a href="https://www.gov.uk/government/publications/creating-the-transport-decarbonisation-plan">https://www.gov.uk/government/publications/creating-the-transport-decarbonisation-plan</a>

# Climate Change and Environment Strategy



**2020 – 2025**

Published March 2020

## Foreword

Human driven Climate Change is the greatest environmental challenge of our time and of any time before. Driven by human activities, our climate is changing at an unprecedented pace and scale that threatens all life on Earth. There is an urgent need for stronger and more integrated action.

I put forward an Environment Motion in May 2019 to Full Council. As a result the Council declared a Climate and Environment Emergency which has set us on a pathway to securing a sustainable future for our County and its residents. Our strategy is focussed on reducing greenhouse gas emissions, so that climate impacts will be less severe and biodiversity improved for future generations.

We must build on the good things we already do on the environment. We are proud of our work on renewable energy, flood risk, plastic pollution, efforts to increase modal shift and creating new green spaces, but more is needed. We must strengthen our policies across all areas of our work and find new financing mechanisms to support rapid and sustained change in how we do things. It is vital we work alongside and communicate with our communities about the actions we must take. Tackling Climate Change requires everyone, our citizens, all levels of government and businesses, to work in the same direction whilst protecting and caring for the most vulnerable in our society.

Over the last two decades, the UK has led the world in demonstrating that cutting our emissions does not mean sacrificing standards of living for everyone. Since 1990, UK emissions have fallen by more than 40%, while our economy has grown by two thirds. Our vision for Cambridgeshire as a whole, is to deliver net-zero carbon emissions by 2050 in partnership with all stakeholders. For the first time this year, we developed carbon footprints for Cambridgeshire and our own organisation. Young researchers from Cambridge University's Science and Policy Exchange (CUSPE) developed the County-wide footprint which informs our strategy. We are proud to tell you that since our solar park near Soham went live generating clean electricity in 2017 and buying only green electricity for our buildings and streetlighting, we have saved 28,452 tonnes of greenhouse gas emissions.

**It is our intention that by 2025 all buildings that are both owned and occupied by the Council will be heated without fossil fuels, and all the Council's car and van fleet will be electric.**

In addition, we pledge to:

- Reduce the Council's carbon footprint on by 50% on 2018-19 levels, by 2023 on scopes 1 & 2;
- Adapt our services to manage the impacts of Climate Change to benefit service users
- Improve air quality, increase biodiversity and natural capital across our estate and wildlife sites;
- Work with our supply chain to deliver 50% reduction on our 'scope 3' carbon emissions by 2030;
- Develop all Council strategies to include policies to tackle Climate Change and enhance our natural capital;
- Collaborate with Cambridgeshire businesses, residents and the public sector to deliver our ambitious targets, and net-zero carbon by 2050
- Work with Government, partners and stakeholders to support the 10,000 homes dependent on oil for heating and hot water in Cambridgeshire to switch to 100% clean energy by 2050



A handwritten signature in black ink, appearing to read 'Steve Count'.

*Councillor Steve Count, Leader*

## Executive Summary

The Council declared a Climate and Environment Emergency in May 2019, which was passed unanimously, and committed us to the development of a Climate Change and Environment Strategy and Action Plan.

Our vision is to deliver net-zero carbon emissions for Cambridgeshire by 2050, in partnership with all stakeholders, whilst supporting our communities and Cambridgeshire's biodiversity and environmental assets to adapt and flourish as our climate changes.

The purpose of this strategy is to provide a clear statement of the Council's Climate Change and environmental objectives and to set out how the Council will meet environmental sustainability and Climate Change challenges. The Strategy is for Cambridgeshire *County Council* and focusses primarily on what the Council itself can achieve. However, tackling Climate Change, adapting to its ongoing impacts and protecting and enhancing our natural capital is bigger than any one organisation. So the Strategy also identifies how we must work with public and private sector partners and communities across the county to support the transformation needed to tackle these challenges together.

This Strategy has been developed around three key themes:

- Quantifying our carbon footprints to inform and deliver Climate Change **mitigation** through efforts to reduce or prevent carbon emissions;
- **Adaptation** to cope with the existing and future impacts of Climate Change;
- Enhancing and conserving **natural capital** such as wildlife, plants, air, water and soils.

Our priority areas for the Climate Change **mitigation** theme (reducing our carbon footprint) are:

- Energy efficient, low carbon buildings – improving energy efficiency and installing low carbon heating.
- Low carbon transport – prioritising walking, cycling and public transport, and supporting the uptake of electric vehicles.
- Waste management strategies to reduce carbon,
- Afforestation – planting trees
- Peatland - developing understanding and management best practice

Our priority areas for the Climate Change **adaptation** theme are:

- Resilience of our services and buildings, effective Climate Change risk management strategies across all services, and supporting vulnerable people in severe weather or temperatures.
- Resilient infrastructure and highways;
- Flood risk;
- Water availability;
- Green and Blue Infrastructure.

Our priority areas for the **natural capital** theme are:

- Reducing waste and tackling plastic pollution;
- Air pollution;
- Green spaces, restoring and/or creating natural habitats, and land management, including more tree planting and continued environmental stewardship as part of rural estate management.
- Peatland;
- Water management.

Seven targets have been identified in the Action Plan. Targets 1 to 5 are for the County Council to deliver, which are reflected in the pledge above, and targets 6 and 7 will be in collaboration with partners and communities.

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# 1 Introduction

## 1.1 Why have we declared a Climate and Environment Emergency?

In May 2019, Cambridgeshire County Council declared a climate and environment emergency, and committed to the development of this Climate Change and Environment Strategy.

It recognised that our natural, historic and built environment is the most precious inheritance for which we act as caretakers for the next generation, and that society is facing global challenges of population growth, Climate Change and equalisation of living standards not before faced at this scale. It is a highly time sensitive problem; every day action is delayed it becomes more likely we will pass irreversible environmental tipping points.

Human driven climate change is one of the most complex issues facing us today. It poses significant risk to our health, economy and environment, and endangers the wellbeing of future generations. Air borne, water and land pollution is also a global environmental concern. It involves many dimensions – science, economics, society, politics and moral and ethical questions – and is a global problem, felt on local scales, that will be around for decades and centuries to come.

People of all ages, all walks of life and all social and economic backgrounds in Cambridgeshire are becoming increasingly concerned they will leave or inherit an environment that is irreparably damaged, forcing others to live with the consequences of the decisions we make today. Carbon dioxide, the greenhouse gas that has driven recent changes in our climate, lingers in the atmosphere for hundreds of years, and the planet (especially the oceans) takes a while to respond. Even if we stopped emitting all greenhouse gases today, Climate Change will continue to affect future generations.

All governments (national, regional and local) have a duty to limit the negative impacts of environmental change by cutting carbon emissions, protecting biodiversity and reducing pollution. The necessity of reaching net-zero was enshrined in UK law on 27th June 2019, with a target requiring the UK to bring all greenhouse gas emission to net-zero by 2050.

## 1.2 Sustainable development in a resource constrained world

The United Nations General Assembly approved 17 global goals in 2015, to achieve a more sustainable future for everyone by 2030. The sustainable development goals (SDG's) include specific goals on Climate Change, life on land and life in water, but also cover wider societal needs such as jobs, economic development, infrastructure, health, poverty and education.

**Fundamental to sustainable development is resource efficiency.** Achieving a future free from major global conflict over resources, can only be achieved through equitable distribution of natural resources and their conservation. Quality of life for everyone is possible, if developed countries significantly reduce consumption and improve resource efficiency to keep within one planet's resources rather than the 3, 4 or 5 planets' worth of some countries. For developed countries, this will require investment into new technical innovations, upgrading infrastructure to reduce future resource consumption, promoting nature and making cleaner and greener lifestyle choices as part of our policy making.

## 1.3 The impacts of Climate Change

Climate Change is already occurring, and it is known that human activities contribute significantly to the increases in global average air and ocean temperatures, widespread melting of snow and ice, and rising global average sea level.

The International Panel on Climate Change (IPCC) estimates that human activities have already caused 1°C warming above pre-industrial levels (1). If temperatures increase at the current rate, warming is likely to reach 1.5°C between 2030 and 2052, leading to regional scale changes to

climate, including dramatic increases in the frequency and intensity of flood or drought events across the world including the UK. These risks are set to increase should warming reach 2°C, and the longer that temperatures remain high, the harder it becomes to reverse the damage.

*Please see section 10.1 for further information on the impacts of Climate Change.*

## 1.4 Population and growth

Global population in 2019 is estimated by the United Nations (UN) to be at 7.8 billion with 55% of people living in urban areas. By 2050, this will increase and forecasts suggest our planet must support 9.7 billion people and 69% of people living in urban areas. A significant proportion of this population growth, close to 90%, will be across Africa and Asia. For the UK, by 2050 more than 25% of our population will be over 65. This is due to a combination of declining fertility rates and people living longer. This is really important when we are planning for growth.

Greenhouse Gas Emissions (GHG) must reduce for existing population and growth cannot add to the problem. 'One planet living' must design out waste, reduce consumption and improve resource efficiency. The Government published its Clean Growth Strategy in 2018 and will be bringing forward a Transport Decarbonisation Plan at the end of 2020 (2). For Cambridgeshire this means we need to plan and invest in local, clean energy for buildings, new mass transport systems and zero carbon goods and services to reduce carbon emissions to net-zero by 2050. It also means that as part of clean growth, investment in regeneration and renewal of existing buildings and infrastructure is supported, along with improved energy efficiency and zero waste. Our future growth success will be measured by the energy intensity of new developments driving innovation into building design, consumption patterns and infrastructure provision.

Clean growth covers more than buildings and infrastructure. It covers everything we do including new agricultural and land management practices. Reducing carbon emissions and pollutants, whilst improving productivity and supporting biodiversity is a priority - our natural assets such as peatland and trees are also some of our biggest opportunities to store carbon.

The Quality Charter for Growth is a good example of collaboration between Local Authorities. Developed in 2010, this charter guides better quality developments across Cambridgeshire, and is supported by an expert Quality Panel for Cambridgeshire. The Panel assesses schemes against the four 'C's of the Quality Charter: community, connectivity, climate and character, within the context of the adopted planning policy framework. The aim was to drive sustainable development in Cambridgeshire to achieve better places for people to live and call home. The Quality Charter offers us opportunity to redefine and understand clean growth in the context of net-zero by 2050 and to use it to bring the changes we need.

*Detailed analysis of the different types of environmental assets can be found in section 10.4.*

## 1.5 Imperatives for action

Reaching and sustaining net-zero global human-made CO<sub>2</sub> emissions, and reducing net emissions from other greenhouse gases, can "halt human driven climate change" within decades if we act at all levels and across all sectors to mitigate carbon emissions and plan for impacts that we already know will happen. There are three clear imperatives for action, as outlined by the Global Commission for Adaptation (3) which will impact our ability to serve our communities in the most effective way.

### **The Human Imperative**

Climate Change exacerbates existing challenges to our services and the communities we serve. Increasing frequencies of heatwaves, and flooding and its contamination of water supplies, pose a particular threat for our most vulnerable residents. Climate refugees, people displaced from their homes as a result of the impacts of Climate Change, are likely to bring increased pressure on our social care delivery by 2050. It also puts an unfair burden on future generations who will have to cope with the challenges we are leaving them.

## The Environmental Imperative

The natural environment is our first line of defence against extreme environmental events such as floods, droughts and heatwaves. A thriving natural environment is fundamental to effective and lasting adaptation, as well as contributing to mitigation. Yet one in four species is facing extinction, about a quarter of all ice-free land is now subject to degradation, and ocean temperatures and acidity are rising. Climate Change will bring adverse effects on our natural environment everywhere. We must protect and work with nature to build resilience and reduce climate risks at all scales before the damage has gone too far.

## The Economic Imperative

Mitigation and adaptation are now in our strong economic self-interest: the cost of doing nothing far outweighs the cost of taking positive action now. The Global Commission on Adaptation has demonstrated that the overall rate of return on investments in improved resilience is high, with benefit-cost ratios ranging from 2:1 to 10:1, and in some cases even higher (3). Introducing climate adaptation considerations into our financial decision making will have commercial benefit to our economy in the long run.

### 1.6 Building on the work we already do

Cambridgeshire County Council has a history of leading work on environmental improvements and more recently tackling Climate Change at the local level. Over the years much has been achieved. However, there is an urgent need for stronger and more integrated action. This is a challenge we have not faced before. We must build on the good things we already do, strengthen our policies across all areas of our work to tackle Climate Change and environmental degradation, and find new solutions and financing mechanisms to bring rapid and sustained change in how we do things. Most importantly of all, we and our partners must talk to and be guided by our communities about the actions we must take to bring about the change that is needed.

*Table 1 Work the Council and its partners are already doing through its environmental and related strategies*

Corporate Energy Strategy	<ul style="list-style-type: none"> <li>Reducing carbon emissions, improving energy efficiency and investing in renewable energy projects to displace fossil fuels</li> </ul>
Plastics Strategy	<ul style="list-style-type: none"> <li>To eliminate avoidable single use plastics to protect the biodiversity of our local freshwater systems, oceans and marine life</li> </ul>
Natural Cambridgeshire Local Nature Partnership	<ul style="list-style-type: none"> <li>Managing and protecting our County wildlife sites and their biodiversity</li> </ul>
Joint Municipal Waste Management Strategy	<ul style="list-style-type: none"> <li>Taking measures to reduce waste and employ best environmental options for the waste that we are responsible for</li> <li>Advocating responsible approaches to waste for residents and businesses within the Cambridgeshire area.</li> </ul>
Highways Asset Management Strategy	<ul style="list-style-type: none"> <li>Traffic management to minimise congestion</li> <li>Busway and public transport improvements to promote mass-transit</li> </ul>
Minerals and Waste Management Plan	<ul style="list-style-type: none"> <li>Ensuring all planning proposals take account of Climate Change and the need to reduce carbon emissions, whilst exploring opportunities to use decentralised and renewable or low carbon energy</li> </ul>
Local Flood Risk Management Strategy	<ul style="list-style-type: none"> <li>Supplementary planning guidance to improve embed approaches that minimises flood risk, reduce water consumption and improve biodiversity</li> <li>Supporting natural management of flooding and improved community resilience to flood risk</li> </ul>

# What is the Council already doing to Mitigate and Adapt to climate change and enhance Natural Capital?

## ADAPTATION

### DOMESTIC

Working with communities to develop Flood Action Plans to prepare for and act in the event of a flood  
Providing guidance for developers for improving sustainable drainage within their projects to increase flood resilience as well nature benefits

### WASTE MANAGEMENT

Landfill sites are carefully designed and managed to minimise the risk of flooding. When closed, they are capped and restored to prevent water entrance and prevent leachate escape

### COMMERCIAL & INDUSTRIAL

Minerals and Waste applications are reviewed for their potential to provide benefits for flood risk and biodiversity

### AGRICULTURE

Tenant farmers share grain storage to reduce fossil fuel usage per tonne of crop, and to minimise vehicle movements as orders are taken only from a central store

### TRANSPORTATION

Flood warning systems have been installed on the highway to warn motorists and trigger closures of flood affected roads

### LAND USE

Natural Flood Management projects to develop catchment wide flood management to promote natural processes



## MITIGATION

TRANSPORTATION	COMMERCIAL & INDUSTRIAL	DOMESTIC	WASTE MANAGEMENT	AGRICULTURE	LAND USE
<ul style="list-style-type: none"> <li>Traffic management to reduce congestion</li> <li>Busway and public transport improvements</li> <li>Increasing the amount of recycled materials used in road surfacing</li> <li>Trialling bio-fuel for maintenance vehicles</li> </ul>	<ul style="list-style-type: none"> <li>£11.8m investment into renewable energy and energy efficiency on county assets and schools</li> <li>12MW Triangle Solar Farm, Soham</li> <li>Pipeline of solar projects totalling 42MW under development</li> </ul>	<ul style="list-style-type: none"> <li>Working with Swaffham Prior Community Land Trust to move the village off oil and onto renewable heat. Expected to save 29,445 tonnes CO<sub>2</sub>e over 30 years</li> <li>Helping Parish Councils apply for residential EV chargepoint funding</li> </ul>	<ul style="list-style-type: none"> <li>Diverting waste from landfill via improved recycling and re-use</li> <li>Capturing gas emitted from landfills and using to generate electricity</li> <li>Incentivising Districts and City Councils to collect recyclable materials</li> </ul>	<ul style="list-style-type: none"> <li>Planted over 250,000 trees in small woodlands across the rural estate</li> <li>Encourage our farm tenants to join agri-environment schemes to reduce their carbon impacts c.60% of tenants have either a basic or higher level scheme</li> </ul>	<ul style="list-style-type: none"> <li>Coordinating the Local Nature Partnership (LNP) which includes projects such as the Great Fen Project (Wildlife Trust) and Wicken Fen (National Trust) to restore and manage peatland as a carbon sink</li> </ul>

## NATURAL CAPITAL

Working with communities to create "Friends Groups" who volunteer to help maintain nature reserves and promote their importance

Working with developers to create greenspace through 'preservation in situ' schemes to protect the historic and natural environment

Encouraging our farm tenants to join agri-environment schemes to promote biodiversity

Working with the Local Nature Partnership to maintain and manage nature reserves for the benefit of biodiversity and people

Review of mineral site plans to ensure suitable restoration and seek opportunities for biodiversity and green infrastructure benefits

Supporting Natural Cambridgeshire's vision to Double Nature by seeking ways to increase green spaces and biodiversity

Agree sustainable Travel Plans for new developments to improve air and water quality

## 2 About Our Strategy

### 2.1 Our vision for 2050

Our vision is to deliver net-zero carbon emissions for Cambridgeshire by 2050 in partnership with all stakeholders, whilst supporting our communities and Cambridgeshire's biodiversity and environmental assets to adapt and flourish as our climate changes.



Figure 1 Cambridgeshire County Council's Vision for 2050

### 2.2 Purpose of the strategy

The purpose of the strategy is to provide a clear statement of the Council's Climate Change and environmental objectives and to set out how we will meet environmental sustainability and Climate Change challenges. It describes how we will get our own house in order and how working together with our public sector partners and our communities will support the transformation needed across Cambridgeshire and beyond to tackle these challenges.

Our Objectives are to:

- Reduce greenhouse gas emissions to mitigate the impacts of human-made Climate Change
- Support our communities and biodiversity to adapt to a changing climate
- Improve Cambridgeshire and Peterborough's Natural Capital<sup>1</sup> for future generations
- Empower Cambridgeshire communities and businesses to buy-into and support the delivery of the Strategy vision
- Work with our public sector partners to join up policies and strategies across different levels of government to deliver net-zero carbon by 2050
- Deliver our UK100 pledge for 100% clean energy for our communities by 2050

### 2.3 Our approach

To deliver the vision and objectives of the Strategy we will engage with Officers, Members, partners, businesses and our communities to build a shared understanding of the challenges and grow our collective knowledge, capacity and skills to create the place we want for our children's future. This includes:

- Identifying the carbon footprint for the whole of Cambridgeshire and Peterborough and placing our organisational carbon footprint within this broader context;
- Developing carbon targets and tracking carbon emissions reductions for the Council's operational footprint and the broader impact of its activities and policies;
- Co-designing an action plan with our staff, communities and partners that shows how we are going to deliver our Strategy, where we will lead or where we must support others to lead;

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<sup>1</sup> Natural Capital: elements of nature that directly or indirectly produce value to people, including ecosystems, species, freshwater, land, minerals, the air and oceans.

- Demonstrating leadership and setting a good example, through using our numerous statutory responsibilities and duties such as planning and regulation, highways and public transport, waste treatment and disposal, delivery of major infrastructure projects, education, social and other services to bring forward positive change;
- Financing the delivery of the Strategy and Action Plan and providing a framework for the Council to inform its budget setting and delivery of its [corporate priorities for the people of Cambridgeshire](#).

## 2.4 Key themes for our strategy and action plan

This Strategy is built upon a number of key themes, technical, organisational and engagement aspects to provide the context and how we work with partners and our community.

### Three themes:

1. Quantifying our carbon footprints to inform and deliver Climate Change **mitigation** through efforts to reduce or prevent carbon emissions;
2. **Adaptation** to cope with the existing and future impacts of Climate Change;
3. Enhancing and conserving **natural capital** such as wildlife, plants, air, water and soils.

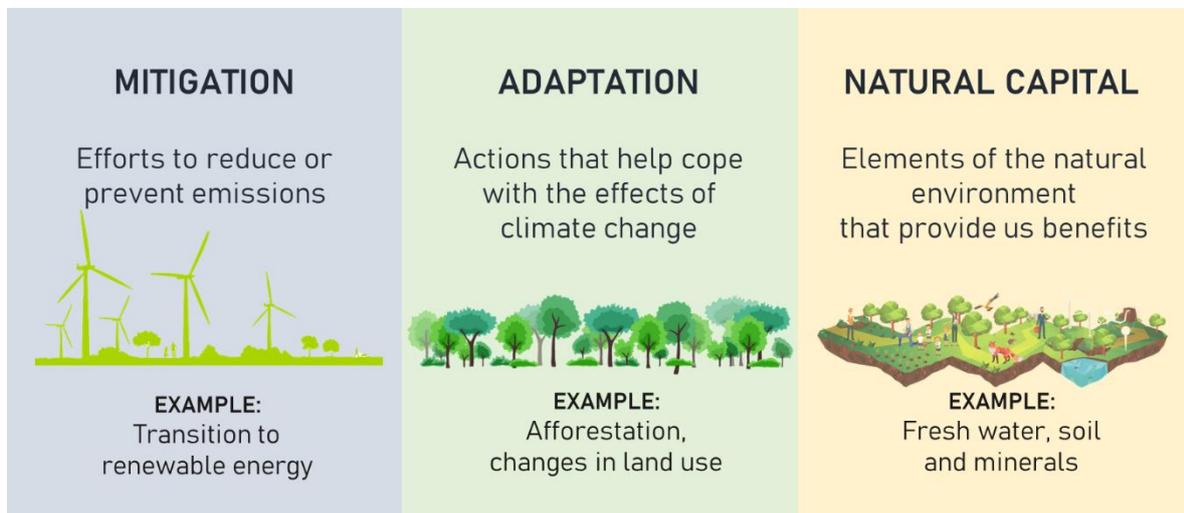


Figure 2 Mitigation, adaptation and natural capital

**Mitigation** of carbon emissions addresses the causes of Climate Change. It describes those actions which reduce, prevent or capture greenhouse gas emissions. A strong strategy must be informed by robust evidence. The current carbon footprints of both the County Council itself as an organisation, and that of the entire geographical area of Cambridgeshire will inform our action planning as well as the views of our communities. See chapter 3.

**Adaptation** consists of those actions that enable us to deal with the effects of Climate Change, such as flood risk management in response to heavier more frequent rainfall. The adaptation actions the council can take are discussed in Chapter 4.

**Natural capital** comprises our 'stock' of waters, land, air, species, minerals and oceans. This stock underpins our economy by producing value for people, both directly and indirectly. Goods provided by natural capital include clean air and water, food, energy, wildlife, recreation and protection from hazards (4). Improving our natural capital addresses how to enhance our existing nature reserves, improve biodiversity and tackle air, land and water pollution to keep our planet healthy for all species. See Chapter 5.

## 2.5 Our priority areas

We have identified several priority areas, for each of the three key themes. Some of these are areas where we can lead, and others will require collaboration with partner organisations and wider communities. All of our priority areas are set out in more detail in chapters 3, 4 and 5.

Our Priority Areas For Mitigation	Our Priority Areas For Adaptation	Our Priority Areas For Natural Capital
<ul style="list-style-type: none"> <li>• Energy efficient, low carbon buildings</li> <li>• Low carbon transport</li> <li>• Waste management</li> <li>• Afforestation and land use</li> <li>• Peatland</li> </ul>	<ul style="list-style-type: none"> <li>• Resilience of our services and supporting vulnerable people</li> <li>• Resilient infrastructure and highways</li> <li>• Flood risk</li> <li>• Water availability</li> <li>• Green and Blue Infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Reducing waste and tackling plastic pollution</li> <li>• Air pollution</li> <li>• Green spaces, habitats and land management</li> <li>• Peatland</li> <li>• Water management</li> </ul>

Several of these priority areas overlap, as shown in Figure 3.

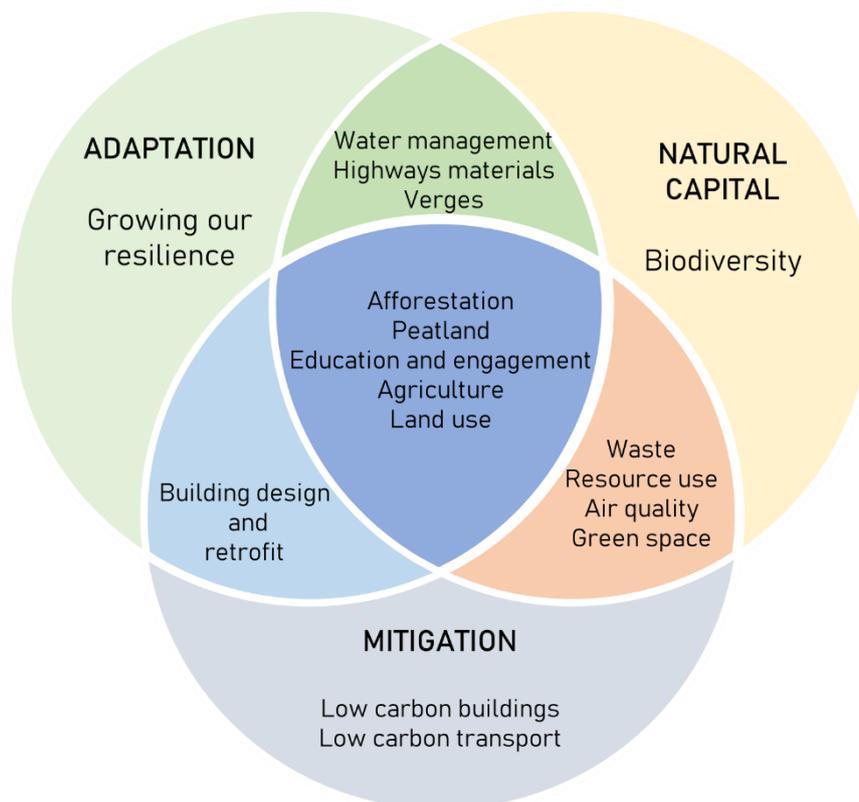


Figure 3 Overlap of the priority areas identified

## 2.6 Levels of control and influence

This is a strategy for Cambridgeshire *County Council* (rather than the county of Cambridgeshire) and identifies how we must work with our public and private sector partners and communities across Cambridgeshire. As part of its strategy, the Council recognises what is under its direct control (where we can show leadership) and wider influence, as shown in Figure 4.

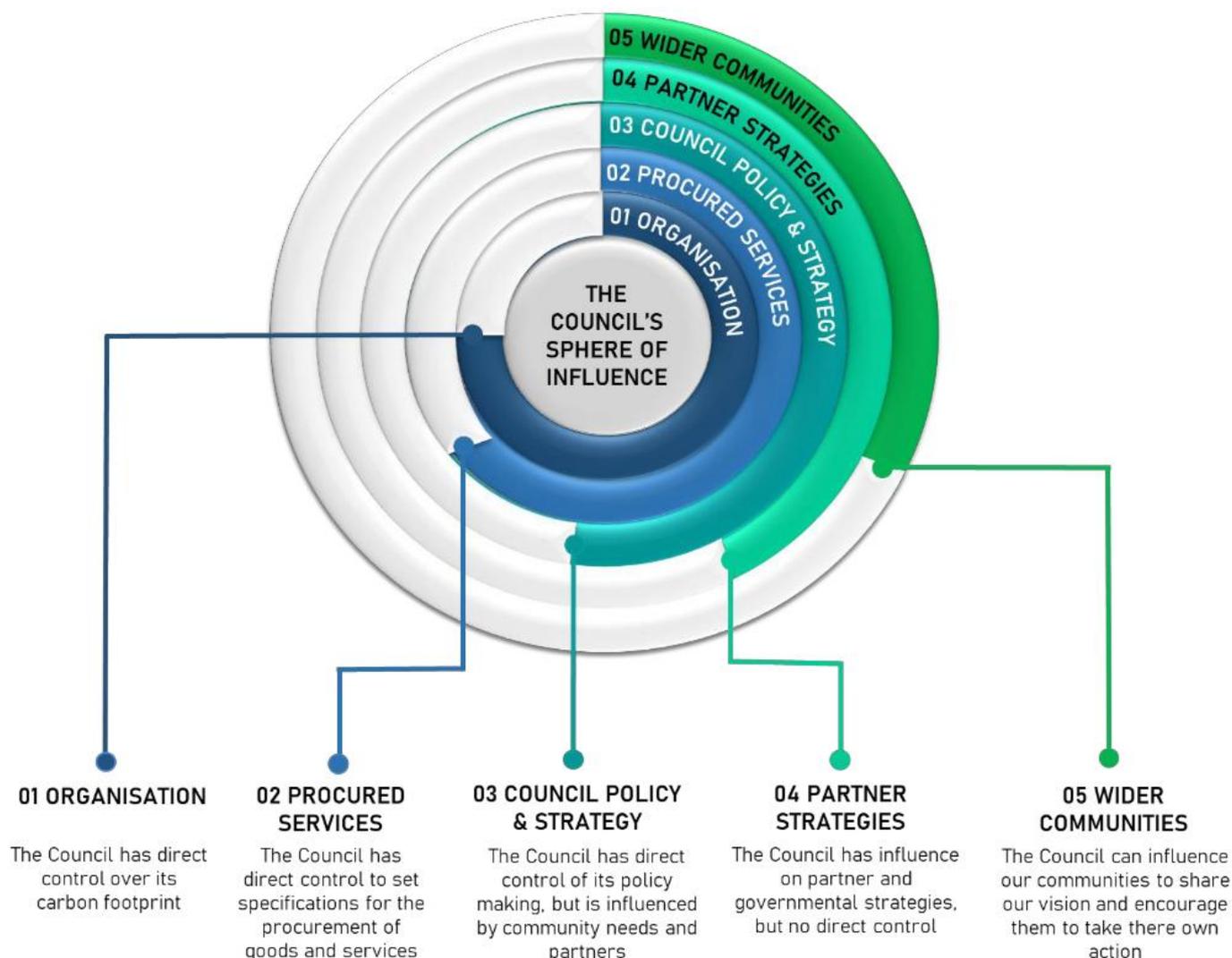


Figure 4 Defining our control (opportunities for leadership) over different causes and consequences of Climate Change.

## 2.7 Our targets

The Council has set seven targets (Table 2). The first five targets focus on how the Council will lead on how it runs its business and manages its assets. The last two targets reflect the Government's carbon budgeting process for 2030 and 2050 – these two can only be achieved in collaboration with our partners and our communities. The target setting has been informed by two carbon footprints developed during 2019 as set out in section 3.

The targets will be reviewed in 2023 to check progress and reset. It is clear that the next 10 years are the most important to deliver GHG reductions to keep global temperature rise within 1.5 degree warming. Every effort will be made to exceed targets. The next three years could be transformational as the journey to low carbon through planning and policy change starts and direct actions to minimise GHG emissions gets underway.

Table 2 Targets set within the Strategy, under which sit the actions in the Action Plan. The targets flow from blue (most control) to green (collaborative), in line with figure 3 above

Reduce the Council's organisational net carbon footprint for our buildings and transport assets ('scopes 1 and 2') by 50% by 2023 compared to 2018 levels
All Council departments to implement measures to ensure their services are adapted to Climate Change in line with the National Adaptation Programme recommendations by 2030
Deliver a net 20% increase in biodiversity ("net-gain") across all Council property, land projects and wildlife sites by 2030
Reduce the Council's emissions from purchased goods and services ('scope 3') emissions by 50.4% by 2030
100% of Council strategies include policies that tackle Climate Change and provide natural capital enhancement by 2023
By 2023, sign up to a shared target with partners and the community to deliver 50.4% greenhouse gas emissions reductions by 2030 in tonnes/CO <sub>2</sub> per annum for Cambridgeshire based on the 2018 baseline
Deliver Government's net-zero-carbon target for Cambridgeshire by 2050

## 2.8 Governance of the strategy

In February 2020, Cambridgeshire County Council approved a fourth corporate objective to deliver net-zero carbon emissions for Cambridgeshire by 2050 and created a Fund of £16 million to deliver it's near term targets including getting its own house in order. The Council's Strategic Framework (SF), Medium Term Finance Strategy (MTFS) and Capital Strategy (CS) have all been updated to reflect the importance of this new objective, putting this strategy at the heart of all that we do.

Overseeing the delivery of the Council's Strategy ambitions, it is our intention to create a new 'Environment' Committee to help drive change and deliver a greener and better future. One of the remits of this committee will be to oversee the Environment Fund to ensure it delivers our targets and wider climate commitments set out in our action plan.

Every year we will publish our 'Annual Carbon Footprint Report', the first of which accompanies this strategy and every year we will report progress against our targets.

Looking outwards, Cambridgeshire County Council has supported proposals to setup an independent Cambridgeshire and Peterborough Climate Commission. The local commission will look to scrutinise progress with carbon reductions across Cambridgeshire in line with government's carbon budgets and identify key areas of research to guide Cambridgeshire in its decarbonisation ambitions. The Commission will hold all sectors to account on their journey to net-zero and ensure adaptation and climate risk are part of our green DNA.

## 2.9 Financing climate and environmental change

All governments (national, regional and local) have a duty to limit the negative impacts of environmental change by cutting carbon emissions, protecting biodiversity and reducing pollution. The challenging financial and resource pressures we face as a County Council, is common to many

Local Authorities. This cannot be used as an excuse for not finding new ways of living, working and sharing low carbon lifestyles to prevent runaway climate change.

Responding to Climate Change has traditionally been seen as the realm of Government policy. There is growing recognition that the financial system, including the insurance sector, has a major contribution to help drive investment into low carbon infrastructure and manage climate related risks.

In 2017 the UK Government set up an independent Green Finance Taskforce (GFT) to review how to finance our commitments to both the 2015 Paris Agreement on Climate Change and UN Sustainable Development Goals. The scale of investment needed to keep temperatures within the 1.5/2°C trajectory requires a fundamental reorganisation of our finance systems and a rethink of how our economy works.

The GFT made 10 recommendations (5), now reflected into the UK’s Green Financing Strategy (6). Climate risk management is key. Financial institutions have been slow to price climate risk into long term financial thinking partly due to uncertainty of when and where negative impacts arise but also as a result of short time horizons in investment decision-making, miss-education and a lack of good available data. This has resulted in an under-allocation of capital for climate related risk, with insurance risk from climate impacts (Figure 5) becoming increasingly untenable. There are significant opportunities for growth and development of ‘climate smart’ finance as society and the economy move to being both low carbon and more resilient to a changing climate.

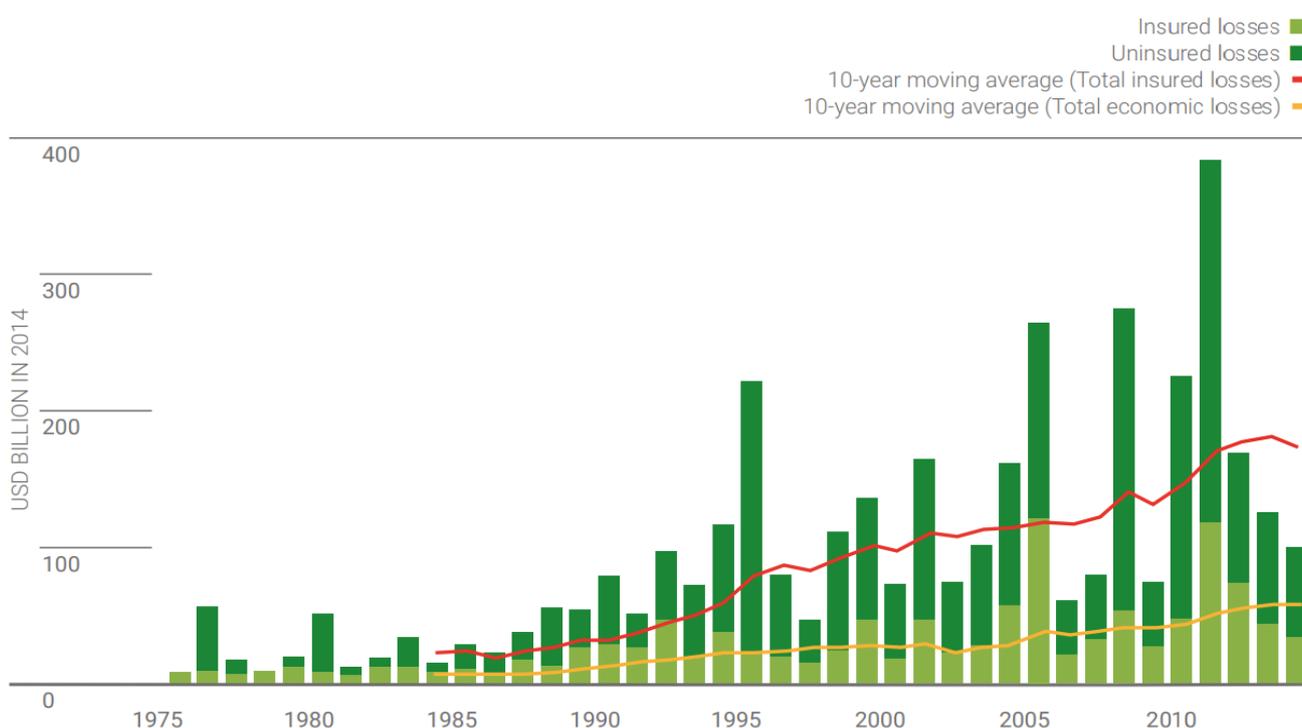


Figure 5 Increase in global insurance loss volumes volatility of catastrophic events. Source: Swiss Re Institute and Cat Perils

The taskforce also identified a need to align UK infrastructure planning with the Clean Growth Strategy and 25 Year Environment Plan. To support local place making, it recommended setting up local development finance funds to support Clean Growth Regeneration Zones and public bodies’ pension providers to deliver place-based low carbon investments to drive change.

In the UK Green Finance Strategy three key themes will shape the financing framework for clean growth (Figure 6). These are: “Greening Finance”; “Financing Green”; and “Capturing the opportunity”.



Figure 6 The Strategy and objectives underlying the UK's Green Finance Strategy. Adapted from UK Green Finance Strategy, p7.

## Greening finance for the Council

### Greening Finance

The Council and its Local Authority partners, together, are well placed to drive emission reductions and improve resilience through their policy functions on land, buildings, water, waste and transport. These policy functions can embed low carbon measures into strategic plans such as social care, transport, and waste, to deliver clean growth and drive market change. Defra's 25 Year Environment Plan also provides the impetus to make better decisions on land use and its development to reflect the level of current and future flood risk that can impact people, the environment and the economy.

Environmental, social and governance (ESG) are the three central factors in measuring the sustainability and societal impact of an investment in a company or business. These criteria help to better determine the future financial performance of companies (return and risk) and there is an increasing focus on these factors in the private sector.

Natural capital plays a major role managing climate risk and storing carbon. Cambridgeshire's Local Nature Partnership has a vision to 'Double Nature' and is developing an Investment Plan to seek new public/private partnerships to invest in its natural capital to drive 'value'. In light of the increasing appetite for ESG, Councils may also be able to attract new funds to support the 'Doubling Nature' vision and look to capture funding through green (or ESG) bonds offering a social return. Opportunities are also expected from the Agriculture and Environment Bills e.g. Environmental Land Management Schemes (ELMS), biodiversity and environmental net gain can also deliver the vision.

### Financing Green

The Council approved a budget of £16 million in February 2020 to support carbon emissions reductions on Council assets and to build resilience for local oil dependent communities. This builds on the £22 million already invested into schools, a solar PV park and energy improvements in its office buildings. A commitment of a further £56 million into the development of large energy projects up to 2023/24 has also been supported to reduce carbon emissions, generate renewable energy for local businesses and support electric vehicle charging.

## Capturing the Opportunity

Since 2014 the Council has been building its internal capacity to develop and deliver clean energy projects to address local market barriers. It is using a number of green finance models to facilitate these projects and is keen to build on this work to secure deeper and faster change to benefit its communities.

The Council has access to a number of funding streams which can support investment into green energy technologies and skills development, principally falling into three categories:

- **Capital Investment:** The Council is able to borrow from the Public Works Loan Board and Municipal Bonds Agency, amongst other lenders, for capital investment projects
- **Grant Funding:** Local Authorities can submit bids for Government and other funding streams for projects which meet the eligibility criteria of a number of clean energy programmes
- **Transformation Funding:** The Council can invest reserve funding into projects which generate longer term savings or income streams for the Council

Local Authorities and Local Enterprise Partnerships are also exploring community based ownership approaches whereby communities develop and own projects in partnership with public sector organisations, contributing funding and sharing in the financial returns generated. The Council has utilised these funding streams to implement the following models for energy investment:

- **Invest to save:** Capital investment into energy measures to save money on energy bills. For example, £11million has been invested into Cambridgeshire's schools which will be fully repaid, whilst also helping 55 Cambridgeshire schools reduce energy bills by £750,000 each year – so they can spend more on educating children.
- **Innovations/future market model:** Investment in pioneering innovation in low carbon technology, renewable energy community projects, and new business models to shape the market for a net-zero carbon 2050. We have two projects under development, [St Ives Park and Ride Smart Energy Project](#) and working with [Swaffham Prior Community Land Trust](#) to take the village off oil onto renewable heat and hot water.
- **Income Generation model:** We have already had much success in this area, such as the £10million which was invested into [Triangle Solar Farm](#), which generates approximately £1million gross revenue per annum. We will continue to prioritise environmental projects that deliver a net surplus, through all mechanisms at our disposal. Just one example would be a capital loan designed to bring forward projects to generate a profit (over the project lifetime) and hence contribute to carbon reduction and generate income for services.
- **Capacity and skills building:** Investment to build new skills for the future. For example, the Council secured a grant for the [Mobilising Local Energy Investment Project funded by Intelligent Energy Europe](#) for £1 million to build the capacity of staff and politicians to develop and invest in energy projects. We now have £22 million of investments in Cambridgeshire and a £56 million pipeline of investment.

### 3 Mitigating Climate Change

#### 3.1 What is Climate Change mitigation?

**Mitigation** can mean using new technologies and renewable energies; making older equipment more energy efficient; reducing consumption and waste; or changing management practices or consumer behaviour, to reduce or prevent emission of greenhouse gases. It is undertaken to limit the magnitude or rate of long-term Climate Change due to human emissions of greenhouse gases.

It is important to understand that the sooner mitigation of carbon emissions occurs, the greater the overall reduction of carbon emissions generated by 2050. For example, if you reduce 20 tonnes of annual CO<sub>2</sub> in 2020, this reduces the cumulative impact of 600 tonnes by 2050.

'**Net-zero Carbon**' means the reduction of greenhouse gas emissions to the lowest possible level and any remaining emissions, offset through carbon removal methods such as tree planting or carbon capture and storage, so we have net-zero emissions to the atmosphere. This does not mean that high levels of offsetting will get us to net-zero, as the scale of emissions is so large. For the UK as a whole, the net-zero target legally must be reached by the end of 2050.

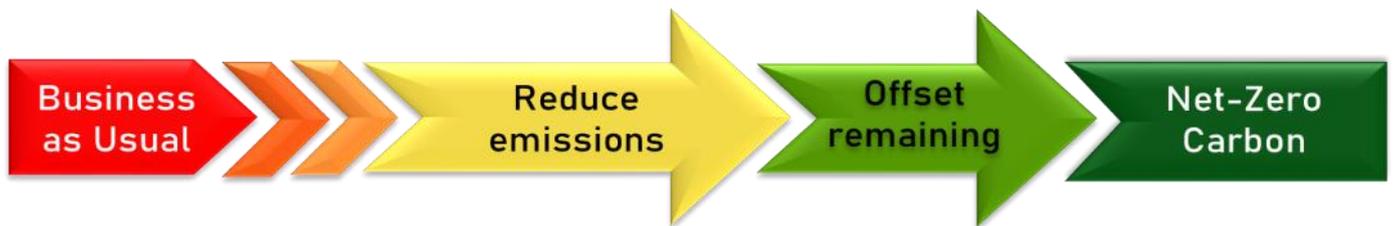


Figure 7 Pathway to Net-zero Carbon

There are a number of ways to mitigate Climate Change; some of these are detailed in section 10.2.

#### 3.2 Current carbon footprints

##### 3.2.1 Cambridgeshire's carbon footprint

In 2019, Cambridgeshire County Council's annual collaboration with the Cambridge University Science and Policy Exchange (CUSPE) brought a team of researchers together to develop an evidence base of current carbon emissions for Cambridgeshire and Peterborough, improving on the 'CO<sub>2</sub>-only' data published by the department for Business Energy and Industrial strategy to provide a more accurate carbon footprint for the area.

The Council adopted the CUSPE report as an evidence base for its Climate Change and environment Strategy in October 2019.

This report found that **Cambridgeshire and Peterborough communities together produced 6.1 million tonnes of carbon dioxide equivalent (CO<sub>2</sub>e) in 2017.** The breakdown of this is shown in Figure 8.<sup>2</sup>

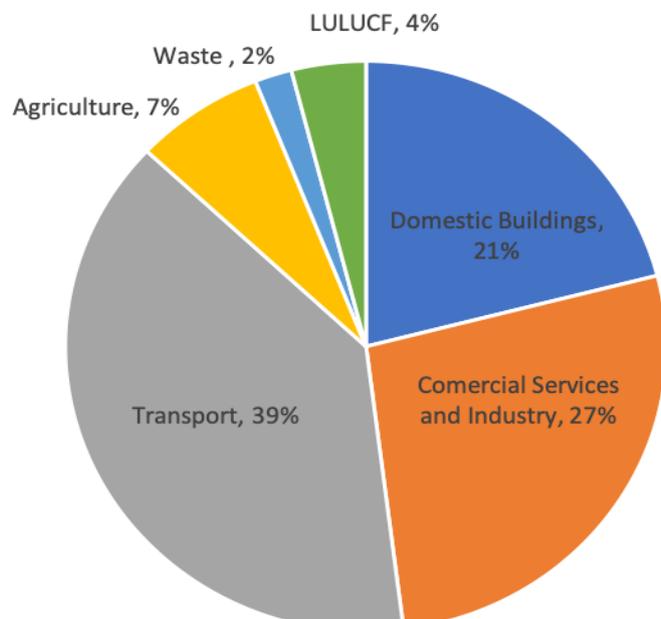


Figure 8 Breakdown of Cambridgeshire and Peterborough GHG emissions by source, 2017.

<sup>2</sup> LULUCF = Land use, land use change and forestry

The research team also modelled two scenarios projecting future emissions to 2050, presented as: “business as usual” and “net-zero emissions by 2050” (Figure 9). The difference between the two scenarios highlights the policy gap to reach Government’s ambition of net-zero carbon by 2050.

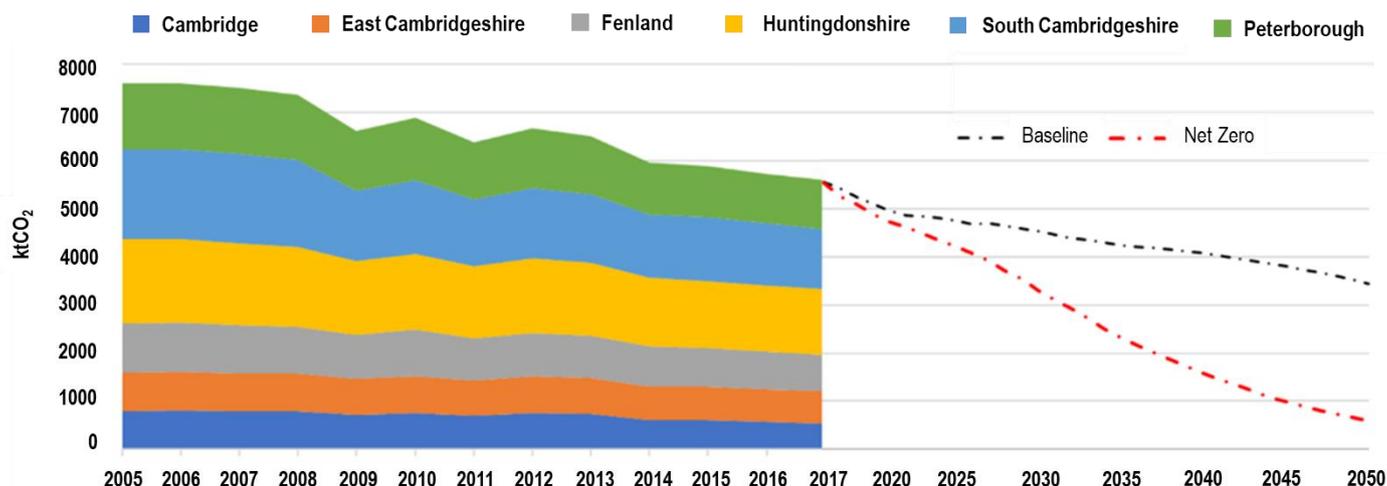


Figure 9 GHG Emissions Pathways to 2050

To achieve the ambitious reduction scenario, the report highlighted the key areas the Council and its partners should consider incorporating into new policy, including:

- Decarbonisation of heat and improvements to the energy efficiency of the housing stock;
- Implementation of low carbon heating and carbon capture and storage in commercial and industrial buildings;
- All cars, vans, buses and motorcycles and most HGVs to be electric, as well as shifting more transport away from cars to walking, cycling and public transport;
- A significant reduction of food waste, reduction of demand for red meat and dairy by 20%, and increased fertiliser efficiency, breeding measures, and livestock food additives;
- Deployment of carbon capture and storage on waste sites, increasing capture of landfill and compost gas emissions and electrification of waste transport;
- Extensive afforestation;
- Further research on peatland emissions and work with experts to find the best solution to ameliorate the current impact of our peatland areas.

The full report from the CUSPE team can be viewed [online](#) (7).

### 3.2.2 The County Council’s carbon footprint

Cambridgeshire County Council has calculated the carbon footprint of its own operations for the financial year 2018-19, in line with the UK Government’s Environmental Reporting Guidelines for Voluntary Greenhouse Gas Reporting (8). We are unable to compare this to previous years as we did not collect the same data.

Scope 1 (direct) and scope 2 (purchased electricity) emissions amounted to **7,711 tonnes CO<sub>2</sub>e** (gross). This includes emissions from gas and oil for heating our buildings, electricity for our buildings and street lighting etc., emissions from fleet vehicles, and fugitive emissions from air conditioning units.

Our **Net** GHG emissions for scopes 1 and 2, after taking into account purchasing of 100% renewable electricity, were **1,985 tonnes CO<sub>2</sub>e**. The breakdown of this is shown in Figure 11, with the largest share coming from gas to heat our buildings.

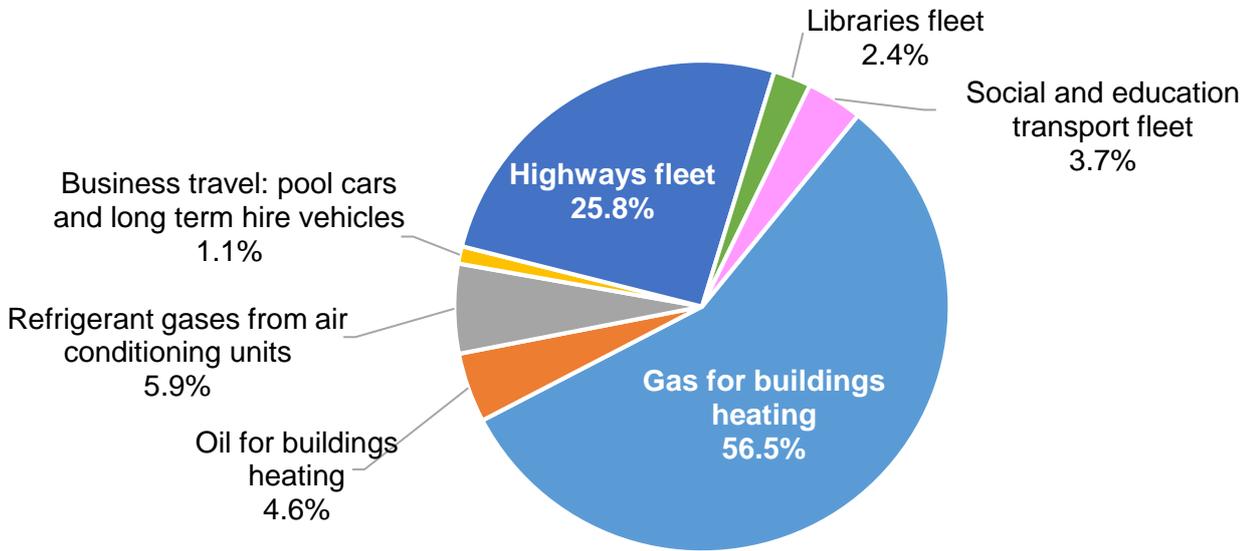


Figure 11 CCC Scopes 1&2 net GHG emissions, 2018-19, by source

If we also include those indirect emissions by third parties (scope 3) for which we have data, this increases to **203,665 tonnes** (gross) CO<sub>2</sub>e, of which Scope 3 emissions are 96% of the total. A breakdown of the sources of emissions from all scopes is shown in Figure 10. These scope 3

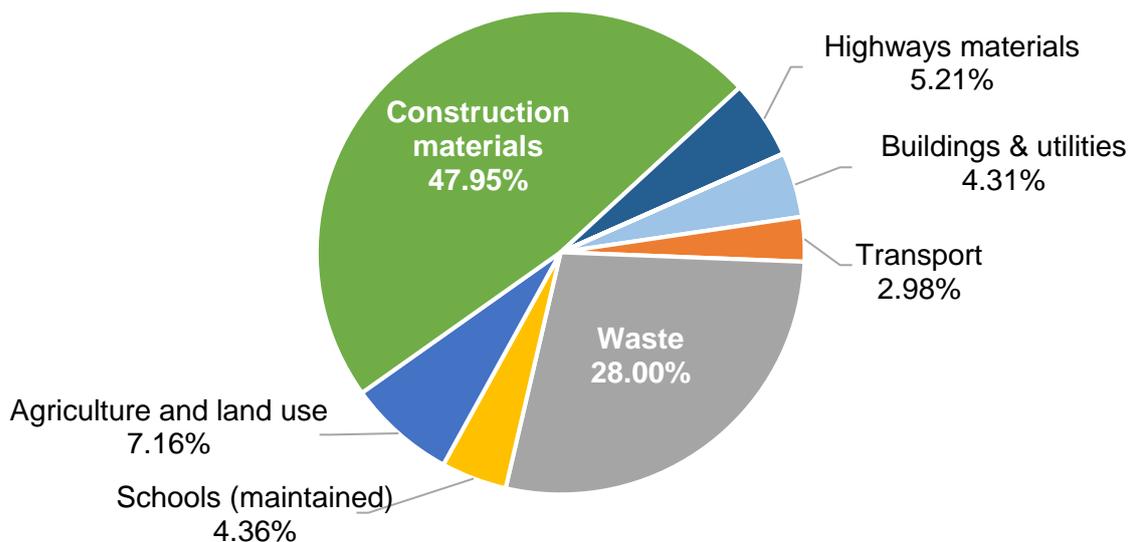


Figure 10 CCC total known (all scopes) gross GHG emissions, 2018-19, by source

(indirect) emissions include transport emissions from vehicles not under Council control (such as employee's own cars or contractors' travel), emissions from County waste disposal and treatment, emissions from Local Authority maintained schools' energy usage, agricultural emissions from the County Farms estate, and emissions from purchased goods and services, such as materials for construction works (which account for the largest share). The greatest certainty and accuracy of the carbon footprint is in the Scopes 1 and 2 data. Scope 3 data often lies with other organisations and so more of it is estimated.

Deducting the emissions that can be offset through our renewable electricity generation assets (including our 12MW solar farm) and for purchasing 100% renewable electricity, gave a reduction of -9,484 tonnes CO<sub>2</sub>e.

A more detailed breakdown and full analysis of the Council's carbon footprint can be found in our *Carbon Footprint Annual Report 2018-19*.

### 3.3 Our priority areas for mitigation

Priority areas have been identified based on where the council can have the greatest impact. Many of these areas will have significant co-benefits to our communities such as to health through reducing air pollution, or to communities through better transport connections.

#### 3.3.1 Energy efficient, low carbon buildings

**Leadership:** The Council has over 200 buildings (including offices, libraries, community centres and others), and Cambridgeshire has a schools portfolio of 260 buildings (including 138 Council-maintained schools) plus new schools being built. It is a priority for the Council to design and build new buildings to higher policy standards that deliver net-zero carbon by 2050. It must also consider higher standards for construction, and greater emphasis on carbon lifecycles for new and existing buildings.

We will bring forward new opportunities for installing ground source and/or air source heat pumps (see section 10.2) to replace gas or oil heating in our buildings. We will also look to substantially improve the energy efficiency of our existing buildings as a priority, for example through replacing old lighting with efficient LEDs.

**Collaboration:** We will work with local business to support decarbonisation of commercial and industrial buildings and operations and look to good-practice to drive this priority (Figure 12).

We will develop circular economy principles such as reuse, repair, refurbishment, remanufacturing and recycling to create a closed-loop system, minimising the use of resource inputs and the creation of waste, pollution and carbon emissions.

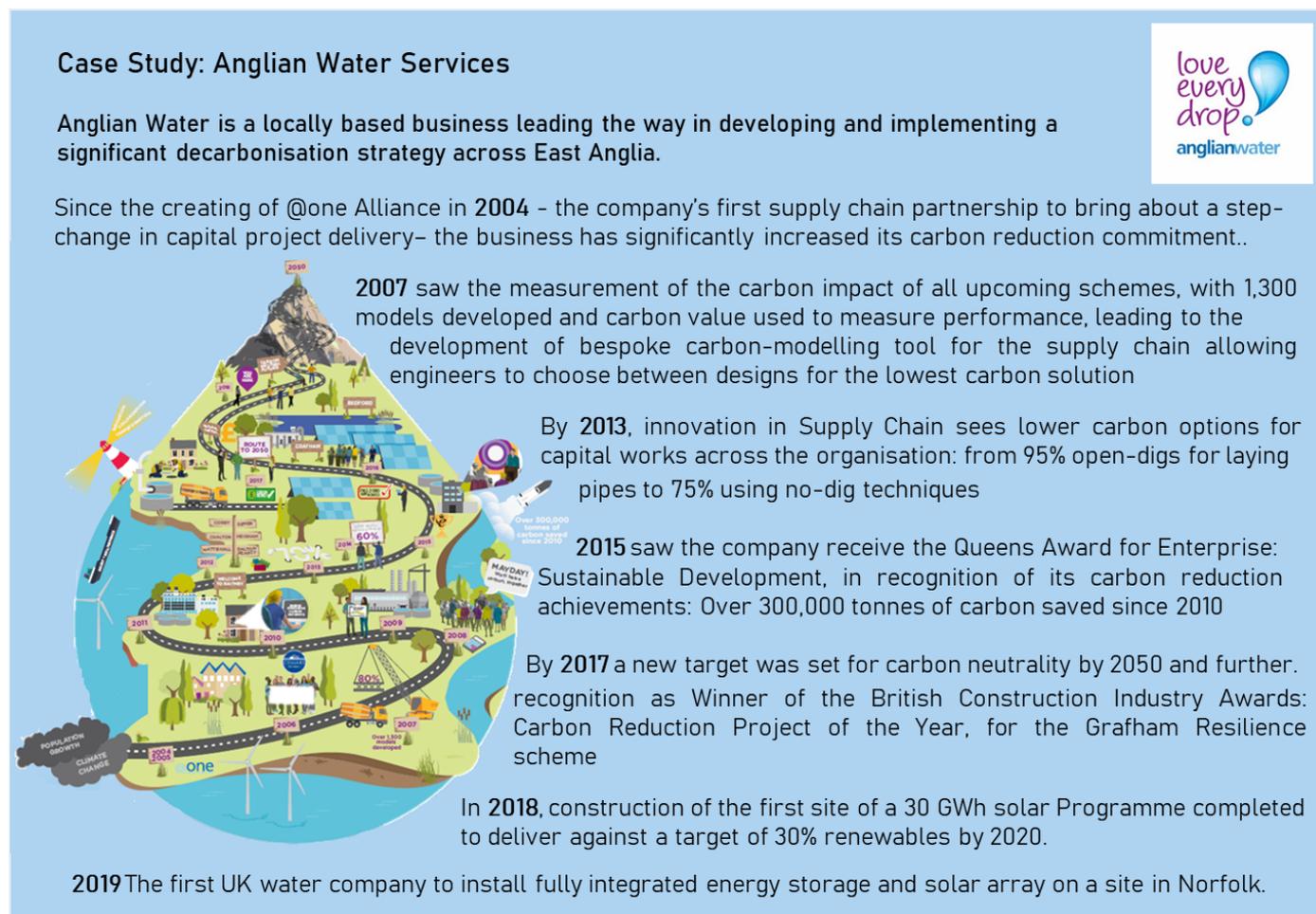


Figure 12 Case Study: Anglian Water Services Ltd.

### **Collaboration: Domestic Buildings**

The Planning System and Building Regulations are key mechanisms for delivering improvements to new homes standards. Facilitating growth is a shared accountability across Local Government with district councils having responsibility for local plans and the Combined Authority for the non-statutory spatial plan.

A key role for the County Council is to support the 10,000 existing homes in Cambridgeshire dependent on oil to shift onto renewable energy. This can be achieved through supporting communities to develop community heat projects, accessing grants to develop business cases, assembling professional teams to support projects and using the Council’s land assets to host or facilitate energy centres.

### **3.3.2 Low carbon transport**

**Leadership:** As managers of the local highways network, how we prioritise walking, cycling and public transport ahead of the private car to minimise carbon emissions and improve air quality, must be further developed. The travel hierarchy (Figure 13) provides a framework for promoting a shift to more sustainable travel modes. This hierarchy is due to form a central pillar of the Department for Transport’s upcoming Transport Decarbonisation Plan, in which modal shift to public transport and active travel features as a core action.

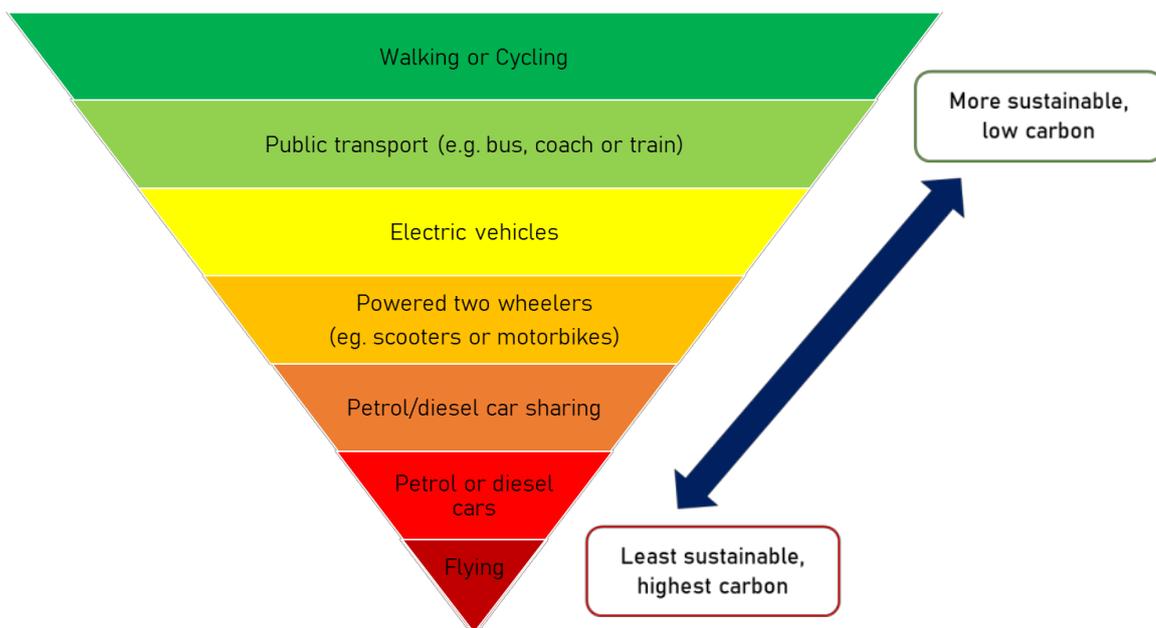


Figure 13 Travel Hierarchy

We must also make more use of this hierarchy in our own operations, planning for minimising travel, and switching essential travel to more sustainable methods wherever possible.

Our ‘transport network’ has many assets along with the Council’s offices and rural estate – so the plan will include EV charging at Council offices for staff and visitors, EV pool cars, and use of our assets to contribute to a credible EV charging infrastructure accessible to all.

Active network management systems must allow all communities, both urban and rural, to access alternatives such as autonomous vehicles and charging infrastructure for a range of transport options including electric vehicles and electric bikes, to reduce carbon emissions.

### Bringing Innovation to public transport

Several innovative projects are already underway to develop new approaches to mass-transit in Cambridgeshire.

- In collaboration with Stagecoach, the Greater Cambridge Partnership is currently trialling electric buses on the network
- Smart Cambridge is trialling autonomous vehicles on the southern section of the existing guided busway. If successful, self-driving vehicles could be rolled-out elsewhere around Greater Cambridge, for example, to link some of the science and business campuses to each other or to rural travel hub
- The Cambridgeshire and Peterborough Combined Authority is developing Cambridgeshire Autonomous Metro (CAM) – an electrified new public transport system for the county. It will provide the transformational change required to the area's under pressure transport network, while also fulfilling the ambitions for sustainable clean growth



Smart Cambridge's autonomous vehicle

**Collaboration:** Responsibility for transport sits across a wide range of organisations in Cambridgeshire (Figure 14).

It is important that at the local level there is alignment between the different organisations as to what needs to be achieved to deliver a sustainable transport system, what this looks like for public transport and active travel options. As highlighted in the DfT's *Decarbonising Transport: Setting the Challenge (2)*, the task of reaching net-zero by 2050 will require significantly greater investment into mass transit, public transport and active travel solutions.

The Greater Cambridge Greater Peterborough Combined Authority has the responsibility for the development of the Local Transport Plan and is leading the development of a County-wide Electric Vehicle Infrastructure Plan. This plan sets the context within which our transport system in Cambridgeshire will develop. The County Council, as a statutory consultee to this plan will prioritise active travel (walking and cycling), public transport and mass-transit solutions such as the CAM (metro) to reduce carbon emissions, in line with the travel hierarchy in Figure 13.

The Council will also use its highways network, transport and building assets to facilitate, with other local partners and businesses, the implementation of EV charging infrastructure by planning and installing these on our assets along with other low carbon transport technologies as they come forward.

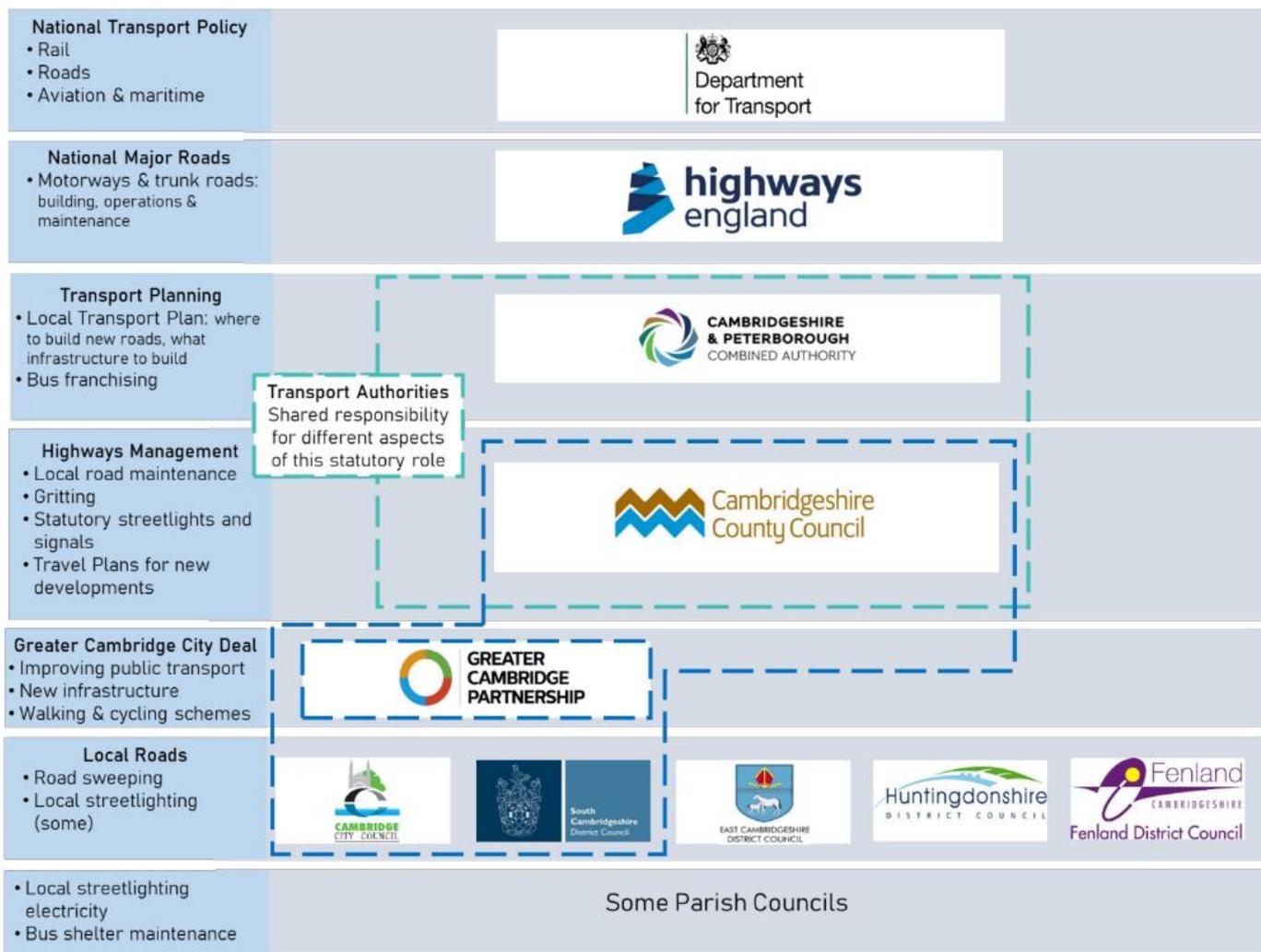


Figure 14 Responsibility for transport across Cambridgeshire sits with a number of different organisations

### 3.3.3 Waste management

**Leadership:** The County Council is the statutory waste authority. We have a waste PFI contract with Amey that includes landfill reduction targets. Some of the targets relate to reducing the volume of garden and food waste that is landfilled, and reducing the residual waste landfilled by processing it through a Mechanical Biological Treatment Plant (MBT) to save emissions. The PFI contract also includes targets to increase the levels of recycling at the Household Recycling Centres (HRCs).

In future the government may introduce specific recycling targets for the County Council and Peterborough City Council. We will also need to reduce carbon emissions reductions from transporting waste if we are to deliver net-zero carbon emissions by 2050. The Environment Bill sets out the legislative framework for increasing the capture of recyclable materials and the move away from a make, use and dispose economy to a circular economy where all waste becomes a feedstock for manufacturing to ensure valuable natural resources are used as efficiently as possible. Local closed loop recycling solutions and bringing forward new technology for carbon capture and storage from landfill and composting operations will help reduce the carbon impact of waste management

Circular economy principles are key to resource efficiency. Our aim is to deal with Cambridgeshire’s waste in Cambridgeshire, through keeping products, equipment and infrastructure in use for longer, reducing the transport of waste where feasible, improving the productivity of these resources and attracting increased opportunities for waste remanufacturing locally to repurpose waste into new products.

Please also see section 5.4.4 for how waste is also a priority area in the Natural Capital theme.

### 3.3.4 Afforestation and land use

**Leadership:** The County Council is a major landowner across all four rural districts which presents a potential opportunity to plant new woods and create wildlife habitats that link up in places, for the long term. Planting woodlands and forests can play a role in the offsetting of carbon emissions and provide for biodiversity enhancement. Some areas of the county will not be suitable for woodland but alternative land uses such as grassland, hedges and wetlands could be more appropriate in some locations.

The Council is already developing clean energy projects on its rural estate. A 12MW solar farm started producing renewable energy in 2017 and provides enough electricity for approximately 3000 homes. Currently in the pipeline a further solar park is under development that can supply the equivalent of 8-10,000 homes. When choosing sites for energy projects, we prefer to use grade 3 agricultural or land that is at risk of flooding and of lower agricultural value.

### 3.3.5 Peatland

**Leadership and Collaboration:** Between 60 – 80% of wasted peatland in the UK is located within Cambridgeshire. The CUSPE Net- Zero by 2050 report highlighted that Cambridgeshire's peatland is producing around 5.5 million tonnes CO<sub>2</sub>e per annum (7). This is almost the equivalent of all other emissions from all other sectors across Cambridgeshire put together. Peatland degradation is an international challenge and Cambridgeshire is well placed to host international and national research projects. The Council can use its extensive land holdings to work with the scientific community to trial innovative projects as well as build on the work of The Wildlife Trust at Great Fen, The National Trust at Wicken Fen and collaborate with the Agri-businesses to find solutions of international interest.

## 4 Adapting to Climate Change

### 4.1 What is adaptation, and why is it needed?

Adaptation is the process of adjusting to Climate Change and its effects, and to seek to moderate harm or exploit any beneficial opportunities of Climate Change (9). Historically, Climate Change adaptation has received far less attention than mitigation (9). Scientists have identified lags in the time it takes for our climate to respond to greenhouse gas emissions and some aspects of our climate are only now responding to greenhouse gas emissions from previous decades. Therefore, even with mitigation, the impacts of Climate Change will continue to exist into the foreseeable future. The term 'locked-in' can be used to describe those impacts which society will definitely face in the next century.

Most importantly, we cannot ignore the Climate Change risks we are facing globally and locally including flooding, hurricanes, bush fires – all natural hazards and risks faced every year. Adaptation actions taken today to manage these risks will have benefits long into the future.

In July 2019, Cambridgeshire was the hottest place in the UK reaching an all-time record high temperature of 38.1°C. The latest UK Climate Projections (UKCP18) suggest that the UK climate will continue to warm over the rest of this century, and on average, rainfall is expected to increase in winter and decrease in summer, though individual years may not conform to this pattern. This will result in, on average, hotter and drier summers, and warmer and wetter winters. These anticipated seasonal changes means we will see an increased risk of summer heat waves and drought, and an increased risk of winter storms and flooding.

Sea levels around the UK have increased and will continue increasing according to the latest Climate Change projections. By 2100, sea level on the coast near London, for example, is expected to rise by 29 to 70 cm under a low emissions scenario and by 53 to 115 cm under a high emissions scenario. Even if net-zero is achieved globally, our climate will continue to warm in the short term, and sea level will continue to rise for centuries. We must plan for this reality. For a low lying region of East Anglia and Cambridgeshire a sea level rise of this magnitude will bring significant changes to the places we live and work and higher economic costs if we don't adapt.

The Committee for Climate Change's recent evaluation of the second UK National Adaptation Programme (July 2019) identified that priority must be given to adaptation, as many areas are not prepared for even a 2°C rise in global temperature, let alone more extreme levels of warming (10).

### 4.2 What adaptation measures are already happening?

Some sectors such as the water sector, are making detailed plans for dealing with a range of future water availability scenarios and looking to reduce consumption and water leaks. The Environment Agency is in the process of developing an ambitious flood and coastal erosion risk management strategy which has the potential to form an overarching national strategy for flooding, with clear objectives and targets.

The finance sector, led by FTSE 100 companies and the insurance sector, are making significant progress towards better assessment and disclosure of the physical risks from Climate Change. Their focus to date has been on only a 2°C global temperature rise and not the 4°C relevant for adaptation risks, but it's a start. Infrastructures such as road, energy and rail are developing long term plans to improve resilience, identifying where key vulnerabilities lie and what needs protection.

Managing the impact of Climate Change is about risk management. The more we can do today through our plans and policies to adapt infrastructure, homes, our natural environment, business and people to the reality of a different climate, the better future quality of life for everyone, especially vulnerable people.



Buildings and infrastructure can be adapted to become more resilient to flooding, heat waves, drought and air pollution. For example, incorporation of water and green spaces into developments can provide urban cooling whilst also providing opportunities for water storage. This can allow us to adapt to both heat waves and flooding. Furthermore, planting of trees, where appropriate, provides shading locally to adapt to higher temperatures and also provides adaptation to flooding by increasing rainwater interception. The introduction of more green spaces to towns and cities also encourages more rainfall to be absorbed into the ground, which recharges groundwater supplies and aquifers, allowing adaptation to Climate Change related droughts.

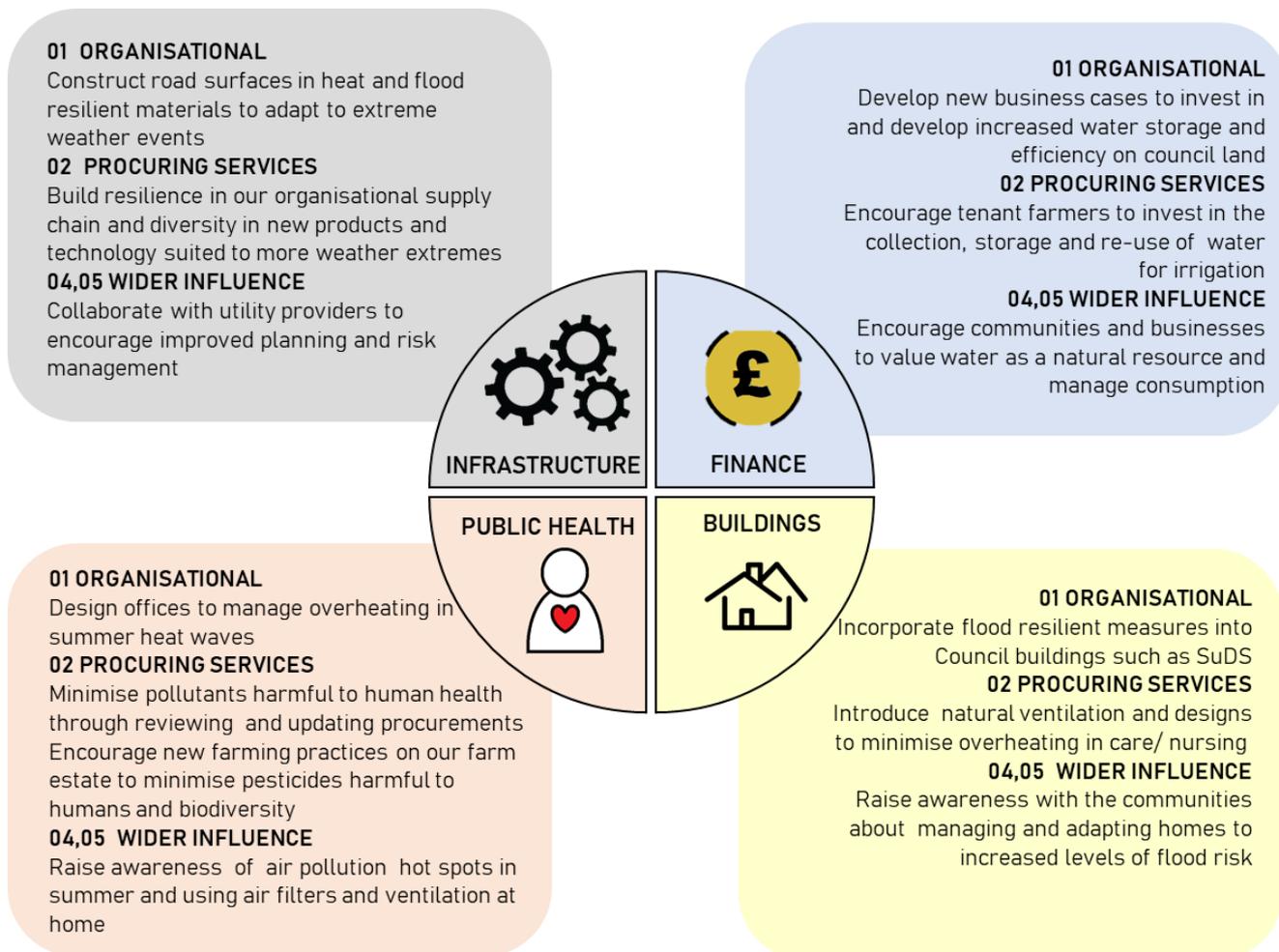


Figure 16 Types of adaptation measures that will help manage key risks

## 4.4 Our priority areas for adaptation

The Council has statutory responsibility for a number of important functions. For example, it is the Lead Local Flood Authority for Cambridgeshire, the Highways Authority (designing and maintaining our roads, cycle and walking assets) and the Planning Authority for Minerals & Waste. Importantly, the council also cares for the vulnerable, supports the education of young people, and manages a large rural estate, over 200 buildings and a number of nature reserves.

### 4.4.1 Resilience of our services and supporting vulnerable people

**Leadership:** As a Council we need to design effective plans and Climate Change risk strategies across all the Council’s services. This will highlight the interdependencies between services, the scale of impact and the actions which can provide multi-benefits. Indicators and suitable data collection mechanisms need to be established to be able to report progress and support national adaptation programmes.

Vulnerable people will feel the impacts of severe weather, such as increasing temperatures or flood risk, more strongly than others. Our care services, covering Public Health, Social Care and

Emergency Planning must be tuned into climate risk and what this means for service delivery, including care home provision. Action will be needed to prevent the vulnerable in our communities becoming more susceptible to the impacts of Climate Change and strong ties with local communities will be essential to support elderly and vulnerable residents when they need them most in extreme weather events

Supporting staff to continue to work and deliver services when extreme weather events occur is also a priority. The Council employs more than 4000 people and it will be important that our own Council buildings and land holdings are resilient to the impacts of Climate Change, such as ability to withstand intense storms and be resilient to heat and flood risk to ensure continuity of service.

Water security is an emerging problem across Cambridgeshire. To be resilient we will need to manage water consumption within our Council estate and consider retrofit of water conservation measures, such as rainwater harvesting and greywater re-use, and encourage farm tenants to store water for irrigation. Storing water is also a means to help flooding, drought, peatland and the creation of natural habitats.

#### 4.4.2 Resilient highways and infrastructure

**Leadership:** Our extensive highways network must be reviewed to ensure resilience to climate risks and it is likely that we will need to trial new road surfacing that better manages heat and flooding.

Maintaining our roads and pavements could also move towards new management methods – ones that minimise damage to biodiversity allowing it to flourish and better management so that roadside verge management improves and enhances biodiversity. In some places, generating renewable energy to support local street lights may be useful to develop especially as we move to significantly higher levels of resource efficiency.

##### Working with our contractors

The council has a £900 million Highways contract with Skanska, which commenced summer 2017.

We are currently collaborating on the development of a carbon management plan to reduce emissions, and bring forward greater network resilience to climate change.

**Collaboration:** Nationally 41% of transport and utility infrastructure and 10% of roads are in areas at risk of flooding (11). The Council needs to work with its partners to ensure that adaptation to the effects of Climate Change is a key priority for existing infrastructure and where new infrastructure is planned, ensure resilience and climate proofing is factored into designs and construction. This applies to all infrastructure but in particular electricity, heating, water and transport must deliver robust standards.

The interdependence of Infrastructure must also be examined when assessing climate- risk and adaptive solutions. For example a shift from liquid fuels (petrol/diesel) for vehicles reduces the local impacts on air and water (highways runoff) pollution in a hotter climate and reduces risks from issues with liquid fuel supply and distribution. However supply and distribution disruption risks are moved to electricity networks. Or, if the Council adapts to weather conditions which make travelling more challenging and chooses digital solutions to manage this problem, the risk from loss of Wi-Fi or poor internet speeds can impact service delivery.

The Council is one of a number of partners in the future *Fens Flood Risk Management* project being co-ordinated by the Environment Agency. The project, currently in phase 1 of 3 (Figure 17), aims to develop a plan for future flood risk in the Great Ouse Fen area. The aim is to develop a long-term action plan to manage and adapt critical flood risk infrastructure in the Fens which accounts for Climate Change impacts such as sea level rise, volatile weather patterns and growth scenarios.

The key flood risk management infrastructure in the Fens is ageing. A new risk management system will be needed that is affordable and provides resilience into the future. The focus is currently on the development of a shared understanding across all partners and the community of the functioning of the Great Ouse Tidal River system in its management and distribution of water in this area is essential.



Figure 17 Stages of the Fen Flood Risk Project

Later stages of the project, will involve working cross-sector (tourism, agriculture, conservation, flood management etc.) to

develop a high level strategy and action plan based on an agreed approach to the future of the Fens. To give you some idea of the project scale, it is equivalent to the original plan to develop the Thames Barrier in London.

#### 4.4.3 Flood risk

**Leadership:** Greater innovation and adaptive approaches will be needed to enable the County to cope with unpredictable weather events. Significant investment is required to improve the situation from today’s flood risk levels. The County’s Local Flood Risk Management Strategy will be updated in 2020 and will support the long term objectives set out in the new National Flood and Coastal Erosion Risk Management (FCERM) Strategy (due summer 2020) and the National Planning Policy Framework.

**Collaboration:** Longer-term, a strategic approach should be taken to adapt to potentially significant increased flood risk. The Council will work with partners including the Environment Agency, Anglian Water, District Councils and the Internal Drainage Boards to take a coordinated and collaborative approach to flood risk management. We will work with communities to consider how flood risk management can be better managed locally, to deliver alleviation projects for high risk areas where possible, and to develop flood groups and local flood resilience plans. Projects are likely to include property level resilience (PLR) projects, or where catchments are suited to this approach, Natural Flood Management (NFM) schemes.

The Council will encourage cross-county partnerships to improve and adapt water management policy and practices. In 2016, the District Councils adopted a Flood and Water Supplementary Planning Document (SPD), which is a material consideration when determining planning applications and supports the implementation of Local Plan flood risk and water related policies. The Council will work with local planning authorities to update the SPD to ensure its effectiveness as new Local Plan polices develop.

#### 4.4.4 Water availability

**Collaboration:** Cambridgeshire is a water scarce region and subject to increasing drought. By the 2050’s, there is predicted to be a shortfall of 5-17% in the amount of water required to meet demand (12).The Council will support partners like our Local Planning Authorities, tenant farmers and Water Resources East (WRE)<sup>3</sup> to consider suitable actions to manage this risk.

There are some areas of the County where water supplies for growth will be predicated on reducing water waste in existing communities. This may mean that policy trade-offs nationally will be needed

<sup>3</sup> The County Council has joined the Strategic Advisory Group for Water Resources East. WRE’s mission is to work in partnership to safe guard a sustainable supply of water for the East of England, resilient to future challenges and enabling the area’s communities, environment and economy to reach their full potential.

such as improved resilience versus keeping water bills low. The demand for water resources to support growth could place our region's natural capital at risk, if appropriate adaptive plans are not developed that conserve water quality, aquatic habitat and biodiversity.

#### 4.4.5 Green and blue infrastructure development

**Collaboration:** Well designed and located multi-functional Green Infrastructure can deliver a wide range of environmental services and make a significant contribution to both Climate Change adaptation and to improving our natural capital. Maximising the creation, co-benefits and longevity of multi-functional green and blue (water) infrastructure to reduce our vulnerability and exposure to Climate Change is essential.

The Council has previously had a leading role in encouraging development of a Green Infrastructure strategy across the County and we encourage continued leadership and support for these plans and policies.

We will work with partners to deliver a local response to the 25-year Environment Plan, for example:

- 'Doubling Nature' (13) with the Natural Cambridgeshire LNP;
- Develop a 25-year strategy for the sustainable management of existing and future parks and open spaces through the Future Parks Accelerator project. This is a joint project with all of the councils in the Peterborough and Cambridgeshire area;
- Work with our tenant farmers on getting the best for our farms and our environment through the Environmental Land Management Scheme (ELMS) and;
- Work with other flood and water management partners to ensure joined up flood and water management. Multi-functional green and blue spaces can provide a huge range of benefits including recreation, temperature control, habitat, flood storage, water resources and water quality improvements.

#### The "Doubling Nature" Vision

Natural Cambridgeshire's Vision is that by doubling the area of rich wildlife habitats and natural green-space, Cambridgeshire and Peterborough will become a world-class environment where nature and people thrive, and businesses prosper.

To achieve this step-change, the aim is to, by 2050, double the area of wildlife rich habitats and green-space from 8.5% to 17%.



Note: Some of the priority areas in the *Natural Capital* theme are also connected to this priority area.

## 5 Conserving and Enhancing Natural Capital

### 5.1 What is natural capital?

Natural capital is our 'stock' of water, land, air, species, minerals and oceans. Our environment provides numerous benefits to humanity (also known as ecosystems services), many of which are fundamental to our lives (Figure 18). It enables the food we eat to grow and plants for medicines – providing for us to live. It also offers shelter from widespread disease, clean air to breathe and water. This is referred to as the 'regulating' services or benefits we get from nature. We also derive cultural, mental health and wellbeing benefits.



Figure 18 Benefits from nature, adapted from Millennium Ecosystem Assessment, 2005

Our reliance on the environment for these services is important for quality of life. Damaging our natural benefits beyond recovery and repair will mean a diminished quality of life for future generations.

*“We are the first generation that has a clear picture of the value of nature and the enormous impact we have on it. We may also be the last that can act to reverse this trend.”*

Living Planet report, 2018: Aiming higher

From the natural capital stock, goods and services are produced, including clean air and water, food and pollination, energy, wildlife, recreation and protection from hazards, (Figure 19), (4). These services provide economic, social, environmental, cultural, and well-being benefits.

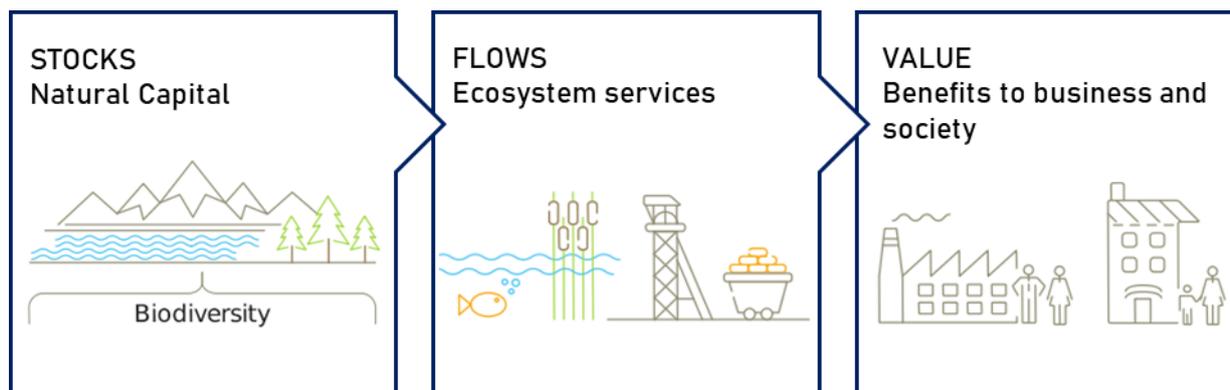


Figure 19 Process of valuing natural capital. Taken from Parliamentary Postnote 542 December 2016: *Natural Capital: an overview*

Biodiversity, our flora and fauna, is an essential component of natural capital stocks and an indicator of the stocks' condition and resilience. It provides benefits directly to people, for example, the pollination of plants to produce seeds. This benefits society primarily through food provision, and has a global economic value of approximately £120 billion and within the UK alone in the region of £690 million each year (9)

The UK government published 'A Green Future: Our 25 Year Plan to Improve the Environment' recognising that natural capital is crucial in the formation of all parts of society's wealth and will either directly or indirectly impact value to individuals. Natural capital needs to be protected but also expanded to sustain forecast population growth.

There are a range of established methodologies now available to value these benefits and quantify these financially to allow for incorporation into decision making. By providing a financial value to our ecosystems it can demonstrate to decision makers the full cost of exploiting our environment for short term gain rather than enhancing and protecting it.

Currently, the UK consumes resources equivalent to three planet earths - this is not sustainable. Our environment takes time to replenish itself. The most recent financial crisis in 2008, has shown what happens when individuals and organisations live beyond our means. Credit based consumption becomes dangerous when it outstrips our ability to build up financial reserves, and in the same way, so our economic growth is put at risk when our natural capital cannot replenish.

## 5.2 Natural capital components and how they are being impacted

Now is a critical time to act. If growth over the next five to ten years takes advantage of our rich natural capital without supporting its recovery - degradation of local, regional or even global ecosystems is inevitable. The drivers of natural capital degradation have been established through rigorous research, with our consumption-based culture driving many of the threats facing our environment (Figure 20).

All of these could have major impacts on the world economy and there is increasing evidence that we are already experiencing some of these. Natural capital has been used for 'free' for so long, and it is now important that it becomes valued in our financial and economic modelling to protect it for the benefit of all.

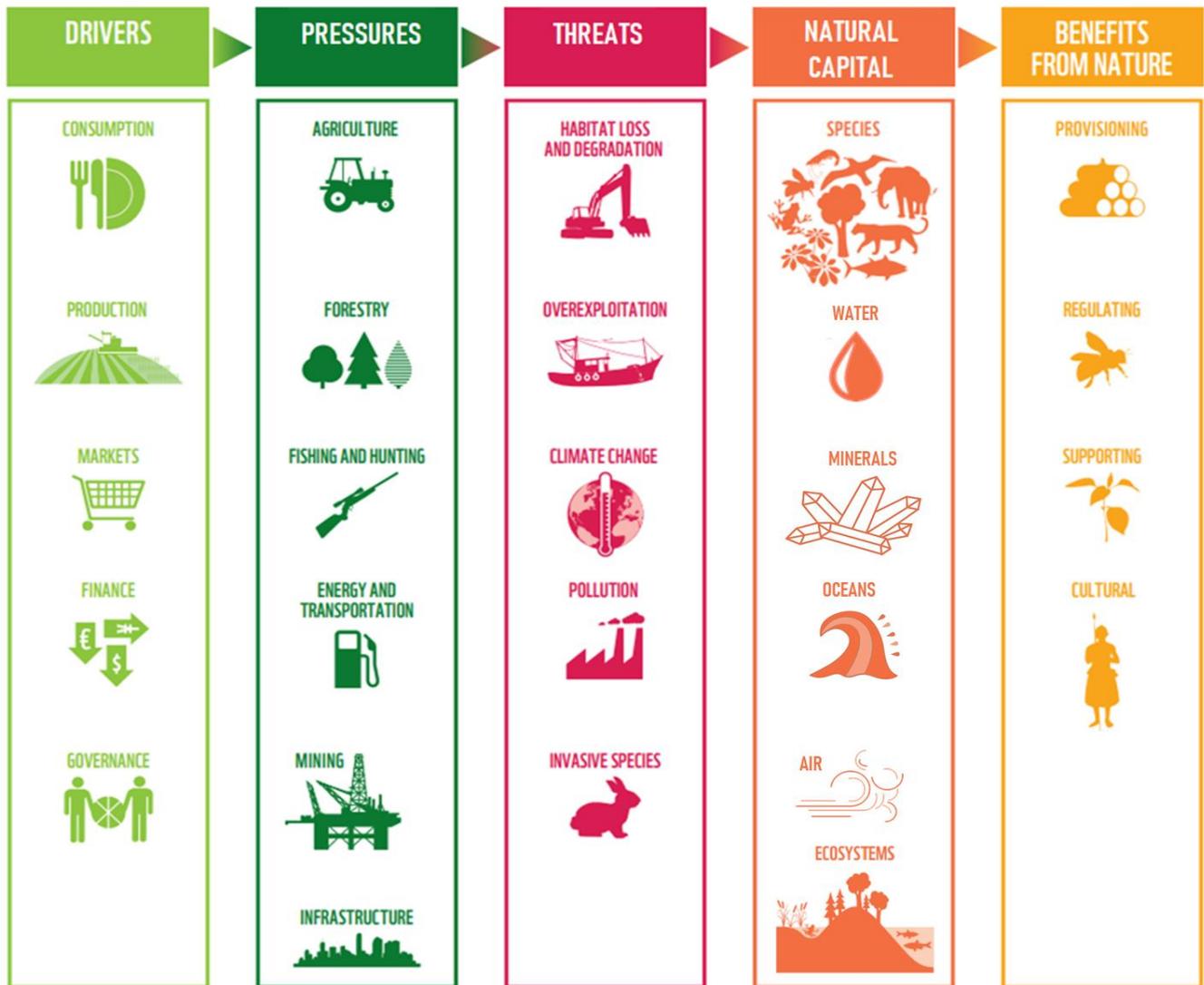


Figure 20 Threats to nature and the drivers and pressures behind them. Adapted from Living Planet Report, 2018

Examples of how this could play out include:

- The agricultural sector will suffer from the changing and more erratic weather patterns;
- Declining numbers of bees reduces pollination activity resulting in less future seed stores;
- Fish stocks are expected to decline due to rising temperature of the oceans;
- Sea level rise impacts coastal communities leading to increased migration;
- Industry and energy sectors will have to deal with reduced water availability, higher temperatures and changing agricultural productivity;
- The transport, insurance, infrastructure, real estate, and tourism sectors all have to deal with rising temperatures, more erratic rainfall patterns and higher probabilities of extreme weather events and corresponding damages;
- Insufficient tree re-growth could reduce our stock of building materials and carbon storage.

### 5.2.1 Climate Change and natural capital

Climate Change impacts species and ecosystems, and therefore the services they provide, in many ways. Changes in prevailing weather conditions (temperature, precipitation, seasonality) directly affect ecosystem processes as well as species survival, encourage the spread of pathogens, and disrupt the timing of life cycle events. There are many lines of evidence that show that species are already being affected by Climate Change (14). With the damage to this natural capital come impacts on the services they provide us, and the development of feedback loops which exacerbate both the cause and effects of this damage.

The effects of Climate Change (including increased heat, drought, flood risk, sea level rise, and increased air pollution) create significant risks for the natural environment, including:

- Damage to crops from severe weather/lack of water;
- Loss of top soils due to floods;
- Changing temperatures impacting wildlife through changes to habitat and food chains;
- Damage to historic buildings from air pollution.

### 5.2.2 Air pollution

Clean air is one of our natural capital 'stocks' but air pollutants generated by a mixture of natural and human-made processes are creating health and environmental damage. Having clean air to breathe is the basic building block in creating a healthy environment for everyone. Our wildlife is also significantly impacted by poor air quality, reducing new growth and vulnerable species not thriving.

The main challenge is the production of particulates and nitrogen dioxide (NO<sub>2</sub>) resulting from the combustion of fossil fuels, causing unacceptable impacts on health. Particulates, when inhaled can lodge deeply in the lungs and exacerbate existing respiratory problems, whilst NO<sub>2</sub> can increase asthma impacts in children. Small particulates from traffic also contribute to indoor air pollution, where people spend most of their time and receive most of their exposure to air pollutants.

In January 2019, Government published its [Clean Air Strategy](#). This recognised that air pollution is the top environmental risk to human health in the UK and the fourth greatest threat after cancer, heart disease and obesity. The Clean Air Strategy recognises the following main air pollution risks including:

- **Transport emissions** from the production of particulates and nitrogen dioxide (NO<sub>2</sub>) resulting from the combustion of fossil fuels and ground level Ozone is a harmful air pollutant and potent greenhouse gas (not to be confused with the ozone layer).
- **Industrial emissions** come from burning fossil fuels, use of solvents and account for 3% of UK particulate matter (PM<sub>2.5</sub>) emissions.
- **Agricultural practice** emits ammonia (NH<sub>3</sub>) released from manure and slurry, through the use of manmade nitrogenous fertiliser. Ammonia affects human health when it binds with other gases to form fine particulate nitrogen oxides (NO<sub>x</sub>).
- **Heating homes** through the burning of wood and coal in open fires and stoves makes up 38% (the largest share) of the UK's primary emissions of fine particulate matter (PM<sub>2.5</sub><sup>4</sup>). Harmful sulphur dioxide (SO<sub>2</sub>) is also emitted by coal burned in open fires.
- **Toxic household products** used for cleaning and other processes contain non-methane volatile organic compounds (NMVOCs). NMVOCs come from a wide variety of chemicals that are found in carpets, upholstery, paint, cleaning, fragrance, and personal care products.

### 5.2.3 Water pollution

Polluting our rivers and oceans from single-use plastics and agricultural run-off poses a significant threat to aquatic and marine-life and reduces the ability of our oceans to nurture and restock itself. In July 2019, the Council developed a plastics strategy and action plan to make a difference on this issue. An estimated 79% of all plastic waste ever created is still in our environment and needing to be cleaned up. Waterways become clogged with plastic pollution, preventing natural functioning of the systems and harming wildlife when consumed.

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<sup>4</sup> PM<sub>2.5</sub> = particles of ≤2.5µm diameter particles which are 200 times smaller than a grain of sand. PM is not a single pollutant; it is made up from a huge variety of chemical compounds and materials.

Fertiliser run-off from agriculture, can cause oxygen levels in waterways to diminish such that flora and fauna cannot survive. Ammonia pollution (from animals or fertilisers) causes significant and widespread impacts on our flora, and waterways are particularly at risk.

#### 5.2.4 Population growth and development

To achieve sustainable clean growth, as described in 1.4, it is important that everyone takes action to conserve and enhance our natural capital. Reducing consumption and improving resource efficiency will bring benefits to our natural capital as there will be more space for nature. Cambridgeshire's clean growth approach can bring opportunities to natural capital through:

- Restoring local historic environments;
- Provision of increased green spaces for people and nature;
- Increasing tree planting to assist with shade/urban cooling, air quality and biodiversity;
- Shifting from cars to more active travel choices such as walking, cycling and mass transport solutions.

### 5.3 The Council's role in conserving and enhancing natural capital

The Council is a land and asset owner, as well as having responsibilities for mineral and waste planning and other policy. This places us in a strong position to maintain and enhance natural capital in many ways. Greater detail can be found in section 10.5.

#### 5.3.1 Landowner and guardian for the future

The Council owns seven Local Nature Reserves as well as a large farming estate, some woodland, highways land and other land. Managing the impacts of Climate Change and growth will mean the planting of more trees and hedgerows (whilst recognising that some areas are not suitable for tree-planting), using a mix of location-appropriate species that complement Cambridgeshire's natural habitats while also thriving under different weather patterns. More planting will also help store excess water at times of excessive rainfall, helping to manage flood risk. Through the Council's rural estate, its land forms part of some of these important wildlife sites and we must support our partners in the careful management of these sites. The County is a partner to the Natural Cambridgeshire LNP and Cambridgeshire & Peterborough Biodiversity Group.

Over and above this key opportunity for conservation action, Cambridgeshire is home to a number of nationally and internationally important wildlife and historic sites. It has a number of Sites of Scientific Interest (SSSI) including Devil's Dyke, Cherry Hinton Chalk Pits, Thriplow Peat Holes, Upware South Pit, Whittlesford- Thriplow-Hummocky Fields, Cam Washes and Grafham Water. It also hosts three Ramsar sites; the Nene Washes, Great Ouse Washes and Chippenham Fen, as well as a number of Special Areas of Conservation (SACs) including Eversden and Wimpole Woods and Fenland SAC. Through our partnerships we can help to maintain these valuable sites in positive conservation status.

#### 5.3.2 Policy maker

While the Council owns a number of designated and non-designated heritage assets, many of which can be managed to create a better environment for residents and for heritage itself, we also have a key role in advising on environmental stewardship schemes to help landowners to extract the best environmental and heritage related outcomes from sites. We advise on planning applications and work closely with developers to maximise the potential for open spaces in developments by use of 'preservation in situ' schemes that create greenspace to protect the historic environment

Our role in development and enforcement of the County Minerals and Waste Plan provides a key opportunity to design and implement policies to create new habitats as well as deliver strategic flood water storage as a restoration option. Similarly our role as the Lead Local Flood Authority for Cambridgeshire, entails close working with our District and City Councils to seek sustainable drainage systems and the protection of water resources for new developments. Availability of water

is a major challenge for Cambridgeshire, the driest part of the country, likely to face water shortages ahead of other areas. Tackling this issue is important and we must look to support our partners with leading roles on this issue.

As the local managers of the highways network, the County Council manages protected roadside verges and maintains Rights of Way that supports green infrastructure and biodiversity.

## 5.4 Our Priority areas for natural capital

There are some areas that the Council can lead but many areas in natural capital enhancement that others lead and we will look to support their efforts.

### 5.4.1 Reducing waste and tackling plastic pollution

Waste crime such as illegal dumping of domestic and business waste is an increasing challenge, with incidences increasing in scale and impact nationally. Illegal waste activity costs the UK economy around £600 million every year, and a 2019 a review into serious and organised waste crime found that the lack of digital record-keeping is being exploited by organised criminals who mislabel waste to avoid landfill tax or illegally export it. Once dumped, this waste makes its way into our environment as a key source of pollution and also undermines the public's view of our waste management and recycling schemes, as they question whether their recycling will be illegally stored or dumped outside the United Kingdom by rogue operators leading to environmental pollution.

**Leadership:** As the Waste Disposal Authority, the Council has a duty of care to ensure the waste we deal with is sent to authorised reproprocessors and does not contribute to pollution. We work with our local authority partners, who collect household waste and take it to our waste contractor Amey. The Council has a duty of care over this waste when it arrives with our contractors and there is effective collaboration between our contractors, the Environment Agency and ourselves to ensure where Cambridgeshire waste ends up is a transparent process and not a polluting hazard to our natural world.

One of the most important mechanisms at the Council's disposal to reduce waste, cut single use plastics from service delivery and ensure waste can support a circular economy, is through our procurement of goods and services. The Council spends more than £450 million per annum on its supply chain to deliver services. Our promise for our environment is to specify better, more sustainable options for service delivery, replacing single use plastics (where appropriate) and promote the concept of a circular economy within our service delivery. Our Plastics Strategy highlights much of the work we are already doing and actions we are undertaking right now to reduce use of un-necessary single-use plastics within the Council.

#### Developing a Local Circular Economy

In partnership with RECAP, University of Cambridge and Charpak Ltd (a local company who manufacture rigid plastic packaging), the UK's first Localised Circular Economy is being developed. The Cambridgeshire-wide programme has been running since January 2019.

The initiative takes plastic waste collected throughout Cambridgeshire, and following use, the packaging is sorted, recycled, cleaned and re-manufactured into plastic for new products for another use, again and again.

The project will analyse this initiative as part of a wider study to assess creative circular economy approaches to eliminate plastic waste.

Recycling performance in Cambridgeshire is already good. Recycling rates are amongst the best in the Country, however there is always room for improvement. Building confidence in the recycling services offered, and encouraging our communities to minimise the generation of waste and maximising recycling is key and we will continue to provide waste education services for our schools and communities.

We will work to improve the transparency of our recycling system and tracking of recycled materials and help to create and shape the market for greater levels of remanufacturing in Cambridgeshire and improve public confidence in our recycling services.

**Collaboration:** The Environment Agency is responsible for the enforcement of waste management legislation and operates a “Duty of Care” system for waste, whereby materials sent for recycling to waste sorting and processing facilities can be followed to their end point. Significant investment is already underway to develop an improved, more technologically advanced system, and the Council is supportive of such improvements.

Nationally, work is underway to identify and embed the Circular Economy Principles and support local areas to do the same. Principles such as “polluter pays” will be applied to packaging and material producers who will be made responsible for the collection, recycling and re-use of the materials they put on the market. These are expected to be enshrined within the Environment Bill coming before Parliament in early 2020 and will be a significant step forward for waste management and pollution reduction

#### 5.4.2 Air pollution

Currently, there are seven Air Quality Management Areas (AQMA) in Cambridgeshire. These are primarily urban based and focussed around transport emissions and include measurement and monitoring of key identified pollutants for reporting annually to DEFRA. Each has an action plan describing the problem and measures to tackle the problem. Under the Clean Air Strategy and the inclusion of additional air quality impacts such as from agriculture, traffic growth (if not mitigated) and homes on solid fuel, together with the likely new objective on PM2.5, the number of air quality management areas could increase and broaden and is likely to include rural areas with intense agricultural practices and communities dependent on oil.

**Leadership:** In December 2019, the Council supported an Air Quality Motion to improve air quality across Cambridgeshire and identified a range of actions. The Council, using its current powers, will draw up designs and consult on plans to (i) deny access to bus lanes by end of 2021 to buses that are not electric or clean and (ii) review for pre-registered electric vehicles and two wheeled electric vehicles access to bus lanes.

It is also the Council’s intention to continue to improve cycling across Cambridgeshire, develop a tree strategy to support planting on highways assets and near schools to mitigate air pollution and to also lobby government for improved initiatives and grants to help pilot imaginative projects, such as Swaffham Prior which is looking to take a whole village off oil and onto renewable energy.

**Collaboration:** There are three joint working arrangements in place to address air quality across Cambridgeshire. These include:

- *Health and Wellbeing Board* – The Cambridgeshire Health and Wellbeing Board published a detailed Joint Strategic Needs Assessment on Transport and Health in 2015, with air pollution as one of three themes. The CCC Public Health Team reviews and signs off the district council air quality annual status reports. It is also expected that the JSNA and the Health and Wellbeing Strategy are taken into account in local plan making.
- The “*Cambridgeshire and Peterborough Pollution Prevention Group*”: air quality leads from each of the District/City Councils meet to discuss and progress air quality issues across the County, this group has representation from CCC Public Health and Place and Economy.
- *Cambridge Air Quality Action Plan Steering Group* – jointly chaired by the City and County, with representation from Greater Cambridge Partnership (GCP) and Cambridgeshire and Peterborough Combined Authority (CPCA).

The Council is keen to collaborate with partners to tackle air pollution. It is working with the Mayor and the Greater Cambridge Partnership to deliver the CAM metro and will continue to expand the

transport hub network, where you can leave your car and get on public transport to travel into Cambridge, Peterborough or other main centres and also develop plans for last mile delivery. These new approaches to personal and business related travel are central to government's decarbonisation plans for transport (2).

Critically, collaboration will be needed to for the planning of new developments to ensure air quality is at the heart of new developments. This will go hand in hand with planning for zero carbon development and a key next phase of work is to understand how to design local plan policies to deliver the nature and air quality benefits.

### 5.4.3 Green spaces, habitats and land management

**Leadership: Habitat restoration through enhanced planning policy.** This requires mineral and waste management restoration proposals to reflect strategic and local objectives for countryside enhancement, green infrastructure and greenhouse gas emissions. Emphasis will be placed on restoring habitats and species that have been displaced or degraded through quarry activity, and the implementation of robust restoration ecology approaches to re-establish lost ecosystem dynamics.

**Leadership: Land management.** We need to shift our land and asset management approach to place greater emphasis on positive environmental outcomes. This will include support for additional tree planting on our rural estate (where appropriate) and managing our road verges better for biodiversity.

We can also enhance the natural environment through Council owned Local Nature Reserves, as well as continuation of participations in Governmental environmental stewardship schemes through the new Environment Land Managements Scheme (ELMs). Sustainable soil management policy on the rural estate will be established using emerging natural capital based soil metrics and management approaches to measure and evaluate the approaches supported.



Figure 21 Surveying insects at one of our Local Nature Reserves

**Leadership: Biosecurity** Changing climate is aiding the spread of plant and animal disease and invasive species across the UK. Ash dieback (*Hymenoscyphus fraxineus*), for example, has been prolific in recent years and is projected to kill up to 95% to ash trees across the UK, changing our landscape forever and threatening many species which rely on it. The cost to society of this disease is predicted to be in the region of £15 million (15). Similarly the spread of the highly invasive Japanese Knotweed (*Fallopia japonica*) has been an ongoing challenge for the last 35 years. This species is spreading as the UK's climate becomes milder, and emerging research suggests it reduces soil's capacity to sequester carbon.

We will pro-actively manage our rural estates and assets to improve the speed of identification disease symptoms and invasive species, and enhance our management approach to dealing these challenges. We will ensure all tenant farmers are able to react speedily to any disease or invasive event, and that biosecurity measures are incorporated in planning applications where relevant.

**Collaboration with our tenant farmers:** We will engage with our tenant farmers through government policy changes and new guidelines. We will aid our tenant farmers to keep informed of these changes, particularly where new subsidies may provide an opportunity to hasten "greening" of our estate and encouraging more sustainable agricultural practices.

We will also work with our tenant farmers to develop best routes to aid reductions in impacts from pesticides, herbicides and nitrogenous fertilisers on our land while ensuring that that crops are produced sustainably and profitably. For example, ammonia escape from slurry stores can be reduced through the use of store covers, or the use of metaldehyde for slug control could be replaced with alternative chemicals that are easier to remove from drinking water (as demonstrated through the Anglian Water trial with Cambridgeshire farmers located near to Grafham Water).

**Collaboration: Doubling Nature.** Cambridgeshire has one of the smallest percentage of land managed for nature in the country. Currently only 8.5% of the county is covered by natural or green spaces. Doubling the county’s natural and green spaces by 2050 will “*secure access to high quality natural green spaces within 300m of everyone’s home*”. Nature Cambridgeshire, the Cambridgeshire and Peterborough Local Nature Partnership, is a partnership with district councils, the County Council, the Cambridgeshire and Peterborough Combined Authority, Natural England, the Environment Agency, the National Farmers Union and a number of others to reach the ‘Doubling Nature’ target of 17% natural and green space coverage.

#### 5.4.4 Peatland

**Collaboration:** Cambridgeshire’s fen peatlands are among the UK’s most diverse habitats for wildlife, but much have been lost to drainage and agriculture practices (16). These habitats rely on a delicate balance of water volume and quality to maintain their diverse range for flora and fauna many of which are internationally recognised.

Nationally, peatland research and restoration has focused on upland systems. With its extensive lowland systems with complex human-nature interactions, and rich research and technological communities, Cambridgeshire is well placed to take the lead in developing and implementing new sustainable management practices for the benefit of communities and nature.

Already there are projects such as Wicken Fen (the National Trust) and the Greater Fen Project (Wildlife Trust) working to conserve and re-wet our peatlands. This work must continue and extend to include agri-tech and other farming interests to find solutions to the carbon footprint.

#### 5.4.5 Water management

**Collaboration:** Holistic water management is essential to ensure efficient and long-lasting mechanisms are put in place. One example is the management of chalk rivers and streams, recognised as a priority habitat under the UK Biodiversity Action Plan. While England’s chalk rivers are ecologically important, they also have very high cultural and economic value leading them to have many demands placed on them from abstraction, irrigation, fisheries management, energy provision and navigation.

In Cambridgeshire, water companies, the Environment Agency and communities are seeking ways to best manage the cumulative impacts of groundwater abstractions on flows in chalk streams under low flow stress, to supply a growing Greater Cambridge area with drinking water. Management is complex because natural groundwater levels vary significantly from year to year, and are susceptible to dry periods and drought. Over abstraction can cause ecological impacts, but large scale reduction in abstraction from current levels could also lead to an increase in local groundwater flooding, as well as increasing environmental impacts from development of alternative sources for public water supplies.



Figure 22 Ponds are used to store water and provide aquatic habitats

Note: This priority area is also linked to the *Water availability* and *Green and Blue Infrastructure* priorities in the *Adaptation* theme.

## 6 Tackling Climate Change and Environmental Challenges Together

### 6.1 Collaboration is essential

Tackling Climate Change, adapting to its ongoing impacts and protecting and enhancing our natural capital is bigger than any one organisation. Success will only happen if we all choose to work together and share responsibility for changes in the way we live and work. Aligning our endeavours will allow us to make changes as fast as possible and at the least cost. This means policies and strategies across Government at all levels must be complementary and that we use the power of the market and people to bring forward new working practices, technological and other innovations and that society reacts positively to this shared responsibility.

Looking back to the past it's important to learn lessons but we must also recognise that no previous generations have experienced the choices that we must now make today to stop human-driven Climate Change. It is a new path for all of us which we need to create together. It must use resources sustainably, respect our natural capital and flourish without degrading the environments we so rely on. The scenario of runaway Climate Change is a bleak prospect for everyone, not just in the UK but globally, as faster sea level rises will damage coastal communities and cities, desertification will force mass migrations across continents and flooding will be commonplace.

### 6.2 Working with our local Authority and public sector partners

All but one of the Cambridgeshire Local Authorities declared a climate emergency during 2019, making commitments to reduce carbon emissions. Building consensus on carbon footprints and aligning methodologies for calculating carbon reductions has started between the Local Authorities. The CUSPE evidence base provides a consistent carbon footprint across Cambridgeshire but it will require individual authorities to dig deeper to really understand emissions in their patch and to share this widely.

Carbon reporting will become commonplace. It is important we develop this as a transparent process and where possible use the same accounting methodology to make comparisons easier. The Council and Cambridge University are both using the same methodology to calculate their organisational footprint, the Green House Gas Protocol promoted by Government. It will be important that we all understand what is meant when one Council pledges to deliver net-zero carbon by 2030 for its organisation whilst another pledges net-zero carbon by 2050 for the whole of Cambridgeshire. Delivering net-zero by 2030 for an organisation is much easier than net-zero for a community by 2050 and we must ensure communities understand this nuance.

Across Cambridgeshire our Local Authority and public sector partners are on the same journey as us. There is a growing body of experience and climate projects we must share and learn from. To deliver the carbon emissions savings and to prevent runaway Climate Change, the faster and quicker we act now, the better everyone will be. Allowing others to lead on their strengths and create a learning environment for everyone will bring success. Some of the great things already happening include Peterborough City Council developing a carbon management plan for its highways service, South Cambridgeshire District Council investing in local green infrastructure, East Cambs District Council is developing new Environment Supplementary Planning Guidance, Cambridge City Council is implementing EV charging infrastructure for taxis and the Greater Cambridge Greater Peterborough Combined Authority is setting up a Climate Commission with Cambridge University.

### 6.3 Collaborating with our communities

There are a number of ways that the Council can work with communities. We are in a unique position to bring together a wide range of different people and organisations to act in a unified way on Climate Change.

**Building awareness** of the impacts of Climate Change and how households can adapt to hotter summers and wetter winters including increased flood risk.

**Supporting Parish Councils, Community Land Trusts** and other organisations to shift rural communities off oil onto renewables by using our land assets where possible to build and operate community energy centres to benefit communities. Neighbourhood Plans are a key opportunity for local communities to plan for local renewable energy and EV charging infrastructure. Undertaking community carbon footprints could help inform Neighbourhood Plans as this will provide the scale of local energy provision that needs to be planned for locally. Parish Councils can also be supported to access procurements for specialist energy services to design and construct projects and work with our in-house team to identify grants and share best practice from existing projects.

**Engaging with young people** is vital. Many schools have developed eco-councils. Working with head teachers, schools and eco-councils we will look to develop the idea of school Climate Change and environment strategies and link these to future skills provision, improving careers advice and guidance and building behavioural change.

Creating a sustainable future and quality of life for young people must involve the voices of, and engagement with young people. Current and future generations are inheriting a changing climate as a result of fossil fuel combustion worldwide and will experience even greater impacts of more extreme weather in their everyday lives, to that which we are experiencing today. The infrastructure developed now: housing, transport, energy and digital, will shape the way young people live their lives.

Education, from early year's provision through to schools, colleges and universities, is working hard to equip young people with the knowledge and skills on Climate Change impacts and preparing them for their future responsibilities. Tomorrow's decision makers, engineers and technologists already exist and it will be important to bring their new ideas and ambitions into the infrastructure we are designing and decisions we are taking now. Planning the transition from today's workforce to the future workforce needs development, ensuring the skills and knowledge are in place to make a successful and happy succession.

The **business community** can be a powerful force for change through product innovation, corporate social responsibility and core values of a business that support sustainable development. For example, energy efficiency improvements of 'white goods products' has reduced carbon emissions. On the other hand if robust governmental regulation and policy is not delivered, damaging practice such as the recent car emissions cheating scandal can also emerge. Our work with the business community will come through a number of mechanisms. We procure £450 million of services per annum which we will look to specify with strong environmental principles and carbon footprints. We will link with Member organisations such as Cambridge Cleantech, Agritech businesses, Cambridge Ahead, the Chamber of Commerce, Cambridge Network, the Business Board and small business organisations working across Fenland to start conversations on climate risk and the business opportunities ahead.

**Individuals** are highly influential of the 'market' and the provision of goods and services by businesses. For example, fast fashion is driven by consumer choices bringing significant carbon impact and waste challenges for society.

Cambridgeshire has strong networks of established **Community Groups**. Many of these groups deliver services to our community, while others address specific local issues. More recently, Climate Groups are setting up, for example, Cambridgeshire Climate Emergency. This groups is looking to build capacity in the community to take climate action, share experience of projects across communities and train individuals in the community to undertake carbon foot printing. Linking into and supporting our community groups to take positive action is important. As part of Cambridgeshire’s place making responsibilities, the public sector are developing a new way of working with its communities. This initiative is called ‘Think Communities’. The aim is to use this new programme to collaborate on emissions reductions and adaptation to Climate Change impacts within communities. The details of this are still being worked through, however, it is essential that the Council helps build community climate capacity and harnesses the energy and ideas of local people to make change happen at scale.

## 6.4 Cultural change

All products and services that are accessed or bought have a carbon footprint through the use of resources (extraction from the ground for example), production of goods (energy to make the clothes or smart phones), distribution of these goods (energy for transportation), and then ultimately the treatment and disposal of the waste. Efforts to reduce or change consumption can impact positively on our carbon footprint and this comes from new consumer choices and political interventions. Positive examples of these changes includes consumers choosing to avoid single use plastics to minimise polluting our oceans, and the shift towards LED lighting. Initially, LED lighting was not favoured by consumers but is now culturally accepted and in widespread use.

Figure 23 charts the journey we are making as a society to tackle Climate Change.

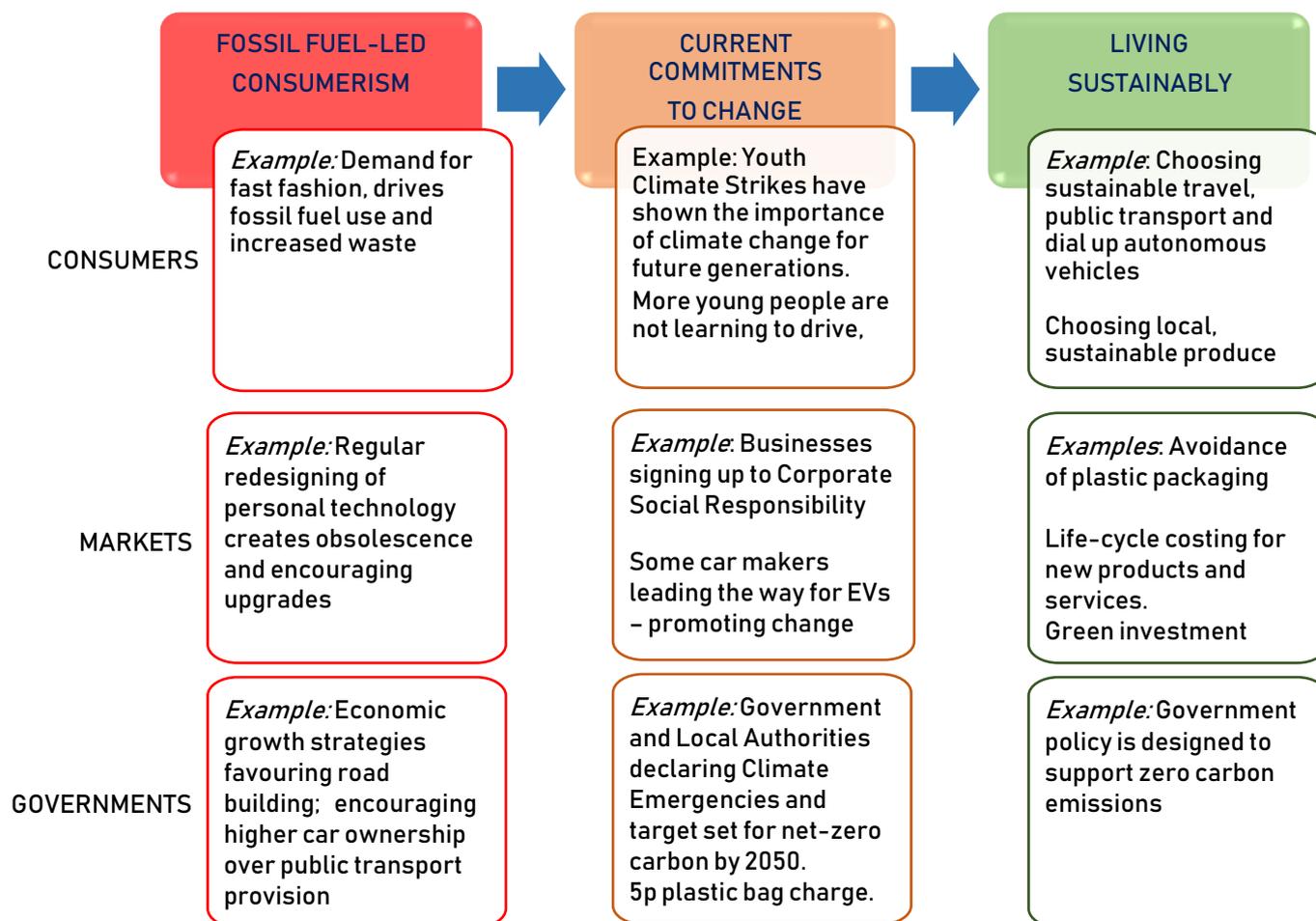


Figure 23 Cultural Change – consumer, market and political change

Fossil fuel consumption has been widely promoted by successive Governments and the market, in its drive to prosperity and economic growth. Until recently, policy instruments were developed without fully taking into account the impacts of fossil fuel consumption on Climate Change. Although the scientific evidence on the causes and impacts of Climate Change has been known for some time, there has been a delay in societal acceptance of the urgent need for change. The transition to a low carbon society wrestles with difficult trade-offs between competing priorities whilst policy begins to align across all sectors and all levels of government in a shared ambition to reach net-zero by 2050. In some cases it may take regulation and/or fiscal incentives to bring about cultural change, for example the 5p plastic bag charge.

Young people are worried that homes built now will continue to be inefficient and reliant on fossil fuels, where they need to be affordable with clean energy, smartly managing energy for efficiency and warmth whilst minimising waste. Public transport is also a particular concern for young people. It can offer opportunities to meet friends and work but people in rural areas don't have sufficient access to this, pushing them towards driving cars, often older and inefficient and more polluting models.

Broadly, the interaction between politics and consumer choices is changing our culture from one which did not consider its carbon or polluting impacts to one of greater knowledge and more discerning choices. We need to keep building on these changes together, learning from each other and sharing responsibility.

## **6.5 Public consultation and engagement**

A draft Climate and Environment Strategy was consulted on during December 2019 - January 2020. The results of the consultation have initiated changes to the strategy to reflect these comments. Engagement must continue even once the Strategy is approved and published as we all need to upskill and learn from each other.

Our sincere thanks to everyone that completed our questionnaire and submitted comments on the strategy. We now understand better what is wanted from us and will use this to inform our journey over the next few years. The plan is to review the strategy during 2024/25 unless there is an urgent need to update earlier. Our focus will now be on carbon reduction projects, new policy making for zero carbon and climate risk management. We will be in a different place in 5 years.

The consultation results can be found [here](#).

## 7 Implementation

Accompanying this document is an Action Plan. This describes the actions we will take to achieve our targets. The action plan will be a live document on our website and will be subject to change as new ideas and projects emerge and projects complete.

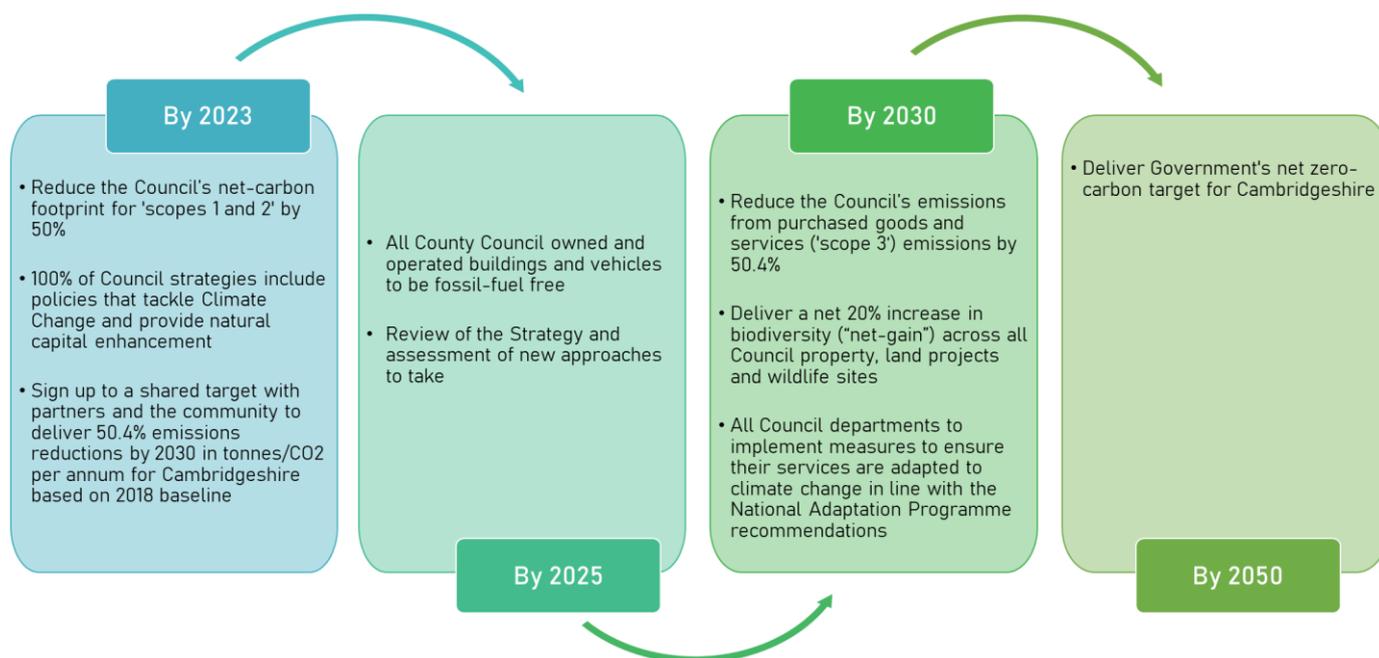
### Resource and Funding

In February 2020, a fund of £16 million to deliver the near term targets, including getting our own house in order, was established. This will, over the next 5 years, provide:

- £15m to shift all buildings that are both owned and occupied by the council off gas or oil heating system
- £500k to support project development and design for oil dependent schools and communities to move to more renewable sources of energy
- £200k to bring forward electric infrastructure so the council can move to electric vehicles for its small van and pool cars fleet.
- £300k to be made available to support further schemes as they are developed.

The Council has also committed funding to support 1.5 FTE new positions dedicated to bringing forward the actions outlined: a Climate Change Officer (full time) and Energy Project Officer (0.5 time). These roles will work corporately but will sit within the Energy Investment Unit.

### Timeline for Delivery



## 8 Glossary

Expression	Meaning
Adaptation	Methods to lower the risks posed by the consequences of Climate Change by improving resilience.
Carbon	Used as abbreviation for carbon dioxide or carbon dioxide equivalent.
Carbon Budget	An amount of carbon dioxide that a country, company, or organization has agreed is the largest it will produce in a particular period of time.
Carbon capture and storage (CCS)	The process of capturing and storing carbon dioxide before it is released into the atmosphere or used in other industrial processes. Current technology can capture up to 90% of carbon released by burning fossil fuels in electricity generation and industrial processes such as cement production.
Carbon dioxide equivalent (CO <sub>2</sub> e)	A standard unit for measuring carbon footprints. It express the impact of each different greenhouse gas in terms of the amount of CO <sub>2</sub> that would create the same amount of warming, using global warming potentials.
Carbon offset	A reduction in emissions of carbon dioxide or other greenhouse gases in order to compensate for emissions made elsewhere. This reduction could be through minimising emissions or capturing emissions. Offsets are measured in tonnes of carbon dioxide-equivalent.
Circular Economy Principle	An economy in which resources are kept in use for as long as possible, extract the maximum value from them whilst in use, then recover and regenerate products and materials at the end of each service life.
CO <sub>2</sub>	Carbon dioxide
EV	Electric Vehicle
Global Warming Potential (GWP)	A measure of how efficient a chemical is at trapping heat in the atmosphere relative to carbon dioxide. For example, methane has a GWP of 34 and nitrous oxide has a GWP of 298 (6). By definition, CO <sub>2</sub> has a GWP value of 1. Quantities of GHGs are multiplied by their GWP to give results in units of carbon dioxide equivalent (CO <sub>2</sub> e).
Green House Gas (GHG)	Any gas that absorbs heat and then emits it. These gases prevent heat from leaving the Earth's atmosphere, driving the warming of the planet. Common gases include: carbon dioxide, water vapour and methane.
Green/Blue Infrastructure	A network of multi-functional green space and other green features (or water), urban and rural, which can deliver quality of life and environmental benefits for communities.
Heritage Asset	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).
Historic Environment	All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora.
Kt	kilotonne = 1000 metric tonnes
LULUCF	Land Use, Land use change and forestry. Category within the Green House Gas Protocol.
Low carbon technology	Methods of generating energy that produce little to no carbon dioxide. These tend to be technologies that do not rely on combustion of fossil fuels.

Mitigation	Methods to reduce or prevent greenhouse gases entering the atmosphere. This can include carbon capture and storage.
Natural Capital	Natural assets, such as fresh water, minerals and biodiversity which confer a benefit to humans. These benefits are expressed in terms of their monetary value.
Net-zero	Achieving an overall balance between emissions produced and emissions taken out of the atmosphere. This can take place on different scales and is often achieved through offsetting.
Peat	The remains of wetland plants and animals that build-up in more or less permanently saturated conditions, and represents an important store of carbon. Peat soils in England have been accumulating carbon since the retreat of the last glaciers approximately 10,000 years ago.
Resilience	The ability to anticipate, prepare for, and respond to hazardous events, trends, or disturbances related to climate. Improving climate resilience involves assessing how Climate Change will create new, or alter current, climate-related risks, and taking steps to better cope with these risks.
Site of Special Scientific Interest (SSSI)	Sites protected because they have important special flora, fauna, or geological or physiographical features. Land is classed as an SSSI following a legal process that judges it to have one or a combination of these features.
Carbon sequestration	The long-term removal and storage of carbon dioxide from the atmosphere to reduce atmospheric concentrations.
Wasted peatland	A technical term for deep peat that has been substantially degraded following years of drainage and cultivation so that the peat is now more dominated by underlying mineral material (16).

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# 10 Appendices

## 10.1 Appendix 1: Impacts of Climate Change

Climate change has many impacts. These will be released by the Council in a variety of different ways. The table below summarises some of these.

Impact	Description	Possible Impacts for the Council
<b>Flood Risk</b>	Projected increases in extreme rainfall will bring increased risk of flooding (9). The nature of surface water rainfall means that many areas will be affected by increased flooding. Runoff from compacted or impermeable areas will increase and water will accumulate in low spots. As temperatures increase more and sea levels rise areas like the Fens will become more under threat.	<p><b>Infrastructure:</b> Disruption to transport links (17) could affect staff travel to work and access to parts of the County for meetings. Disruption to travel could disrupt Council response processes by restricting access to some parts of the County. There may be increased risk of power outages associated with flooding and thunderstorms, which could cause disruptions to transport, logistics and processes.</p> <p><b>Finance:</b> Increased costs of flood related damage and flood investigations. Increased costs of providing flood resilient infrastructure to existing buildings. Increased social costs associated with providing support for people suffering from emotional issues associated with flooding and uncertainty.</p> <p><b>People and health:</b> Council employees may suffer from increased stress or mental health problems associated with flooding of their homes or the uncertainty associated with increased flood risk.</p> <p><b>Property:</b> Council buildings and property may be damaged by flooding if located within flood risk areas. Designated heritage assets could become damaged through water ingress.</p>
<b>Heat Waves</b>	Climate change is projected to bring an increase in warm temperature extremes and it is very likely that heat waves will occur more frequently and last longer (9). Cambridgeshire is one of the warmer parts of the country, so could be significantly impacted by these changes. Cities will be impacted more than rural areas (18).	<p><b>Infrastructure:</b> Disruption to transport links could affect staff travel to work and meetings at various council buildings. Disruption to travel could also disrupt Council response processes by restricting access to some parts of the County.</p> <p><b>Finance:</b> Increased costs associated with summer cooling (19) in Council buildings. Increased costs associated with installation of air conditioning and heat resilient infrastructure.</p> <p><b>People and health:</b> Working conditions may become unsuitable for staff which could impact employee concentration and performance (17).</p> <p><b>Property:</b> Office spaces may become unsuitable to work in during heat wave conditions. This will have implications on the design, construction and maintenance of existing and new office space.</p>
<b>Drought</b>	With increased temperatures extremes and more frequent and longer lasting heat waves will mean increased water restrictions in Europe (9). Cambridgeshire is already one	<p><b>Infrastructure:</b> Roads can be affected under drought conditions and subject to cracking.</p> <p><b>Finance:</b> Increased water costs for office buildings. Increased social costs as more people fall below the poverty line as a result of increased food and water costs.</p>

	<p>of the driest counties in England so could be significantly impacted by this. The frequency of drought is likely to increase in presently dry regions by the end of the 21<sup>st</sup> century (9).</p>	<p><b>People and health:</b> Employees may be emotionally or physically impacted by reduced food and water availability and increased costs associated with this.</p> <p><b>Property:</b> Reduced water availability in the environment would affect council farms (irrigation restrictions) and nature reserves (natural water reserves) as well as other council business use. It may also impact archaeology through dewatering of the ground.</p>
<p><b>Sea Level Rise (SLR)</b></p>	<p>Rising global temperatures are causing polar ice to melt and oceans to expand, resulting in global sea level rise. Global sea levels rose by circa 0.19 metres between 1901 and 2010 (9). Cambridgeshire is one of the most low-lying counties in England so could be significantly impacted by sea level rise in tidal and fen areas. It is anticipated that the East of England could experience a dramatic sea level rise of up to 0.54 metres by 2100 under a high greenhouse gas emission scenario (19).</p>	<p><b>Infrastructure:</b> Transport links may be impacted by SLR in low-lying parts of the county. SLR could restrict or prevent access to low-lying parts of the County, disrupting access for social care, flood risk management and other service provision.</p> <p><b>Finance:</b> Costs of re-locating Council buildings, infrastructure and Council housing away from high risk areas and provision of SLR resilient infrastructure. Council farms could become unproductive for current agriculture processes.</p> <p><b>People and health:</b> Council staff and communities in low-lying regions may be emotionally affected by the uncertainty surrounding sea level rise and re-location. Increased pressure on social care to provide increased support.</p> <p><b>Property:</b> Council buildings in low-lying parts of the County may become inaccessible under a high risk scenario and require relocation.</p>
<p><b>Air pollution</b></p>	<p>Transport is a major source of short-lived greenhouse gas pollutants, which can result in direct damage to human health (20). Road transport (particularly diesel traffic) is a significant contributor to air pollution such as particulate matter (PM) and ground-level ozone (O<sub>3</sub>) (20). Rising temperatures are also projected to increase levels of ozone (21), as are other greenhouse gases such as carbon monoxide, methane and nitrogen oxides (22). Short-lived greenhouse pollution can also cause acid rain (22). Air pollutants have been linked to health conditions such as asthma (23) and eczema (24).</p>	<p><b>Infrastructure:</b> Ground level ozone could create a risk of damage to infrastructure, ecosystem services and functions. This could in turn influence agricultural productivity and water supply.</p> <p><b>Finance:</b> Increased social costs associated with providing support to people impacted by pollution related health impacts. Increased costs associated with repair of council buildings impacted by acid rain.</p> <p><b>People and health:</b> Poor air quality can pose a risk to employee health issues such which could lead to more sick days. Air pollution has been associated with the development and worsening of asthma and can also make people who already have asthma more sensitive to asthma triggers (23). Air pollutants have also been associated with health implications such as eczema (24). Urban air pollution can increase risk of cardiovascular, respiratory diseases and cancer (20). Council staff travelling for or to work may be particularly impacted by air pollution from vehicles.</p> <p><b>Property:</b> Ozone pollution can cause acid rain (22) which could cause damage to Council buildings. Indoor air pollution could increase mould and damp in office space.</p>

## 10.2 Appendix 2: Climate Change mitigation measures

Climate Change mitigation measures can be incorporated into both existing and new infrastructure to reduce carbon emissions and improve energy efficiency. There are a number of ways to do this, and the following table describes some of these measures.

Table 3 Methods to mitigate carbon emissions

Mitigation Measure	How does this mitigate carbon emissions?	Description
<p data-bbox="300 421 480 452"><b>Solar Panels</b></p>  <p data-bbox="300 654 475 680">©michiganradio</p>	<p data-bbox="644 488 895 622">Reduces fossil fuel usage for electricity and heating (if electric).</p>	<p data-bbox="946 501 1453 604">Sunlight is absorbed by the photovoltaic panels and is used to generate electricity.</p>
<p data-bbox="292 689 488 721"><b>Solar Thermal</b></p>  <p data-bbox="292 922 491 949">©Greentech Media</p>	<p data-bbox="644 779 895 882">Reduces fossil fuel usage for water heating.</p>	<p data-bbox="946 725 1453 918">Heat from the sun is used to warm water running in pipes through the panel. Depending on the temperature the water reaches, the temperature can be “topped up” using conventional methods.</p>
<p data-bbox="225 967 555 999"><b>Battery Energy Storage</b></p>  <p data-bbox="292 1205 491 1232">©Greentech Media</p>	<p data-bbox="635 1021 904 1191">Enables intermittent renewable energy sources to become viable alternatives to fossil fuels.</p>	<p data-bbox="946 1070 1453 1137">Stores electricity for use at times when generation is low.</p>
<p data-bbox="236 1245 544 1276"><b>Air Source Heat Pump</b></p>  <p data-bbox="312 1478 467 1505">©burtonwright</p>	<p data-bbox="635 1326 904 1429">Reduces or removes fossil fuel usage for heating.</p>	<p data-bbox="946 1272 1453 1473">Air is used to heat liquid refrigerant. The pump uses electricity to compress the refrigerant to increase its temperature then condenses it back to release stored heat. This heat is sent to radiators and stored as hot water.</p>
<p data-bbox="204 1514 576 1545"><b>Ground Source Heat Pump</b></p>  <p data-bbox="229 1774 550 1800">©Homebuilding &amp; Renovation</p>	<p data-bbox="635 1617 904 1720">Reduces or removes fossil fuel usage for heating.</p>	<p data-bbox="946 1532 1453 1800">Coils or pipes containing refrigerant are buried in the ground. Heat from the ground is used to warm the refrigerant and an electric heat pump is used to raise this temperature further. This heat is transferred from the refrigerant via a heat exchanger in the building to providing hot water and heating.</p>

RENEWABLE ENERGY AND STORAGE

## Hydrogen



©National Grid

Reduces or removes fossil fuel usage for heating.

Hydrogen, produced through electrolysis of water using solar or renewable energy, or, produced using natural gas but using carbon capture and storage, is being considered heating homes.

## Planning



### National Planning Policy Framework

Presented to Parliament by the Secretary of State for Housing, Communities and Local Government by Command of Her Majesty  
February 2019

Enables standard requirements for mitigation actions within developments.

The Planning System in England is 'plan-led.' The Plan contains policies that set out what development is needed where – either by identifying specific sites or general types of site. When a planning application is submitted, it is tested against those policies to see whether or not it should be approved.

## Building Regulations



Can be set to reduce energy demand of homes (e.g. through energy efficiency measures below) and incorporate renewable energy generation.

These are statutory minimum standards for design, construction and alterations to virtually every building.

## Passive House



©Magnetitte

Little to no domestic heating requirements.

Homes designed to combine ultra-low energy consumption with consistently good air quality. They are built with superinsulation, low-volume heat recovery ventilation systems and tightly controlled rates of air infiltration, which combine to make sure the building's carbon footprint is as small as possible. These types of buildings do not require conventional heating systems.

## Fabric First/Insulation



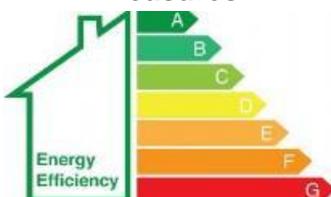
©MyBuilder.com

Reduces heat loss from buildings, reducing heating requirements.

Materials used to reduce heat loss from buildings – these can be built into new builds or retrofit. It can come in many forms specific to the area being insulated including:

- Pipe insulation
- Roof insulation
- Wall insulation

## Other energy efficiency measures



©Base Energy

Reduce energy consumption, thereby reducing emissions from generation.

Various methods to reduce energy consumption. eg. LED Lighting and double glazing

PLANNING AND REGULATION

ENERGY EFFICIENCY

### District Heating/Heat Networks



©Energy Saving Trust

Facilitates low carbon heating.

Groups of co-located (eg a village or town) buildings sharing the same heating source. They are directly connected via insulated pipes to a local renewable heating source, such as a ground source heat pump. This enables faster transition to renewables.

### Active transport eg. Cycling, walking



©The Independent

Zero carbon.

Avoids travel by vehicles.

### Car Sharing/Car Clubs



©Pacific Rent-A-Car

Reduces the number of vehicles on the road.

Car sharing is the sharing of car journeys so that more than one person travels in a car, and prevents the need for others to have to drive to a location themselves.

Car clubs are a model of car rental where people rent cars for short periods of time, often by the hour.

### Public Transport



©intelligenttransport.com

Reduces the number of vehicles on the road.

Public Transport reduces the number of vehicles on the road, but provides far greater benefits than car sharing as more people can use the same vehicle.

### Electric Vehicles and Chargepoints



©Rolec



©Electrek

Removes combustion of fossil fuels as the direct source of energy.

Electric vehicles (EVs) do not rely on the internal combustion engine (ICE) burning petrol or diesel to function. Instead they contain batteries which charge on electricity, removing their carbon emissions as well as reducing air quality impacts.

If the electricity comes from renewable sources, use of these vehicles is carbon free.

### Hydrogen Vehicles



©intelligenttransport.com

Removes combustion of fossil fuels as the direct source of energy.

For larger vehicles, Hydrogen could be used as a fuel source. This is where Hydrogen is electrolysed to produce electricity. Water vapour is the only by-product emitted from the exhaust.

TRANSPORTATION

## 10.3 Appendix 3: Adaptation measures

Climate Change adaptation measures can be incorporated into both existing and new infrastructure to reduce the effects of Climate Change. This is done by improving our resilience to the changes that are anticipated to come forward over the coming years. There are a number of ways to do this, and the following table describes some of these measures.

Table 4 Methods to adapt to Climate Change impacts

Adaptive measure	What change does this adapt to?	Description
<b>Rainwater harvesting/ water butts</b>  <p data-bbox="196 826 373 853">©SusDrain 2019</p>	Flood and drought	Rainwater is collected in water butts and used as a non-potable water resources such as toilet flushing. Harvested water can also be used for gardening and small-scale infrastructure.
<b>Grey water harvesting</b>  <p data-bbox="196 1064 373 1090">© The Green Age</p>	Flood and drought	Wastewater from baths, showers, washing machines, dishwashers and sinks can be re-used for portable water sources.
<b>Sustainable Drainage Systems (SuDS)</b>  <p data-bbox="196 1449 373 1476">©SusDrain 2012</p>	Flood, heat waves and drought	SuDS mimic nature and manage rainfall at the source. They slow the flow of surface water and treat it before it enters watercourses. They provide areas to store water at the surface and allow green and blue infrastructure to be incorporated into urban spaces.
<b>Property Level Resilience (PLR)</b>  <p data-bbox="134 1823 435 1850">©Flood Protection Solutions</p>	Flood	Protective measures installed in existing homes and buildings to offer protection from flooding. This is best suited for existing buildings located in high flood risk areas which are expected to be impacted most by high intensity flooding and sea level rise associated with Climate Change.

**Green space and low level vegetation**



©Cambridge Independent

Flood, drought, heat waves

Can be incorporated into both new and existing developments. Areas of green space can be used as flood storage providing adaptation to flooding. They also allow water to be absorbed into the ground, recharging drinking water supplies to provide adaptation to drought.

**Tree planting**



©Cambridge City Council

Air pollution, flood, heat waves and drought

Trees provide shading and urban cooling to allow adaptation to increased temperatures and heat waves. They provide adaptation to increased rainfall and flooding by intercepting rainfall. The interception of rainfall allows more water to be absorbed into the ground providing groundwater recharge and thus adaptation to drought. Trees can improve air quality by removing particles and gases from the air.

**Resilient building design**



©Building Green

Heat waves, flooding, sea level rise, air pollution, drought

Buildings designed better to adapt to changing temperatures through installation of energy efficient air conditioning, window shading and tinting. Buildings can also be designed with air pollution filters, ventilation to reduce indoor air pollution. Green walls can be a successful air pollution adaptation measure in city areas, as planting of large trees along narrow streets can obstruct wind flow, limiting their ability to absorb pollutants. Buildings can be designed with floor levels above the projected flood or sea level to adapt to flooding and sea level rise. Buildings can also be adapted to include water re-use/ recycle measures and water saving features such as automatic taps to adapt to drought.

**Locating services**



©The Independent

Flooding, sea level rise

Infrastructure services such as power supplies, property and transport links should be located in areas at less risk of flooding and sea level rise.

## 10.4 Appendix 4: Natural capital components and impacts

Natural capital will be impacted in Cambridgeshire primarily through Growth and Climate Change.

Table 5 summary of potential ways growth and Climate Change may affect natural capital

Natural capital component	Example of benefit	Potential impacts within Cambridgeshire
<b>Flora / Fauna</b>	<p>Flora and Fauna provides us with numerous benefits such as:</p> <ul style="list-style-type: none"> <li>• Clean water</li> <li>• Clean air</li> <li>• Food (pollination)</li> <li>• Timber</li> <li>• Flood protection</li> <li>• Recreation (accessible green space/rights of way)</li> </ul>	<p><b>Climate Change (25):</b></p> <ul style="list-style-type: none"> <li>• Severe or altered weather patterns causing damage to habitats and species</li> <li>• Earlier onset of seasonal events, resulting in disruption of ecosystem, with early migrations &amp; mismatch of predator-prey relationships</li> <li>• Species distributions shifting northwards in response to warmer temperatures, resulting in loss of species at edge of their range but increase in southern / continental species (e.g. Great Green Bush Cricket), including new risks to local biodiversity, agriculture and health</li> <li>• Summer drought result in significant impact on tree species, leading to changes in woodland structure and timber production</li> <li>• Higher temperatures are not suitable for crops grown within Cambridgeshire, impacting food security</li> <li>• Milder winters lead to increased microorganisms and insect populations which can adversely affect health and agriculture</li> </ul> <hr/> <p><b>Growth</b></p> <ul style="list-style-type: none"> <li>• Increased demand for food with a possible increase in the intensity of agricultural practices</li> <li>• Increased agricultural practices may reduce carbon storage and soil stability</li> <li>• Increased population may result in an increase in demand for, and an adverse impact on, existing green spaces and sensitive habitats and species</li> <li>• Fragmentation and isolation of habitats reducing ability for species to move through the landscape &amp; adapt to Climate Change</li> <li>• Increase in light, air and water pollution affecting quality of habitat and species populations and their resilience to Climate Change</li> </ul>
<b>Water</b>	<p>Fresh water is required for:</p> <ul style="list-style-type: none"> <li>• Drinking</li> <li>• Cooking</li> <li>• Cleaning</li> <li>• Irrigation (e.g. Farming)</li> <li>• Industrial uses e.g. Cooling</li> <li>• Wetland habitats</li> </ul>	<p><b>Climate Change (26):</b></p> <ul style="list-style-type: none"> <li>• Impacts on hydrological processes, including changes in temperature, evaporation and precipitation. Impacting the availability of water resources</li> <li>• Increased drought conditions through the reduction in surface water and groundwater resources</li> <li>• Increase in the demand for water resources to grow crops and to maintain important protected habitats</li> <li>• Increased flood risk especially in terms of sudden and intense thundery showers</li> </ul>

		<p><b>Growth (27):</b></p> <ul style="list-style-type: none"> <li>• Demand for water will increase which may cause environmental damage to surface water and groundwater</li> <li>• Increasing concentrations of pollutants in water bodies</li> <li>• Increases in impermeable areas leading to increased flood risk</li> </ul>
<b>Clean Air</b>	Air provides the oxygen we need to breath.	<p><b>Climate Change</b></p> <ul style="list-style-type: none"> <li>• Higher summer temperatures will increase potential for more atmospheric pollution</li> <li>• These pollutants include nitrogen oxides, particles, carbon monoxide and hydrocarbons</li> <li>• Air pollutants can travel great distances and cause harmful effects from a far</li> <li>• Pollutants being emitted into the atmosphere will have an impact on human health</li> <li>• Also impacting the surrounding natural environment</li> </ul>
		<p><b>Growth</b></p> <ul style="list-style-type: none"> <li>• Exponential growth expected will result in a heavy reliance upon the use of fossil fuels to provide energy</li> <li>• There is a correlation between growth and the number of cars on the roads</li> <li>• This will in turn will reduce the quality of the air (28)</li> </ul>
<b>Historic Environment</b>	<p>Education/ understanding history of Cambridgeshire</p> <p>Provides our sense of community, identity and culture</p>	<p><b>Climate Change</b></p> <ul style="list-style-type: none"> <li>• Impacting preservation of the historic environment</li> <li>• Impacting the historic built environment (pollution)</li> <li>• Rise in water levels in fenland environments</li> <li>• Changes in agricultural practice rising from Climate Change</li> <li>• Impacts on land use viability refocussing development areas</li> </ul> <p>Cambridgeshire has adapted to changing environments, with rising and falling water levels in fenland environments influencing human interactions with those area. We can see these actions through the historic environment.</p> <p>Studying paleo-environments can help understand reactions to and environmental changes arising from Climate Change. It also helps understand the nature and development of the peat deposits, the management of which is intrinsic to managing the county's carbon footprint.</p>
		<p><b>Growth</b></p> <ul style="list-style-type: none"> <li>• Demand for land on new developments could lead to greater pressure on heritage assets</li> </ul>

<b>Green Infrastructure</b>	Provides multi-functional uses (e.g. recreational, cultural experiences) <ul style="list-style-type: none"> <li>• Clean water</li> <li>• Clean air</li> <li>• Food (pollination)</li> <li>• Timber</li> <li>• Flood protection</li> <li>• Recreation (accessible green space/rights of way)</li> </ul>	<b>Climate Change</b> <ul style="list-style-type: none"> <li>• Increased demand for green spaces due to increasing air temperature</li> <li>• Changes in water availability may cause damage</li> </ul> <b>Growth</b> <ul style="list-style-type: none"> <li>• Increase in formal green spaces</li> <li>• Reduction in natural green spaces</li> </ul>
<b>Minerals</b>	Minerals provide raw material to build infrastructure and property.	<b>Climate Change:</b> <ul style="list-style-type: none"> <li>• Increased sea level rises could lead to mineral sites not being accessible and therefore capable of being worked</li> <li>• Increased water table could result in areas of the mineral resource being unable, or uneconomic, to be worked</li> </ul> <b>Growth:</b> <ul style="list-style-type: none"> <li>• reduce the raw materials available for building / infrastructure through either the use of the mineral, or through sterilisation of the reserve by alternative development such as housing</li> <li>• Population increase may lead to intensification of agriculture which could in turn stop the underlying mineral being worked</li> </ul>
<b>Soils</b>	High quality soils are essential for agriculture, carbon storage and habitat	<b>Climate Change:</b> <ul style="list-style-type: none"> <li>• Reducing in soil quality for agriculture/flora/fauna</li> <li>• Decay of peat land</li> <li>• Reduction in carbon storage</li> </ul> <b>Growth:</b> <ul style="list-style-type: none"> <li>• Population increase may lead to intensification of agriculture which in turn may lead to increased use of pesticides and/or loss of natural habitat</li> <li>• Reduction in habitat for species</li> </ul>

## 10.5 Appendix 5: How the Council can approach natural capital conservation

The Councils can play a role in protecting Natural Capital through a variety of approaches.

Table 6 Summary of ways in which the council can protect Cambridgeshire's Natural Capital.

Biodiversity	
Influences	How can the council respond to these changes?
01 Organisation, 02 Procured Services	<p>Continue to maintain and enhance Council owned Local Nature Reserve assets, the following actions will be taken against Climate Change and Growth:</p> <ul style="list-style-type: none"> <li>• Store water for re-use</li> <li>• Plant more trees that are capable of thriving under predicted changes to weather patterns</li> <li>• Promote Natural Flood Risk Management</li> <li>• Provide new/improve new greenspaces to accommodate population increase</li> <li>• Restore or create natural habitats that have been used for quarrying , prioritising species of conservation concern and providing complimentary habitat for international sites that are degrading due to changes in weather patterns (e.g. flooding of ground nesting birds)</li> <li>• Planning policy and in the determination of planning applications</li> <li>• landowner of agricultural land, including managing SSSIs</li> <li>• highways and Rights of Way maintenance, including management of Protected Road Verges</li> </ul>
04 Partner Strategies	<p>The council can collaborate through:</p> <ul style="list-style-type: none"> <li>• Partnership working with the Local Nature Partnership and Cambridgeshire &amp; Peterborough Biodiversity Group</li> <li>• Biodiversity Net Gain</li> <li>• Future Parks Accelerator</li> <li>• Greenspaces Management</li> <li>• Local Nature Partnership incentives</li> </ul>
04 Wider Communities	<p>Working closely with other organisations and developers to help create, promote, conserve and enhance biodiversity as natural capital.</p> <ul style="list-style-type: none"> <li>• Decision made by the general public (e.g. fly tipping)</li> <li>• Decision made by the general public (e.g. fly tipping)</li> <li>• Farmers – agricultural intensification, including removal of habitats (e.g. removing hedgerows) and air, water and soil pollution (e.g. pesticides and herbicides)</li> <li>• National infrastructure projects resulting in significant land take and severance of the local habitats</li> <li>• Water abstraction causing very low summer flows</li> </ul>

Green Infrastructure (leisure and recreation space etc.)	
Influences	How can the council respond to these changes?
01 Organisation, 03 Council Policy & Strategy	<ul style="list-style-type: none"> <li>• planning policy which requires mineral and waste management restoration proposals to reflect strategic and local objectives for countryside enhancement and green infrastructure</li> </ul>
04 Partner Strategies,	<ul style="list-style-type: none"> <li>• Work with partners to design and implement green infrastructure through planning policy</li> </ul>

Water	
Influences	How can the council respond to these changes?
01 Organisation	Work towards higher efficiency of water usage in the county council's offices and other owned buildings. Introducing new incentives (both behavioural and implementing new technologies).
02 Procured Services, 03 Council Policy & Strategy	The council has a direct influence through: <ul style="list-style-type: none"> <li>Working with suppliers / contractors regarding use of water and the water footprint in making our products.</li> <li>Implementing SuDS features in new developments</li> <li>Planning policy which seeks to protect water resources, and to deliver strategic flood water storage bodies through the restoration of mineral sites.</li> </ul>
05 Wider Communities	The way that our farmers abstract water and use it for irrigation.

Clean Air	
03 Council Policy & Strategy	<ul style="list-style-type: none"> <li>planning policy which requires mineral and waste management development to minimise greenhouse gas emissions</li> <li>Setting Public Health policy to incorporate adaptive measures to air pollution</li> </ul>
04 Partner Strategies	<ul style="list-style-type: none"> <li>Working with partners to incorporate air quality measures into transport Plans</li> </ul>

Historic Environment	
01 Organisation	The Council owns numerous designated and non-designated heritage assets, many of which can be managed to create a better environment for residents and for the historic environment itself.
03, Council Policy & Strategy, 04 Partner Strategies	<ul style="list-style-type: none"> <li>planning policy, and in the determination of planning applications, seeking in the first instance to avoid harm to the historic environment</li> <li>Advising on environmental stewardship schemes to help landowners to extract the best environmental and heritage asset related outcomes from sites on their holdings</li> <li>Working with developers to maximise the potential for open spaces in developments by use of 'preservation in situ' schemes that create greenspace to protect the historic environment</li> </ul>
05 Wider communities	The Council is a leader in the management of the historic environment across the county and acts as an exemplar to others. Other organisations and individuals come to us for advice and guidance.

Mineral	
<p>03 Council Policy &amp; Strategy Direct Influence Wider influence</p>	<p>Continue to maintain leadership through adopted mineral planning policy to address:</p> <ul style="list-style-type: none"> <li>• Climate Change,</li> <li>• Soil preservation,</li> <li>• Restoration,</li> <li>• Aftercare,</li> <li>• Biodiversity benefits</li> <li>• Historic environment</li> <li>• Sustainable transport options etc.</li> </ul> <p>To allow full consideration of such matters ahead of mineral planning decisions being made.</p> <ul style="list-style-type: none"> <li>• Planning application decisions</li> <li>• Mineral site restoration plans and S106 legal agreements securing long term maintenance requirements</li> <li>• Net gain requirement through the National Planning Policy Framework</li> <li>• Negotiation with developers with regard to the extent of biodiversity gains within a scheme</li> <li>• Consideration of the proposals in line with adopted mineral planning policy</li> <li>• Allocating sites for the provision of mineral to meet the County's needs, including sand and gravel, and brickclay</li> <li>• Encouraging the production and use of secondary and recycled aggregates in preference to virgin minerals</li> </ul>

Soil	
<p>03 Council Policy &amp; Strategy, 04 Partner Strategies Direct Influence</p>	<p>The Development Plan, which includes planning policy documents adopted by both the County Council and the City / District Councils, provide policies to preserve agricultural soils in relation to Climate Change.</p> <p>The council has a direct influence through:</p> <ul style="list-style-type: none"> <li>• Planning policy and in the determination of planning applications</li> <li>• Minerals and waste site restoration and aftercare plans which can reduce the erosion of, and conserve, valuable high quality soils e.g. through the creation of lowland wet grassland</li> </ul>



# Carbon Footprint Annual Report 2018-19

Version 2, published March 2020



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# 1 Introduction

## 1.1 What is a carbon footprint?

A carbon footprint is a measure of the greenhouse gases (GHGs) emitted into the atmosphere from sources in a specified region or organisation. It usually includes all relevant greenhouse gases, the most common of which is carbon dioxide (CO<sub>2</sub>). Emissions of other GHGs such as methane (CH<sub>4</sub>) or nitrous oxide (N<sub>2</sub>O), are measured in 'carbon dioxide equivalent' (CO<sub>2</sub>e), which takes into account the different global warming potential (GWP) of different gases. Quantities of GHGs are multiplied by their GWP to give results in units of carbon dioxide equivalent (CO<sub>2</sub>e).

A number of gases contribute to climate change. The Kyoto Protocol – the international agreement addressing climate change - covers seven main GHGs: carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), nitrous oxide (N<sub>2</sub>O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulphur hexafluoride (SF<sub>6</sub>) and Nitrogen Trifluoride (NF<sub>3</sub>).

Different activities emit different gases, for example, burning fossil fuels releases carbon dioxide, methane and nitrous oxide into the atmosphere. The biggest source of greenhouse gas emissions in the UK is transport, closely followed by energy supply. Fluorinated gases ("F-gases") are a range of man-made compounds (including HFCs, PFCs, SF<sub>6</sub> and NF<sub>3</sub>) used in a variety of industries including refrigeration, air-conditioning and the manufacture of cosmetics, pharmaceuticals, electronics and aluminium. F-gases are extremely potent greenhouse gases with some having GWPs of several thousand or more<sup>1</sup>.

Nationwide, emissions of CO<sub>2</sub> make up 81% of GHG emissions, with the remainder from methane (11%), nitrous oxide (4%) and fluorinated gases (3%), when weighted by GWP (1), as shown in Figure 1.

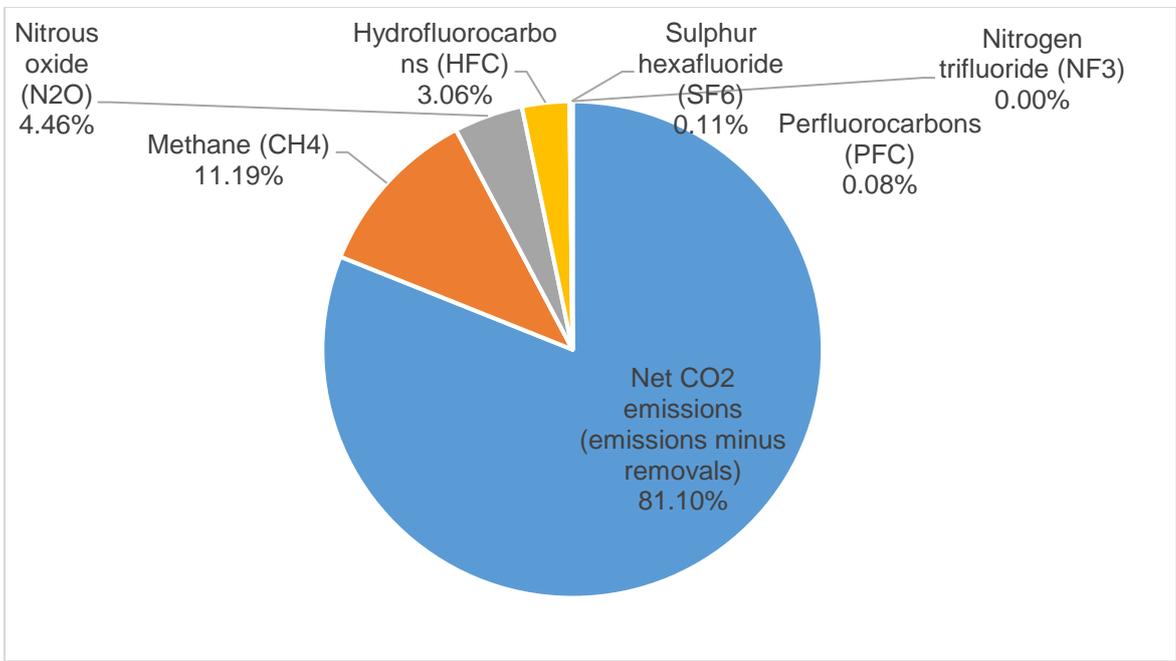


Figure 1: UK-wide Greenhouse Gas Emissions, 2017, by type of gas (tonnes CO<sub>2</sub>e)

This report examines both the carbon footprint of the geographical area of Cambridgeshire as a whole, and that of Cambridgeshire County Council as an organisation.

<sup>1</sup> BEIS. (2019). Greenhouse Gas Reporting Conversion Factors

## 1.2 Scopes

Emissions-releasing activities are classified into three groups known as scopes. These are defined in the GHG Protocol Corporate Standard, and are described in Table 1 below.

Table 1: Scopes

Scope	Application to organisational carbon footprints	Application to geographical area carbon footprints
Scope 1 (Direct)	Emissions that occur directly from sites or assets owned or controlled by the organisation (e.g. gas boilers at own premises, fleet vehicles).	Emissions that occur within the boundary of the area being reported (e.g. houses, offices, factories, and roads within the County).
Scope 2 (Energy indirect)	Emissions from purchased electricity, heat or steam.	Emissions from electricity that is used within the area being reported.
Scope 3 (Other indirect)	Emissions that occur due to the organisation's activities / products / services, but at assets not owned or controlled by that organisation (e.g. travel in employee-owned vehicles or public transport, purchased goods and services).	Emissions from imported goods or services – i.e. used within the area being reported, but produced elsewhere.

Activities in all three scopes have been included in this report. However, Scope 3 emissions are more difficult to account for, because the required data often lies with other organisations. As a result, there is a higher degree of estimation in the scope 3 categories.

Carbon dioxide produced from biologically-sequestered carbon, e.g. from the combustion of biomass for electricity and / or heat generation, is not included in either scopes 1, 2, or 3. This is because the carbon dioxide would have been emitted anyway when the plants - from which the biomass is derived - decayed naturally at the end of their life. However, two other GHGs – nitrous oxide and methane – are commonly emitted when biomass is combusted. These would not be emitted during natural decay and any nitrous oxide or methane emissions from biomass / biofuel consumption is included in the emissions under the three scopes. This is the approach generally taken in international accounting standards.

More detail on the scopes and methodology used to calculate the Council's carbon footprint can be found in section 3.4.

## 2 Cambridgeshire's Carbon Footprint

The carbon footprint of Cambridgeshire (county) comprises all GHG emissions that occur in the county – this includes commercial and industrial sources, domestic homes, transport, agriculture, waste and land use.

There are a number of ways to identify the carbon footprint of the geographical area. We have used three methodologies, each of which have different merits:

- CO<sub>2</sub> emissions by local authority area, data published by BEIS
- The SCATTER tool
- Research by the Cambridge University Science and Policy Exchange (CUSPE)

Each of these three methods is discussed below.

### 2.1 BEIS CO<sub>2</sub> Emissions Data for Cambridgeshire

The Government Department for Business, Energy and Industrial Strategy (BEIS) currently publishes detailed data at a local authority (district) level, on emissions of carbon dioxide (2), but does not provide data at a local authority level on emissions of other greenhouse gases. Carbon dioxide (CO<sub>2</sub>) emissions account for 81% of nationwide GHG emissions. 2017 is the most recent year of data.

The trend in Cambridgeshire is reflective of the national trend: emissions slowly and steadily declining over the last few years, due mainly to the decarbonisation of the electricity grid. See Figure 2 below.

Emissions from agriculture and waste are not included in these figures because they primarily produce methane and this data is for CO<sub>2</sub> only.

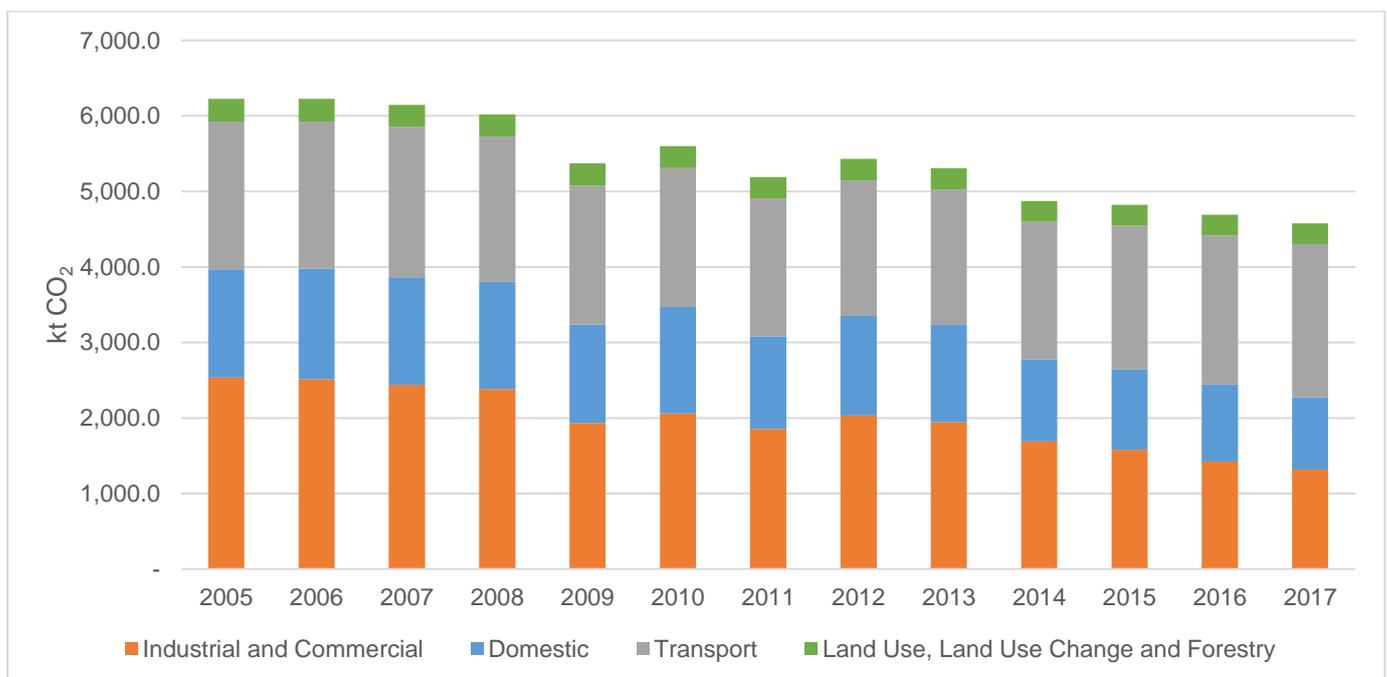


Figure 2: Cambridgeshire CO<sub>2</sub> emissions, 2005 to 2017

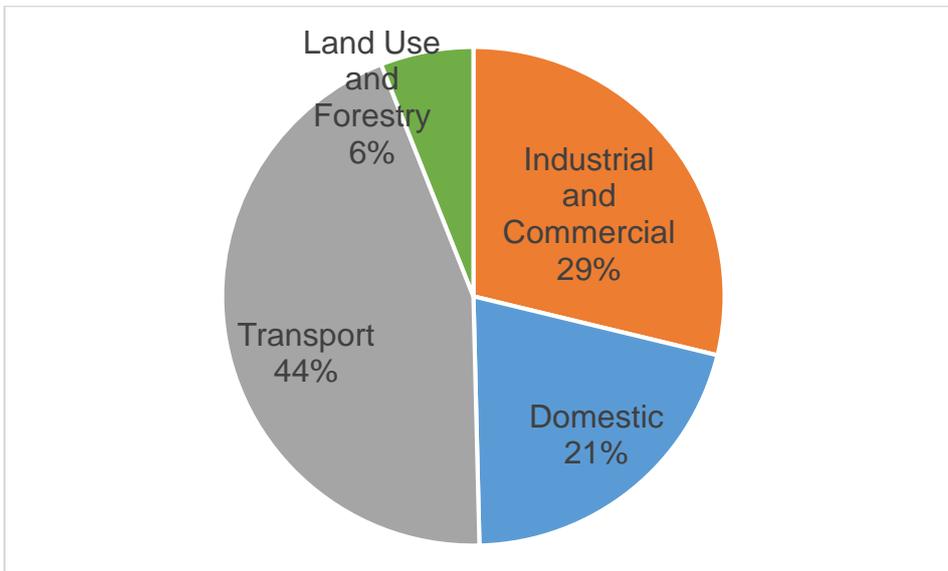


Figure 3: Cambridgeshire county CO<sub>2</sub> emissions, 2017, by source

## 2.2 SCATTER Tool Emissions Inventory

SCATTER (3) is a free tool developed by a collaboration between Anthesis Group, Nottingham City Council, BEIS, Greater Manchester Combined Authority and the Tyndall Centre for Climate Research at the University of Manchester. The tool generates a GHG emissions inventory for local authority areas, using a standardised methodology aligned to international reporting frameworks.

This data includes a much wider range of emissions sources and includes some indirect emissions as well as direct emissions. A graph showing the emissions data for Cambridgeshire is below in Figure 4. Like other methodologies, it does not include most indirect emissions from imported food or other goods, although it does include some scope 3 emissions.

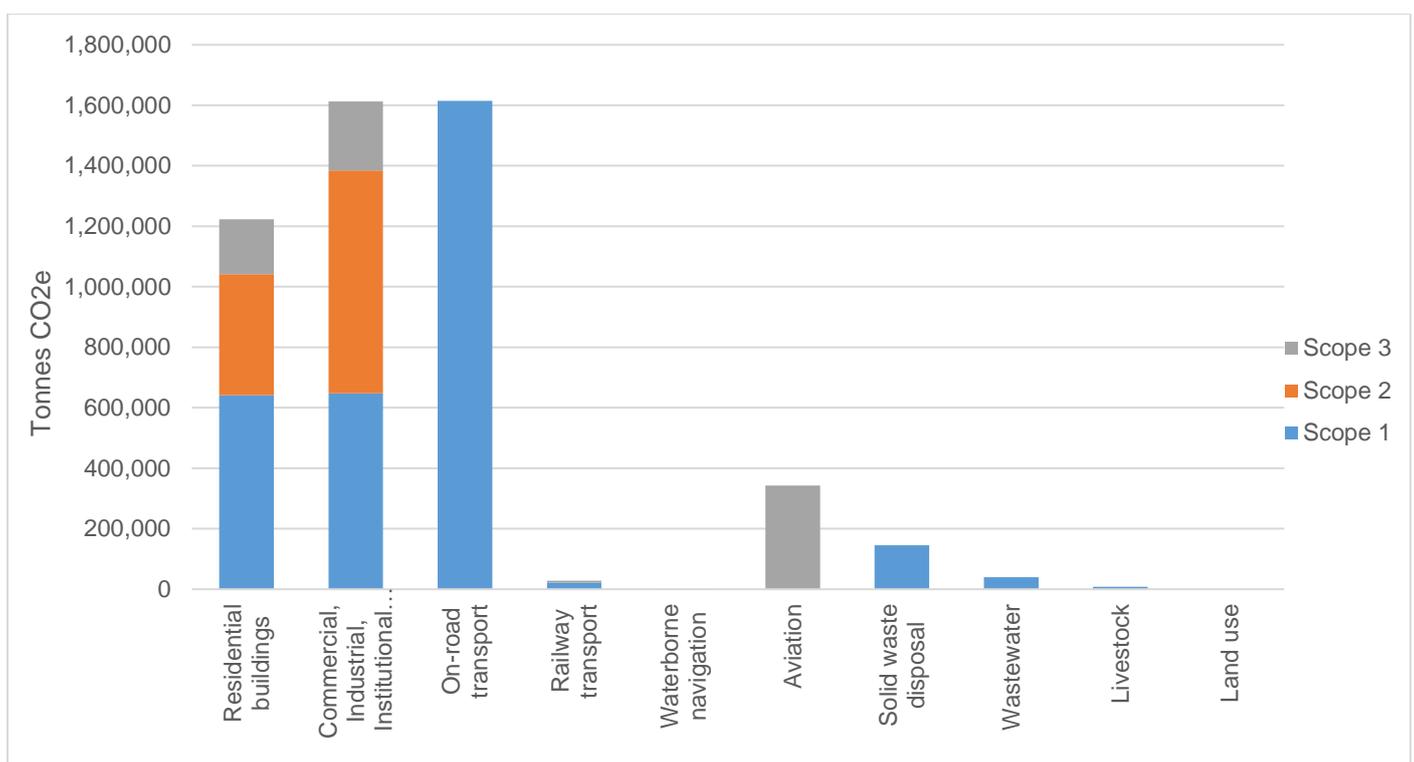


Figure 4 Cambridgeshire GHG emissions data from SCATTER

### 2.3 CUSPE Carbon Footprint Project

In 2019, Cambridgeshire County Council’s annual collaboration with the Cambridge University Science and Policy Exchange (CUSPE) brought a team of researchers together to develop an evidence base of current carbon emissions for Cambridgeshire and Peterborough, improving on the ‘CO<sub>2</sub>-only’ data published by the department for Business Energy and Industrial strategy, to provide a more accurate carbon footprint for the area.

The Council adopted the CUSPE team’s report (4) as an evidence base for its Climate Change and Environment Strategy in October 2019. This report found that Cambridgeshire and Peterborough communities together produced **6.1 million tonnes** of carbon dioxide equivalent (CO<sub>2</sub>e) in 2017. The breakdown of this is shown in Figure 5 below.

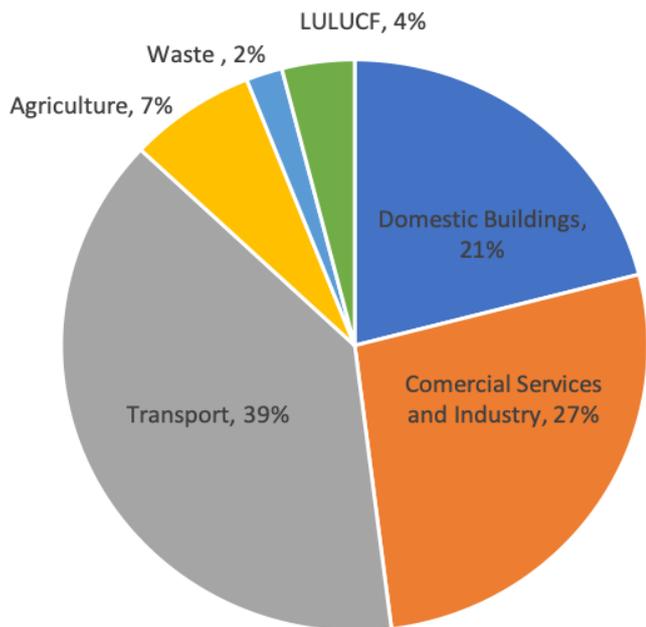


Figure 5: Breakdown of Cambridgeshire and Peterborough GHG emissions by source, 2017.

As well as looking at current emissions, the CUSPE research team also modelled two scenarios projecting future emissions up to 2050; presented as: “business as usual” and “net zero emissions by 2050”.

If Cambridgeshire and Peterborough communities continue with ‘Business as Usual’, annual emissions could reduce to 3.5 Mt CO<sub>2</sub>e by 2050. Implementing an ambitious decarbonisation strategy could deliver annual emissions reduced to 0.6 Mt CO<sub>2</sub>e by 2050. The difference between the two scenarios highlights the growing policy gap to reach government’s ambition of net zero carbon by 2050. This is illustrated in Figure 6 below.

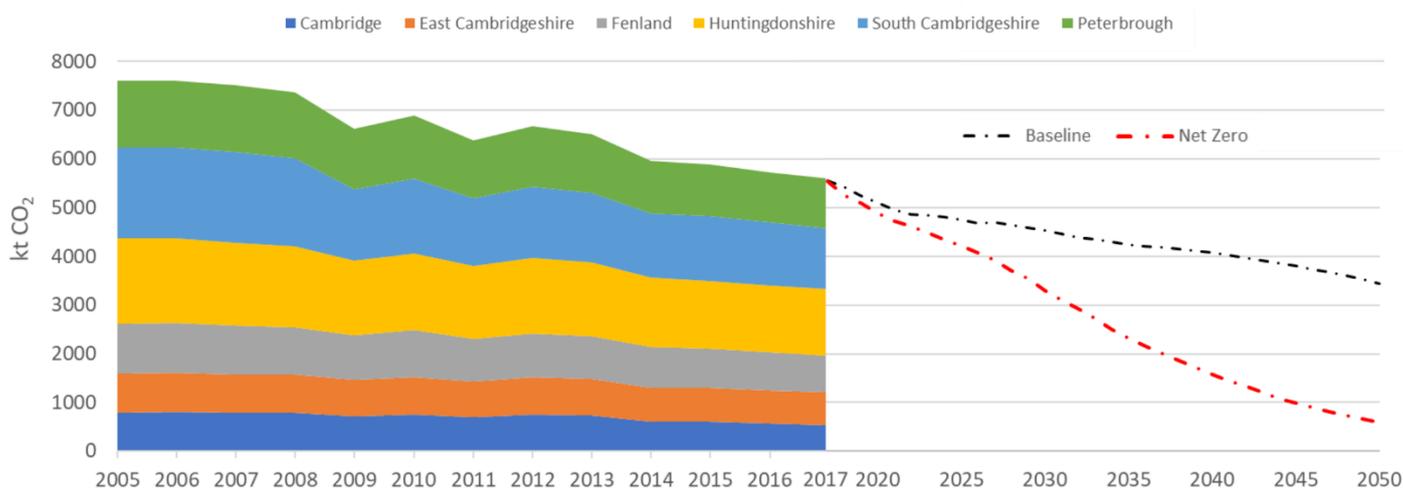


Figure 6: 'Business as usual' vs 'net zero' scenarios pathways to 2050.

The CUSPE GHG emissions data differ from the SCATTER GHG emissions data in a few key ways:

- CUSPE data includes both Cambridgeshire and Peterborough. SCATTER covers all local authority areas in the UK but we have extracted the data for Cambridgeshire only.
- SCATTER includes more sources of emissions – for example, aviation, railway transport, and some scope 3 (indirect) emissions.
- Some small differences in methodology.

The CUSPE report provides an emissions baseline against which Cambridgeshire and Peterborough communities can measure their performance. In order to achieve net zero, Cambridgeshire and Peterborough communities must build on the existing support for climate action and consider the emissions impact of every future policy decision, from social care to transport, and from buildings to waste.

A summary of the findings from the CUSPE team's research follows (highlighted blue):

Cambridgeshire and Peterborough communities produced **6.1 million tonnes** of carbon dioxide equivalent (CO<sub>2</sub>e) in 2017. The challenge is to reduce this to net-zero by 2050.

If Cambridgeshire and Peterborough communities continue with 'Business as Usual' projections, emissions could reduce to 3.5 million tonnes (Mt) of CO<sub>2</sub>e by 2050. Implementing an ambitious decarbonisation strategy could deliver emissions reductions to 0.6 Mt CO<sub>2</sub>e by 2050. In order to deliver net-zero carbon emissions, Cambridgeshire and Peterborough communities will need to offset the residual emissions through a mix of afforestation, bioenergy with carbon capture and storage (CCS), direct air capture with CCS, demand reductions, peatland restoration and future unknown technologies.

**Transport** accounts for 39% of emissions in Cambridgeshire and Peterborough and emissions have stayed constant for the last 10 years. An ambitious strategy that requires 100% of cars, LGVs, buses and motorcycles as well as 91% of HGVs to be electric by 2050 would reduce transport emissions from 2500 kilotonnes (kt) CO<sub>2</sub>e to 81 kt CO<sub>2</sub>e. Electrification of vehicles is not the only solution to decarbonising transport, and other measures that encourage shifting transport away from cars to walking, cycling and public transport must also be included.

**Commercial Services and Industrial** emissions account for 27% of current emissions in Cambridgeshire and Peterborough, and have decreased from 2543 kt in 2005 to 1538 kt in 2017. The lowest emissions which could be achieved through an ambitious abatement strategy are 137 kt

CO<sub>2</sub>e. Implementation of low carbon heating and carbon capture and storage are vital for achieving this reduction.

**Domestic homes** contribute 21% of current Cambridgeshire and Peterborough emissions, arising from energy used for heating and appliances. To deliver ambitious decarbonisation of heat and improvements to the energy efficiency of the housing stock, domestic emissions could fall by 91% by 2050. This would require swift roll out of low-carbon heating technologies, including hybrid heat pumps and district heating, as well as energy saving measures such as improved insulation.

**Agriculture** currently contributes 405.5 kt CO<sub>2</sub>e per year, or 7% of Cambridgeshire and Peterborough's emissions, but much of the emissions in agriculture are difficult to abate. In the 2050 ambitious scenario, emissions are projected to be 239 kt CO<sub>2</sub>, which is 40% of total residual emissions. Achieving the 2050 ambitious scenario involves a significant reduction of food waste, reduction of demand for red meat and dairy by 20%, and on farm measures such as increased fertiliser efficiency, breeding measures, and livestock food additives.

**Waste management** contributes around 2% of current Cambridgeshire and Peterborough emissions (107 kt CO<sub>2</sub>e) with emissions from the Waterbeach landfill and compost sites and Peterborough energy recovery facility. In an ambitious scenario, net emissions would be 29 kt CO<sub>2</sub>e. Deployment of carbon capture storage, increasing capture of landfill and compost gas emissions and electrification of waste transport are considered and identified as priorities.

**Afforestation** as a means to reduce Cambridgeshire and Peterborough's net emissions has been explored extensively in this report. Land use, land use change and forestry (LULUCF) currently account for 4% of emissions. Abatement costs and total CO<sub>2</sub> sequestration were calculated for various scenarios. Afforestation has the potential to play a role in helping to achieve net zero and the scale of afforestation required is calculated.

**Peatland** emissions are not currently counted in the emissions inventory, but could significantly affect Cambridgeshire's reported emissions - increasing them by as much as 90%. Whilst this is technically just a change in accounting, it does highlight the need for further research on peatland emissions and to prioritise the restoration and preservation of the area's peatland. In time and with the correct investment, peatland has the potential to change from a net emissions source to a net sink.

The CUSPE report provides an emissions baseline against which Cambridgeshire and Peterborough communities can measure their performance. In order to achieve net zero, Cambridgeshire and Peterborough communities must build on the existing support for climate action and implement a range of actions to reduce emissions.

The full report (4) was presented to Cambridgeshire County Council's General Purposes Committee in October 2019, where members unanimously voted to accept the CUSPE research report and its use as part of the evidence base to inform the development of the Council's Climate Change and Environment strategy and Action Plan.

### 3 Cambridgeshire County Council's Carbon Footprint

#### 3.1 County Council Emissions: Key findings

The carbon footprint of Cambridgeshire County Council (as an organisation) comprises emissions that occur as a result of the Council's own operations. We have calculated the carbon footprint of the County Council's own operations for the financial year 1 April 2018 to 31 March 2019.

The Council's own carbon footprint has been calculated in line with the UK Government's Environmental Reporting Guidelines for Voluntary Greenhouse Gas Reporting (5). For further details on the methodology please see section 3.4 below. We are unable to compare this to previous years as we did not collect the same data. In future we will compare emissions data to this year's data.

#### Scopes 1 and 2

We found that our scopes 1 (direct) and 2 (purchased electricity) emissions amounted to **7,711 tonnes CO<sub>2</sub>e** (gross). This includes emissions from gas and oil for heating our buildings, electricity for our buildings and street lighting etc., emissions from fleet vehicles, and fugitive emissions from air conditioning units. The breakdown of this is shown in Figure 7. The largest share was for purchased electricity. This shows gross emissions, before any reductions or offsets.

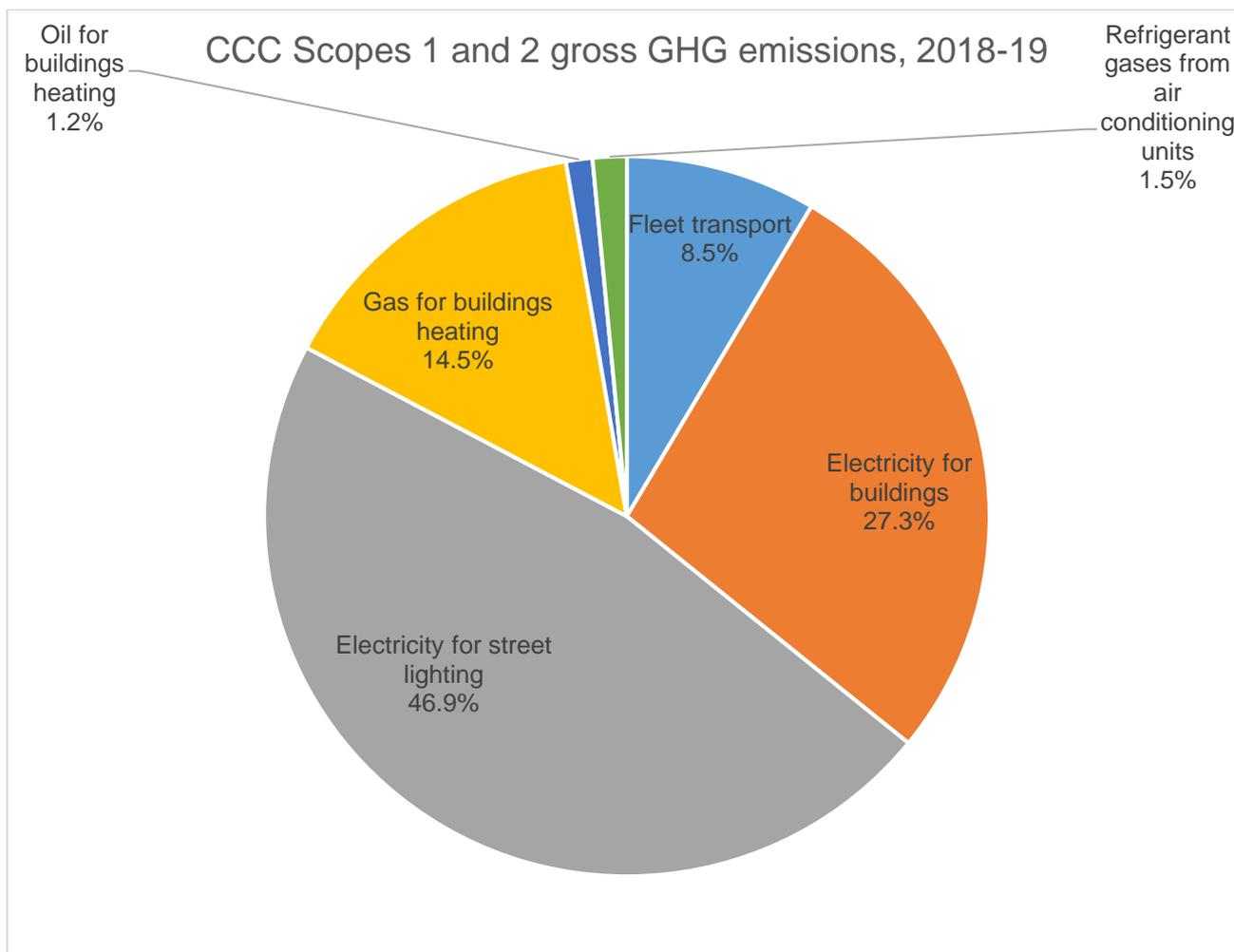


Figure 7: CCC Scopes 1 and 2 gross emissions sources

**Net GHG emissions for scopes 1 and 2, after taking into account purchasing of 100% renewable electricity, were 1,985 tonnes CO<sub>2</sub>e.** The breakdown of this is shown in Figure 8 below, with the largest share coming from gas to heat our buildings.

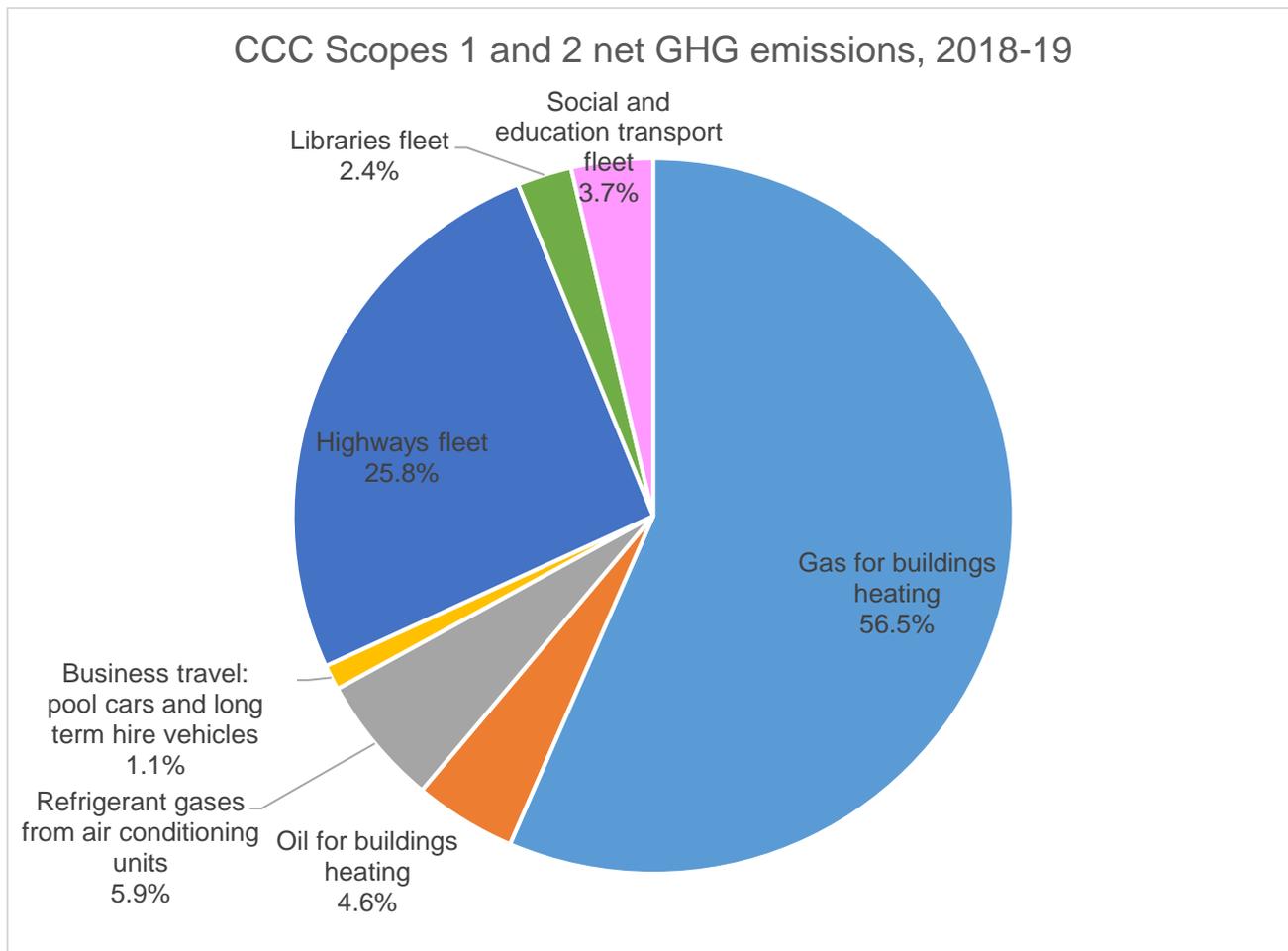


Figure 8: CCC Scopes 1 and 2 Net emissions sources

### All 3 Scopes

By also including those ‘scope 3’ (indirect) emissions sources for which we have data, the total amounted to **203,665 tonnes** gross CO<sub>2</sub>e. The breakdown of all these known emissions sources is shown in Figure 9 **Error! Reference source not found.** and there is also a more detailed breakdown in Table 2 on page 13.

The vast majority (96% or **195,954 tonnes** CO<sub>2</sub>e) of gross emissions were scope 3 (indirect) which includes transport emissions from vehicles not under Council control (such as employee’s own cars or contractors’ travel), emissions from county waste disposal and treatment, emissions from Local Authority maintained schools’ energy usage, agricultural emissions from the County Farms estate, and emissions associated with purchased goods and services, such as capital construction works.

Importantly, some additional emissions associated with purchased goods and services are not included, because we do not have the relevant data to calculate these. However, this could potentially account for additional unknown scope 3 emissions of up to 160,000 tonnes CO<sub>2</sub>e. Our action plan will include steps to identify more of this data in future.

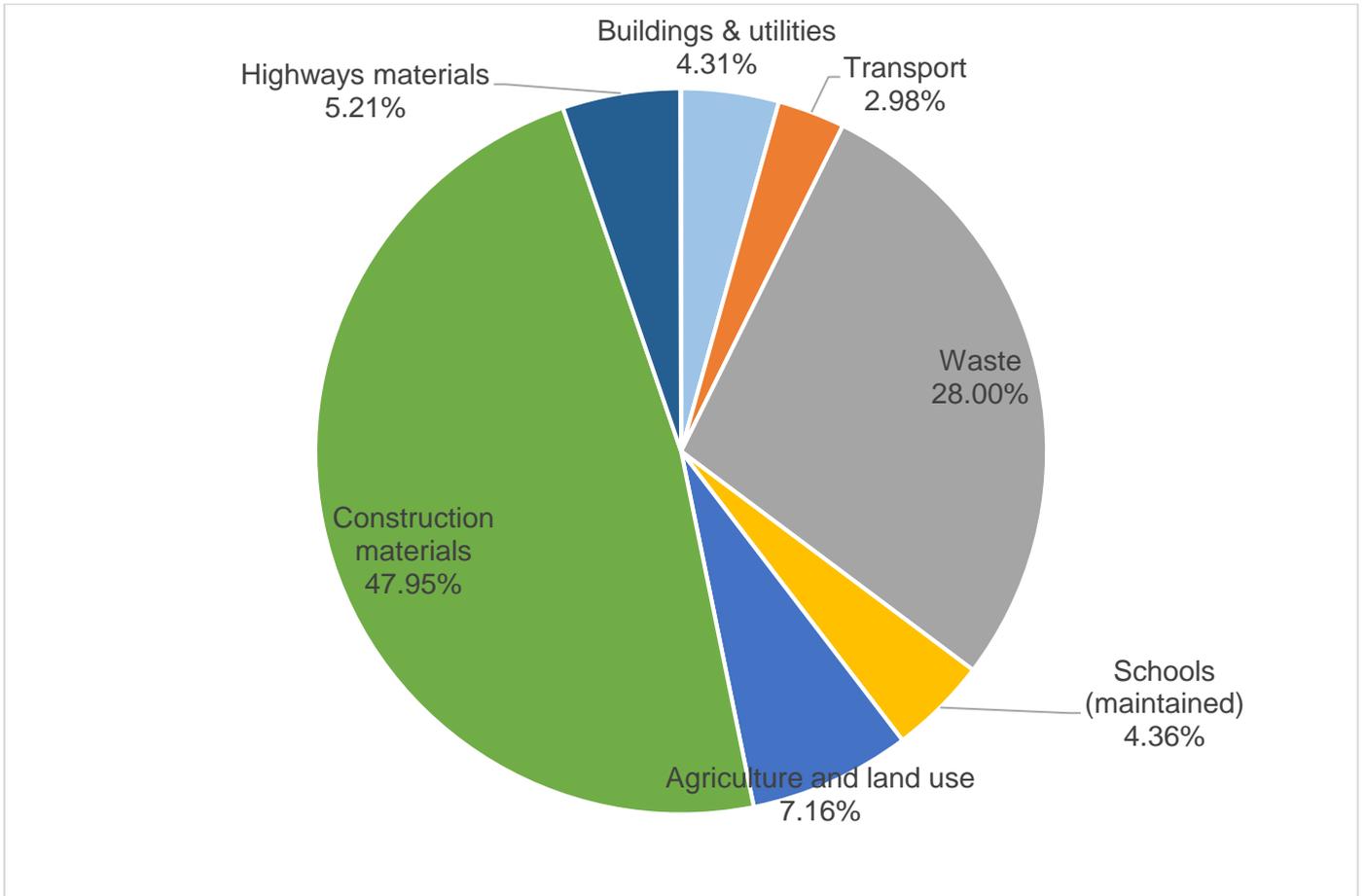


Figure 9: CCC Carbon footprint 2018-19, by source

A full list of what has been included and what is excluded, together with reasons for exclusions, is in section 3.4.1 below.

**Net** GHG emissions for all scopes, after deducting the emissions offset through our renewable electricity generation assets and for purchasing 100% renewable electricity, were **194,181 tonnes CO<sub>2</sub>e**.

## 3.2 Breakdown and Analysis of the Council's Carbon Footprint

Table 2: Cambridgeshire County Council Greenhouse Gas emissions 2018-19, breakdown by source and scope

Greenhouse Gas Emissions (Tonnes CO <sub>2</sub> e)	Scope 1 (Direct)	Scope 2 (Electricity indirect)	Scope 3 (Other indirect)	Total (Tonnes CO <sub>2</sub> e)
<b>Buildings &amp; utilities</b>	<b>1,329</b>	<b>5,726</b>	<b>1,732</b>	<b>8,787</b>
Electricity for CCC buildings & sites	0	2,108	519	2,108
Electricity for street lighting	0	3,617	891	3,617
Gas for CCC buildings	1,121	0	156	1,121
Oil for CCC buildings	91	0	19	91
Refrigerant gases (from air con units)	117	0	0	117
Water supply and sewerage treatment	0	0	147	147
<b>Transport</b>	<b>655</b>	<b>0</b>	<b>5,406</b>	<b>6,061</b>
Highways services vehicles	511	0	121	632
Social and education transport	73	0	362	435
Libraries	49	0	12	60
Business travel (pool cars & long term hires)	23	0	143	166
Subsidised public bus routes	0	0	658	658
Employee commuting (estimated)	0	0	2,954	2,954
Waste contractor transport	0	0	1,156	1,156
<b>Schools (maintained)</b>	<b>0</b>	<b>0</b>	<b>8,881</b>	<b>8,881</b>
Electricity	0	0	3,696	3,696
Gas	0	0	4,602	4,602
Oil	0	0	562	562
LPG	0	0	21	21
<b>Waste</b>	<b>0</b>	<b>0</b>	<b>57,028</b>	<b>57,028</b>
Asbestos disposal	0	0	Less than 1	Less than 1
CCC site waste	0	0	135	135
County waste disposal and treatment	0	0	56,893	56,893
<b>Agriculture and land use</b>	<b>0</b>	<b>0</b>	<b>14,585</b>	<b>14,585</b>
Agriculture (estimated)	0	0	14,585	14,585
<i>Land use, land use change and forestry</i>	<i>0</i>	<i>0</i>	<i>Unknown</i>	<i>Unknown</i>
<b>Purchased Goods and Services</b>	<b>0</b>	<b>0</b>	<b>108,322</b>	<b>108,322</b>
Construction materials for building works (estimated)	0	0	97,655	97,655
Materials for highways resurfacing, transport infrastructure projects etc. (estimated)	0	0	10,616	10,616
Paper	0	0	51	51
<i>All other purchased goods and services</i>	<i>0</i>	<i>0</i>	<i>Unknown</i>	<i>Unknown</i>
<b>Total (Gross)</b>	<b>1,985</b>	<b>5,726</b>	<b>195,954</b>	<b>203,665</b>
<b>Reductions</b>	<b>0</b>	<b>-5,726</b>	<b>-3,758</b>	<b>-9,484</b>
100% renewable electricity tariff	0	-5,726	0	-5,726
Electricity generation at solar farm	0	0	-3,758	-3,758
<b>Net Total</b>	<b>1,985</b>	<b>0</b>	<b>192,196</b>	<b>194,181</b>

### 3.2.1 Buildings and utilities

Buildings and utilities account for **8,787 tonnes CO<sub>2</sub>e**, and are also responsible for 92% of all scope 1 and 2 emissions.

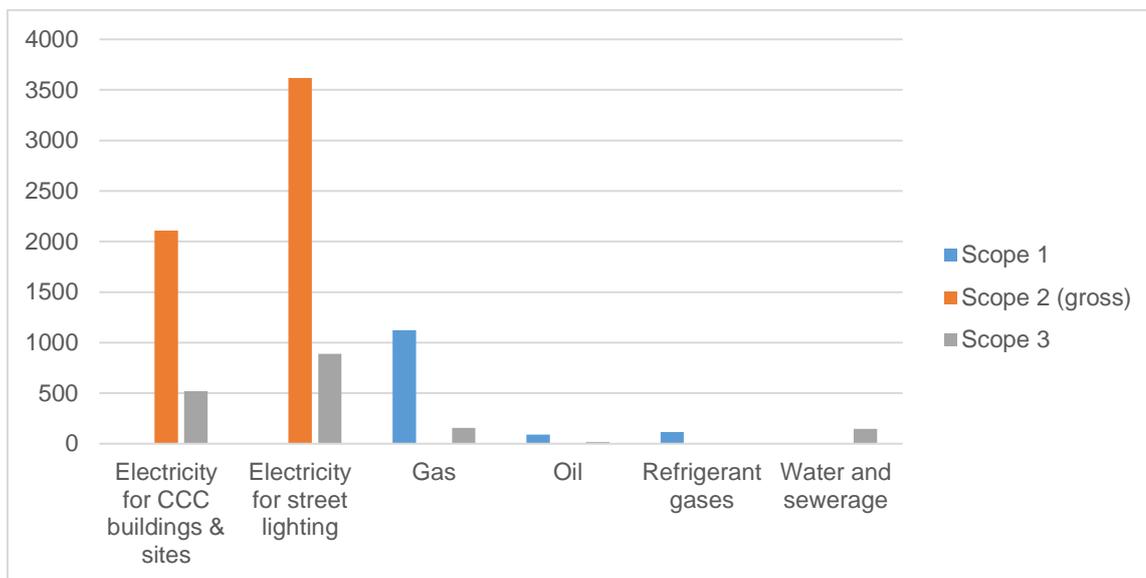


Figure 10: CCC Gross GHG Emissions from buildings and utilities, 2018-19

The biggest source of *gross* greenhouse gas emissions within the buildings and utilities category is electricity usage, accounting for 5,725 tonnes CO<sub>2</sub>e in scope 2 (2,108 tonnes for buildings and 3,617 tonnes for street lighting). It also accounts for another 488 tonnes for transmission and distribution losses, and 922 tonnes for ‘well to tank’ (WTT) in scope 3. The Council purchased **20,227,819 kWh of electricity** in 2018-19, 63% of which was for street lighting.

However, the 5,725 tonnes gross CO<sub>2</sub>e for scope 2 is offset to zero in the *net* emissions by purchasing 100% renewable electricity through our supply contract.

The next biggest source of GHG emissions related to buildings and utilities is gas, which accounts for 1,121 tonnes CO<sub>2</sub>e, plus 156 tonnes for ‘well-to-tank’ emissions, and is used to heat the majority of our buildings. The Council purchased **6,096,030 kWh of mains gas** in 2018-19.

Oil, although more carbon intensive than gas, accounts for only 91 tonnes CO<sub>2</sub>e, (plus 19 tonnes for WTT) because there were only four CCC sites that use oil. These used **368,632 kWh of heating oil** in 2018-19.



Figure 11: Grafham Water Outdoor Education Centre, one of CCC’s buildings

Water and sewerage services for our buildings accounts for 147 tonnes CO<sub>2</sub>e, based on an estimated annual water consumption of 150,000 cubic metres, 90% of which is assumed to return to the sewers.

Finally, leakage of refrigerant gases from air conditioning units is estimated at 117 tonnes CO<sub>2</sub>e.

This section does not include school buildings, which have been counted separately.

### 3.2.2 Transport

Transport accounts for **6,061 tonnes CO<sub>2</sub>e**, including 655 tonnes (33%) of scope 1 emissions. The majority of transport emissions are scope 3 because they are from vehicles not under the control of the Council.

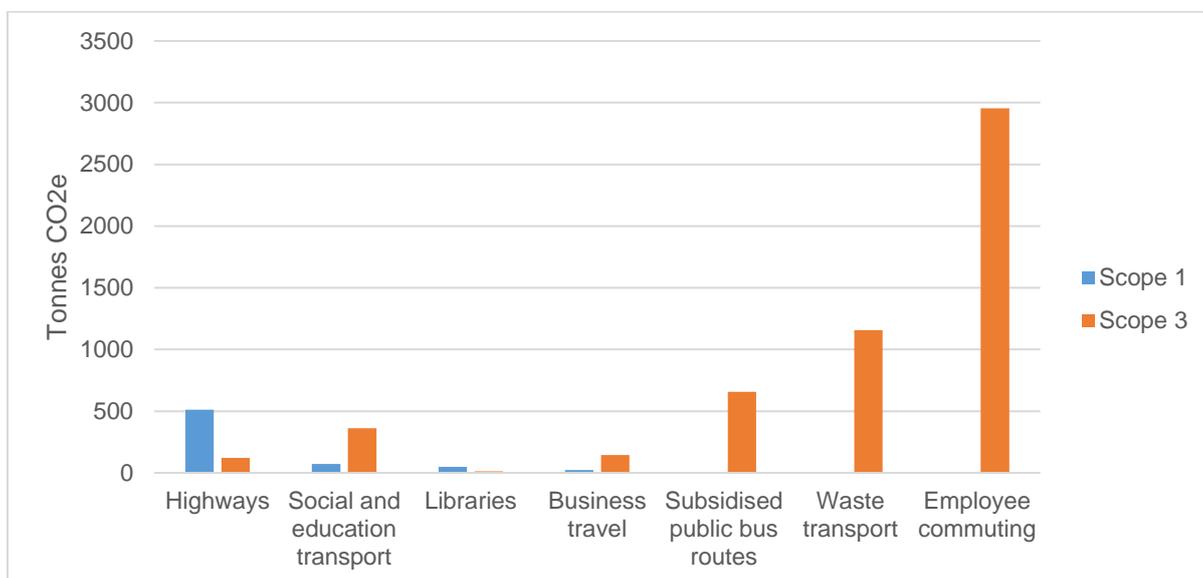


Figure 12: CCC GHG Emissions from Transport, 2018-19

Of the scope 1 (direct) transport emissions, the largest share was from our **Highways services**, accounting for 511 tonnes CO<sub>2</sub>e. This is based on 181,485 litres of diesel and 6,569 litres of petrol used across the highways fleet, plus 48,968 miles driven in vans<sup>2</sup>.

Also in scope 1 transport is the **social and education transport fleet**, which used 26,725 litres of diesel and 1,147 litres of petrol in 2018-19, leading to 73 tonnes CO<sub>2</sub>e emissions.

Our mobile **libraries** used 8,529 litres of diesel, and the library delivery vans travelled 59,250 miles, in total causing 49 tonnes CO<sub>2</sub>e.



Figure 13: Some of CCC's Highways gritting fleet

Our **pool cars** for business travel drove 71,342 miles, leading to 17 tonnes CO<sub>2</sub>e, and we also used 2,038 litres of diesel in **vans on long term hire** (5 tonnes CO<sub>2</sub>e).

Each of these scope 1 categories will also have further emissions in scope 3 for 'well to tank'.

Scope 3 transport also covers vehicles not under the Council's control. The largest part of the transport section is the scope 3 (indirect) from our 3,655 **employees commuting from home to work**, which has been estimated at 2,954 tonnes CO<sub>2</sub>e. According to the 2018 staff travel survey,

<sup>2</sup> Transport emissions are calculated based on a mixture of fuel consumption (where known) and mileage (where fuel consumption unknown). For more details, see sections 3.4 and 3.4.1.

59% of commuting journeys (equating to 78% of miles) were made by car or motorbike (including car sharing), with 14% of journeys (18% of miles) by public transport. 4% of commuting journeys were walked and 9% cycled. This estimate is based on 215 responses to the survey and has been extrapolated based on the total number employees and assuming an average of 47 weeks worked per year. However, the relatively small sample size of the survey responses means that this is only a rough estimate.

Scope 3 **business travel** accounted for 142 tonnes CO<sub>2e</sub>. This includes emissions associated with business travel in employees' own vehicles (139,744 miles in 2018-19) and travel by public transport (trains, buses and taxis), flight and hotel stays. Some of these journeys are estimated due to incomplete data.

**Waste transport** by our waste management contractor Amey accounted for 1,156 tonnes CO<sub>2e</sub>. This includes travel for servicing the containers at our nine Household Recycling Centres, and bulk haulage of waste from the waste transfer stations at Alconbury and March to treatment sites such as Waterbeach. (It does not include household waste collection, which is the responsibility of the City/District Councils.)

Although the Cambridgeshire and Peterborough Combined Authority is the Transport Authority responsible for provision of public transport, they have delegated this responsibility back to Cambridgeshire County Council for 2018-19. We have therefore included the transport undertaken by passengers on those **public bus routes** which are subsidised by the Transport Authority, as a Scope 3 emissions source here, accounting for 658 tonnes CO<sub>2e</sub>. There were 381,620 such passenger journeys in 2018-19, across over 50 bus routes. It is important to note that had these passenger journeys been made by car, total emissions would have been much higher (although outside of the Council's total).

**Other social and education transport** (including volunteers driving, some contracted out social care journeys and **home to school transport** by bus and taxi) accounted for 362 tonnes CO<sub>2e</sub>. Some of these journeys are estimated.

**Travel by contractors** other than those mentioned above was not included due to not having access to this data.

### 3.2.3 Maintained schools

Schools emissions (which are all scope 3) for the 138 Local Authority maintained schools in Cambridgeshire account for 8,881 tonnes CO<sub>2e</sub>. The largest share of this is 4,041 tonnes CO<sub>2e</sub> from **21,965,533 kWh of mains gas**, followed by 2,966 tonnes CO<sub>2e</sub> from **10,478,618 kWh of electricity**, 1,140 tonnes CO<sub>2e</sub> for 'well to tank' emissions, 465 tonnes CO<sub>2e</sub> from **183,442 litres of heating oil** and 253 tonnes CO<sub>2e</sub> for electricity transmission and distribution.

We do not currently have any data for schools' water and sewerage services or air conditioning gases in schools. There are also a few schools for which we do not have gas or oil data.

Academy schools are not included in these figures since these are not under the Council's control.

### 3.2.4 Waste

**Waste** accounts for the second largest share (28%) of our known emissions, at 57,028 tonnes CO<sub>2e</sub>.

The vast majority of this (estimated at 56,893 tonnes CO<sub>2</sub>e) is due to the Council's statutory responsibility as the Waste Authority for **treatment and disposal of waste** from Cambridgeshire residents. In 2018-19 there were 322,551 tonnes of waste collected from both the household kerbside collections and the Council's 9 Household Waste Recycling Centres. Of that, 143,119 tonnes (44%) went to landfill, whilst the remainder was either composted or recycled. Note that waste collection is the responsibility of the City and District Councils, therefore transport of waste is not included in these figures, whereas treatment and disposal is the responsibility of the County Council and is included.

The remainder of the waste category is from the waste generated at the Council's own sites (220 tonnes of general waste, 222 tonnes mixed recycling and 62 tonnes of confidential waste paper, together accounting for 135 tonnes CO<sub>2</sub>e emissions), and a very small contribution from our specialist asbestos disposal contractors.

### 3.2.5 Agriculture and land use

**Agricultural** emissions from the County Farms estate are estimated at 14,525 tonnes CO<sub>2</sub>e, or 7.2% of all known emissions in the Council's total carbon footprint. The vast majority of the County Farms estate is cropland, with a small area allocated to livestock.

Other emissions from land use, land use change and GHG removals from forestry have not been included.

### 3.2.6 Purchased goods and services

The largest share (53%, or an estimated 108,322 tonnes CO<sub>2</sub>e) of our carbon footprint is from purchased goods and services. Of that, the majority (97,655 tonnes) is from **materials for construction or building works**. This comprises of emissions associated with extraction/mining, production/manufacture and transportation of materials to the point of purchase. The majority of constructions works was building of new schools. Other works include renovations and maintenance works to our assets.

Materials for **Highways** work, including resurfacing schemes and highways services works, contributed an estimated 10,616 tonnes CO<sub>2</sub>e.

The purchase of approximately 53 tonnes of **paper** in the year accounted for 51 tonnes CO<sub>2</sub>e.

Emissions from other purchased goods and services are unknown. This includes:

- Social care provision (other than our own buildings and staff travel);
- Legal, consultancy, insurance, pensions, investments, banking, telecommunications, post and other business services (other than our own buildings and staff travel);
- Education services;
- Office machinery, IT equipment, furniture and the like;
- Food and drink;
- Other goods and services not mentioned elsewhere.

Since the emissions data for these goods and services lies with other organisations it is more difficult to collect the relevant data. However, we hope to improve this in future.

### 3.3 Reducing our carbon footprint

There are two reasons for the difference between gross and net emissions; a reduction of 9,484 tonnes CO<sub>2e</sub>.

Firstly, because we buy electricity generated from 100% renewable sources, although the gross emissions for electricity (based on grid-average carbon intensity) are 5,726 tonnes CO<sub>2e</sub>, the net emissions (based on the supplier fuel mix for the tariff we purchase) are zero.

Secondly, our 12MW solar farm in Soham generated enough electricity to offset 3,758 tonnes CO<sub>2e</sub> in 2018-19, which is enough to power more than 3000 homes.

Cambridgeshire County Council also already has several other key measures in place to reduce our gross carbon footprint and help mitigate against climate change. These include a range of energy efficiency projects across our property portfolio, such as on-site renewable generation assets (rooftop solar PV), Building Energy Management Systems (BEMS), and installation of LED lighting.

**Without these projects, the Council's carbon footprint would have been higher.** However, we recognise that there is more work to do. This is set out in our Climate Change and Environment Strategy and Action Plan (published March 2020).

### 3.4 Methodology

The Council's own carbon footprint has been calculated in line with the UK Government's Environmental Reporting Guidelines for Voluntary Greenhouse Gas Reporting<sup>3</sup>, which is based on internationally-recognised standards from the World Resources Institute and World Business Council for Sustainable Development: the GHG Protocol Corporate Accounting and Reporting Standard, and the GHG Protocol Scope 3 standard.

Broadly, the methodology used was as follows:

1. Collect data on all activities under Cambridgeshire County Council control that emit GHGs (e.g. energy used, miles travelled, materials purchased). Actual data has been used wherever it is available.
2. Assumptions and estimates are only used where actual data was not available. Some activities have been excluded in cases where there was no data available and no basis upon which to estimate. Where this is the case, this is clearly stated below.
3. Convert data to metric tonnes of carbon dioxide equivalent (CO<sub>2e</sub>), to calculate gross emissions using appropriate carbon conversion factors.
4. Note actions taken to reduce emissions (e.g. green energy tariff, solar generation), then also report net emissions.

The reporting period is the financial year 1 April 2018 to 31 March 2019.

The carbon conversion factors used for this reporting period are the 2018 UK Government published carbon conversion factors<sup>4</sup>, except where there is no appropriate emissions factor given, or a more accurate conversion factor is available.

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<sup>3</sup> [2019 Environmental Reporting Guidelines](#), Chapter 3

<sup>4</sup> [2018 Carbon Conversion Factors](#)

### 3.4.1 Boundary of Reporting, and Data Sources

All activities under the operational control of Cambridgeshire County Council are in scope, including those outsourced to third parties in cases where the overall control or responsibility still lies with the County Council.

A complete list of emissions sources included is shown below in Table 3.

Table 3: CCC Emissions Sources Included

Area	Activity	Methodology / Data source	Accuracy / Confidence level
Buildings and utilities	Gas burned for heating and hot water at CCC-controlled buildings	Usage data from utility bills	High
Buildings and utilities	Oil burned for heating and hot water at CCC-controlled buildings	Usage data from utility bills	High
Buildings and utilities	Electricity used at CCC-controlled buildings	Usage data from utility bills	High
Buildings and utilities	Electricity used for CCC street lighting, traffic signals and similar	Usage data from utility bills	High
Buildings and utilities	Refrigerant gases leakage from air conditioning units in CCC-controlled buildings	Based on industry average leakage rates applied to CCC list of A/C units, type of refrigerant gas and capacity.	Medium
Buildings and utilities	Water supply and wastewater collection and treatment	Usage data from utility bills. Some of this is estimated.	Medium
Buildings maintained schools	Gas burned for heating and hot water at Cambridgeshire schools, where purchased through ESPO.	Gas usage data. Some schools will not have gas data because they do not use any gas, for example those with oil heating. A small number of schools we do not have data for.	Medium
Buildings maintained schools	Electricity used at Cambridgeshire schools, where purchased through ESPO.	Electricity usage data.	High
Buildings maintained schools	Oil and LPG used for heating at some Cambridgeshire schools.	Heating fuels usage data provided by the schools.	Medium
Transport	Travel in CCC pool cars. Travel in hire cars.	Data from a combination of mileage reports for pool cars and invoices for hire cars. Based on miles travelled and type of car where known.	Medium

Area	Activity	Methodology / Data source	Accuracy / Confidence level
Transport	Social and education transport in own fleet. Social and education transport by volunteer drivers.	Data from a combination of fuel card reports for some vehicles and estimated mileage for others. Fuel consumption data and type of fuel is used where known. Actual mileage records used if no fuel usage data available. Estimated mileage used if neither fuel usage nor actual mileage available.	Medium
Transport	CCC-provided home to school transport	Estimated based on pupil numbers and modes of travel to school.	Medium
Transport	Highways maintenance vehicles. Gritting fleet. Streetworks team vans.	Data from fuel usage (covering most highways vehicles) and estimated mileage for others (mileage used only where fuel usage is unknown).	High
Transport	Mobile libraries and library delivery vans	Data from fuel usage (for mobile libraries) and mileage for library delivery vans.	Medium
Transport	Employee travel on CCC business in own vehicles	Data from miles claimed on employee expenses system.	High
Transport	Travel by public transport incl flights, trains, buses and taxis, where known	Currently only have partial data on this. Some train and bus travel estimated from spend.	Low
Transport	Hotel stays on CCC business	Currently only have partial data on this. Estimated from spend.	Low
Transport	Subsidised public bus routes	Responsibility of the C&P Combined Authority, delegated back to CCC. Estimated based on routes and passenger numbers data. Total route distance calculated from maps and assumed that average passenger travels 50% of total route distance.	Medium
Transport	Employee home to work commuting	Estimated based on staff travel survey in October 2018. 215 employees provided detailed information on their modes of travel and distance travelled for one week. Assumed this was representative of all employees and based on a typical week. Extrapolated to all employees and assumed working 47 weeks per year.	Low
Transport	Waste transport	Data provided by Amey on litres of diesel used. Based on Jan-Dec 2019.	High
Waste	Waste produced from CCC sites – general waste, recycling and confidential paper waste	Data from waste transfer notes / invoices.	High

Area	Activity	Methodology / Data source	Accuracy / Confidence level
Waste	Disposal / treatment of Cambridgeshire waste (as the statutory waste authority)	Based on waste volumes collected by all the City and District Councils in Cambridgeshire, and from all of the Household Waste Recycling Centres in Cambridgeshire, and proportions of waste recycled, composted and landfilled. Landfill gas emissions modelled using same method as CUSPE report (4), applied to updated data set.	Medium
Agriculture and land use	County farms / rural estates land use	Estimated based on area of land used for livestock, number of cattle, number of sheep, and area of land used for crops, with UK average GHG emissions rates for these uses (based on UK GHG inventory) applied.	Low
Purchased goods and services	Construction and buildings works	Inventory of each material used and quantity (tonnes) data from project information and/or capital works contractors (where available). Materials used multiplied by the relevant conversion factors for each material. This data was available for around half of the total spend on capital works, with the remaining spend assumed to have a similar composition of materials and emissions estimated on a pro rata basis.	Medium
Purchased goods and services	Highways works	Inventory of each material used and quantity (tonnes) data from project information and/or capital works contractors (where available). Materials used multiplied by the relevant conversion factors for each material. One contractor (Skanska) provided their own carbon footprint report for the works they did on our behalf. This data was available for around half of the total spend on highways works, with the remaining spend assumed to have a similar composition of materials and emissions estimated on a pro rata basis.	Medium
Purchased goods and services	Paper	Quantity of paper purchased estimated based on spend and cost of paper, and carbon conversion factor applied.	Medium

### 3.4.2 Exclusions

The following activities have been excluded from this carbon footprint calculation:

Table 4: Exclusions

Area	Activity	Reason for exclusion
Buildings and utilities	Diesel used for on-site generators	No data currently available. Unable to estimate. Expect this to be very low.
Buildings and utilities	Energy used at sites outside of CCC control e.g. space in a shared building, third party premises, and CCC-owned sites let to commercial or private tenants.	We do not have access to this data.

<b>Area</b>	<b>Activity</b>	<b>Reason for exclusion</b>
Buildings and utilities	Biomass	There are currently no biomass facilities at any CCC sites or maintained schools.
Schools	Gas used at those schools that do not purchase energy through ESPO.	We do not have access to this data.
Schools	Electricity used at those schools that do not purchase energy through ESPO	We do not have access to this data.
Schools	Oil and other heating fuel data for some schools	We only hold partial data for heating fuels used at schools.
Schools	All data for Academy schools.	These schools are outside of Council control.
Transport	Travel by public transport other than that included in scope above.	We do not have access to this data.
Transport	Other travel by third parties, contractors and suppliers (where not mentioned in scope)	We do not have access to this data.
Waste	Other waste streams from CCC sites not mentioned in scope above e.g. batteries, WEEE, skip waste, green waste.	We do not have access to this data.
Waste	Construction waste from CCC capital projects	We do not have access to this data.
Waste	Collection and transport of Cambridgeshire waste	This is not CCC's responsibility.
Waste	Transport, disposal and treatment of private / third party commercial waste	This is not CCC's responsibility.
Purchased goods and services	All other goods and services purchased by CCC not accounted for elsewhere	Only spend data available. No accurate method available to convert spend to emissions.
All	All other activities not mentioned in scope above.	No known GHG emissions other than those already listed.

## 4 Glossary

Expression	Meaning
Carbon	Used as abbreviation for carbon dioxide or carbon dioxide equivalent
Carbon Budget	An amount of carbon dioxide that a country, company, or organization has agreed is the largest it will produce in a particular period of time.
CO <sub>2</sub>	Carbon dioxide
CO <sub>2</sub> e	Carbon dioxide equivalent: A standard unit for measuring carbon footprints. It expresses the impact of each different greenhouse gas in terms of the amount of CO <sub>2</sub> that would create the same amount of warming, using GWPs.
GHG	Greenhouse gas: a gas that absorbs and emits radiant energy within the thermal infrared range. Greenhouse gases cause the greenhouse effect.
Greenhouse effect	The heating of the earth's surface caused by solar radiation trapped by atmospheric gases (rather like a greenhouse roof).
GWP	Global Warming Potential: this is a measure of how efficient a chemical is at trapping heat in the atmosphere relative to carbon dioxide. For example, methane has a GWP of 34 and nitrous oxide has a GWP of 298 <sup>5</sup> . (6) By definition, CO <sub>2</sub> has a GWP value of 1. Quantities of GHGs are multiplied by their GWP to give results in units of carbon dioxide equivalent (CO <sub>2</sub> e).
Kt	kilotonne = 1000 metric tonnes
LULUCF	Land Use, Land use change and forestry.
Mitigation	Methods to reduce or prevent greenhouse gases entering the atmosphere.
Net zero	Achieving an overall balance between emissions produced and emissions taken out of the atmosphere. This can take place on different scales and is often achieved through offsetting.
Offset	An action intended to compensate for GHG emissions by an equivalent quantity of reductions elsewhere or removals.
Sequestration	The long-term removal, capture or sequestration of carbon dioxide from the atmosphere to slow or reverse atmospheric CO <sub>2</sub> pollution and to mitigate or reverse global warming.
WTT – Well to tank	The emissions associated with extracting, refining and transporting fuels to the point of purchase.
Zero carbon	No emissions of GHGs at all

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<sup>5</sup> Fifth Assessment Report of the Intergovernmental Panel on Climate Change

## 5 References

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**Cambridgeshire County Council - Climate Change and Environment Strategy 2020-2025  
- Live\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<p><b>TARGET 1: To reduce the Council’s organisational net carbon footprint for scopes 1 and 2 from 1979.28 tonnes per annum in 2018-19 by 50% by 2023.</b></p> <p><b>TARGET 2: All Council Directorates to implement measures to ensure their services are adapted to climate change in line with the National Adaptation Programme recommendations</b></p> <p><b>TARGET 3: Deliver 20% biodiversity net gain across all Council property, land projects and wildlife sites</b></p>						
	<p><b>MITIGATION: Energy Efficient, low carbon buildings</b></p> <p><b>ADAPTATION: Resilience of our services and supporting vulnerable people</b></p> <p><b>NATURAL CAPITAL: Green spaces, habitats and land management, Water management</b></p>	<p><b>Buildings and utilities</b></p>	Continue to purchase 100% green electricity for all buildings and street lighting under County Council control.	√	-	-
			Reduce the use of the electricity Transmission and distribution network through solar photovoltaic (PV) generation on our assets.	√	-	-
			Increase energy efficiency standards for existing buildings and develop a programme of improvements using 'invest to save' principles to reduce energy consumption by 20% by 2023.	√	-	-
			Implement plan of property retrofitting to all buildings owned and occupied by the Council - aiming to be fossil fuel free (using renewable heating sources instead of gas or oil) by 2025.	√	-	-
			Ensure all new Council buildings, extensions and retrofits are designed to the highest energy efficiency standards, incorporating renewable generation where feasible and Electric Vehicle (EV) chargepoint provision. Assessment of all buildings and implementation plan in place by 2023.	√	-	-
			Improve measurement of refrigerant gases leakage, and replacement of air conditioning equipment with newer models that use gases with lower global warming potential and have lower leakage rates	√	-	-
			Ensure all new buildings, extensions and retrofits are designed to incorporate measures to boost resilience to severe weather such as investing in new heat resistant /reflective materials, measures to enable staff to cope with extreme heat such as additional shading, and improved drainage design. Assessment of all buildings and implementation plan in place by 2023.	-	√	-
			Audit properties and maintenance plans to identify opportunities and deliver enhancement to CCC's natural capital (e.g. enhancement of soft landscape for biodiversity)	√	√	√
			Ensure all new buildings, extensions and retrofits are designed to incorporate measures to deliver environmental and biodiversity net gain including management plans, for example appropriate vegetation planting and sustainable drainage systems	-	√	√
			Ensure all new buildings are adapted to water scarcity through the use of water saving measures (e.g. rainwater harvesting, greywater harvesting). Assessment of all buildings and implementation plan in place by 2023.	-	√	√
			Ensure all buildings supporting important wildlife (e.g. bat roosts) have positive ecological management plans for their wildlife interest	-	-	√
			All buildings to have water saving devices	-	√	√
			New buildings to consider greywater reuse and include where possible	-	√	-
	Develop business continuity plans for sites and public buildings that will be subject to unacceptable increases in flood risk or sea level rise. Plan of potential locations in place by 2023.	-	√	-		

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<b>01 ORGANISATION</b>	<b>MITIGATION:</b> Low Carbon Transport  <b>ADAPTATION:</b> Flood risk  <b>NATURAL CAPITAL:</b> Green space, habitat and land management	<b>Transport</b>	Investigate opportunities for zero or low emission highways, libraries and other fleet vehicles, including cargobikes	√	-	-
			Implement replacement of all pool cars and hire cars and vans to only use electric vehicles - aim to complete by 2025.	√	-	-
			Investigate adding eCargobikes to the pool of vehicles available	√	-	-
			Scope all Council buildings with car parks for suitability for work-place electric vehicle chargepoints, with chargepoints installed at all suitable sites by 2025	√	-	-
			Encourage staff to use public transport or cycle where possible to minimise other business travel carbon emissions	√	-	-
			Review Social and education transport, including consideration for how children can be best accommodated in local schools to reduce the need for education transport	√	-	-
			Management of highways and other assets for climate change adaptation. E.g. Construct road surfaces with heat and flood resilient materials/designs to adapt to extreme heat and rainfall	-	√	√
			Management of highways to deliver environment net gains, including management of verges for biodiversity value & ensure all wildlife sites are in positive conservation management. Assessment of all highways assets and implementation plan in place by 2023. Fully implement by 2030.	-	-	√
	Ensure all new transport schemes (e.g. cycleways, busways and roads) deliver environmental and biodiversity net gain. Assessment of all highways assets and implementation plan in place by 2023. Fully implement by 2030.	-	√	√		
	<b>ADAPTATION:</b> Resilience of our services and supporting vulnerable people	<b>Services</b>	Through our Public Health, Social Care and Emergency Planning recovery functions, find ways to help manage the impacts on vulnerable people of severe weather or temperatures, including care homes, to prevent the vulnerable in our communities becoming more susceptible to the impacts of climate change.	-	√	-
	<b>MITIGATION:</b> Afforestation and Land Use. <b>NATURAL CAPITAL:</b> Green space, habitats and land management	<b>Farm Estate and other Land assets</b>	Management of county council land to deliver environment and biodiversity net gains (e.g. management for wildlife, tree planting and flood storage) to double land for nature by 2030.	√	-	√
			Develop a Tree Strategy for the council's land assets to scope capacity for tree planting and appropriate species mosaic.	√	√	√
			All Council services scope their natural capital assets to deliver environmental and biodiversity net gain	-	-	√
			Ensure all council owned wildlife sites (Local Nature Reserves, County Wildlife Sites and Sites of Special Scientific Interest) are in positive conservation management (e.g. surveyed every 5 years and managed for the benefit of their biodiversity interest) - complete by 2030	-	-	√
	<b>NATURAL CAPITAL:</b> All	<b>Waste</b>	Develop management and restoration plans for closed landfill sites to create natural habitats	-	√	√
			Work with the waste industry to identify disposal options for alternative to single use plastics	-	-	√
All	<b>Financing change</b>	Reform the annual budget planning process to reduce the Council's carbon footprint and to support wider decarbonisation of service delivery and the communities we support.	√	√	√	
		Provide financing solutions for 'climate change mitigation, adaptation and natural capital'	√	√	√	

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
	All	Organisational learning	Develop compulsory training courses for all staff and training workshops for Members on climate change mitigation, adaptive measures and key environmental policies (e.g. NERC Act - to conserve biodiversity). Target 100% of staff trained by 2023.	√	√	√
			Establish a group of Climate Champions to pilot Carbon Literacy training ( <a href="https://carbonliteracy.com/">https://carbonliteracy.com/</a> ) and Natural Capital Protocol decision making framework ( <a href="https://naturalcapitalcoalition.org/wp-content/uploads/2018/05/NCC_Protocol_WEB_2016-07-12-1.pdf">https://naturalcapitalcoalition.org/wp-content/uploads/2018/05/NCC_Protocol_WEB_2016-07-12-1.pdf</a> ) to test these approaches for improved environmental decision making	√	√	√
			New Staff and Member inductions to include Climate Change and Environmental impacts including carbon footprint impacts and understanding adaptation	√	√	√
			All committee paper templates to be updated to incorporate a requirement for officer clearance of implications of climate change impacts, carbon footprints and adaptation and environmental impacts, to help inform decision making	√	√	√
			Identify mechanisms to improve the data provision for carbon footprinting, such that all data relevant to scope 1 and 2 greenhouse gas emissions is accurately measured and collected	√	-	-
<b>TARGET 4: To reduce the Council's scope 3 emissions by 50.4% by 2030 (subject to review whilst data collection methods for unknown emissions are set up during 2020/2021 to get a better understanding of total tonnes of CO2e)</b>						
MITIGATION: All	Purchased goods and services	Work with Cambridge University Science and Policy Exchange (CUSPE) to develop a methodology for calculating the carbon footprint for indirect carbon emissions (scope 3) (estimated 200,000 tonnes CO2e)	√	-	-	
		Work with finance and services to improve data collection to inform the carbon footprint and other environmental impacts	√	-	√	
MITIGATION: All	Construction - use of materials	Apply lifecycle analysis to the purchasing of construction goods and services to ensure minimisation of carbon emissions and waste (Please note: calculation currently unknown for construction materials but likely to be significant)	√	-	√	
MITIGATION: Waste management	Waste Disposal	Review disposal and treatment mechanisms for waste to identify solutions and their implementation that reduce carbon emissions, support circular economy principles and reduce plastic pollution, in line with the contract timescales. The monitoring and measuring of these reductions will also be required.	√	-	√	
MITIGATION: Energy Efficient, Low Carbon buildings	Work with schools	Support maintained schools to retrofit their buildings to improve energy efficiency, offering finance mechanisms to support schools to choose to make these improvements.	√	-	-	
		Lifecycle heating and hot water replacements in schools to be fitted with low carbon solutions, offering energy performance contracts and heat agreements for schools to support this change	√	-	-	
NATURAL CAPITAL: Green spaces, habitats and land management	Work with schools	Encourage all schools to purchase 100% renewable electricity	√	-	-	
		Support maintained schools to enhance and manage their sites for natural capital, such as SuDS and biodiversity enhancement	-	-	√	
		Work with schools to develop a programme of education, helping schools deliver key messages to children on climate change, and what children (and their families) can do to help.				
		Work with schools to advise and assist them with planting trees on their sites	√	√	√	

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<b>02 PROCURED SERVICES</b>	<b>All</b>	<b>Update Procurement processes</b>	100% of renewals of existing tenancies and contracts include carbon reduction targets	√	-	-
			100% of all new procurements include carbon reduction, adaptation and environmental solutions ( including single use plastic reductions)	√	√	√
			Develop training for procurement advisors on climate change, carbon footprint, adaptation and the environment to build awareness and the important role of procurement supporting change	√	√	√
			Update procurement guidance and standard contractual terms to include climate change impacts, mandatory carbon reporting and reporting environmental net gain	√	√	√
			Monitor compliance for climate change and carbon reporting for all new contracts commissioned by the Council and the reasons for any exception requests	√	-	-
			Commissioning managers to identify key review points for existing contracts and to work with existing contractors to prepare them for carbon and environmental reporting (e.g. biodiversity net gain and reduction of single use plastics)	√	√	√
			Update procurement guidance to favour use of low carbon transport (including cargobikes) over other vehicles when preparing and awarding contracts	√	-	-
			Monitor the potential impact on service procurements resulting from mandatory inclusion of carbon and environmental impacts into the evaluation of contracts.	√	-	√
	<b>MITIGATION: Afforestation and Land Use, Energy efficient, low carbon buildings NATURAL CAPITAL: Green spaces, habitats and land management</b>	<b>Farm tenants</b>	Farm tenancy renewals to require (or where appropriate include) encouragement for carbon reduction measures, adaptation measures (i.e. water reservoirs to use in drought) and positive management of wildlife interest as part of the tenancy arrangements ( current estimated baseline: 14585 tonnes CO2e)	√	√	√
			Homes on farm tenancies to be upgraded from oil or gas to low carbon heating solutions	√	√	√
<b>MITIGATION: Energy efficient, low carbon buildings</b>	<b>Properties let to commercial tenants</b>	Develop business models to upgrade commercial properties and to share in the energy reductions with commercial tenants	√	-	-	

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<b>TARGET 5: 100% of Council strategies include policies that tackle Climate Change and natural capital enhancement by 2023</b>						
<b>03 COUNCIL POLICY AND STRATEGY</b>	<b>All</b>	<b>Strategy development and updates</b>	For each Council strategy, identify contributions to both the organisational and wider Cambridgeshire carbon footprints, the wider Climate Change and environmental impacts	√	√	√
			Work with staff, Members, partners and service users to identify how best to manage Climate Change and environmental impacts on sector strategies e.g. highways, rural estate, health	√	√	√
			Manage the Council's own estate better for biodiversity and to create new habitats for storing carbon e.g. woodland	√	√	√
			Continue to designate and support non-designated heritage assets, many of which can be managed to create a better environment for residents and for heritage itself.	-	√	√
			Design effective plans and climate change risk / adaptation strategies across all the Council's statutory and discretionary services.	-	√	-
			Apply circular economy principles to our woodland and waste management e.g. using traditional woodland management techniques and the waste generated for local use	√	√	√
			Identify opportunities on County Council assets to trial new technologies, including electrolysis of hydrogen using solar PV and carbon capture and storage mechanisms	√	-	-
	<b>ADAPTATION: Flood risk, water availability, Green and blue infrastructure development</b>	<b>Planning policy and advice</b>	Update county-wide Flood and Water Supplementary Planning Document (SPD) in conjunction with LPAs to reflect the evolution of national and local planning policies and the need for adaptive measures as explained in the new national Flood and Coastal Erosion Risk Management Strategy	√	√	-
			<b>NATURAL CAPITAL: Green spaces, habitats and land management</b>	Build county evidence base to support the development of new policy aiming for a target of 20% biodiversity net gain	-	-
	<b>All</b>	<b>Monitoring and measurement of change</b>	Annual carbon footprint calculations to be published to demonstrate progress	√	-	-
			Measure progress delivering 20% biodiversity net gain across the Council's estate / land management	-	-	√
			Set baseline carbon and environmental indicators for every Council strategy and mechanisms to measure and collect data	√	-	√
	<b>All</b>	<b>Improving the Council's evidence base for policy making</b>	Continue to collaborate with the Cambridge University Science and Policy Exchange (CUSPE) programme to identify key climate change and environmental challenges for young researchers to provide evidence to inform policy making	√	√	√
	<b>All</b>	<b>Independent advice and guidance to inform policy making</b>	Review outcomes from Citizen Assemblies and consultations run by the County, GCP, CPCA and Local Authority partners on issues relating to climate change and environment and use these findings to inform the Council's policy making or lobbying of government and other agencies	√	√	√
			Work with Cambridgeshire and Peterborough service providers on 'Think Communities' to support training and development of our communities on Climate Change and its impacts to build community resilience	√	√	√

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<b>TARGET 6: To sign up to a shared target with partners and the community by 2023 to deliver 50.4% greenhouse gas emissions reductions by 2030 in tonnes/CO2 per annum for Cambridgeshire based on 2018 baseline</b>						
	<b>MITIGATION: Waste management</b>	<b>Waste Management</b>	Make use of potential waste streams e.g. highways verge harvesting, to improve biodiversity net gain	√	-	√
			Work with developers to influence waste collection infrastructure and collection options for new developments.	√	-	-
			Work with Cambridgeshire District and City councils to develop more sustainable waste management practices.	√	-	-
			Work with the Cambridgeshire Local Authorities on circular economy principles for waste management and economic development. In particular Cambridgeshire's Waste to be managed within County.	√	-	√
	<b>All</b>	<b>Local Growth Plans</b>	Support Cambridgeshire and Peterborough Local Authority Partners to develop local growth plans that include policies to reduce carbon emissions in line with agreed government and local targets, incorporate adaptive measures to the changing climate and deliver positive environmental and biodiversity net gain for green spaces. biodiversity metric established and being used by 2023	√	√	√
			Work with National government, District Councils and developers to push towards 100% of new housing developments delivering climate change mitigation technologies, adaptation design and biodiversity net gain	√	√	√
			Collaborate with the Greater Cambridge and Greater Peterborough Combined Authority on its non-statutory spatial plan to ensure energy, water and electrified transport infrastructure facilitates carbon emissions reductions, supports adaptation measures to climate change impacts and delivers 20% net gain	√	√	√
			Update Cambridgeshire & Peterborough Green Infrastructure Strategy to reflect the Doubling Nature Vision	-	-	√
	<b>MITIGATION: All</b>	<b>Health and Well Being Strategies</b>	Collaborate with partners in the Cambridgeshire and Peterborough Health and Wellbeing Board and Sustainability and Transformation Partnership to support the reduction of the carbon footprint of health and care services.	√	-	-
	<b>NATURAL CAPITAL: Air Pollution</b>	<b>Air Quality</b>	Support new community designs that minimise air pollution both internally and externally to improve health outcomes			√
			Work with partners to encourage commercial fleets – including buses and delivery vehicles in urban areas (where many of the air quality exceedances are) – to move to electric vehicles	√	-	√
			Tackle poor air quality around schools, using Regulation 3 applications for new Schools, and through developing a pilot for a “no car zone” around a Cambridge School.	√	-	√
			Work with partners to locate, seek funding for and plant (at suitable locations) new hedges and trees, particularly in areas around schools. Investigate the potential for technologically advanced “City Trees” or similar, as well as green walls in appropriate County locations.	√	-	√
			Reducing air pollution at source by lobbying government for improved initiatives and for grants to help us pilot imaginative projects	√	-	√
			The council will work in partnership to achieve shift to public and active transport to reduce air pollution, through measures to promote walking, cycling and public transport use, utilising new approaches and technologies coming forward through new government plans and strategies.	√		√

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<b>04 PARTNER STRATEGIES</b>	<b>MITIGATION: Low Carbon Transport</b>	<b>Local Transport Planning</b>	Collaborate with the Cambridge and Peterborough Combined Authority on the carbon footprint of transport policy measures to reduce carbon emissions, improve climate change adaptation requirements for transport infrastructure, reduce air and other pollutants by 2050.	√	√	√
			Reducing air pollution through more walking and cycling provision - Continuing to improve the cycle way experience, throughout Cambridgeshire.	√	-	-
			Reducing air pollution through electric vehicle infrastructure provision and low emission mass transit. Ideas for consideration include: - Consulting on the use of bus lanes for electric vehicles and motorcycles and scooters. - Accelerate public transport to be early adopters of electric vehicles, by drawing up plans and consulting with stakeholders to deny access to Bus Lanes, with an aspiration to implement from the end of 2021. - Lobby Cambridge City and other district partners to make available premium green licenses for taxis, and lobby the Traffic Commissioner to refuse nongreen bus licenses for those that access Cambridge City centre - Lobby Cambridge City Council to provide free parking for electric vehicles, in their car parks. - Working with partners to develop plans for last mile delivery.	√	-	√
			Improving the alternative to the private motor car, in line with approaches coming forward in the Transport Decarbonisation Plan: - Working with the Mayor and the Greater Cambridge Partnership to deliver the CAM metro. - Continuing to expand the transport hub network, where you can leave your car and get on public transport. (Park and Ride) - Working with partners to sizeably increase the access to railways offer currently available.	√	-	-
			100% of new transport projects deliver climate change mitigation, adaptation design and biodiversity net gain	√	√	√
			Research options for 'clean hydrogen fuelling' for heavy/large vehicles	√	-	-
	<b>MITIGATION: Low Carbon Transport</b>	<b>Greater Cambridge City Deal</b>	Work with the DfT and local public bodies to develop and promote policies to ensure public transport and active transport is more competitive and attractive than the private car	√	-	-
			Working with GCP to ensure our communities are aware of options to travel sustainably and encouraged to take these up.	√	-	√
			Working with the GCP to deliver new sustainable transport infrastructure to improve journeys made by public transport, walking and cycling	√	-	√
			Support the Greater Cambridge Partnership to deliver infrastructure to support the decarbonisation of housing, jobs and transport through collaborations on electricity infrastructure upgrades, electric vehicle charging facilities, low carbon heating solutions and net gain.	√	-	√
	<b>MITIGATION: All</b>	<b>Government strategies</b>	Work in partnership with the public and private sector to design, develop and deliver new infrastructure across the Cambridge-Oxford ARC that supports new communities to live net -zero carbon lifestyles.	√	-	-
			Develop Cambridgeshire case studies and pilot projects that offer solutions and evidence to inform Government clean growth targets, transport decarbonisation ambitions and policy challenges	√	-	-
			Work with the Education Funding Agency and Academy schools to continue to offer finance solutions for energy retrofitting opportunities to support academies to improve energy efficiency and generate renewable energy	√	-	-
			Work with the Local Resilience Forum to ensure climate change impacts are included on its risk register including specific response measures for key groups	√	√	-

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
	<b>ADAPTATION: Resilient highways and infrastructure, Flood risk, Water availability</b>	<b>Water Management</b>	As Lead Flood Authority, working in partnership with the Environment Agency and other partners, to secure sufficient storage and flood risk management capacity for new and existing buildings and assets on the basis that weather impacts will increase due to human-made climate change	-	√	-
			Support the Environment Agency, Anglian Water and Cambridge Water to plan for the next 100 years water availability to support Cambridgeshire's people, businesses and biodiversity. For example, plan for water neutrality, significant water reductions in existing assets and for new reservoirs that can create leisure and biodiversity benefits.	-	√	√
			Work with Natural England, the NFU, CLA, our tenant farmers and other partners to support measures to improve data collection, soil improvement, research, environmental, social and economic adaptation and reduction of the carbon footprint for our Fen peat landscapes	√	√	√
			Work with partners to understand how the Oxcam Growth Arc Water Cycle Study can best manage water resources, quality and flood risk across the Great Ouse catchment and into Cambridgeshire.		√	√
			Work with the Environment Agency to introduce sea level rise (SLR) resilient measures to protect parts of Cambridgeshire at risk	-	√	-
			Work with partners to develop Natural Flood Management (NFM) projects to allow catchment-wide adaptation to flooding and sea level rise	-	√	-
			Work with the County's main water suppliers to deliver higher resilience to droughts	-	√	-
<b>TARGET 7: Deliver Government's net zero-carbon target for Cambridgeshire by 2050</b>						
	<b>MITIGATION: All, ADAPTATION: All</b>	<b>Cambridgeshire and Peterborough Climate Commission</b>	Work with the Cambridgeshire and Peterborough Climate Change Commission to provide independent advice on setting and meeting carbon budgets and preparing for climate change	√	√	-
	<b>All</b>	<b>Communities</b>	Ensure that all communities are able to access information that allows them to understand how they will be impacted by climate change and any adaptive measures they need to take to address this	-	√	-
Establish a County Council Climate Change website with a range of education and awareness materials on climate change action, including signposting to existing materials. Use this website as a focal point to keep the public and other organisations aware of the County's climate work and progress on delivering the Strategy.			√	√	√	
Use our Libraries as a focal point of information provision on climate change and environmental matters.			√	√	√	
Signpost communities to funding opportunities to support climate change action e.g. National Lottery climate change fund			√	√	-	
	<b>MITIGATION: All, NATURAL CAPITAL: Green spaces, habitats and land management</b>	<b>Farming</b>	Collaborate with the National Farmer's Union and others (e.g. agri-tech industry) on ideas and opportunities for carbon, fertiliser and pesticide reductions	√	-	√
	<b>MITIGATION: Peatland, NATURAL CAPITAL: Peatland</b>	<b>Commercial and Industrial</b>	Work with Agritech businesses, the Council's rural estate tenants, Cambridgeshire Acre, National Trust and other partners to establish Cambridgeshire as an international model for peatland management to reduce carbon emissions, enhance biodiversity and new economic compensation models . See section 03, line 47	√	-	√

**- LIVE\_ACTION PLAN**

Level of control	Related Priority Area (from the Strategy)	Action Area	Actions	KEY THEMES		
				MITIGATION	ADAPTATION	NATURAL CAPITAL
<b>05 WIDER COMMUNITIES</b>	<b>MITIGATION: Energy Efficient, Low Carbon Buildings</b>	<b>Domestic Housing</b>	Building on work with the Swaffham Prior Community Land Trust, support other oil based communities to find low carbon heating and hot water solutions to reduce carbon footprints and tackle fuel poverty	√	-	-
			Facilitate residential access to reduced cost renewable energy technology through collective purchasing schemes, such as solar PV with iChoosr	√	-	-
			Encourage residents to reduce water waste through installing technologies that minimise water use and recycle it	√	√	-
			Support communities to develop carbon footprints and encourage neighbourhood plans to include space for energy infrastructure and the inclusion of natural capital solutions such as hedge laying for carbon storage.	√	-	√
			Develop property level demonstrator locations to educate and encourage residents to invest in adaptation and mitigation technologies	√	√	-
	<b>MITIGATION: Waste management</b>	<b>Waste</b>	Encourage residents and businesses to minimise food and other waste to reduce carbon emissions e.g. foodcycle, foodhub	√	-	-
			Encourage residents to repurpose and recycle to avoid the need to buy from new e.g. access or set up repair cafes	√	-	-
			To promote waste awareness & encourage sustainable approaches to waste to local residents and businesses	√	-	-
	<b>MITIGATION: Low carbonTransport</b>	<b>Transport</b>	Provide more active travel choices for individuals through the provision of supportive infrastructure in line with DfT decarbonisation of transport ambitions	√	-	-
			Develop a wider range of alternatives to the car, for example encourage initiatives that promote cargobikes within the wider community.	√	-	-
			Provide educational guides on how best to manage and charge your EV to overcome perceptions of running out of power	√	-	-
			Work with District and City Councils, our communities, and businesses to identify suitable locations and deliver EV charging infrastructure to support both urban and rural needs	√	√	-
	<b>ADAPTATION: Green and Blue Infrastructure</b>	<b>Land use change</b>	Work with the Local Nature Partnership on the 'Doubling Nature' project and promote the benefits of blue/green infrastructure for their adaptation benefits to communities	-	√	√

**COMMITTEE STRUCTURES**

**To: Council**

**Meeting Date: 19th May 2020**

**From: Director of Governance and Legal Services and  
Monitoring Officer**

**Purpose: To consider proposed changes to the Council's committee structures and to the County Council's involvement in two joint committees, the Cambridge Joint Area Committee (CJAC) and the Joint Development Control Committee (JDCC) for Cambridge Fringes.**

**Recommendation: That full Council:**

- a) approves the abolition of the Economy and Environment Committee and Highways and Infrastructure Committee;**
- b) approves the introduction of the Environment and Sustainability Committee and Highways and Transport Committee;**
- c) approves revisions to the terms of reference of the General Purposes, Adults, Children and Young People, Commercial and Investment, Communities and Partnership and Health Committees;**
- d) approves the abolition of the Cambridge Joint Area Committee by the end of July 2020 following the discussions set out in paragraph 3.3 of this report;**
- e) approves the withdrawal from the Joint Development Control Committee for Cambridge Fringes by the end of July 2020 following the discussions set out in paragraph 4.4 of this report;**
- f) approves the increase in the membership of General Purposes Committee from fifteen to seventeen; and**
- g) authorises the Monitoring Officer, in consultation with the Chairwoman of the Constitution and Ethics Committee, to make any other minor or consequential amendments to the Constitution necessary for, or incidental to, the implementation of these proposals.**

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## 1.0 BACKGROUND

- 1.1 On 11 December 2013, Full Council approved the new Constitution for Cambridgeshire County Council in order to cease operating the existing form of governance and start operating the new committee form of governance from its Annual Meeting on 13 May 2014.

## 2.0 POLICY AND SERVICE COMMITTEES

- 2.1 In May 2019, Councillor Steve Count proposed an Environment Motion to Full Council and as a result, the Council declared a Climate Emergency. The motion was passed unanimously, and committed the Council to the development of a Climate Change and Environment Strategy and Action Plan.
- 2.2 The Leader then highlighted at full Council on 11 February 2020 the need to review the current committee structures in order to provide sufficient focus on actions to address climate change. A review was undertaken which proposes that the current Economy and Environment and Highways and Infrastructure Policy and Service Committees should be replaced with two new Policy and Service Committees set out below. It is important to note that refocussing committees to increase their attention to environment and sustainability, but restricting the overall number to seven means that there is no increased cost for the policy and service committees.

## ENVIRONMENT AND SUSTAINABILITY POLICY AND SERVICE COMMITTEE

### Membership

Ten members of the Council. The Chairman/woman and Vice-Chairman/woman of the Committee shall be appointed by Full Council.

### Summary of Functions

Delegated authority to exercise all the County Council's functions, not otherwise reserved to Full Council, relating to energy and the environment within Cambridgeshire.

Delegated Authority	Delegation/Condition
Authority for exercising all powers and implementing all strategies associated with the Council's climate change, sustainable development, energy and environment functions which are not otherwise reserved for Full Council or any other body.	
Authority to respond, as appropriate, on behalf of the Council to Government consultation in respect of policy and/or legislation affecting Planning, Clean Growth, Energy and the Environment.	
Authority for exercising the Council's functions in respect of all areas covering the following: <ul style="list-style-type: none"><li>To oversee the funding and implementation of the Climate Change and Environment Strategy, its targets and action plan including the development of new policies that may be required to support delivery including engaging and encouraging residents, businesses,</li></ul>	

Delegated Authority	Delegation/ Condition
<p>community and voluntary groups and other authorities and all stakeholders to adopt environmentally sustainable measures</p> <ul style="list-style-type: none"> <li>• County Planning - Minerals and Waste</li> <li>• Historic environment</li> <li>• Flood and water management</li> <li>• Clean energy and green investments</li> <li>• Growth and development policy and management</li> <li>• Waste management including the Waste Contract</li> <li>• RECAP (Recycling in Cambridgeshire and Peterborough partnership)</li> <li>• Greening the Council's finances and investments and using this to support and develop green innovation</li> <li>• Management of the capital projects within the service committee's portfolio as agreed within the Council's Business Plan</li> <li>• CIL/S106 funding / innovative approaches</li> <li>• Funding bids</li> <li>• Decarbonisation of transport, land and buildings</li> <li>• Identification and management of strategic and project based climate and environmental risks for Council's assets, its service delivery and the wider community</li> </ul>	
<p>To recommend to Council and monitor the Council's Climate Change and Environment Strategy and Environment Fund.</p>	
<p>Authority to exercise the statutory functions in relation to the scrutiny of flood risk management under the provisions of the Flood and Water Management Act 2010.</p>	
<p>Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.</p>	

## HIGHWAYS AND TRANSPORT POLICY AND SERVICE COMMITTEE

### Membership

Ten members of the Council. The Chairman/woman and Vice-Chairman/woman of the Committee shall be appointed by Full Council.

### Summary of Functions

Delegated authority to exercise the County Council's functions, other than those reserved to Full Council, in relation to transport.

Delegated Authority	Delegation/ Condition
<p>Authority for exercising all powers and implementing all strategies associated with the Council's Highways functions which are not otherwise reserved for Full Council or any other body.</p>	

Delegated Authority	Delegation/ Condition
Authority to respond, as appropriate, on behalf of the Council to Government consultation in respect of policy and/or legislation affecting transportation.	
<p>Authority for exercising all functions of the Council relating to the following:</p> <ul style="list-style-type: none"> <li>• Major infrastructure delivery projects (transport, highways and cycling)</li> <li>• Transport and Infrastructure Policy</li> <li>• Transport and Infrastructure Funding</li> <li>• Street Lighting Contract</li> <li>• Parking Services</li> <li>• Road, streets, cycleways and paths maintenance – routine and reactive, operations and enforcement</li> <li>• Local Highway Improvement Initiative</li> <li>• Gritting, verge cutting and other routine works</li> <li>• Traffic Management systems and regulations</li> <li>• Road Safety</li> <li>• Maintaining Highways and rights of way records</li> <li>• Asset Management and information</li> <li>• Highways services contract</li> <li>• Public Transport</li> <li>• Cambridgeshire Guided Busway Operations</li> <li>• Park and Ride</li> <li>• Travel for Work</li> <li>• Managing the Highways Capital Programme</li> <li>• Funding bids</li> </ul>	
Authority to approve the annual Parking Operations Report.	
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	
<p>Authority to exercise, in accordance with the relevant policies of the authority and within the budget allocated for the purpose, the powers of the County Council regarding the following issues within the County's administrative boundary</p> <ul style="list-style-type: none"> <li>• For all districts, authority to determine traffic regulation orders/statutory notices where the completion of the statutory consultation process results in objections, as per the relevant Highway, Road Traffic Regulation and Traffic Management legislation</li> <li>• Authority to approve the Transport Delivery Plan</li> </ul>	<p>Assistant Director, Highways in consultation with the Local Members for all districts, except Cambridge City.</p>

- 2.3 As part of the review, it was considered whether any of the terms of reference should be shifted between policy and service committees, particularly Commercial and Investment Committee. The opportunity was also taken to review the terms of reference of all the other policy and service committees. These are set out overleaf with additions highlighted in green and deletions in strikethrough.

## GENERAL PURPOSES COMMITTEE

### Summary of Functions

The General Purposes Committee (GPC) is authorised by Full Council to co-ordinate the development and recommendation to Full Council of the Budget and Policy Framework, as described in Article 4 of the Constitution, including in-year adjustments.

In addition, the GPC is authorised to make decisions on the allocation of matters amongst committees where the function does not clearly fall within the remit of one particular committee.

The GPC has a number of specific functions including the following:

- ~~Appointing members to a range of external bodies~~
- o Oversight of 'corporate' or council-wide matters such as customer services unless reserved to Full Council.

Delegated Authority	Delegation/ Condition
In respect of the statutory and local plans, which form the Council's Policy Framework, authority to lead the development of draft proposals, consider and recommend them for approval by Full Council.	In consultation with relevant Service Committees
Authority to lead the development of the Council's draft Business Plan (budget), to consider responses to consultation on it, and inform the draft Business Plan to be submitted for approval by Full Council.	In consultation with relevant Service Committees
Authority to recommend cross-cutting policies for approval by Full Council, e.g. the policy on Disclosure and Barring Service checks for councillors.	
Authority for eight members of General Purposes Committee to initiate a review of a decision taken by a Policy and Service Committee by submitting a request for review to the Monitoring Officer or Chief Executive before the expiry of three full working days from the date on which the decision notice was published.	
Authority to determine an appeal against any decision by or on behalf of the Authority except for those appeals whose determination falls with the remit of another committee, officer or panel of the Council.	
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	

Delegated Authority	Delegation/ Condition
<p>Authority to lead the Council's work to support sustainable economic growth across the County, including higher level skills and apprenticeships and also through the partnership with the Cambridgeshire and Peterborough Combined Authority.</p>	
<p>Authority to determine the Council's involvement in and representation on County Advisory Groups. The Committee may add to, delete or vary any of these advisory groups, or change their composition or terms of reference.</p>	
<p>Authority to review annual reports and inspection reports not within the remit of another committee.</p>	
<p>Authority for monitoring and ensuring that Policy and Service Committees and the <del>Cambridge City Joint Area Committee</del> operate within the policy direction of the County Council and making any appropriate recommendations.</p>	
<p>Authority for monitoring and reviewing the overall performance of the Council against its Business Plan.</p>	
<p>Authority to determine the most appropriate committee for considering any matter which falls within the remit of more than one committee.</p>	
<p>Authority to respond to any consultations within the remit of more than one committee as and when required.</p>	
<p>Authority for managing those functions relating to elections and local democracy which are not reserved to Full Council.</p>	
<p>Authority for oversight, operation and review of 'corporate' services, for example:</p> <ul style="list-style-type: none"> <li>• the Council's internal and external communications policy and its implementation</li> <li>• Information Governance including but not limited to Data Protection and Freedom of Information</li> <li>• the Council's customer strategy and any matters dealt with by the Contact Centre, via digital channels or face-to-face</li> <li>• the Council's response to its equalities duties</li> <li>• the Council's Risk Management Strategy</li> <li>• the Council's Emergency Planning arrangements</li> </ul>	
<p>Authority to lead the Council's development and delivery of the digital infrastructure strategy for Cambridgeshire and Peterborough, to drive economic growth, help communities thrive and make it easier to access public services. Working in partnership with Government and the Combined Authority.</p>	

Delegated Authority	Delegation/ Condition
Authorising budget virement which is not covered within the limits of virement contained in the Council's financial rules, provided there is no change in the approved policy framework of the Council. Virement limits are set out in the Constitution in Part 3D (Scheme of Delegation to Officers) and Part 4 (Financial and Contract Procedure Rules).	
Authorising proposals which are not covered by the finance limits of the Executive and Corporate Directors' delegated powers contained in A3 – A7, as set out in the table at Paragraph 10 of Part 3D of the Constitution, provided there is no change in the Council's approved budget and policy framework.	
Responsibility for the discharge of all functions and exercise of all powers of the County Council not expressly reserved to the Full Council or to any other part of the County Council by statute or by this Constitution.	

## ADULTS POLICY AND SERVICE COMMITTEE

### Summary of Functions

This committee has delegated authority to exercise the Council's functions relating to the delivery, by or on behalf of the County Council, of social care services to eligible adults within Cambridgeshire.

- Services for people with physical disability
- Services for people with learning disability
- Mental health services
- Preventative services
- Residential care
- Carer support
- Safeguarding

Delegated Authority	Delegation/ Condition
Authority to take decisions relating to exercising management, oversight and the delivery of all the Council's relevant adult social care services (i.e. social care services for people aged 18 or over with eligible social care needs and their carers), except for those decisions which are reserved to Full Council.	
Authority to undertake the Council's functions for promoting choice and independence in the provision of all adult social care.	
Authority to approve all strategies associated with the committee portfolio area which are not reserved for Full Council.	
Authority to respond, as appropriate, on behalf of the Council to Government consultation in respect of policy and/or legislation affecting adult social care.	

Delegated Authority	Delegation/Condition
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	

## CHILDREN AND YOUNG PEOPLE POLICY AND SERVICE COMMITTEE

### Summary of Functions

This committee has delegated authority to exercise all the Council's functions, save those reserved to Full Council, relating to the delivery, by or on behalf of, the County Council, of services relating to children and young people. These include:

- Child protection
- Children's Centres
- Education, Schools and settings
- ~~Looked After Children~~ Children in care
- Mental health services
- Safeguarding
- Special Educational Needs (SEN)
- Youth Offending Services
- Youth services.
- Social and Education Transport

Delegated Authority	Delegation/Condition
Authority for exercising management, oversight and delivery of services to children and young people in relation to their care, wellbeing, education or health, with the exception of any powers reserved to Full Council.	
Authority for the functions and powers conferred on or exercisable by the County Council as Local Authority in relation to the provision of education.	
Authority for working with all schools including academies in relation to raising standards of attainment and developing opportunities.	
Authority for exercising management, oversight and delivery of Learning Outside of the Classroom and environmental education.	
Authority for exercising management, oversight and delivery of Early Years services, including Children's Centres.	
Authority for exercising management, oversight and delivery of Enhanced and Preventative Services and Children's Social Care.	

Delegated Authority	Delegation/Condition
Authority for exercising management, oversight and delivery of the Youth Offending Service.	
Authority for approval of all strategies associated with the committee portfolio area that are not reserved to Full Council.	
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	
The making of arrangements in relation to appeals against the exclusion of pupils from maintained schools pursuant to section 52 of the Education Act 2002 (appeals against exclusion of pupils).	Delegated to the Executive Director: People and Communities
The making of arrangements pursuant to section 94(1), (1A) and (4) of the School Standards and Framework Act 1998 (admission appeals).	Delegated to the Executive Director: People and Communities
The making of arrangements pursuant to section 95(2) of the School Standards and Framework Act 1998 (children to whom section 87 applies); appeals by governing bodies	Delegated to the Executive Director: People and Communities

## COMMERCIAL AND INVESTMENT POLICY AND SERVICE COMMITTEE

### Summary of Functions

The Committee has delegated authority to exercise the County Council's functions in respect of the following:

- Creating a commercially focused organisation through the development and implementation of innovative, growth focused, commercial strategy.
- Providing strong leadership which builds a robust commercial culture.
- Encouraging the development of new opportunities through establishing a risk appetite that stimulates the evaluation of new emerging markets and opportunities.
- Oversight and operation of all property-related and **commercially focused services** ~~traded service functions~~.

Delegated Authority	Delegation/Condition
To systematically review all services <b>against the Council's charging model categories</b> to ensure that current <del>delivering</del> vehicles remain fit for purpose. All reviews to review markets, partnership opportunities, other delivery vehicles, rationale for in-house delivery.	
To ensure all <del>traded activities</del> <b>commercially focused services</b> operate within <b>the Council's agreed</b> a commercial framework.	

Delegated Authority	Delegation/ Condition
To plan, develop and implement, a commercial strategy and other initiatives in order to maximise the potential of the Council's existing commercial activities, to support the development of a commercial culture within the organisation and to ensure commercial opportunities are maximised.	
To lead the development of new, and growth in existing, income streams that generate sufficient surplus for investment in further opportunities and to help offset costs of other activities.	
To lead the development of key relationships for the Council with external organisations to enable the delivery of effective outcomes through new business ventures and collaborations.	
To lead the planning and design for a variety of services where new partnerships and delivery vehicles can be developed to support the delivery of the best possible outcomes.	
To review the Council's asset portfolio to identify opportunities and develop policies to reduce the financial impact on the Council's operating position and strengthen its financial sustainability.	
To recommend to Council and monitor the Council's Asset Strategy.	
<p>To recommend to Council the Council's Asset Management Plan, annually, and as a consequence:</p> <ul style="list-style-type: none"> <li>- Consider and recommend Asset Plans as they fall due for review</li> <li>- Approve annual budget proposals from applicable Asset Plans</li> <li>- Monitor the delivery of the asset plans throughout the year</li> </ul>	
To consider and evaluate investment proposals.	
To monitor all commercial and property investment proposals included within the Business Plan to ensure successful delivery.	
To consider and approve all asset disposals.	
To approve the granting of variations, renewal, and termination of leases, licenses, dedications, and easements.	
To consider and approve the use of Council owned assets by the local community and other interested parties.	
To consider, evaluate, and agree potential property disposals and investment opportunities.	
To consider business cases for the sale of assets to the Council's Property Special Purpose Vehicle (SPV) for inclusion within the Business Plan.	
To exercise all and any of the council's rights as shareholder of the Property SPV This Land Limited and its subsidiaries (formerly	

Delegated Authority	Delegation/ Condition
Cambridgeshire Housing & Investment Company (CHIC)). The committee may authorise its <b>Section 151 Officer</b> <del>Chairman/woman and Vice-Chairman/woman</del> to exercise these rights in appropriate circumstances including urgency <b>in consultation with the Chairman/woman and Vice-Chairman/woman.</b>	
To work with officers to facilitate/promote the development of proposals for sharing property with partner organisations.	
To consider and recommend property rationalisation proposals for inclusion within the Business Plan.	
To approve property rationalisation proposals that are in accordance with the Business Plan.	
To consider and make recommendations to Council for property rationalisation proposals that are outside of the agreed Business Plan.	
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	

## COMMUNITIES AND PARTNERSHIP POLICY AND SERVICE COMMITTEE

### Summary of Functions

The Communities and Partnership Committee is authorised by Full Council to deliver the County Council's ambition to build stronger self-sustaining communities as expressed in its Community Resilience Strategy, and to work together with the Mayor, combined authority, district councils and other partners to design and deliver services which best meet the needs of those communities. The committee will develop plans, in this regard, with the Mayor, combined authority, district councils and other partners to deliver or jointly commission services for communities where it makes sense to do so, aligning resources and expertise around an agreed set of outcomes in order to make the most of public sector funds.

The Communities and Partnership Committee will work together with other bodies to deliver against our shared ambition to build stronger self-sustaining communities, such as those supporting Parish and Town Councils, our commissioning partners such as the Cambridgeshire and Peterborough Clinical Commissioning Group and the Cambridgeshire Peterborough Communities Network – a network of senior officers drawn from all local authorities across Cambridgeshire and Peterborough, the Office of the Police and Crime Commissioner, Cambridgeshire Fire and Rescue Service, Cambridgeshire Constabulary, Support Cambridgeshire (the Voluntary and Community Infrastructure partnership), Cambridgeshire Community Services NHS Trust and Cambridgeshire and Peterborough NHS Foundation Trust.

Delegated Authority	Delegation/ Condition
Authority to <b>oversee the Think Communities initiative and deliver appropriate community services</b> <del>deliver the Community</del>	Subject to confirmation from

Delegated Authority	Delegation/ Condition
<p>Resilience Strategy and services working with the Mayor, the combined authority, district councils and other partners and in particular to –</p> <ul style="list-style-type: none"> <li>• develop and implement joint plans with the combined authority, district councils and other partners for the delivery of community place based services in accordance with the agreed outcomes;</li> <li>• in consultation with the combined authority, district councils and other partners in services within communities approve joint investment in projects, within available resources, that are designed to help manage the demand for high cost services in accordance with the agreed outcomes;</li> <li>• develop and approve business case and plans to devolve services, budgets and assets, and implement subject to Council’s approval of the associated business case in accordance with the agreed outcomes;</li> <li>• decide on funding to be made available for community initiatives through the Innovate and Cultivate Fund;</li> <li>• decide on funding to be made available for community initiatives through the Communities Capital Fund.</li> </ul>	<p>the S.151 of the availability of sufficient resources.</p>
<p>Authority to develop, with the Mayor, combined authority, district councils and other partners plans to enhance customer services, including the better use of assets in communities such as libraries and other community buildings for approval by the relevant committee(s) in the County Council.</p>	
<p>Authority to advise the County Council on opportunities to create a shared workforce or shared arrangements (such as joint ventures) to deliver services across the combined authority, district councils and other partners for approval by the relevant committee(s) in the County Council.</p>	
<p>Authority to approve the Council’s Consultation Strategy and its approach to future Business Planning consultation.</p>	
<p>Authority to exercise the Council’s functions in respect of all areas covering the following:</p> <ul style="list-style-type: none"> <li>• Adult Careers Information and Guidance</li> <li>• Adult Skills <del>including apprenticeships</del></li> <li>• Learning Services including online</li> <li>• Community Learning</li> <li>• Libraries</li> <li>• Archives</li> <li>• Cultural services</li> <li>• Registration service</li> </ul>	

<b>Delegated Authority</b>	<b>Delegation/ Condition</b>
<ul style="list-style-type: none"> <li>Coroner service</li> <li>Trading Standards</li> </ul>	
Authority to agree proposed revisions to Library Byelaws for submission to the Department for Culture, Media & Sport for approval.	Final approval required from DCMS
Authority to agree or revise a scheme for the delivery of registration services in accordance with the Registration Services Acts 1952 and 2007.	In consultation with the General Register Office
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	

## HEALTH POLICY AND SERVICE COMMITTEE

### Summary Overview of Functions

This committee has delegated authority to exercise the County Council's functions in respect of the following:

- The County Council's public health duty including health improvement, individual and community wellbeing, and reduction of health inequalities
- Responding as appropriate to central government consultation relating to policy or legislation falling within the remit of the Committee
- The review and scrutiny of any matter relating to the planning, provision and operation of the health services in Cambridgeshire
- To report to the Secretary of State for Health on any proposals for substantial change to any part of the NHS's services within Cambridgeshire.

<b>Delegated Authority</b>	<b>Delegation/ Condition</b>
Authority to exercise the powers conferred by Section 21 of the Local Government Act 2000 and Section 7 of the Health and Social Care Act 2001 as amended by the Health and Social Care Act 2012, and the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (SI 2013/218) to review and scrutinise any matter relating to the planning provision and operation of the health service in its area.	
Authority to exercise the power under Section 23 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 to report on a proposal for a substantial health service development or variation to the Secretary of State for Health.	
Authority to delegate its functions under Section 7 of the Health and Social Care Act 2001 as amended by the Health and Social Care Act 2012 to a joint overview and scrutiny committee when this is required by the	

<b>Delegated Authority</b>	<b>Delegation/ Condition</b>
Direction issued by the Secretary of State for Health in July 2003 or is conducive to the efficient scrutiny of proposals affecting more than one Social Services local authority area.	
Authority to appoint members to a joint overview and scrutiny committee established under the paragraph above. In this case the political balance requirements will apply to such appointments.	
<p>Authority to assist the Director of Public Health in the exercise of the Public Health statutory duties set out in</p> <ul style="list-style-type: none"> <li>• the Health and Social Care Act 2012</li> <li>• the NHS Bodies and Local Authorities (Partnership Arrangements, Care Trusts, Public Health and Local Healthwatch) Regulations 2012</li> <li>• NHS Act 2006</li> <li>• Criminal Justice Act 2003</li> <li>• Licensing Act 2003</li> <li>• Water Industry Act 1991</li> <li>• Water Industry Act 1988</li> <li>• Mental Health Act 1983</li> <li>• Mental Capacity Act 2005</li> </ul>	
Authority to oversee and undertake the Council's functions relating to the public health duty of the Council including health improvement, individual and community wellbeing, and the reduction of health inequalities.	
Authority for approving all strategies associated with the committee portfolio area not reserved for approval by Full Council.	
Authority to nominate representatives to Outside Bodies other than the Combined Authority, Greater Cambridge Partnership, Cambridgeshire and Peterborough Fire Authority, the County Councils Network Council and the Local Government Association.	
Authority to respond, as appropriate, on behalf of the Council to Government consultation in respect of policy and/or legislation affecting any of the responsibilities falling with the remit of the Health Committee.	

### **3.0 CAMBRIDGE JOINT AREA COMMITTEE**

- 3.1 At its meeting on 21 May 2013, the Council voted to insert a new article in its constitution relating to Area Joint Committees. The article allows the Council to appoint Area Joint Committees as it sees fit, if it is satisfied that to do so will improve service delivery in the context of best value and more efficient, transparent and accountable decision making. The relevant extract from the Constitution is set out below:

#### **Joint Committees**

In conjunction with other authorities, the Council shall establish and participate in the following joint committees:

- Area Joint Committees (where the Council sees fit)
- Cambridgeshire Police and Crime Panel
- Greater Cambridge Partnership Executive Board
- Greater Cambridge Partnership Joint Assembly
- Joint Development Control Committee – Cambridge Fringes
- LGPS ACCESS Joint Committee
- LGSS Joint Committee

The composition and function of each of these committees are set out in Part 3C – Responsibility for Functions: Joint Committees.

- 3.2 At the time, it was proposed that the Council would appoint the Area Joint Committees where there was agreement with the County and relevant City/District Council to do so. The Monitoring Officer then wrote to the Chief Executives of the City/District Councils to seek their views. All the Councils with the exception of Cambridge City declined the invitation to re-establish Area Joint Committees. The main reason for this was that they were considered of limited value by both County and District Councillors in their respective areas and the costs of administering them outweighed any benefits secured. Decisions on scheme implementation details and Traffic Regulation Orders in each of the District Council areas have proceeded efficiently since the withdrawal of the Area Joint Committees and there are no calls to reinstate the Committees.
- 3.3 As part of the review of the committee structures, it is proposed that the Council abolish the Cambridge Joint Area Committee. The process leading to the abolition of the Cambridge Joint Area Committee should follow best practice and should therefore involve discussions with the City Council to prepare for its abolition. The basis for the abolition is twofold.
- 3.4 The first is that it is not considered reasonable or appropriate that one area in the county should receive a different service than others and withdrawing from the Committee will provide equity of service across Cambridgeshire and will allow officer time to be used more effectively on schemes across the county.
- 3.5 Secondly, there is already a clearly established alternative process to make the decisions that are currently made in the Cambridge Joint Area Committee and this is working well across the rest of the county. This involves decisions being made by officer delegation or when appropriate, issues being considered by the appropriate Council committee. The creation of the new Highways and Transport

Policy and Service Committee will make such decisions even more effective with Members having a clear oversight over all policy issues when making decisions.

- 3.6 It is important to note that if a Traffic Regulation Order is contentious, the officer with the relevant delegation will refer it back to the Highways and Transport Committee. At the meeting, Local Members and members of the public will be able to, in line with the provisions set out in the Constitution, make their views known.
- 3.7 On this basis, it is proposed to speak to the City Council in preparation for abolishing the Cambridge Joint Area Committee by the end of July 2020. After which the Council would rely on the existing processes described for decision making going forward.

#### **4.0 JOINT DEVELOPMENT CONTROL COMMITTEE FOR CAMBRIDGE FRINGES (JDCC)**

- 4.1 At its meeting on 15 May 2007, Council approved the new arrangements for planning of the major development sites, in particular, the creation of:
- A member-level Joint Strategic Growth Implementation Committee;
  - Two officer-level Growth Area Delivery Boards;
  - Two joint Development Control Committees (one for Cambridge Fringes and one for Northstowe); and
  - A joint planning policy committee (established separately under Section 29 of the Planning and Compulsory Purchase Act 2004)
- 4.2 At the 15 May 2007 meeting, the background given to the need for the joint committees was outlined in the report of the Cabinet meeting held on 17 April 2007. This stated that ‘Cabinet has been reminded that following a review of Cambridgeshire Horizons, the Minister for Housing and Planning had expressed concern about the current capacity and mechanisms for delivering growth given the “...major increase in the complexity and size of the task” and had requested a review of structures, capacity and a need for a shared leadership agenda, linking this to a willingness on the part of the Government to provide greater certainty of support on investment for the future. Following the review, officers from the County, Cambridge City and South Cambridgeshire District Councils and Horizons wrote back in December 2006 setting out proposals for joint working to address the concerns raised by the Minister. These included the creation of cross authority groups to drive the growth agenda forward through more efficient working practices and an increase in resource levels to support them.’
- 4.3 Whilst only the JDCC for Cambridge Fringes still exists, as both the Northstowe and joint policy committees have been dissolved, legal advice relating to the City Deal amendments to the JDCC Terms of Reference provided in 2016 suggested that planning decisions should where possible be made across the relevant geography – in this case Cambridge City and South Cambridgeshire. By doing so, it was possible to ensure that planning decisions most accurately reflected local circumstances, ambitions and constraints. It was therefore recommended that the most appropriate way to implement this principle would be to modify the remit of the Joint Development Control Committee for Cambridge Fringes, which included Members from all three partner Councils, to include planning permission for City Deal infrastructure schemes. Although the City Deal Agreement itself does not appear to restrict decisions to such a joint committee, the principle of joint working and a joint committee is endorsed in all related officer reports and the City Deal

Agreement where specific reference is made to '*established elected member Joint Development Control Committees dedicated to this task.*'

- 4.4 The process leading to the withdraw from the JDCC for Cambridge Fringes should follow best practice and should therefore involve discussions with Central Government (with regard to the City Deal), as well as with the other two Councils to ensure that the relevant constitutional changes are made. The original paper to Council in creating the JDCC first set out the functions delegated to include the power of the Councils to determine planning applications by virtue of Regulation 3 of the Town and Country Planning General Regulations 1992 (which are effectively planning applications for County Council's own development such as Schools and Libraries etc.), before changes were made to include the "City Deal" governance. There is nothing to stop this committee continuing without the County Council, but it would not be able to exercise the powers delegated to it by the Council, and would therefore only deal with applications within the major growth sites in the Greater Cambridge area that are not Greater Cambridge Partnership (GCP) funded or Regulation 3 planning applications.
- 4.5 Legal advice has been obtained to help support this paper and review the process to allow the Council to be able to withdraw from the JDCC. As part of the legal advice received it was acknowledged that there is nothing in the City Deal Document or terms of reference that prevents the Council from withdrawing from the JDCC, either in terms of the delegation of City Deal and Regulation 3 planning applications, or their membership in the JDCC. Furthermore, whilst a termination clause does not exist to specify the precise process for pulling out or dissolving the JDCC, there are a number of areas of work that would need to happen such as rewriting the committee's Terms of Reference (if not being totally dissolved) and getting those changes agreed by both councils, so a reasonable notice period of two months should be considered, particularly given the current coronavirus situation.
- 4.6 As part of the review of the committee structures, it is therefore proposed that the Council withdraw its membership and delegation to the JDCC. The basis of this is twofold.
- 4.7 Firstly, JDCC runs on different democratic processes and templates, which means that applications and officer reports that go in front of the JDCC are in different formats and have different process expectations such as the necessity of a Development Control Forum, which the County Council's Planning Committee does not have.
- 4.8 Secondly, there is not another joint committee in any other part of the County, so the issue of equity identified for CJAC in paragraph 3.4 is also relevant here, so there are similar grounds for withdrawing from this arrangement moving forward.
- 4.9 In the event that delegations to JDCC are withdrawn then planning applications would be determined either by officers using delegated powers or by the Council's Planning Committee, as they are with all other planning applications in the County that do not fall within the remit of JDCC. If the planning applications are contentious, and do not allow officer delegations to be used, then at the Planning Committee meeting Local Members and members of the public will be able to, in line with the provisions set out in the Constitution, make their views known, as is the case for the wider County planning applications.

4.10 On this basis, it is proposed to start the discussions with Central Government and the other two Councils in preparation for withdrawing from the JDCC by the end of July 2020. After which the Council would rely on the existing processes through the Council's Planning Committee for decision making going forward.

## 5.0 GENERAL PURPOSES COMMITTEE MEMBERSHIP

5.1 The membership of General Purposes Committee currently comprises fifteen members of the Council. Subject to proportionality, the Committee shall include the Chairman/woman of the Adults Committee, the Children and Young People Committee, the Economy and Environment Committee, the Health Committee, the Highways and Infrastructure Committee, the Commercial and Investment Committee, and the Communities and Partnership Committee.

5.2 As set out in the Terms of Reference at 2.3, General Purposes Committee has a number of delegations which cover the whole Council such as leading on the development of the Council's draft Business Plan (budget) and budget virements. It is therefore important that the Chairman/woman of each Policy and Service Committee is represented on the Committee. In order to ensure that is the case, it is proposed to increase the membership of General Purposes Committee from fifteen to seventeen.

## 6.0 CONSTITUTION AND ETHICS COMMITTEE

6.1 Constitution and Ethics Committee met virtually on 22nd April 2020 to consider the above proposals. Also in attendance were three Local Members and the Leader and Deputy Leader of Cambridge City and South Cambridgeshire District Councils respectively. The Chairwoman of the Committee exercised her discretion and extended the deadline for the submission of written questions and statements from members of the public up to the afternoon prior to the day of the meeting. Thirty nine submissions were accepted in relation to the abolition of CJAC and the withdrawal from the JDCC and these were published on the Council's website and circulated to Committee Members. A further sixteen statements were submitted after the deadline and published on the website after the meeting. Due to the large number of statements that had been accepted, and in order to manage the virtual meeting effectively in line with the Council's Constitution which only allows three speakers per subject and only one question or comment per speaker, the Chairwoman stated that they would not be read out at the meeting, given that Members had had sufficient time to read and consider them prior to the meeting.

6.2 The Committee resolved unanimously to recommend recommendations a) to c) and recommendation f) to full Council. There was considerable discussion relating to recommendations d) and e) before they were recommended by a majority to full Council.

Source Documents	Location
Constitution	<a href="https://www.cambridgeshire.gov.uk/council/council-structure/council-s-constitution/">https://www.cambridgeshire.gov.uk/council/council-structure/council-s-constitution/</a>
Constitution and Ethics Committee	<a href="#">Constitution and Ethics Committee meeting 22/04/2020</a>

**PROPOSED CHANGES TO THE CONSIDERATION OF ADULT MENTAL HEALTH GUARDIANSHIPS**

*To:* Council

*Meeting Date:* 19 May 2020

*From:* Director of Governance and Legal Services and  
Monitoring Officer

*Purpose:* Council is asked to consider a recommendation from Constitution and Ethics Committee to change the way Adult Mental Health Guardianships are determined. Decisions on Guardianships are currently considered by the Service Appeals Sub-Committee, but it is proposed that this decision should be delegated to officers.

*Recommendation:* Council is asked to:

- a) Agree the changes to the Constitution, as set out in paragraph 2.5 of the report; and
- b) Authorise the Monitoring Officer, in consultation with the Chairwoman of the Constitution and Ethics Committee, to make any other minor or consequential amendments to the Constitution necessary for, or incidental to, the implementation of these proposals.

<b><i>Officer contact:</i></b>		<b><i>Member contact:</i></b>	
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Tel:	01223 699178	Tel:	01223 706398 (office)

## 1. BACKGROUND

- 1.1 Adult Mental Health Guardianship provides a legal framework to support vulnerable service users in the community, where positive outcomes for them may not be achieved without the use of such authority. Guardianship is usually used for people that can be cared for in the community. Once received into Guardianship, the guardian can require the person to live at a specific place, attend particular places at specific times for treatment, occupation education or training and to allow a doctor, Approved Mental Health Professional (AMHP) or other specific person to enter where he or she is living.
- 1.2 The application must be supported by recommendations from two doctors, and at least one must be approved under the Mental Health Act. Both doctors and the AMHP must agree that a Guardianship application is appropriate and necessary. Further information on Guardianships can be found at **Appendix 1**.

## 2. MAIN ISSUES

- 2.1 Guardianships are currently considered and approved by the Service Appeals Sub-Committee, a Member Panel. The Service Appeals Sub-Committee has considered two Guardianships in the last five years. By contrast, the Service Appeals Sub-Committee's main duty is to consider Education Transport Appeals. On average, the Sub-Committee considers 10-12 Education Transport appeals each year, enabling the pool of Members to develop a good knowledge and experience of this area of the Council's work.
- 2.2 The Member element of the guardianship process essentially involves members signing off the final documentation for the application (delegated responsibility). Although supported by LGSS Law colleagues at the meetings, Members have often expressed that they feel ill equipped to make such decisions. Guardianship also requires ongoing operational oversight which sits with operational managers.
- 2.3 In summary, the current process is as follows:
  - i. Request made to the Approved Mental Health Professional (AMHP) service following a discussion with the appropriate line manager
  - ii. AMHP leads on the application
  - iii. Application signed off by two Councillors in the presence of legal representation
  - iv. The Deprivation of Liberty Safeguards (DoLS) manager holds the list and ensures reviews are undertaken
  - v. DoLS manager completes the Department of Health & Social Care returns. (annual)
- 2.4 The proposed process is set out below:
  - i. The authority for sign off is delegated to the Service Director: Adults and Safeguarding.
  - ii. The lead on owning the process moves from the DoLS manager to AMHP service (i.e. holding guardianship list, ensuring reviews are undertaken and completing annual returns)

2.5 The changes required to the Constitution to effect this change are as follows:

Remove the following Delegated Authority in Section 3B11.1 - SERVICE APPEALS SUB-COMMITTEE:

*Authority to discharge the guardianship provisions under the Mental Health Act 1983*

Add the following Delegated Authority to Service Director: Adults & Safeguarding, in Part 3D - Scheme of Delegation to Officers:

*Authority to discharge the guardianship provisions under the Mental Health Act 1983*

2.6 The briefing note to Members on Adult Mental Health Guardianships is attached as **Appendix 1**.

### **3. CONSTITUTION AND ETHICS COMMITTEE**

3.1 Constitution and Ethics Committee met virtually on 22nd April 2020 to consider the above proposals. It was resolved unanimously to recommend recommendation a) to full Council

<b>Source Documents</b>	<b>Location</b>
Sections 3B and 3D of the Constitution	<a href="https://cambridgeshire.cmis.uk.com/ccs_live/Documents/PublicDocuments.aspx">https://cambridgeshire.cmis.uk.com/ccs_live/Documents/PublicDocuments.aspx</a>
Constitution and Ethics Committee	<a href="#">Constitution and Ethics Committee meeting 22/04/2020</a>

## GUARDIANSHIP

The purpose of Guardianship is to provide a legal framework to support vulnerable services user in the community where you may not be able to achieve positive outcomes for them without the use of such authority. Guardianship is commonly used for people that can be cared for in the community.

If a person has a mental disorder, a court can appoint a Guardian for them. This can only happen if the local authority considers it necessary for the person's welfare or for the protection of others. This arrangement is known as a Guardianship Order. The Guardian has powers and responsibilities to make decisions on behalf of and for the benefit of the person.

Guardianship can apply whether or not the person has the capacity to make decisions about care and treatment.

### Who can be a Guardian?

Under Section 7 of the Mental Health Act 1983 as amended [2007] (MHA), Guardianship can be arranged if an Approved Mental Health Professional (AMPH) on behalf of the Local Authority or the person's Nearest Relative.

### What powers does a Guardian have?

Section 8 of the MHA describes **three powers** that the Guardian has. These are:

1. **Residence** - The power to require the person (referred to in the act as the patient) to live at a specified place - but in doing this they cannot deprive the person of their liberty
2. **Attendance** - The power to require the person to attend specified places for medical treatment, occupation, education or training
3. **Access** - The power to require that access be given to the patient by a doctor, approved social worker or other specified person in order to check on their welfare

The decisions made by a Guardian must be the least restrictive option for the person with a mental disorder, and must always be made in the person's best interests.

The Guardian **cannot** detain the person and cannot restrict his/her movements. All they can do is insist that the person lives at the place specified and return the person to that place if appropriate. A Guardian **cannot** authorise the physical removal of someone from a place if they are unwilling. The Guardian **cannot** make you have medical treatment without your agreement. The Guardian has **no control** over the person's money or property. It is an offence to mistreat or wilfully neglect a person subject to a Guardianship Order.

### Applying for Guardianship

An application can be made for a person who has a mental disorder to be received into guardianship under section 7 of the MHA 1983 when:

- the person is over 16 years;
- they have a mental illness, severe mental impairment, psychopathic disorder or mental impairment that is serious enough to justify guardianship;

- guardianship is necessary in the interests of the welfare of the person or to protect other people;
- the relevant people agree that an application should be made – this is normally recommendations from two doctors and an approved social worker; and
- the person's nearest relative does not object.

### **How long does Guardianship last and can it be renewed?**

A Guardianship Order initially lasts for up to 6 months but can be renewed for a further 6 months and a further 12 months if it is renewed. The renewal must happen within the last 2 months of the Guardianship period and is led by Responsible Clinician. This is best done at a multi-disciplinary review and the care plan must be reviewed by the Care Co-ordinator.

### **Can Guardianship be discharged?**

Guardianship can be discharged and at every renewal point the professionals must consider whether Guardianship can be discharged. The discharge must be accepted by the Local Authority and the Responsible Clinician can recommend the discharge, the Local Authority itself could recommend discharge or the Tribunal could recommend discharge.

A Guardianship would end straight away if the person was detained in hospital for treatment of a Mental Disorder.

### **What are a person's rights under Guardianships?**

It is really important that service user has access to their rights whilst they are subject to Guardianship. They have a right to ask for a Tribunal and also a right to an Independent Mental Health Advocate. The responsibility to trigger an appeal is with the Care Co-ordinator or Social Worker responsible for the case. They are the link person between the service user and the Tribunal office.

### **Objecting to a Guardianship Order**

If the Nearest Relative objects to the Guardianship application then the application cannot proceed. In these circumstances and where appropriate the AMPH may have to consider if there is sufficient evidence to support an application to the Court to displace the Nearest Relative (s.29 MHA 1983).

The nearest relative can also appeal to a Mental Health Review Tribunal (MHRT) if they wish to challenge the Guardianship Order. The MHRT may end the Guardianship Order, decide not to end it, or make certain other orders. The MHRT must end the Guardianship if:

- At the time the MHRT considers the case, the person does not have mental illness or impairment, or psychopathic disorder
- The Guardianship Order is not necessary for the welfare of the person or for the protection of others.

**SCHEME OF DELEGATION**

**To: Council**

**Meeting Date: 19th May 2020**

**From: Director of Governance and Legal Services and  
Monitoring Officer**

**Purpose: To consider the Scheme of Delegation or such part of it as  
the Constitution determines it is for Council to agree (as  
set out in Part 3 of the Constitution).**

**Recommendation: Council is asked to:**

- a) Agree the Scheme of Delegation or such part of it as  
the Constitution determines it is for Council to  
agree (as set out in Part 3 of the Constitution); and**
- b) Authorise the Monitoring Officer, in consultation  
with the Chairman/woman of the Constitution and  
Ethics Committee, to make any other minor or  
consequential amendments to the Constitution  
necessary for, or incidental to, the implementation  
of these proposals.**

<b><i>Officer contact:</i></b>		<b><i>Member contact:</i></b>	
Name:	Nick Mills	Name:	Councillor Lis Every
Post:	Democratic Services Officer	Chairwoman:	Constitution and Ethics Committee
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## 1. BACKGROUND

- 1.1 The Scheme of Delegation to Officers (Part 3D of the Council's Constitution) describes the extent and nature of the authority delegated to officers to undertake functions on behalf of the Council.

## 2. MAIN ISSUES

- 2.1 Section 1.2 (vi) of the Council Procedure Rules (Part 4.1 of the Council's Constitution) states that the annual meeting will agree the Scheme of Delegation or such part of it as the Constitution determines it is for Council to agree (as set out in Part 3 of the Constitution).
- 2.2 A review of the Scheme of Delegation is currently being undertaken to ensure consistency with other sections of the Constitution, such as the renaming of officer roles and Council directorates. Any minor amendments that are identified by this review will be made by the Monitoring Officer, under her delegated authority.
- 2.3 Part 3 of the Constitution is available on the Council's website at <https://www.cambridgeshire.gov.uk/council/meetings-and-decisions/council-constitution>

## 3. CONSTITUTION AND ETHICS COMMITTEE

- 3.1 Constitution and Ethics Committee met virtually on 22nd April 2020 to consider the above proposal. It was resolved unanimously to recommend recommendation a) to full Council

Source Documents	Location
Council's Constitution	<a href="https://www.cambridgeshire.gov.uk/council/meetings-and-decisions/council-constitution">https://www.cambridgeshire.gov.uk/council/meetings-and-decisions/council-constitution</a>
Constitution and Ethics Committee Meeting	<a href="#">Constitution and Ethics Committee meeting 22/04/2020</a>

**APPOINTMENT OF THE CHAIRMAN/WOMAN AND VICE-CHAIRMAN/WOMAN OF THE FOLLOWING COMMITTEES:**

<b>COMMITTEE</b>	<b>CHAIRMAN/WOMAN</b>	<b>VICE-CHAIRMAN/WOMAN</b>
General Purposes	Councillor Steve Count	Councillor Roger Hickford
Adults	Councillor Anna Bailey	Councillor David Ambrose-Smith
Children and Young People	Councillor Simon Bywater	Councillor Sam Hoy
Commercial and Investment	Councillor Mark Goldsack	Councillor Chris Boden
Communities and Partnership	Councillor Steve Criswell	Councillor Lina Nieto
Environment and Sustainability	Councillor Josh Schumann	Councillor Tim Wotherspoon
Health	Councillor Peter Hudson	Councillor Anne Hay
Highways and Transport	Councillor Ian Bates	Councillor Mark Howell

**APPOINTMENT OF THE CHAIRMAN/WOMAN TO THE FOLLOWING:**

	<b>CHAIRMAN/WOMAN</b>
Audit and Accounts Committee	Councillor Mike Shellens
Health and Wellbeing Board	Councillor Roger Hickford
Pension Committee	Councillor Terry Rogers
Planning Committee	Councillor David Connor

**APPOINTMENT TO OUTSIDE BODIES AND ANNUAL REPORT 2019/20**

**To: Council**

**Meeting Date: 19th May 2020**

**From: Director of Governance and Legal Services and  
Monitoring Officer**

**Purpose: To consider appointments to outside bodies, and the  
Outside Bodies Annual Report 2019/20.**

**Recommendation: That Full Council:**

- a) Appoint to the outside bodies set out in Appendix A; and**
- b) Note the Outside Bodies Annual Report 2019/20 set out in Appendix B.**

<b><i>Officer contact:</i></b>		<b><i>Member contact:</i></b>	
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Post:	Democratic Services Manager	Chairman:	Constitution and Ethics Committee
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Tel:	01223 699180	Tel:	01223 706398 (office)

## 1. BACKGROUND

### Appointments to Outside Bodies

- 1.1 The Constitution, Part 4 – Rules of Procedure, Part 4.1 – Council Procedure Rules states that –

At the annual meeting, the Council will:

- (vii) Appoint to outside bodies except where appointment to those bodies has been delegated by the Council.

### Annual Report 2019/20

- 1.2 As agreed by Council at its meeting on 11th December 2018, an annual report on outside bodies is presented at the annual meeting of Council.

## 2. MAIN ISSUES

### Appointment to Outside Bodies

- 2.1 The list of appointments to outside bodies for full Council approval is attached at **Appendix A**.

### Annual Report 2018/19

- 2.2 The report lists each outside body separately and sets out the following:

- Aims and activities;
- The name(s) of the Council's representative(s);
- The status of the representative(s) on the body;
- How many meetings are held a year; and

It also includes a report from the representative(s) on what they have done over the last year.

- 2.3 Where an outside body has a number of Council representatives, it has been agreed that one representative could respond if appropriate.

- 2.4 The report raises a number of issues detailed below which will need to be considered by the relevant Policy and Service Committee in May:

### Adults Committee

- To establish whether an appointment is still required by the Older People's Partnership Board;

### Communities and Partnership Committee

- To establish whether Fenland District Council wish to continue the Fenland Strategic Partnership;

### Economy and Environment Committee

- To clarify whether the A428/A421 Alliance continues to function;

- To establish whether the Huntingdonshire Growth and Infrastructure Group requires the Council to appoint representatives;
- To decide whether the Whitemoor Distribution Centre still requires a representative to be appointed by the Council; and

General Purposes Committee

- To decide whether representatives should continue to be appointed to the LGSS Joint Overview and Scrutiny Working Group.

2.5 A user-friendly version of the report will be published on the Council’s website after the meeting at the following link:

<https://www.cambridgeshire.gov.uk/council/councillors-&-meetings/county-councillors/committee-membership/>

2.6 In considering the report, Members may wish to propose changes or additions for next year’s report.

Source Documents	Location
None	N/A

## CAMBRIDGESHIRE COUNTY COUNCIL APPOINTMENTS TO OUTSIDE BODIES: COUNTY COUNCIL APPOINTMENTS

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Cambridgeshire and Peterborough Fire Authority</b>	3	13	<ol style="list-style-type: none"> <li>1. <b>Councillor Barbara Ashwood</b></li> <li>2. <b>Councillor Simon Bywater</b></li> <li>3. <b>Councillor Ian Gardener</b></li> <li>4. <b>Councillor Derek Giles</b></li> <li>5. <b>Councillor John Gowing</b></li> <li>6. <b>Councillor Lynda Harford</b></li> <li>7. <b>Councillor Bill Hunt</b></li> <li>8. <b>Councillor Sebastian Kindersley</b></li> <li>9. <b>Councillor Mac McGuire</b></li> <li>10. <b>Councillor Kevin Reynolds</b></li> <li>11. <b>Councillor Jocelynne Scutt</b></li> <li>12. <b>Councillor Michael Shellens</b></li> <li>13. <b>Councillor Mandy Smith</b></li> </ol>	Other Public Body	Democratic Services Room 117 Shire Hall Cambridge CB3 0AP  <a href="mailto:dawn.cave@cambridgeshire.gov.uk">dawn.cave@cambridgeshire.gov.uk</a>
<b>County Councils' Network Council</b>	3-4	4	<ol style="list-style-type: none"> <li>1. <b>Councillor Steve Count</b></li> <li>2. <b>Councillor Roger Hickford</b></li> <li>3. <b>Councillor Lucy Nethsingha</b></li> <li>4. <b>Councillor Elisa Meschini</b></li> </ol>	Unincorporated Association	Lisa Wood Local Government House, Smith Square, London, SW1P 3HZ
<b>East of England Local Government Association</b>	1 minimum	1	<b>Leader of the Council – Councillor Steve Count</b>	Unincorporated Association	Ms Celia Tredget West Suffolk House Western Way Bury St Edmunds IP33 3YU

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	GUIDANCE CLASSIFICATION	CONTACT DETAILS
<b>Greater Cambridge Partnership Executive Board</b>	Quarterly	1	<b>Deputy Leader of the Council – Councillor Roger Hickford</b>  <b>Chairman of the Economy and Environment Committee – Councillor Ian Bates (substitute)</b>	Other Public Body	Greater Cambridge Partnership, Box SH1317, Shire Hall, Castle Hill, Cambridge, CB3 0AP  <a href="mailto:wilma.wilkie@cambridgeshire.gov.uk">wilma.wilkie@cambridgeshire.gov.uk</a>
<b>Greater Cambridge Partnership Joint Assembly</b>	Quarterly	3	<i>Political proportionality of Cambridgeshire County Council seats on the Assembly shall reflect that amongst the Council's elected members for the divisions within South Cambridgeshire District Council and Cambridge City Council administrative boundaries and that the representatives shall be drawn from those divisions and will be appointed on the nomination of the relevant Group Leaders</i>  <b>Currently:</b> 1. <b>Councillor Noel Kavanagh</b> 2. <b>Councillor John Williams</b> 3. <b>Councillor Tim Wotherspoon</b>	Other Public Body	Greater Cambridge Partnership, SH1317, Shire Hall, Cambridge, CB3 0AP  <a href="mailto:Wilma.Wilkie@cambridgeshire.gov.uk">Wilma.Wilkie@cambridgeshire.gov.uk</a>
<b>Local Government Association</b>  National representative body of all Local Authorities	3-4	4	1. <b>Councillor Steve Count</b> 2. <b>Councillor Roger Hickford</b> 3. <b>Councillor Lucy Nethsingha</b> 4. <b>Councillor Elisa Meschini</b>	Unincorporated Association	Fatima de Abreu Member Services Assistant Local Government Association



# **ANNUAL REPORT OF REPRESENTATION ON OUTSIDE BODIES**

## **2019 – 2020**

# Contents

## **Introduction**

Cambridgeshire County Council Guidance for Members on  
Outside Bodies

Summary of Outside Bodies and Representatives

## **Outside Bodies Appointed by Full Council**

Cambridgeshire and Peterborough Combined Authority (CPCA)

CPCA Audit and Governance Committee

CPCA Overview and Scrutiny Committee

Cambridgeshire and Peterborough Fire Authority

County Councils' Network Council

East of England Local Government Association

Greater Cambridge Partnership Executive Board

Greater Cambridge Partnership Joint Assembly

Local Government Association

## **Outside Bodies Appointed by Committees**

A428/A421 Alliance

A47 Alliance Steering Group

A505 Royston to Granta Park Strategic Growth and Transport  
Study Steering Group

Anglian (Great Ouse) Regional Flood and Coastal Committee

Anglian (Northern) Regional Flood and Coastal Committee

Barrington Cement Works and Quarry Liaison Group

Barrington Light Railway Sub Group

Cambridge Airport Consultative Committee

Cambridge and District Citizens Advice Bureau Management  
Committee

Cambridge BID Board

Cambridge Sports Hall Trust Management Committee

Cambridge University Hospitals NHS Foundation Trust Council  
of Governors

CPCA Executive Committee – Housing and Communities

CPCA Executive Committee – Skills

CPCA Executive Committee – Transport and Infrastructure  
Cambridgeshire and Peterborough Federation of Young  
Farmers Club

Cambridgeshire and Peterborough NHS Foundation Trust  
Cambridgeshire and Peterborough Road Safety Partnership  
Strategic Management Board

Cambridgeshire and Peterborough Sustainability and  
Transformation Partnership Board

Cambridgeshire Consultative Group for the Fletton Brickworks  
Industry (Whittlesey)

Cambridgeshire Coronavirus Community Fund Panel

Cambridgeshire Flood Risk Management Partnership

Cambridgeshire Horizons Board

Cambridgeshire Music Hub

Cambridgeshire Police and Crime Panel

Cambridgeshire Schools Forum

Clay Farm Centre Advisory Group

College of West Anglia Governing Body

Community Safety Partnerships

Conservators of the River Cam

Duxford Neighbours Forum

East Anglia Reserve Forces and Cadets Association

East of England Local Government Association Children's

Services and Education Portfolio-Holder Network

East of England Local Government Association Resource

Portfolio Holders Board

Eastern Agri-Tech Programme Delivery Board

East-West Rail Consortium Central Section Member Steering  
Group

England's Economic Heartland Strategic Alliance – Strategic  
Transport Forum

ESPO Finance and Audit Committee

ESPO Management Committee

ESPO Shareholder Representative

F40 Group  
Fenland Association for Community Transport (FACT) Board  
Fenland Strategic Partnership  
Great Fen Steering Committee  
Greater Cambridge Local Plan Inception and Joint Local  
Planning Advisory Group  
Greensand Country Landscape Partnership  
Growing Fenland Project Delivery Stakeholder Groups  
Hinchingsbrooke Country Park Joint Group  
Huntingdon Association for Community Transport (HACT) Board  
Huntingdon BID Board  
Huntingdon Freeman's Trust  
Huntingdonshire Growth and Infrastructure Group  
Hunts Forum of Voluntary Organisations  
King Edward Community Centre Association  
Learning Disabilities Partnership Board  
LGSS Joint Overview and Scrutiny Working Group  
LGSS Law Limited  
Local Safeguarding Children's Board  
London Stansted Corridor Consortium Board  
Manea Educational Foundation  
March Educational Foundation  
Natural Cambridgeshire  
Needham's Foundation, Ely  
Needingworth Quarry Liaison Group

North Uttlesford Community Garden Local Delivery Board  
North West Anglia NHS Foundation Trust Council of Governors  
Older Peoples' Partnership Board  
Peterborough and Cambridgeshire Community Covenant  
(Military) Board  
Physical Disability and Sensory Impairment Partnership Board  
RECAP Board  
Royal Papworth Hospital NHS Foundation Trust Council of  
Governors  
Shepreth School trust  
Soham and District Sports Association Management  
Committee  
Soham Moor Old Grammar School Fund  
St Neots Master Plan Steering Group  
St Neots Museum Management Committee  
This Land Board of Directors  
Traffic Penalty Tribunal  
Trigg's Charity (Melbourn)  
Visit Cambridge and Beyond Destination Management  
Company (DMO) Board of Directors  
Warboys Landfill Site Liaison Group  
Waterbeach Waste Management Park Liaison Group  
Whitemoor Distribution Centre, March (Network Rail)  
Wisbech Community Development Trust

# **GUIDANCE FOR MEMBERS & OFFICERS WHO SERVE ON OUTSIDE BODIES**

**A guide to the law for members and officers  
who are appointed to represent Cambridgeshire County Council on another body.**

**September 2018**

## **1. INTRODUCTION**

- 1.1 The County Council appoints members and, less often, officers to serve on a wide range of organisations outside the council, including as directors of companies, trustees of charities, members of management committees and other roles on public bodies and voluntary organisations. These roles on outside bodies may give rise to occasional uncertainty about responsibilities and sometimes lead to conflicts of interest. For example, if an outside body comes into conflict with the Council and the member is a director or on the management committee of the outside body, it is likely that the member's prime duty would be to the outside body in the conduct of the outside body's affairs.

- 1.2 The purpose of this guidance is to summarise the legal position and responsibilities of members and officers who are appointed by the council to serve on outside bodies. It is not intended to be an exhaustive explanation of the law and if further advice is required, the Monitoring Officer should be contacted.
- 1.3 This guidance does not cover any situation where a member or officer who chooses to sit on an outside body in their own private capacity – in this case, they should ensure there is no conflict of interest with their position as a member or officer.
- 1.4 Members and officers may be appointed by the Council to be an “observer” or to undertake a monitoring role at an outside body, facilitating exchanges of views or information as an extension of their council duties but taking no part in the outside body’s management or governance other than to attend and vote at annual or general meetings, or simply to attend. In this type of role members and officers will be mainly concerned with representing the council and will not have responsibility for the governance of the body. Care should be taken to ensure such attendance is minuted/recorded each time to correctly reflect this.

## **2. GENERAL**

- 2.1 Before accepting the directorship or trusteeship of an external organisation, the member or officer should consider how onerous the responsibilities are likely to be and should only accept the office if satisfied that they have the time and capacity to undertake them.
- 2.2 Consideration should also be given to whether there is likely to be any significant conflict of interest between the role as a director or trustee and their role as a member or officer. If such a conflict is likely to arise to a significant degree then the role should not be taken on.
- 2.3 The member or officer should also assess the risks of things going wrong which might raise the prospect of a personal liability. Matters to be taken into account include the nature of the functions of the outside body and the amount of money it holds or deals with. For example, some external companies handle considerable sums of money in the course of each year and have major functions. On the other hand, the risks associated with relatively small local charities are much less.
- 2.4 Members and officers who serve on outside bodies must exercise independent judgement in the interests of the organisation in which they are involved. Whilst it is recognised that they may have a commitment to representing the County Council on the outside organisation, they must also be aware that it is their responsibility to decide what view to take on any question before the organisation. Where a member or officer serves on the outside body in a representative capacity, this should be made clear to that body. There will be a fine line to tread between the duty to the outside body and to the County Council.
- 2.5 Ultimately the member or officer in acting as a Director or Trustee or member of a Management Committee of an outside body, must act in accordance with that body's interests, and not those of the Council or even the council taxpayers at large. A mandate from the Council to vote one way or the other would put the member or officer in breach of the duty to the organisation. It is permissible to take

account of the County Council's wishes, but not to vote simply in accordance with them. The overriding duty in considering an item before the outside body is to vote in accordance with the interests of that organisation.

- 2.6 A member or officer serving on an outside body must also ensure that avoidable loss is not incurred in managing that body. Individual responsibility cannot be avoided by not reading the papers or failing to ask for appropriate reports. Professional advice should also be sought where appropriate.
- 2.7 If there is a major dispute between the County Council and the outside body then the Council's representative can be placed in an untenable position. In these circumstances, the appointee should take advice from either the Chief Executive, the Monitoring Officer or the relevant Chief Officer.
- 2.8 At the end of the day, it is possible that a representative on an outside body may find themselves unable to adequately carry out their responsibilities properly, both as a member or officer of the County Council and as a Director/Trustee/Committee Member of the outside body. That would be an exception, and should not deflect those appointed to outside bodies from being prepared to participate in the management and running of outside organisations.
- 2.9 Finally, it is recommended that:-
  - (a) Upon being appointed to an outside body, appointees obtain essential documents such as the outside body's governing document and the latest annual report and accounts
  - (b) Clarify if there are any insurances or indemnities in place
  - (c) Ensure the organisation has sound financial practices and procedures – take an interest in the business plan and other financial reports
  - (d) Understand how decisions are made in the organisation including delegations of powers
  - (e) Appointees to outside bodies should take advice from the s151 Officer or the Monitoring Officer (as appropriate) if they have any financial or other concerns about the body to which they have been appointed.

### **3. COMPANY DIRECTORS**

- 3.1 The management of a company is generally the responsibility of a board of directors and the powers of the directors are usually set out in the company's Articles of Association (rules which govern the company's internal management). Directors are those who are appointed by the company to act in that capacity.
- 3.2 **Company Directors** have the following duties:-
  - **A fiduciary duty** to the company (not individual shareholders) to act honestly and in good faith and in the best interests of the company as a whole. This means taking proper care of the assets of the company.

- **A general duty of care and skill** to the company. This means that Directors must exercise a degree of skill as may reasonably be expected from someone with that individual's particular knowledge and experience. However, Directors are not deemed to be experts, but are expected to use due diligence and to obtain expert advice if necessary.
- Directors must **exercise independent judgement**, although they may take account of the interests of any third party whom they represent. This may well require interests to be declared (see below). However, Directors cannot vote simply in accordance with the Council's mandate.
- Directors are **not allowed to make a profit** from their position. They must therefore disclose any interests they or their family may have in relation to the company's contracts. Whether they are then allowed to vote will depend on the company's Articles of Association.
- Directors must **ensure compliance with the Companies Act** in relation to the keeping of accounts and making of returns to the Registrar of Companies and the information to be shown on stationery.
- There is a **duty to have regard to the interests of the company's employees**, particularly, for example, in respect of health and safety.
- Directors also have a range of **accounting and financial responsibilities**, including the preparation of accounts for each financial year, ensuring accounting records are maintained sufficiently to demonstrate the company's day to day transactions, approving the annual accounts and laying them before a general meeting and ensuring that annual accounts and reports are sent to shareholders and anyone else entitled to receive them.

### 3.3 **Individual Directors** can also be liable in certain circumstances, including the following:-

- A company can only act within the scope set out in its Memorandum of Association, and those Directors who knowingly cause the company to act beyond these activities will be liable personally.
- Directors may also be liable for breach of trust, if they misapply the money or property of the company. Directors may also be liable if they fail to take action to prevent the breach of a Co-Director of which they are aware.
- In the event of a failure to act in accordance with the best interests of the company, or if Directors use their powers improperly or make a personal profit from their position as a Director, then they may be personally liable for loss to the company and may be required to give to the company the personal profit made.
- If the level of skill and care shown by a Director falls below that which could reasonably be expected and the company suffers loss, the Director will be liable for the loss incurred. However, if it believes the Director acted honestly and reasonably, a Court may excuse the Director from this liability.
- If a Director knows or ought to know that there is no reasonable prospect of the company avoiding liquidation, the Court may require the Director to contribute to the company's assets on liquidation if the company continues to trade. This is known as wrongful trading. No such order will be made if the Court is satisfied that the Director took all reasonable steps to minimise the loss to the creditors.
- Directors will also be liable if to their knowledge the company carried on business with intent to defraud creditors or any other person, or for any other fraudulent purpose.

- Where a company fails to pay National Insurance contributions and this is due to fraud or neglect on the part of any director(s) of the company, they may be held personally responsible for the outstanding contributions.

3.4 Finally, information (apart from confidential information) must be given to other councillors about their activities as required by the local authority.

#### **4. CHARITY TRUSTEES**

4.1 Trustees of a charity are responsible for the control and administration of a charity and retain personal liability. Trustees must acquaint themselves with the terms of the Trust. In the case of a charity which is also a company, these terms will be found in the Memorandum and Articles of Association. Other Trusts will be found in the document under which the charity was established, such as a will or deed of gift or constitution.

4.2 **Charity Trustees** have the following duties:-

- Trustees must act in accordance with the terms of the Trust.
- The property of the charity must be used for the purposes for which the charity was set up. It must also be applied fairly between those properly entitled to benefit from it.
- Trustees have a duty to exercise such care and skill as is reasonable in the circumstances having particular regard to any special knowledge or experience that they have or holds themselves out as having. In addition, where a Trustee acts in the course of a business or profession, particular regard must be had to any special knowledge or experience which it is reasonable to expect of a person acting in the course of that kind of business or profession.
- Trustees must always act in the interests of the charity and of its beneficiaries or potential beneficiaries and without regard to their own private interests. This means that Charity Trustees must not put themselves in a position where their interests and duties conflict.
- The work must generally be unpaid. Trustees may be paid for their expenses from the charity's income and, very occasionally, the Charity Commission may allow wider remuneration where this is in the interests of the charity.
- Trustees cannot benefit either directly or indirectly from the charity.
- They must act reasonably and prudently in all matters relating to the charity and must always bear in mind the interests of the charity. They should manage the charity as carefully as if they were running their own business. Although they may delegate certain of their functions under the Trustee Act 2000 and also under any powers in the trust document, they remain legally responsible and must supervise and control the work of officers.
- Trustees must act in accordance with all relevant legislation.
- They have a duty to provide information to the Charity Commissioners. Most charities (except small ones with an annual income under £1000 a year) are required to register under the charities legislation. The Charity Commissioners rely on this information when making a decision about a charity, so it is very important that it is accurate. It is an offence to give the Charity Commissioners false or misleading information, or to alter, conceal or destroy charity documents which may be required by the Commissioners.

- All registered charities are subject to a number of accounting and reporting requirements, depending on their income and expenditure. These involve maintaining proper accounts, preparing the annual statement of accounts and an annual report and in some cases submitting them to the Charity Commission; and where the charity's gross income and total expenditure exceeds £10,000, making an annual report to the Charity Commission. Charity trustees are under a duty to ensure that these accounting and reporting requirements are carried out and to approve the annual report and accounts.
- The accounts of registered charities with a gross income or total expenditure exceeding £10,000 must, at the option of the trustees, be either audited or independently examined. In addition, if either income or expenditure has been more than £250,000 in either of the previous two financial years then accounts must be audited by a registered auditor.
- Retaining accounting records and statements of account for at least 6 years.

## **5. MANAGEMENT COMMITTEES**

- 5.1 Groups which are not charitable trusts or limited companies are "unincorporated associations" and have no separate legal identity from their members. The rules governing the members' duties and liabilities will be set out in a constitution, which is simply an agreement between the members as to how the organisation will operate. Usually the constitution will provide for a management committee to be responsible for the everyday running of the organisation. An unincorporated organisation may be charitable and registerable as a charity.
- 5.2 Broadly, management committee members must act within the terms of the constitution, and must take reasonable care in exercising their powers.
- 5.3 Generally, members of management committees are liable for the acts of the organisation, but are entitled to an indemnity from the funds of the organisation if they have acted properly. If there are not enough funds, the committee members are personally liable for the shortfall. If one person is appointed by the constitution to act as the agent of the organisation for certain purposes, then that person acts as the agent of all the members, who have joint liability for the agent's actions. Members of the management committee will have a personal liability if they act outside the authority given them or if they do not comply with the law.
- 5.4 Exceptions apply to certain consultative/advisory bodies such as EELGA & LGA where the representative will normally be expected to act in the Council's interests.

## **6. REGULATED COMPANIES**

- 6.1 A company that is influenced by the Council (20% shareholding or more) or controlled by the Council (50% shareholding or more) will be a regulated company under the Local Authorities (Companies) Order 1995. This piece of legislation has a number of restrictions for members that sit on the board of regulated local authority companies, referring to them as "regulated directors".

6.2 These restrictions include:

- The maximum amount of remuneration is the greatest amount which would be payable by the Council in respect of a comparable duty performed on behalf of the Council, less any amount paid by the Council to the regulated director for duties to the Company;
- The maximum amount of travelling or subsistence allowance which would be payable to that director by the Council of which he is a member if the relevant duty were an approved duty for the purposes of s174 of the Local Government Act 1972
- When a regulated director becomes disqualified for membership of the Council, he/she must be removed as a director of the regulated company.

6.3 Where members sit on the board of an influenced or regulated company there will be an inherent conflict of interest in their roles as the Companies Act 2006 requires Directors to consider the best interests of the company and not the shareholders. However due to the restrictions on the remuneration and expenses of members in relation to such companies members are unlikely to have a disclosable pecuniary interest. Members should nonetheless declare their conflict of interest at Council meetings and avoid voting on or taking Council decisions in relation to such companies.

## **7. OTHER PUBLIC BODIES**

7.1 There are bodies created by an Act of Parliament to carry out particular functions and whose constitution is set out in the legislation relating to that specific body. Examples include the Broads Authority, Internal Drainage Boards and school governing bodies.

7.2 The powers of the members of the body and duties and liabilities of those members individually and collectively depend upon the wording of the legislation in question. In general terms, however, the position of a member is similar to that of a councillor. It is therefore wise for a member of any of these bodies to obtain information for themselves from that body on its powers and duties, its Standing Orders and other procedures which they must follow and financial or other regulations which govern the conduct of its business.

7.3 In addition, conflicts of interest can occasionally arise for such appointees. In this respect, the general provisions described in Section 2 above will apply.

7.4 Finally, there is the developing area of partnerships and partnership boards. Generally, these are not legal entities in their own right and members are appointed purely to represent the County Council. In these circumstances the specific duties referred to above will not therefore tend to apply nor will there be a potential for a conflict of interest. On the other hand, the position may well be different if a separate legal entity is formed as part of the partnership working.

## 8. DECLARATION OF INTERESTS

- 8.1 If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter. In many case (but not all) cases a Member will not have a Disclosable Pecuniary Interest (and therefore need not make any declaration)) if the matter relates to an outside body to which the County Council have appointed the Member as its representative.
- 8.2 Members do however need to pay particular attention to whether a body on which they have a beneficial interest (which includes a body corporate of which they are a director – NB. “director” includes being a member of the committee of management of an industrial and provident society) has or is likely to have a contractual relationship with the council (NB. which includes grant agreements). If this is the case then this is a specific disclosable pecuniary interest under the Localism Act 2011 as set out in the council’s code of conduct and it need to be declared as such and the member must not take part in any decision making.
- 8.3 If you do not have a Disclosable Pecuniary Interest you may nevertheless have a “**non-statutory disclosable interest**” in a matter to be discussed if it affects:
- your well-being or financial position
  - that of your family or close friends
  - that of a club or society in which you have a management role
  - that of another public body of which you are a member to a greater extent than others in your ward.
- If that is the case then you must declare such an interest but can speak and vote on the matter, **unless** the interest is “*one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice your judgement of the public interest*” (s.10.2(b) of the council’s code of conduct sets out what action should be taken). Please seek the advice of the council’s Monitoring Officer if unsure about what needs to be declared in order to help avoid the appearance of bias.
- 8.4 When members discuss at Council meetings matters relating to an outside body on which they serve, they may take account of that outside body’s interest. However, they must not vote simply in accordance with the mandate of that outside body. In short, the primary consideration is the public interest.
- 8.5 Officers should have regard to the Officer’s Code of Conduct and discuss all potential conflicts of interest with their line manager, seeking advice from the council’s Monitoring Officer where appropriate. Written file notes should be made and kept of all advice given and action taken.

## **9. INDEMNITIES**

9.1 An outside body can provide indemnities for its members as follows:

- a) Companies can now give their Directors indemnities. However, such indemnities cannot cover:-
  - (i) the Director's liability to the company itself or to other companies within the same group;
  - (ii) fines imposed on a Director in criminal proceedings or in respect of a sum payable to a Regulatory Authority by way of penalty for non-compliance with any requirement of a regulatory nature; or
  - (iii) Liabilities incurred by a Director in defending criminal proceedings where convicted, or in defending any civil proceedings brought by the company, or an associated company in which judgement is made against such Director.
- (b) With regard to Charitable Trusts, an indemnity can be given from the Trust Fund provided the Trustee has acted properly and within their powers. Trustees may take out insurance to protect themselves against personal liability, but not for criminal acts, fraud etc. There will be no problem if the Trustees themselves pay the premiums but if they are paid out of the Charitable Funds the Trustees will need to consent to the Charity Commission unless the Trust Deed specifically allows it.
- (c) With regard to Management Committees, members will be entitled to an indemnity if they act in accordance with the Constitution and are not at fault. It is also possible to obtain insurance but if the organisation is to pay the premium it must be permitted by the Constitution.

## **10. RELATED ISSUES**

- Occasionally, the County Council will be represented on outside bodies by third parties, rather than members or officers. This guidance applies in principle to these representatives, although some parts of it will necessarily not apply.
- From time to time, officers are, as a result of their position with the County Council, appointed to serve on an outside body by the body itself, rather than by the County Council. Examples include serving on the managing body of a professional association or appointment to a national body as a local authority representative. Again, most of the principles contained in this guidance will apply to that situation, depending on the nature of the outside body.
- Finally, officers may from time to time be asked to serve in their private capacity on outside bodies funded by the Council. This can often give rise to a conflict of interest for the officer, particularly in the situation where the officer is employed within the funding department. In these circumstances, the County Council takes the view that there will be circumstances where an officer should not serve on the outside body because of the potential for a conflict of interest.

## **11. FURTHER INFORMATION**

If you require any further information about the issues raised in this Guidance Note please contact the Council's Monitoring Officer.

Cambridgeshire and Peterborough Combined Authority	Councillor Count
Cambridgeshire and Peterborough Combined Authority - Audit and Governance Committee	Councillor Goldsack
Cambridgeshire and Peterborough Combined Authority - Overview and Scrutiny Committee	Councillor Connor Councillor Scutt
Cambridgeshire and Peterborough Fire Authority	Councillor Ashwood Councillor Bywater Councillor Gardener Councillor Giles Councillor Gowing Councillor Harford Councillor Kindersley Councillor McGuire Councillor Reynolds Councillor Rogers Councillor Scutt Councillor Shellens Councillor Smith
County Councils' Network Council	Councillor Count Councillor Hickford Councillor Dupre Councillor Whitehead
East of England Local Government Association	Councillor Count
Greater Cambridge Partnership Executive Board	Councillor Bates
Greater Cambridge Partnership Joint Assembly	Councillor Kavanagh Councillor Williams Councillor Wotherspoon
Local Government Association	Councillor Count Councillor Hickford Councillor Dupre Councillor Whitehead

A428/A421 Alliance	Councillor Bates Councillor Wells Councillor Wisson
A47 Alliance Steering Group	Councillor Bates
A505 Royston to Granta Park Strategic Growth and Transport Study Steering Group	Councillor Bates Councillor Hickford
Anglian (Great Ouse) Regional Flood and Coastal Committee	Councillor Shuter Councillor Smith Councillor Wotherspoon
Anglian (Northern) Regional Flood and Coastal Committee	Councillor Connor
Barrington Cement Works and Quarry Liaison Group	Councillor Kindersley Councillor McDonald
Barrington Light Railway Sub Group	Councillor Kindersley Councillor McDonald
Cambridge Airport Consultative Committee	Councillor Whitehead
Cambridge and District Citizens Advice Bureau Management Committee	Councillor Jones
Cambridge BID Board	Councillor Shuter
Cambridge Sports Hall Trust Management Committee	Councillor Kavanagh
Cambridge University Hospitals NHS Foundation Trust Council of Governors	Councillor Howell
Cambridgeshire and Peterborough Combined Authority Executive Committee – Housing and Communities	Councillor Hickford
Cambridgeshire and Peterborough Combined Authority Executive Committee – Skills	Councillor Ambrose Smith
Cambridgeshire and Peterborough Combined Authority Executive Committee – Transport and Infrastructure	Councillor Bates
Cambridgeshire and Peterborough Federation of Young Farmers Club	Councillor Smith
Cambridgeshire and Peterborough NHS Foundation Trust	Councillor Wilson
Cambridgeshire and Peterborough Road Safety Partnership Strategic Management Board	Councillor Shuter

Cambridgeshire and Peterborough Sustainability and Transformation Partnership Board	Councillor Bailey
Cambridgeshire Consultative Group for the Fletton Brickworks Industry (Whittlesey)	Councillor Connor
Cambridgeshire Coronavirus Community Fund Panel	Councillor Criswell
Cambridgeshire Flood Risk Management Partnership	Councillor Wotherspoon
Cambridgeshire Horizons Board	Councillor Bates
Cambridgeshire Music Hub	Councillor Every Councillor S Taylor
Cambridgeshire Police and Crime Panel	Councillor Giles Councillor Shellens Councillor Tierney
Cambridgeshire Schools Forum	Councillor Bywater Councillor Downes Councillor Whitehead
Clay Farm Centre Advisory Group	Councillor B Ashwood
College of West Anglia Governing Body	Councillor Nethsingha
Community Safety Partnerships	Councillor Costello Councillor Every Councillor French Councillor Nieto Councillor Richards
Conservators of the River Cam	Councillor Bradnam
Duxford Neighbours Forum	Councillor McDonald
East Anglia Reserve Forces and Cadets Association	Councillor McGuire
East of England Local Government Association Children's Services and Education Portfolio-Holder Network	Councillor Bywater Councillor Hoy
East of England Local Government Association Resource Portfolio Holders Board	Councillor Hickford
Eastern Agri-Tech Programme Delivery Board	Councillor Shuter
East-West Rail Consortium Central Section Member Steering Group	Councillor Bates

England's Economic Heartland Strategic Alliance - Strategic Transport Forum	Councillor Bates Councillor Count
ESPO Finance and Audit Committee	Councillor Howell
ESPO Management Committee	Councillor Bates Councillor Howell
ESPO Shareholder Representative	Councillor Howell
F40 Group	Councillor Downes
Fenland Association for Community Transport (FACT) Board	Councillor Boden
Fenland Strategic Partnership	Councillor Count
Great Fen Steering Committee	Councillor Costello
Greater Cambridge Local Plan Inception and Joint Local Planning Advisory Group	Councillor Wotherspoon
Greensand Country Landscape Partnership	Councillor Kindersley
Growing Fenland Project Delivery Stakeholder Groups	Councillor Boden Councillor French Councillor Hay Councillor Tierney
Hinchingbrooke Country Park Joint Group	Councillor Costello
Huntingdon Association for Community Transport (HACT) Board	Councillor Boden
Huntingdon BID Board	Councillor Sanderson
Huntingdon Freeman's Trust	Councillor Shellens
Huntingdonshire Growth and Infrastructure Group	Councillor Bates Councillor Gardener Councillor Reynolds
Hunts Forum of Voluntary Organisations	Councillor Costello Councillor Criswell
King Edward Community Centre Association	Councillor Hay
Learning Disabilities Partnership Board	Councillor Costello
LGSS Joint Overview and Scrutiny Working Group	Councillor Howell Councillor Jenkins Vacancy

LGSS Law Limited	Councillor Boden
Local Safeguarding Children's Board	Councillor Bywater
London Stansted Corridor Consortium Board	Councillor Bates
Manea Educational Foundation	Councillor Connor
March Educational Foundation	Councillor Gowing
Natural Cambridgeshire	Councillor Nieto
Needham's Foundation, Ely	Councillor Bailey Councillor Every
Needingworth Quarry Liaison Group	Councillor Criswell Councillor Hudson Councillor Reynolds Councillor Smith
North Uttlesford Community Garden Local Delivery Board	Councillor Wotherspoon
North West Anglia NHS Foundation Trust Council of Governors	Councillor Sanderson
Older Peoples' Partnership Board	Councillor Goldsack
Peterborough and Cambridgeshire Community Covenant (Military) Board	Councillor McGuire
Physical Disability and Sensory Impairment Partnership Board	Councillor Howell
RECAP Board	Councillor Shuter
Royal Papworth Hospital NHS Foundation Trust Council of Governors	Councillor Jones
Shepreth School Trust	Councillor McDonald
Soham and District Sports Association Management Committee	Councillor Goldsack
Soham Moor Old Grammar School Fund	Councillor Goldsack
St Neots Master Plan Steering Group	Councillor Wisson
St Neots Museum Management Committee	Councillor Wells
This Land Board of Directors	Councillor Hickford
Traffic Penalty Tribunal	Councillor McGuire
Trigg's Charity (Melbourn)	Councillor van de Ven

Visit Cambridge and Beyond Destination Management Company (DMO) Board of Directors	Councillor Shuter
Warboys Landfill Site Liaison Group	Councillor Rogers
Waterbeach Waste Management Park Liaison Group	Councillor Bradnam
Whitemoor Distribution Centre, March (Network Rail)	Councillor Count
Wisbech Community Development Trust	Councillor Tierney

# CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

## Background

Comprised of Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council and South Cambridgeshire District Council, the Combined Authority is the product of a devolution deal made with the government in 2016.

Key ambitions for the Combined Authority include:

- doubling the size of the local economy;
- accelerating house building rates to meet local and UK need;
- delivering outstanding and much needed connectivity in terms of transport and digital links;
- providing the UK's most technically skilled workforce;
- transforming public service delivery to be much more seamless and responsive to local need;
- growing international recognition for our knowledge based economy; and
- improving the quality of life by tackling areas suffering from deprivation.

## Information

No. of representatives: 1  
Meetings per annum: 11  
Approved by: Council  
Guidance Classification: Other Public Body

Representative for 2019/20: Councillor S Count (Con)  
Councillor R Hickford (Con) (sub)

## Report by Representative

Reports are presented at each Full Council meeting, where Members also have the opportunity to put questions to the Council's representative.

**CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY**  
**AUDIT AND GOVERNANCE COMMITTEE**

**Background**

The Audit and Governance Committee's role is to review the Combined Authority's financial affairs, internal control, corporate governance arrangements and risk management.

**Information**

No. of representatives: 1  
Meetings per annum: 5  
Approved by: Council  
Guidance Classification: Other Public Body

Representative for 2019/20: Councillor M Goldsack (Con)  
Councillor D Wells (Con) (sub)

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**Report by Representative**

Reports are presented at Full Council meetings.

# CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY OVERVIEW AND SCRUTINY COMMITTEE

## Background

The role of the Overview and Scrutiny Committee is to scrutinise decisions by the Combined Authority or the Mayor.

## Information

No. of representatives: 2  
Meetings per annum: 11  
Approved by: Council  
Guidance Classification: Other Public Body

Representatives for 2019/20: Councillor D Connor (Con)  
Councillor J Scutt (Lab)  
*Councillor L Jones (Lab) (sub)*  
*Councillor M McGuire (Con) (sub)*

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## Report by Representative

Reports are presented at Full Council meetings, where Members also have the opportunity to put questions to the Council's representatives.

# CAMBRIDGESHIRE AND PETERBOROUGH FIRE AUTHORITY

## Background

The Fire Authority is the governing body responsible for delivering a fire and rescue service to Cambridgeshire and Peterborough. It was established in 1998 when Peterborough City became a unitary authority.

The main responsibilities of the Fire Authority are set out in the Fire and Rescue Services Act 2004 and include promoting fire safety, protecting life and property from fires and rescuing people from road traffic collisions.

The Fire Authority makes decisions about how the local fire and rescue service operates and reviews performance and policies. It also sets the budget each year and decides the corporate priorities.

## Information

No. of representatives: 13  
Meetings per annum: 3  
Approved by: Council  
Guidance Classification: Other Public Body

Representatives for 2019/20: Councillor B Ashwood (LD)  
Councillor S Bywater (Con)  
Councillor I Gardener (Con)  
Councillor D Giles (Ind)  
Councillor J Gowing (Con)  
Councillor L Harford (Con)  
Councillor S Kindersley (LD)  
Councillor M McGuire (Con)  
Councillor K Reynolds (Con)  
Councillor T Rogers (Con)  
Councillor J Scutt (Lab)  
Councillor M Shellens (LD)  
Councillor M Smith (Con)

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## Report by Representative

Reports are presented at the March and October Full Council meetings, where Members also have the opportunity to put questions to the Council's representatives.

# COUNTY COUNCILS' NETWORK COUNCIL

## Background

The County Councils Network (CCN) Council is a cross-party special interest group of the Local Government Association, representing England's county local authorities. Over the past few years, CCN has grown into an influential organisation, both nationally and within Parliament, with its reports and advocacy influencing debates on the future of local services, with its work securing concessions from national governments. Its small team is based in Westminster.

## Information

No. of representatives: 4  
Meetings per annum: 3-4  
Approved by: Council  
Guidance Classification: Unincorporated Association

Representatives for 2019/20: Councillor S Count (Con)  
Councillor L Dupre (LD)  
Councillor R Hickford (Con)  
Councillor J Whitehead (Lab)

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## Report by Representative

### Councillor Count

The CCN represents the majority of County Councils as well as some unitary authorities. At each meeting there is normally a state of the nation (Upper tier) report on a particular theme, such as performance and monitoring of home schooling. Input and suggested actions added by leaders from across the country to be taken forward. Meetings always have a presentation and Q&A from a Government minister as well. These meetings are invaluable for networking and the CCN is probably our most successful strategic lobbying group, able to represent us well at National Level. Cambridgeshire is normally well represented by either myself or Councillor Hickford and we use every opportunity to highlight our good work, priming outside agencies and Government to respond well to investment proposals.

### Councillor Whitehead

I am not aware of any meetings, so have not attended any.

# EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION

## Background

The East of England LGA is a politically-led, cross party organisation which works on behalf of the 50 local councils in the East of England.

We aspire to be:

- A provider of innovative solutions to partners; delivering projects and services around key issues such as integration, commercialisation and organisational review.
- A highly respected and influential advocate for our members; promoting their leadership of their locality, as well as fighting for them to get the resources, powers and freedoms necessary to perform that role successfully.
- A catalyst for collaborative working; bringing together groups of councils to harness their collective strength and knowledge.
- An invaluable resource of specialist expertise and capacity; providing advice and support to councils on key issues.

## Information

No. of representatives: 1  
Meetings per annum: 1 minimum  
Approved by: Council  
Guidance Classification: Unincorporated Association

Representative for 2019/20: Councillor S Count (Con)

## Report by Representative

### Councillor Count

Normally chaired by Councillor David Finch, leader at Essex, this provides us with the opportunity to unite with other East of England authorities and lobby for support from Central Government. Apart from agenda papers, it is also useful for lobbying and networking. When networking, this is often useful not just for relationship building but also examining and suggesting best practise.

# GREATER CAMBRIDGE PARTNERSHIP

## EXECUTIVE BOARD

### Background

The Greater Cambridge Partnership works together to grow and share prosperity and improve quality of life for the people of Greater Cambridge, now and in the future, through multi-million pound improvements in vital infrastructure.

It is led by a decision-making Executive Board which coordinates the overall strategic vision and drives forward the partnership's programme of work. It is run in accordance with a clear governance structure, agreed by all partners.

### Information

No. of representatives: 1  
Meetings per annum: Quarterly  
Approved by: Council  
Guidance Classification: Other Public Body

Representative for 2019/20: Councillor I Bates (Con)  
Councillor R Hickford (Con) (sub)

### Report by Representative

#### Councillor Bates

Currently, this meets four times per year, the Membership has recently in that, it now consists of Cambridge City Council (Cllr Lewis Herbert), South Cambridgeshire District Council (Aidan Van de Weir) who is Deputy Leader and is also the current Chair of the Board, and myself from Cambridgeshire County Council. There are also reps from businesses and University. There is an Assembly which meets approximately one month before the Board, which consists of 15 Members and the current Chair is Cllr Tim Wotherspoon. All reports, along with recommendations, go from the Assembly to the Board. Recently there was a Government review of all City Deal areas. We are now waiting to see the outcome from this (Gateway Review) and, if successful, then there will be substantial amounts of monies coming in to support The City Deal's objectives.

# **GREATER CAMBRIDGE PARTNERSHIP**

## **JOINT ASSEMBLY**

### **Background**

The Greater Cambridge Partnership works together to grow and share prosperity and improve quality of life for the people of Greater Cambridge, now and in the future, through multi-million pound improvements in vital infrastructure.

The Joint Assembly provides advice to the Executive Board, drawing on the broad expertise of its 15 members, who are three elected councillors from each of the three councils in the Greater Cambridge area. The other City Deal partners each nominate three representatives, as stakeholders from a range of organisations within the fields of business and academia.

### **Information**

No. of representatives: 3  
Meetings per annum: Quarterly  
Approved by: Council  
Guidance Classification: Other Public Body

Representatives for 2019/20: Councillor N Kavanagh (Lab)  
Councillor J Williams (LD)  
Councillor T Wotherspoon (Con)

### **Report by Representative**

#### **Councillor Wotherspoon**

Cambridgeshire County Council, South Cambridgeshire District Council, Cambridge City Council, the University of Cambridge and the Greater Cambridge Greater Peterborough Enterprise Partnership signed a City Deal with the government in June 2014. The Greater Cambridge Partnership Joint Assembly comprises three members each of the county, district and city councils, together with three representatives each of the academic and business communities. Our three members are me, Councillor Williams and Councillor Kavanagh. I have been chairman for the past two municipal years. We have in-depth discussions on all the items heading to the Executive Board. The General Election led to losing one of our four meetings this year.

#### **Councillor Kavanagh**

Although not a decision-making body, the Greater Cambridge Partnership (GCP) Joint Assembly functions very effectively as a forum for expressing views on infrastructure project proposals and as a conduit for recommendations to be communicated to the GCP Executive Board. The Assembly is highly valued as a democratic forum by residents who make representations on behalf of their Cambridge City and Greater Cambridge communities at the Assembly meetings. It is imperative to continue to have County Council representation on the GCP Joint Assembly as the challenges to transform public transport, reduce congestion and improve air quality increase. It is important that GCP initiatives are supported and complemented by, not conflicted with, transport strategies emerging from the Mayor and the Combined Authority while Central Government determines the next £200 million tranche of investment in infrastructure projects proposed and in development by the GCP. As the

County Council cross party Cycle Champion, my presence on the Assembly ensures the needs of cyclists are not neglected in discussions on the development of transport infrastructure.

# LOCAL GOVERNMENT ASSOCIATION

## Background

A politically-led, cross-party organisation that works on behalf of councils to ensure local government has a strong, credible voice with national government. We aim to influence and set the political agenda on the issues that matter to councils so they are able to deliver local solutions to national problems.

## Information

No. of representatives: 4  
Meetings per annum: 3-4  
Approved by: Council  
Guidance Classification: Unincorporated Association

Representatives for 2019/20: Councillor S Count (Con)  
Councillor L Dupre (LD)  
Councillor R Hickford (Con)  
Councillor J Whitehead (Lab)

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## Report by Representative

### Councillor Count

This follows the same format and commentary as the County Councils' Network Council meetings I attend. The difference is the wider multi-tier stage and thereby difference in content and attendance.

### Councillor Dupre

The Local Government Association Annual Conference took place in Bournemouth in July 2019. As always, this was a valuable opportunity to liaise formally and informally with colleagues, speak with exhibitors about issues in local government, and hear a wide range of informative presentations including from Mark Carney, Governor of the Bank of England. Copies of the presentations from the event can be found at <https://www.local.gov.uk/lga-annual-conference-and-exhibition-2019-2-4-july-2019>.

The LGA reports have also been extremely useful during the lock-down, with regular updates on new government guidance. Councillor Nethsingha continues to sit on the CYP Board.

### Councillor Whitehead

I am not aware of any meetings, so have not attended any.

## A428/A421 ALLIANCE

### Background

- To act as a lobby group of key partners from County and District Councils as well as MPs and Local Enterprise Partnerships along the length of the corridor.
- To build a compelling case for improvements to the route to support economic growth, locally and nationally
- To work with Highways England to develop a comprehensive improvement package and associated investment plan

### Information

No. of representatives: 3  
Meetings per annum: 2 or as business dictates  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor I Bates (Con)  
Councillor D Wells (Con)  
Councillor J Wisson (Con)  
*Councillor D Giles (Ind) (sub)*  
*Councillor S Taylor (Ind) (sub)*

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### Report by Representative

#### Councillor Bates

Highways England have been undertaking local stakeholder consultation meetings in both St Neots and Cambourne, I attended the one in St Neots along with Andy Preston. At these meetings, details were provided of the scheme. Currently, Highways England have been undertaking works to assess ground conditions. During the current situation, local consultations have been suspended.

#### Councillor Wisson

There is no A428/A421 alliance following the news that the A428 is to be upgraded.

# A47 ALLIANCE STEERING GROUP

## Background

To act as a special interest group to support the strategic case for improvements on the A47 corridor between the port at Great Yarmouth and the A1.

The A47 Alliance shall support the transport authorities along the route, the New Anglia Local Enterprise Partnership (LEP) and the Greater Cambridge Greater Peterborough LEP.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor I Bates (Con)

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## Report by Representative

### Councillor Bates

This project is being led by Highways England, Combined Authority and Norfolk County Council, and the road is from Gt Yarmouth-Peterborough. There is a relatively small section within Cambridgeshire County Council's area.

# **A505 ROYSTON TO GRANTA PARK** **STRATEGIC GROWTH AND TRANSPORT STUDY STEERING GROUP**

## **Background**

To assist in the review and development of schemes identified by the Royston to Granta Park Strategic Transport and Growth Study.

## **Information**

No. of representatives: 3  
Meetings per annum: 3  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor I Bates (Con)  
Councillor R Hickford (Con)  
Councillor M Shuter (Con)

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## **Report by Representative**

### **Councillor Hickford**

This Group was set up to look into the corridor between Royston and Granta Park strategically, to include growth, public transport, traffic etc. We are working with consultants Stantec and the Group includes officers and Members from County and Districts affected. We are on track to present a final report in October this year.

### **Councillor Bates**

These meetings are Chaired by Cllr Hickford and they have met on a couple of occasions. There is good representation, including Hertfordshire County Council and North Hertfordshire District Council, while there is also officer support from Cambridgeshire County Council and Hertfordshire County Council. Evidence is being assessed and works have been ongoing.

# **ANGLIAN (GREAT OUSE) REGIONAL FLOOD AND COASTAL COMMITTEE**

## **Background**

The Regional Flood and Coastal Committee is a body through which the Environment Agency carries out its work on flood risk management and is responsible for:

- maintaining or improving any watercourses which are designated as main rivers;
- maintaining or improving any tidal defences;
- installing and operating flood warning systems;
- controlling actions by riparian owners and occupiers which might interfere with the free flow of watercourses; and
- supervising Internal Drainage Boards.

## **Information**

No. of representatives: 3  
Meetings per annum: 2  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor M Shuter (Con)  
Councillor M Smith (Con)  
Councillor T Wotherspoon (Con)

## **Report by Representative**

### **Councillor Wotherspoon**

The Anglian (Central) Regional Flood and Coastal Committee has changed its name to incorporate the river (Great Ouse) whose catchment it covers. Secondly, as a reflection of our growing population, the number of representatives from Cambridgeshire is about to increase from two to three. Councillor Shuter will be joining me and Councillor Smith. Given the geography, our catchment overlaps extensively with the Oxford to Cambridge arc, and we have been proactive in arguing that the opportunity to reduce flood risk offers a positive boost to intended development along the arc, rather than a brake on it. The Environment Agency runs a dozen RFCCs nationally, and ours extends from Buckinghamshire to the Wash. Last summer's field trip was to our short stretch of coastline, where Norfolk meets the North Sea.

### **Councillor Smith**

Drainage issues are a major part of everyone's life, as well as the environment.

The Committee meets 4 times a year, and in-between meetings there are Member briefings and officer meetings. The County Council does make a financial contribution, but this is then able to match fund with other grants that are in place, so as Residents benefit.

It is of great value for us to be a part of this Committee.

### **Councillor Shuter**

The flooding board has not met since I was co-opted.

# ANGLIAN (NORTHERN) REGIONAL FLOOD AND COASTAL COMMITTEE

## Background

See description for Anglian (Central) Regional Flood and Coastal Committee.

Cambridgeshire shares a seat on this Committee with Peterborough City Council and Rutland County Council. Cambridgeshire County Council currently attends these meetings as an observer only – as stated it's a shared seat and voting rights for the year 1 April 2017 – 31 March 2018 are held by the Peterborough City Council Member. The RFCC however encourages all members (whether they are able to vote or not) to attend all Committee meetings.

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No report submitted.

## Information

No. of representatives: 1  
Meetings per annum: 4-5  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor D Connor (Con)

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# **BARRINGTON CEMENT WORKS AND QUARRY LIAISON GROUP**

## **Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## **Information**

No. of representatives: 2  
Meetings per annum: 2-3  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor S Kindersley (LD)  
Councillor P McDonald (LD)

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## **Report by Representative**

No report submitted.

## **BARRINGTON LIGHT RAILWAY SUB GROUP**

### **Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

### **Information**

No. of representatives: 2  
Meetings per annum: As required  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor S Kindersley (LD)  
Councillor P McDonald (LD)

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### **Report by Representative**

No report submitted.

# CAMBRIDGE AIRPORT CONSULTATIVE COMMITTEE

## Background

The purpose of the Consultative Committee is to provide an effective forum for discussion about all matters concerning the operation and development of Cambridge Airport.

## Information

No. of representatives: 1  
Meetings per annum: 3  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

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Representative for 2019/20: Councillor J Whitehead (Lab)

## Report by Representative

### Councillor Whitehead

I went to the meeting but nothing to report, as nothing is currently happening at the airport.

# CAMBRIDGE AND DISTRICT CITIZENS ADVICE BUREAU MANAGEMENT COMMITTEE

## Background

To provide free, independent, confidential and impartial advice to the public. Its aims are to provide the advice people need for the problems they face and improve the policies and practices that affect people's lives.

## Information

No. of representatives: 1  
Meetings per annum: 4-6  
Approved by: Communities & Partnership Committee  
Guidance Classification: Charity and limited company

Representative for 2019/20: Councillor L Jones (Lab)

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## Report by Representative

### Councillor Jones

This body continues to provide large-scale, expert help for citizens in and around Cambridge. It works closely with the CAB network across Cambridgeshire and more widely. It has an out-reach service and looks to develop this further, resources permitting.

As a board member, I have been impressed by the professionalism, dedication and sheer hard work of volunteers and paid staff and by the reach of their service. Each month it deals with hundreds of client concerns about housing and social security (especially universal credit) and at the start of the Covid-19 crisis was getting 70-100 phone calls for help and advice every day.

During the year I am pleased to have been able to facilitate a closer relationship between CAB and the County Council, and this led to a workshop session to look at areas of common concern and identify how working together could strengthen each organization. The Council fielded a strong group of officers and a very constructive discussion on the day has been followed by further action since then.

I think there can be a tendency to focus on the 'new' with the assumption that what is well-established is less relevant; in addition, small-scale and local is sometimes privileged over larger-scale robustness. In the area of advice, it is vital to ensure that what is stated is well-researched, accurate, timely and delivered to the highest standard. This is a key strength of CAB.

# **CAMBRIDGE BID BOARD**

## **Background**

A five-year initiative set up by Cambridge businesses/organisations to ensure continued investment in Cambridge City Centre.

## **Information**

No. of representatives:	1
Meetings per annum:	6
Approved by:	Economy & Environment Committee
Guidance Classification:	Regulated Director
Representative for 2019/20:	Councillor M Shuter (Con)

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## **Report by Representative**

### Councillor Shuter

The Cambridge BID Board meets approximately six times a year, and through its levy on central Cambridge businesses it arranges extra emergency street cleaning and events to promote Cambridge retail business.

The County Council's seat on the board enables closer understanding and cooperation on matters such as street lighting and highways. It serves a five year term and was voted back in for a second term with strong support from central Cambridge business.

For further information see: [www.cambridgebid.co.uk](http://www.cambridgebid.co.uk)

# **CAMBRIDGE SPORTS HALL TRUST MANAGEMENT COMMITTEE**

## **Background**

A management committee administering the running of the Kelsey Kerridge Sports Hall in Cambridge.

## **Information**

No. of representatives: 1  
Meetings per annum: 6  
Approved by: Communities & Partnership Committee  
Guidance Classification: Charity

Representative for 2019/20: Councillor N Kavanagh (Lab)

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## **Report by Representative**

### **Councillor Kavanagh**

Although the County Council representative does not have voting powers in decision making, the Council's presence in meetings of the Cambridge Sports Hall Trust Management Committee is useful in discussions relevant not only to the City but also for residents in wider communities in the County. The Kelsey Kerridge Sports Centre, located at Parkers Piece in Cambridge, offers a wide variety of sports and leisure facilities to a great range of participants from Cambridge City and surrounding communities. The Centre remains in a sound financial position and this good financial management has enabled significant investment to be made in its facilities. Anglia Ruskin University has strong links with the Centre.

# CAMBRIDGE UNIVERSITY HOSPITALS NHS FOUNDATION TRUST

## COUNCIL OF GOVERNORS

### Background

The Board of Governors represents patients, public and staff. The majority of the Governors are elected by the membership. Governors provide a direct link to the local community and represent the interests of members and the wider public in the stewardship and development of the Trust.

### Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Health Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor M Howell (Con)

### Report by Representative

#### Councillor Howell

Although the Governors are being updated and virtual meetings are being undertaken, it is more briefings and essential items of business only which are being undertaken.

As I am sure you can imagine, Addenbrookes is in the national and international vanguard of the fight against and the treatment of the coronavirus pandemic. At the time of writing, Addenbrookes has cancelled all non-emergency and elective surgery and are concentrating on emergency and maternity admissions, and critical oncology treatment. By undertaking this measure, beds are being released for patients who will require constant nursing care.

Staff have been mobilised across the Trust to help fight the pandemic and support those who are at the forefront of treating patients who have been hospitalised. All staff in Addenbrookes are working above and beyond what would and should be expected of anyone. All staff are literally putting their lives on the line as they battle against this horrendous illness which has claimed lives.

I am sure I speak for everyone in this chamber when I state we are extremely proud of the work Addenbrookes undertakes in the normal day to day running of one of the leading hospitals of the world. Addenbrookes has touched all our lives, whether that be personally or our family and friends over the years. However, I am sure we now look upon all staff from all aspects of the hospital with the greatest of respect and thanks, knowing we have a debt of gratitude that can never be repaid.

# **CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY** **EXECUTIVE COMMITTEE – HOUSING AND COMMUNITIES**

## **Background**

The main role of the Housing and Communities Committee is to make recommendations to the Combined Authority Board on:

- Housing Strategy
- The Housing Investment Fund
- The programme of housing projects

## **Information**

No. of representatives:	1
Meetings per annum:	6
Approved by:	The Council's representative on the Combined Authority Board nominates the representative and substitute to this committee.
Guidance Classification:	Other Public Body
Representative for 2019/20:	Councillor R Hickford (Con) <i>Councillor I Bates (Con) (sub)</i>

## **Report by Representative**

### **Councillor Hickford**

This is a sub-committee set up by the Combined Authority to feed recommendations into the main Combined Authority Board. All documents and minutes are easily accessible.

# CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

## EXECUTIVE COMMITTEE - SKILLS

### Background

The Skills Committee's main role is to make recommendations to the Combined Authority Board on Skills Strategy and the skills budget, innovation fund and the Adult Education Fund.

### Information

No. of representatives:	1
Meetings per annum:	6
Approved by:	The Council's representative on the Combined Authority Board nominates the representative and substitute to this committee.
Guidance Classification:	Other Public Body
Representative for 2019/20:	Councillor D Ambrose Smith (Con) <i>Councillor R Hickford (Con) (sub)</i>

### Report by Representative

#### Councillor Ambrose Smith

Matters delegated to the Skills Committee by the Combined Authority Board were agreed by the committee in November 2019.

In the short period, the committee has discussed and approved a wide range of projects. None of the projects have gone without scrutiny and questioning by the committee members, some of which have a lifetime's experience in this sector.

- The release of £364, 854 to mobilise activities and services to deliver the University of Peterborough with the first phase to achieve the opening of the doors to 2000 students by September 2022.
- The allocation of £150,000 for the part funding of the Skills Brokerage element of the proposed new Business Growth Service Management Company.
- The formation of a new Cambridgeshire & Peterborough Combined Authority Employment & Skills Board (ESB), also previously known as a Skills Advisory Panel (SAP).

Background: Skills Advisory Panels aim to bring together local employers and skills providers to pool knowledge on skills and labour market needs, and to work together to understand and address key local challenges.

This includes both identifying immediate needs and challenges and looking at what is required to help local areas adapt to future labour market changes and to grasp future opportunities. This will help colleges, universities and other providers deliver the skills required by employers, now and in the future.

The introduction of Employment and Skills Board it will help the CPCA achieve this by ensuring all areas have strong governance

arrangements in place for their employment and skills boards (or alternative bodies taking the Skills Advisory Panel role), meaningful analytical capability and access to the right data.

- The Mobilisation of the Apprenticeship Levy Pooling Service

On the formation of a new Cambridgeshire & Peterborough Combined Authority Apprenticeship Levy Pooling Service.

Background: The Combined Authority's Apprenticeship Levy Pooling Service is ready to be launched in November 2019. The Levy Pooling Service will consist of a Levy Pledge signed by the Mayor, which is a joint letter from the Education Skills Funding Agency (ESFA) and the Combined Authority as a letter of indemnity and assurance to Levy Employers.

The letter is a pledge for Levy Employers to commit to sharing up to 25% of their unspent levy, known as Levy Transfer. This will support those SME's and micro businesses who would not otherwise have had the funding to recruit Apprentices and support Providers who are low on non-apprenticeship levy funding.

- Adult Education Budget Allocations for Academic Year 2020-21

To award allocations to 12 local Colleges and local Authority and Independent Training providers. A new commissioning strategy had brought the allocations down from 70 to 12 providers.

- Adult Education Budget Commission

Background: Funding had moved from many different mechanisms of funding to one budget that sat with the Combined Authority. It was highlighted that this brought Community Learning and Learning in Employment together and that Adult Education was the bedrock of the Skills Strategy. It was explained that the focus was on localism and flexibility, focusing on the low skilled and low paid. Pockets of deprivation in both Cambridgeshire and Peterborough would not be overlooked.

# **CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY** **EXECUTIVE COMMITTEE – TRANSPORT AND INFRASTRUCTURE**

## **Background**

The main role of the Transport and Infrastructure Committee is to make recommendations on the following matters to the Combined Authority Board:

- The Local Transport Plan
- Bus Strategy
- The transport revenue budget, including any transport levy
- The annual programme of strategic transport projects and the associated capital investment budget
- Borrowing powers exercised as the Local Transport Authority
- Creation of the key route network

## **Information**

No. of representatives:	1
Meetings per annum:	6
Approved by:	The Council's representative on the Combined Authority Board nominates the representative and substitute to this committee.
Guidance Classification:	Other Public Body
Representative for 2019/20:	Councillor I Bates (Con) <i>Councillor R Hickford (Con) (sub)</i>

## **Report by Representative**

### **Councillor Bates**

Holding regular meetings, with the last being held on Friday 6<sup>th</sup> March 2020, with the following subjects being discussed; reports/minutes are now available on website: Budget & Performance Report; Wisbech Rail Progress; St Neots River Great Ouse Northern Crossing Cycle Bridge; A47 Dualling; March Area Transport Strategy Progress; Lancaster Way A10-A142 Improvements; Ely Area Capacity Enhancement Progress; Local Transport Plan and The Cambridgeshire Autonomous Metro. All District Councils are represented (Councillor Schuman represents East Cambridgeshire District Council) which includes Peterborough and, of course, the County Council.

# **CAMBRIDGESHIRE AND PETERBOROUGH FEDERATION OF YOUNG FARMERS CLUB**

## **Background**

To provide training and social facilities for young members of the community.

## **Information**

No. of representatives: 1  
Meetings per annum: 6  
Approved by: Children & Young People Committee  
Guidance Classification: Unincorporated Association Member

Representative for 2019/20: Councillor M Smith (Con)

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## **Report by Representative**

### **Councillor Smith**

The County Council is a very large land owner. The CC Estate is in place to help new entrants into Farming as well as The Environment, as well as other things like raising funds for The County Council for front line services.

The group which is set up for Young Farmers by themselves, to come together so as to be able to share ideas. They also host The Cambs County Show, which is normally held in June.

The County Council has a link with this group, so as together links can be formed and information shared.

It is a valuable link with the future of Farming, and there is no cost to the County Council to be involved with The Young Farmers Group.

# CAMBRIDGESHIRE AND PETERBOROUGH NHS FOUNDATION TRUST

## Background

Provides mental health and specialist learning disability services across Cambridgeshire and Peterborough. Also provides some specialist services on a regional and national basis. Partners are Cambridgeshire County Council, Peterborough City Council, NHS Cambridgeshire and NHS Peterborough.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Health Committee
Guidance Classification:	Partner Governor on the Council of Governors
Representative for 2019/20:	Councillor G Wilson (LD)

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## Report by Representative

### Councillor Wilson

The County Council has delegated the delivery of mental health services and some specified duties to the Cambridgeshire and Peterborough Foundation Trust (CPFT) for people over 18 years with mental health needs. The intention is to ensure delivery of an integrated health and social care service which is so well co-ordinated that it appears to services users and carers it is being delivered by one organisation - seamlessly. As the appointed governor from the County Council, I attend the CPFT Governor meetings. I provide a useful member link between CPFT and CCC and then feedback issues to the council's Adults committee as needed.

# **CAMBRIDGESHIRE AND PETERBOROUGH ROAD SAFETY PARTNERSHIP STRATEGIC MANAGEMENT BOARD**

## **Background**

The Partnership (CPRSP) is a public sector initiative formed in April 2007 to provide a single point of contact for the provision of road safety work and information.

## **Information**

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Highways & Infrastructure Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor M Shuter (Con)

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## **Report by Representative**

### **Councillor Shuter**

The Cambridgeshire & Peterborough Road Safety Partnership Board is a multi-agency partnership that takes the strategic ownership for preventing and reducing the number and severity of road traffic collisions. The board is responsible for setting the road safety strategy for Cambridgeshire & Peterborough, drawing on national guidance and best practice, along with local knowledge and support. The board meets quarterly and provides periodic updates to the Countywide Community Safety Strategic Board. Members of the Board include: Cambridgeshire County Council, Peterborough City Council, Cambridgeshire Constabulary, Highways England, Cambridgeshire Fire & Rescue, East of England Trauma network/Addenbrookes, Public Health and the Roads Victim Trust.

# **CAMBRIDGESHIRE AND PETERBOROUGH SUSTAINABILITY AND TRANSFORMATION PARTNERSHIP BOARD**

## **Background**

To focus on the medium and long-term strategy of the STP and answer the 'big' questions, to set the vision for Cambridgeshire and Peterborough's population based on health needs, and ensure the programme is structure to enable this to be delivered.

## **Information**

No. of representatives: 1  
Meetings per annum: TBC  
Approved by: Adults Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor A Bailey (Con)

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## **Report by Representative**

### **Councillor Bailey**

The STP Board is responsible for the delivery of the NHS Long Term Plan in Cambridgeshire and Peterborough. Lead Members for Adult Social Care in Cambridgeshire and Peterborough were invited to join the Board in January 2018. The Board is made up of stakeholders in health and social care in Cambridgeshire and Peterborough including the NHS Trusts, the CCG and the two upper tier local authorities. The formal Board meetings are open to the public and additional informal meetings are also held in private. It is critical that the two upper tier authorities retain a presence on the Board to ensure the voice of social care is represented and that the focus on joined up services is uppermost.

**CAMBRIDGESHIRE CONSULTATIVE GROUP**  
**FOR THE FLETTON BRICKWORKS INDUSTRY (WHITTLESEY)**

**Background**

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

**Information**

No. of representatives:	1
Meetings per annum:	2
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor D Connor (Con)

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No report submitted.

# CAMBRIDGESHIRE CORONAVIRUS COMMUNITY FUND PANEL

## Background

To offer community organisations emergency funding to deal with issues in the community resulting from the coronavirus crisis, in particular those affecting older people (aged 60 and over) and other vulnerable people (high risk, pre-existing medical conditions). Panel members will assess all grant application.

## Information

No. of representatives:	1
Meetings per annum:	TBC
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor S Criswell (Con)

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## Report by Representative

### Councillor Criswell

The Fund is financed by various organisations and was set up to provide rapid response funding to recognised groups providing community support during the current pandemic. As the County Council already works with the Innovate and Cultivate Fund, which was set up to support communities, it was approved by the Chief Finance Officer to provide £100k from the Innovate and Cultivate Fund to contribute to the Coronavirus Community Fund resource. To ensure good governance, a County Council representative was appointed to the approval panel. Due to pressure of work on senior officers, the Service Director of Communities and Partnerships asked me to fulfil the function. Bids are assessed twice a week and numerous bids from right across the county have been approved, most of which are for between £1k and £5k.

# CAMBRIDGESHIRE FLOOD RISK MANAGEMENT PARTNERSHIP

## Background

The partnership is required by legislation - namely the Flood and Water Management Act 2010.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor T Wotherspoon (Con)

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## Report by Representative

### Councillor Wotherspoon

The Cambridgeshire Flood Risk Management Partnership has merged with the Peterborough Flood and Water Group, so that it now brings together the county council, the unitary authority, the district councils, internal drainage boards, Anglian Water, National Farmers Union and emergency services, representing the seventy-one risk management authorities in Cambridgeshire and Peterborough. Having had an extended period of rainfall through the autumn there were occasional concerns about flooding incidents, but for the most part the surface water management system has been performing well. It is the sort of service that tends to get taken for granted until it fails (but if four inches of rain falls in twenty-four hours it is going to flood somewhere).

# CAMBRIDGESHIRE HORIZONS BOARD

## Background

Cambridgeshire Horizons still exists as a Limited company to oversee three “live” Rolling Fund investments, two loans and one equity investment, with an initial total value of £20.5m, to support a number of growth projects and developments around Cambridgeshire.

## Information

No. of representatives: 1  
Meetings per annum: 1  
Approved by: Economy & Environment Committee  
Guidance Classification: Company Director

Representative for 2019/20: Councillor I Bates (Con)

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## Report by Representative

### Councillor Bates

This has met once this year and where the returning income from developments has been returned and distributed to all those who were initially members of the Board.

# CAMBRIDGESHIRE MUSIC HUB

## Background

A partnership of school music providers, led by the County Council, to deliver the government's National Plan for School Music.

## Information

No. of representatives:	2
Meetings per annum:	3
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body representative
Representatives for 2019/20:	Councillor L Every (Con) Councillor S Taylor (Ind)

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## Reports by Representatives

### Councillor Every

The Focused Review (OFR) process has now been completed and a paper is due to go to the Children and Young People's Committee before summer. Whilst this process continues, work continues on identifying different ways of delivering music activities to our young people in schools and in their own homes. The digital process is being explored more fully and is proving to be really successful. Pilots for this have resulted in the identification of different ways of teaching and learning. This is a challenging but exciting time for the Music Hub, with more central funding becoming available endorsing the value that the Hubs have in disseminating positive musical experiences for as many young people as possible. The new ways of working have been particularly important at the end of the year when schools were closed because of the Coronavirus but music lessons continued streamed into people's homes.

### Councillor Taylor

The last year as representative on the Cambridgeshire Music Hub Board has been worthwhile. There have been many activities within schools from Whole Class Instrumental projects, which included the hire of a whole class set of flutes and clarinets for the whole academic year over 3 terms. The aim of this, for one particular school, was to provide high quality whole class instrumental lessons to all pupils regardless of background or income. They stated "We are very privileged as a school to be able to provide whole school music instrumental lessons to all pupils with tuition given by a specialist teacher from Cambridgeshire Music".

Another well received event was the Burrowmoor School Music Festival 2019.

Their original aims were:

- To give every child in the school a chance to experience a live music performance;
- To provide workshops for current instrumental musicians;
- To give taster sessions on a variety of instruments for all those whose parents requested tasters;

- To promote learning a musical instrument as fun and interesting; and
- To give pupils opportunities to perform to parents and other pupils.

I think they totally succeeded in their aims!

I have enjoyed the 2019/2010 board meetings, especially seeing all that the students have learnt through music. Well done all at Cambridgeshire Music Hub, schools and Arts Council and DofE for the public funding.

# CAMBRIDGESHIRE POLICE AND CRIME PANEL

## Background

The role of the panel is to scrutinise the Police and Crime Commissioner.

## Information

No. of representatives: 3  
Meetings per annum: 7 approximately  
Approved by: General Purposes Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor D Giles (Ind)  
Councillor M Shellens (LD)  
Councillor S Tierney (Con)  
*Councillor D Connor (Con) (sub)*  
*Councillor L Nethsingha (LD) (sub)*

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## Reports by Representatives

### Councillor Shellens

During the first half of the year, little of note happened. We dutifully agreed whatever we were asked to agree and as per our constitution were unable to direct questions to the Chief Constable because that is solely the province of the Commissioner.

That all changed with the resignation of Jason Ablewhite. We were asked to authorise the appointment of his deputy, Ray Bisby, to an interim position. That meant he could avoid responding to questions about the arrangements with the Fire Service so that he did not pre-empt his successor. Only now, his appointment, which was till May 2920, has been deferred until new elections in 2021. Decisions that could be put off for a few months will now be needed. Watch this space.

### Councillor Tierney

It's barely met. With the issues with the Police and Crime Commissioner (well documented) causing confusion at the tail end of last year, followed by Covid 19, there's not a lot to say.

# CAMBRIDGESHIRE SCHOOLS FORUM

## Background

The Cambridgeshire Schools Forum exists to facilitate the involvement of schools and settings in the distribution of relevant funding within the local authority area.

## Information

No. of representatives: 3  
Meetings per annum: 6  
Approved by: Children & Young People Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor S Bywater (Con)  
Councillor P Downes (LD)  
Councillor J Whitehead (Lab)

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## Reports by Representatives

### Councillor Bywater

Representation as an observer on Cambridgeshire Schools Forum has been very useful, especially during the past year, but there remains significant financial pressure in education due to continuing increases in costs related to High Needs. To reduce this pressure in part the Local Authority had proposed to transfer up to 1.8% (£6.66m) from Schools Block to High Needs Block for 2020/21, compared to the 0.5% (£1.7m) transferred in 2019/20.). However, Schools Forum did not support this request and in February the Secretary of State did not approve this transfer (this was the case with all but two requests nationally). A further request was made to Schools Forum on the 25<sup>th</sup> February to transfer 0.5% but this was again rejected on an 8-7 vote in the meeting. Needless to say, this has and continues to cause pressure in the High Needs Block and will result in a significant cumulative and underlying deficit being carried forward into 2020/21. The Forum is attended by myself, Councillor Downes and Councillor Whitehead. Link to CYP paper here <https://tinyurl.com/tbsmojp>.

# CLAY FARM CENTRE ADVISORY GROUP

## Background

The Advisory Group will support and make recommendations to the Centre Manager and /or Partnership review meetings.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor B Ashwood (LD)

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## Report by Representative

### Councillor Ashwood

The Clay Farm Centre is a joint collaboration between the City and County Councils. It contains a library, large hall, café and a number of meeting rooms. The second floor houses the GP surgery which finally moved in at the beginning of March, two years later than planned. The third and fourth floor is social housing (flats) administered by BPHA.

The Advisory Group consists of two City Councillors and one County Councillor, plus representatives from community groups, BPHA and the GP surgery. Chairmanship rotates annually and I am the current Chair until September 2020. The Group meets quarterly to discuss how things are working, any problems that might need our input and to provide support to Alison Woods, our excellent Centre Manager. We do not get involved in the day-to-day management of the Centre.

The library, the first ever static one in Trumpington, is very popular, as is the Café. Local groups and societies are making good use of the various meeting rooms with a wide range of events on a regular basis, both daytime and evenings. Trumpington has seen massive expansion over the past 8 years which has doubled its size and this facility was much needed – we have a Village Hall and the Pavilion but all are being well used by the community. Usage of the Centre continues to increase and it is now very much part of the ‘village’ community.

# COLLEGE OF WEST ANGLIA GOVERNING BODY

## Background

One up to sixteen members who appear to the Corporation to have the necessary skills to ensure that the Corporation carries out its functions under article 3 of the Articles of Government.

## Information

No. of representatives: 1 (4 year appointment)  
Meetings per annum: 5  
Approved by: Children & Young People Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor L Nethsingha (LD)

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## Report by Representative

### Councillor Nethsingha

The college was delighted to return to a 'Good' OFSTED rating this year, a huge achievement by all the staff. There are some financial issues at the college, mainly due to lower pupil numbers, which reflect a smaller cohort across the whole area. The demographic predictions show a significant increase in student numbers from 2021 which should mean the financial challenge is for the short term. The financial challenge was being very well managed, with good progress on income generation, until the Covid-19 lockdown. It is not yet clear what the financial or other implications for the college from the lockdown will be, however it is likely to have a serious impact on the college's results and on income for this year.

# COMMUNITY SAFETY PARTNERSHIPS

## Background

Statutory Crime and Disorder Reduction Partnerships (CDRPs, also known as Community Safety Partnerships(CSPs)) were set up in each district council area of Cambridgeshire in 1998 (Cambridge City, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire (Crime Reduction Partnership)). The partnerships are responsible for carrying out a three yearly audit to review the levels and patterns of crime, disorder and misuse of drugs, to analyse and consult on the results, and subsequently develop a three-year strategy for tackling crime and disorder and combating the misuse of drugs.

## Information

No. of representatives: 5 (1 to each District)  
Meetings per annum: 3-4  
Approved by: Communities & Partnership Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor A Costello (Con)  
Councillor L Every (Con)  
Councillor J French (Con)  
Councillor L Nieto (Con)  
Councillor C Richards (Lab)

## Report by Representative

### Councillor Costello

The Huntingdonshire Community Safety Partnership meet four times annually but occasionally meetings clash with Council business and so I cannot always attend but do send apologies. I did attend meetings in May and July 2019. Most of the sessions consist of reports on new projects or updates on existing ones that focus on providing safety in our communities. In October 2019, a meeting was held to discuss organising Place Based Boards under the Think Communities banner. This was led by Jo Lancaster, the CEO of Huntingdonshire District Council. The purpose was to amalgamate different partnerships under one Board. As yet this has not progressed due to the current situation within our country.

### Councillor Every

I am working as the representative on the Community Safety Partnership Board in East Cambridgeshire. The Board receives up to date research data on the area, broken down further into smaller areas. This helps the Board to identify the areas of need (e.g. Littleport has now been identified as a hot spot for anti-social behaviour).

The CSP is a member of the Community Safety Officers Group and our CSP Manager is the Vice Chair. The aim is to ensure that community safety in Cambridgeshire and Peterborough is community-driven and community-level, and is a place where different communities have their needs met and people feel safe and secure. It works on the Think Communities agenda from Cambridgeshire County Council. It sets out to support communities develop solutions that help tackle crime, fear of crime and anti-social behaviour. It also helps to develop the co-operation and confidence of the public with the police in preventing crime and enhancing local community.

The East Cambridgeshire CSP has led the Eyes and Ears Project, which has now been shared across and adopted by the rest of the County. Multi-agency training has taken place including young ambassadors to spread the word to take care and be aware of others needs in the community.

It has also been integral in the development of the Hate strategy across the County ensuring hate crime is recorded and followed up.

The East Cambs Youth Strategy came from the Board and has now been adopted by the District Council.

#### Councillor Richards

I have been pleased to be on this committee this year and have been impressed with the hard work and collaborative and reflective approach. Cambridge CSP brings together different agencies, including the universities and voluntary sector, concerned with strategically tackling and reducing crime and antisocial behaviour. The CSP seeks to understand community safety issues affecting residents, visitors and local businesses, selecting issues where it can add value, taking appropriate collective action to make a difference then assessing the effectiveness of its interventions.

During 2019-2020, a Transformation Topic on Serious Violence – Young People and Knife Crime is developing a model to share countywide. This has involved working with County Youth Services and Safeguarding Board. Successful funding will enable work to be progressed in 2020-2021 alongside the two Cambridge CSP Priorities:

1. Safeguarding young people against violence and exploitation, which will link to the community harm index
2. Listening to community needs and responding together to reduce harm, which will link to work on community resilience and Think Communities.

# CONSERVATORS OF THE RIVER CAM

## Background

The Conservators are the statutory navigation authority for Cambridge between the Mill Pond in Silver Street to Bottisham Lock with lesser responsibilities up-stream to Byron's Pool.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor A Bradnam (LD) <i>Councillor T Wotherspoon (Con) (sub)</i>

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## Report by Representative

### Councillor Bradnam

The duties and powers of the Conservators are derived from Acts of Parliament, dating back to 1702. Board members are appointed by the City Council (7), University (3), Environment Agency (2) and the County Council (1) and have quarterly public meetings. Income comes from registration of boats and work for the Environment Agency and local authorities through whose land the river flows. The Conservancy is run by the River Manager and five staff. Conservators manage the river between Byron's Pool and Bottisham Lock and are the landlord for the towpath from Chesterton to Bottisham Lock. The Council is the tenant and has responsibility for maintenance.

# DUXFORD NEIGHBOURS FORUM

## Background

Liaison meeting with the Director of the Museum.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor P Topping (Con)

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## Report by Representative

No report submitted.

# EAST ANGLIA RESERVE FORCES AND CADETS ASSOCIATION

## Background

To raise, recruit and administer the Territorial Army Volunteer Reserve and Cadet Forces.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Communities & Partnership Committee  
Guidance Classification: Unincorporated Association Member  
  
Representative for 2019/20: Councillor M McGuire (Con)

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## Report by Representative

No report submitted.

# **EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION** **CHILDREN'S SERVICES AND EDUCATION PORTFOLIO HOLDER NETWORK**

## **Background**

The network brings together the lead members for children's service and education from the 11 strategic authorities in the East of England. It aims to:

- Give councils in the East of England a collective voice in response to consultations and lobbying activity;
- Provide a forum for discussion on matters of common concern and share best practice; and
- Provide the means by which the East of England contributes to the work of the national Local Government Association (LGA) and makes best use of its members' outside appointments.

## **Information**

No. of representatives: 2  
Meetings per annum: 4  
Approved by: Children & Young People Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor S Bywater  
Councillor S Hoy

## **Report by Representative**

### **Councillor Bywater**

The East of England LGA Children's Services and Education Portfolio-Holder Network has been extremely helpful and I continue to make good contacts. Meeting other lead members across the region is vital, in particular when trying to understand similar pressures as our own. Discussing the way in which these issues are being approached and tackled by other Authorities is extremely thought provoking. For example, Key stage attainment, County lines to School funding. The last meeting was held on 3rd March 2020 at Hertfordshire County Council and we had a presentation from Andrew Bunyan from the LGA. At this meeting I raised my concerns over School funding and High needs funding issue. All authorities present - Hertfordshire, Essex, Bedfordshire, Chelmsford, Southend, Norfolk and Suffolk - agreed with me and we have set this as a priority on the agenda for the June 2020 meeting. I aim to host this next meeting at Shire Hall.

# **EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION** **RESOURCE PORTFOLIO HOLDERS BOARD**

## **Background**

Non-executive networking group of Resources Portfolio Holders.

## **Information**

No. of representatives: 1  
Meetings per annum: 4  
Approved by: General Purposes Committee  
Guidance Classification: Unincorporated Association Member

Representative for 2019/20: Councillor R Hickford (Con)

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## **Report by Representative**

### **Councillor Hickford**

The East of England LGA is a politically-led, cross party organisation which works on behalf of the local councils in the East of England to “support member councils to be the best that they can be for their communities”.

To achieve this purpose, organisational objectives are:

- a provider of innovative solutions and a catalyst for collaborative working;
- bringing together partners to harness their collective strength and knowledge;
- an influential advocate for the members;
- promoting leadership as well as Lobbying to get the resources necessary to perform that role successfully;
- a resource of specialist expertise and capacity; providing advice and support to councils on key issues; and
- the main interface between employers and trade unions at a regional level.

The East of England LGA is governed by the Leader or elected Mayor of each of the local authorities. Day to day management is provided by a management committee of five Leaders. The organisation has a small core of highly experienced and committed officers to support member authorities.

# EASTERN AGRI-TECH PROGRAMME DELIVERY BOARD

## Background

Oversees the spending of the grant funding to develop the agri-tech industry in the corridor from Cambridge to Norwich.

## Information

No. of representatives: 1  
Meetings per annum: 12  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representative for 2019/20: Councillor M Shuter (Con)  
*Vacancy (sub)*

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## Report by Representative

### Councillor Shuter

The Agri-Tech board meets approximately six times a year or as required to satisfy demand. It distributes Government money by way of grant previously from the LEP, but now under the direction of the Combined Authority.

It has recently been granted further funds from the government.

There are two basic categories of Growth and Innovation and it covers a range of Agricultural and food industries across the East of England.

It works on a "Dragons Den" type of format and the board meets and assesses the merits of each individual application after a presentation from the business concerned.

# **EAST-WEST RAIL CONSORTIUM**

## **CENTRAL SECTION MEMBER STEERING GROUP**

### **Background**

The East West Rail Consortium has the objective of promoting and securing a strategic railway connecting East Anglia with Central, Southern and Western England, including a spur to Aylesbury. It brings together local authorities and local enterprise partnerships, as well as Network Rail and the Department for Transport, in a collaborative partnership that has actively supported the development and delivery of East West Rail for over 20 years. 2019 is a pivotal year for East West Rail, with the public inquiry into the Transport and Works Act Order for the western section, and the East West Railway Company consulting on route options for the central section between Bedford and Cambridge.

### **Information**

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor I Bates (Con) <i>Councillor T Wotherspoon (Con) (sub)</i> <i>Vacancy (sub)</i>

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### **Report by Representative**

#### **Councillor Bates**

The Central section has been combined with Oxford-Bedford section, the route has been announced by the Consortium. This route will leave from Cambridge and once the new Cambridge South Station has been built, it is anticipated trains will stop, then carry on to a new station just south of Cambourne going towards another new station somewhere between St Neots and Sandy. All this being available on the website. There have been consultation events held, with future ones being suspended during this time.

# ENGLAND'S ECONOMIC HEARTLAND STRATEGIC ALLIANCE

## STRATEGIC TRANSPORT FORUM

### Background

England's Economic Heartland (EEH) is the Sub-national Transport Body for the Oxford-Cambridge Arc and surrounding areas. The Strategic Transport Forum allows partners to work together with one voice when formulating policy.

### Information

No. of representatives: 2  
Meetings per annum: To be agreed  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor S Count (Con)  
Councillor I Bates (Con)  
*Councillor L Nieto (Con) (sub)*

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### Report by Representative

#### Councillor Count

Initially founded as a strategic transport group, a concentration of strategic authorities, this increased its self-determined role into a powerful economic driver of the Heartlands economies. Cambridgeshire has been fully involved with either myself, Councillor Hickford or Councillor Bates regularly attending and very supportive. Some of our closest County individual leader relationships have been formed here. This powerful group has successfully garnered Government attention by securing investment into the Oxford to Cambridge Arc. Now secured, the alliance was considering its future, as Government seemed to favour the more recently formed leaders group, which has a distinct district bias. However the budget and subsequent announcements, involving development corporations, growth boards and no final Local Government representation determined for the Arc, means the EEH has yet to decide its ultimate future.

#### Councillor Bates

This regularly meets, attended by either Councillors Count, Hickford or myself, and it is anticipated that a sub-Regional Transport Strategy will be consulted upon but, regretfully, this will also be delayed.

# ESPO FINANCE AND AUDIT SUB-COMMITEE

## Background

This is a Sub Committee of the Eastern Shires Purchasing Organisation (ESPO) Management Committee, which is a local authority purchasing consortium made up of the following six local authorities: Cambridgeshire County Council, Leicestershire County Council, Lincolnshire County Council, Norfolk County Council, Peterborough City Council and Warwickshire Council.

## Information

No. of representatives:	1
Meetings per annum:	2
Approved by:	General Purposes Committee
Guidance Classification:	Other Public Body representative
Representative for 2019/20:	Councillor M Howell (Con)

## Report by Representative

### Councillor Howell

The purpose of the Finance and Subcommittee is: -

- To understand the financial planning process undertaken by ESPO.
- To support the financial planning process by reviewing the content and presentation of draft financial plans for the Management Committee.
- To contribute to the setting of financial performance targets and the monitoring of efficiencies.
- To receive and review regular reports on monitoring of budgets and performance and other financial management.
- To receive and review audit and governance reports.

To date, the finances of ESPO have been in good order and all Audit recommendations have been adopted. However, since the Corvid 19 situation the audit and governance plan will have to be reviewed and practical measures put into place.

# ESPO MANAGEMENT COMMITTEE

## Background

Purchasing and contracting service for 10 member Authorities.

## Information

No. of representatives: 2  
Meetings per annum: 4  
Approved by: General Purposes Committee  
Guidance Classification: Other Public Body representative

Representatives for 2019/20: Councillor I Bates (Con)  
Councillor M Howell (Con)  
*Councillor R Hickford (Con) (sub)*

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## Report by Representative

### Councillor Howell

ESPO is a public sector owned, Cambridgeshire, Leicestershire, Lincolnshire, Norfolk, Warwickshire County Councils, and Peterborough City Council, professional buying organisation, specialising in providing a wide range of goods and services to the public sector for nearly 40 years. ESPO offer a comprehensive, one-stop shop solution of over 25,000 catalogue products, 120 frameworks and bespoke procurement services.

The latest financial figures are:

- Overall trading surplus for 2019/20 is expected to be in the range of £5m-5.2m against a budget of £5m and a prior year budget of £4.7m.
- Total sales across stores and direct sales total £86.4m against a budget of £85.8m
- The rebate income from the procurement solutions should also present a record year and is being forecast to be some £7.7m (only a forecast as the auditors allow for the opening of the accounts for rebates into early May).
- This will represent a further record trading year for ESPO and ensure each owner receives a higher dividend payment than the prior year.

Clearly the trading environment for 2020/21 is going to be hugely disrupted to respond to the COVID-19 crisis. A new trading forecast is being worked on with options to be presented to ESPO's finance and audit and management committee.

ESPO Trading Limited has signed a Memorandum of Understanding with J Sainsbury's PLC to work on a number of partnership initiatives. In future ESPO hopes to offer Sainsbury's products and in turn to have EPSO own brand featured within Sainsbury's sales channels. Other projects include 'My School Funding' a cash back and funding scheme for parents and schools due to launch in September.

## ESPO SHAREHOLDER REPRESENTATIVE

### Background

Representing Cambridgeshire's interests with respect to ESPO Trading Limited.

### Information

No. of representatives:	1
Meetings per annum:	-
Approved by:	General Purposes Committee
Guidance Classification:	Other Public Body Representative (the Council partly owns ESPO Trading Limited (less than 20%) so the Councillor is the shareholder representative)
Representative for 2019/20:	Councillor M Howell (Con) <i>Councillor I Bates (Con) (sub)</i>

### Report by Representative

#### Councillor Howell

Set up in 2018, ESPO Trading Limited is a private trading arm owned by ESPO, the Consortium that gives the opportunity for ESPO to bring its services to a wider audience outside of designated public bodies. Each of the six member authorities are equal shareholders in ESPO Trading Limited and shareholder representatives (Elected Members) will be responsible for taking strategic decisions and agreeing the Annual Business Plan for the Company.

## F40 GROUP

### Background

F40 represents a group of the poorest funded education authorities in England where government-set cash allocations for primary and secondary pupils are the lowest in the country.

### Information

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Children & Young People Committee
Guidance Classification:	Other Public Body Representative

Representative for 2019/20:	Councillor P Downes (LD) Councillor S Hoy (Con) (sub)
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### Report by Representative

#### Councillor Downes

The F40 group is a consortium of the counties who have traditionally been the worst funded for education. In fact there are now 42 members, most of them Conservative-controlled since, historically, Conservative councils spent relatively rather less on education. The group meets quarterly to discuss strategies for increasing pressure on government to improve their distribution mechanism; we receive a weekly up-date of newspaper articles on school funding; F40 meets from time to time with government officials and ministers. Cambridgeshire County Council pays a subscription of £500 per year which enables F40 to have a part-time paid secretary.

It is continuing to operate during lockdown and monitor the situation with regards education funding and what the future might hold. 'We will keep the good fight going'.

Government budgets are under enormous strain at the moment and that will no doubt have an impact on education, so it's important that F40 continues to monitor the situation and speak up for schools and the need for more funding in the future.

Essential extracts from the most recent report from the Chairman and Secretary:

*"In relation to Covid-19 and education, Government guidelines are being updated regularly and, like you, we are working to interpret them as best we can as we progress through the crisis. We will continue to send you any news coverage relating to education funding, or anything we think may be of interest to you, during lockdown.*

*Thank you to everyone who supplied us with their EHCP data earlier this year. An impressive 38 out of 42 local authorities provided information, which we are currently studying to identify trends and pinch points in readiness to supply it to the Government review on SEND. We will circulate copies of the data to you once it is finalised*

*And finally, as you know, the f40 group usually invoices our members at the start of the financial year for our annual subscription fee, which has remained at £500 in recent years.*

*We appreciate how difficult things are for local authorities at the moment, and the demands being placed on your time and budgets, so have made the decision to defer invoicing until later in the year. Our current proposal is to issue invoices in September for £250 – half the usual fee. We will then revert to usual, full-year invoicing in April 2021. Hope this meets with your approval.”*

# FENLAND ASSOCIATION FOR COMMUNITY TRANSPORT (FACT) BOARD

## Background

The purpose of the Board of FACT is:

- a) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and
- b) to steer FACT (and HACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding.

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No report submitted.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Economy & Environment Committee
Guidance Classification:	Member of a Management Board of a "Registered Society" under the Co-operative and Community Benefit Society Act 2014
Representative for 2019/20:	Councillor C Boden (Con)

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# **FENLAND STRATEGIC PARTNERSHIP**

## **Background**

The Fenland Strategic Partnership aims to make a difference by working better together across different sectors. The partnership has consulted extensively with the local community to identify the most important issues specific to Fenland.

## **Information**

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Communities & Partnership Committee  
Guidance Classification: Other Public Body Representative

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Representative for 2019/20: Councillor S Count (Con)

## **Report by Representative**

### **Councillor Count**

This is no longer meeting, primarily as I am represented at District level and also, as Leader, have a direct relationship with Councillor Boden. I suggest Cambridgeshire County Council discusses with Fenland District Council the necessity of this arrangement and that this is removed as an outside body.

# GREAT FEN STEERING COMMITTEE

## Background

Steering Group to oversee and guide the development of the Great Fen Project.

## Information

No. of representatives:	1 (observer status)
Meetings per annum:	6
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor A Costello (Con)

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## Report by Representative

### Councillor Costello

The Great Fen Steering Committee meets four times in the year at various locations, sometimes for a few hours to deal with business and other times for the whole day, which will include a workshop. This is an exceptional project which is slowly regaining glimpses of the original fens and attracting native wild life. The main focus of the meetings recently is the Great Fen Action Plan for 2020 – 2026. Points to be considered are to plan, design and manage the Great Fen to benefit climate change, adaption and mitigation; to create an accessible, inspiring and tranquil environment for recreation, education, health and well- being; to create a resilient fenland landscape which delivers major wildlife and heritage benefits and achieves high standards of sustainability in all respects. It was hoped that this would be delivered by summer 2020 but is on hold.

# GREATER CAMBRIDGE LOCAL PLAN INCEPTION AND JOINT LOCAL PLANNING ADVISORY GROUP

## Background

To facilitate a shared policy position on the development of the new Greater Cambridge Local Plan.

## Information

No. of representatives: 1  
Meetings per annum: TBC  
Approved by: Economy & Environment Committee  
Guidance Classification: Unincorporated Association Member

Representative for 2019/20: Councillor T Wotherspoon (Con)  
Councillor L Harford (Con) (sub)

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## Report by Representative

### Councillor Wotherspoon

I am the county council representative on the Greater Cambridge Joint Local Planning Advisory Group, which is an informal working group of Members, with three each from South Cambridgeshire District Council and Cambridge City Council. Our role is to chew over material being prepared for public consultation in the various stages of preparation of the next Local Plan, which will be a joint one for both districts. So far we have run what has been called “The First Conversation”, which explored Issues and Options. This involved a wide coverage of public exhibitions and information points, as well as what was called “The Big Debate”, a public meeting at the Corn Exchange attended by three hundred people. We are currently discussing the draft Area Action Plan for North East Cambridge, which ought to be out for public consultation in the coming months.

# GREENSAND COUNTRY LANDSCAPE PARTNERSHIP

## Background

The Greensand Country Landscape Partnership has been formed by a range of partners in the area to work with landowners and local communities and help make Greensand Country a living and working landscape that is cherished by present and future generations.

## Information

No. of representatives: 1  
Meetings per annum: To be agreed  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor S Kindersley (LD)

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## Report by Representative

No report submitted.

# GROWING FENLAND

## PROJECT DELIVERY STAKEHOLDER GROUPS

### Background

A Cambridgeshire and Peterborough Combined Authority Funded Master Planning Group.

Stakeholder groups:

- Chatteris
- March
- Whittlesey
- Wisbech

### Information

No. of representatives:	4
Meetings per annum:	To be agreed
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body Representative

Representatives for 2019/20:	Councillor C Boden (Con)
	Councillor J French (Con)
	Councillor A Hay (Con)
	Councillor S Tierney (Con)
	<i>Councillor S King (Con) (sub)</i>

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### Reports by Representatives

#### Councillor Hay

The Growing Fenland Masterplan started in July 2018 after CPCA agreed funding of £50,000 for each of NE Cambridgeshire Market Towns this was to pay for consultancy work to look at the best way to bring economic growth to the area and it was expected to be completed in the spring of 2019. Due to purdah rules, a halt was called between 19th March and 2nd May whilst local Council elections took place and again in December 2019 when the General Election was called.

The completed report was recommended by Fenland District Council Cabinet for approval on 9th Jan 2020 and by Cambridgeshire County Council Community and Partnership Committee on 23rd Jan 2020. It was subsequently approved by the Combined Authority on 29th Jan 2020.

A strong sense of community spirit is a defining feature of Chatteris and our population is growing – having increased by 5.4% since 2012 and this is forecast to continue. Of the four market towns in Fenland, Chatteris has the largest proportions of residents working in the top three occupational categories, as 20% of the local employment falls in the “professional, Scientific and Technical” sector. These jobs are provided by some of the high-end businesses around the town, including the emerging Advanced Manufacturing Cluster of high-end firms.

We have nine key proposals for Chatteris where we know that interventions will make a transformative difference in Chatteris:

- Grow our business base
- Develop a provision of skills training for residents
- Promote mixed housing development

- Set up a commuter shuttle bus
- Develop the Chatteris outdoor platform
- Develop a strong cultural offer and evening economy
- Create new cycle infrastructure
- Provide better car & bike parking management
- Create a community project funding pot

Going forward, a start has been made with funding being made available from the CPCA to provide business space for small to medium businesses together with funding for a Manufacturing Launchpad in Chatteris.

# HINCHINGBROOKE COUNTRY PARK JOINT GROUP

## Background

To monitor the operation of Hinchingsbrooke Country Park.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Communities & Partnership Committee  
Guidance Classification: Other Public Body Representative

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Representative for 2019/20: Councillor A Costello (Con)

## Report by Representative

### Councillor Costello

The main focus for the Hinchingsbrooke Country Park Joint Group is the business plan for the development of the park, which was due to emerge in April 2020 and then make its way through the formal decision making process for summer 2020, which is now not likely to happen. The main concern for the Group is the financial viability of the park and in March, I attended a session run by Green Open Spaces looking at options of increasing footfall and therefore income. Suggestions such as a Sensory Garden, lighted evening walks were some of the many put forward. This would be further discussed by the Cabinet at Huntingdonshire District Council later in the year but not too sure if we are ready for that.

# HUNTINGDON ASSOCIATION FOR COMMUNITY TRANSPORT (HACT) BOARD

## Background

The purpose of the Board of HACT is:

- c) to monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and
- d) to steer HACT (and FACT, its parallel service in Huntingdonshire) towards meeting future need, including new initiatives, projects, potential sources of funding.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Economy & Environment Committee  
Guidance Classification: Trustee of a Charity

Representative for 2019/20: Councillor C Boden (Con)

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No report submitted.

# HUNTINGDON BID BOARD

## Background

BID is the town management vehicle for Huntingdon. It is an arrangement where businesses in a defined area agree improvements they want to make, over and above what the public agencies have to do. The fund is ring fenced and used solely to deliver the agreed set of projects and activities voted on by the businesses within the BID area.

## Information

No. of representatives:	1
Meetings per annum:	10
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor T Sanderson (Ind)

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## Report by Representative

No report submitted.

# HUNTINGDON FREEMEN'S TRUST

## Background

A charity assisting individuals and organisations falling within the Huntingdon Town Council area only.

## Information

No. of representatives: 1 (4 year appointment)  
Meetings per annum: 11  
Approved by: Communities & Partnership Committee  
Guidance Classification: Trustee of a Charity

Representative for 2019/20: Councillor M Shellens (LD)

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## Report by Representative

### Councillor Shellens

Although clearly impacted by the stock exchange decline, the fund still expects to have significant funds and looks to the stock market recovering in time.

The trust continues to make grants to the needy of Huntingdon, to local benevolent organisations and to students en route to university with all the associated costs.

The implications of the Covid 19 outbreak for benevolent organisations and staff employed by them, as other sources of funds collapse just as need is increasing, are becoming more clear.

A strategic review is coming to a head.

# HUNTINGDONSHIRE GROWTH AND INFRASTRUCTURE GROUP

## Background

Member/officer and key infrastructure partners group (3 from CCC and 3 HDC) advising on infrastructure and growth issues for Huntingdonshire including Community Infrastructure Levy & Section 106 funding. The Group will also discuss the Huntingdonshire District Council Local Plan.

## Information

No. of representatives: 3  
Meetings per annum: 4  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

Representatives for 2019/20: Councillor I Bates (Con)  
Councillor I Gardener (Con)  
Councillor K Reynolds (Con)

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## Report by Representative

### Councillor Bates

This group has not met this year. My recommendation would be to ask Huntingdonshire District Council as to whether they would wish to consider with this Group.

### Councillor Gardener

I have not been invited to a meeting over the last 12 months.

### Councillor Reynolds

To the best of my knowledge, this has not met (or I have not been informed). I certainly have not attended any meetings.

# HUNTS FORUM OF VOLUNTARY ORGANISATIONS

## Background

Hunts Forum of Voluntary Organisations is an umbrella body for voluntary and community groups in Huntingdonshire. It is an independent, non-profit making group formed from a coalition of local voluntary organisations and run by an elected committee of voluntary sector representatives. It supports voluntary and community organisations with information, advice and training.

## Information

No. of representatives: 2  
Meetings per annum: 4  
Approved by: Communities & Partnership Committee  
Guidance Classification: Other Public Body Representative

Representatives for 2019/20: Councillor A Costello (Con)  
Councillor S Criswell (Con)

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## Report by Representative

### Councillor Costello

Hunts Forum of Voluntary Organisations is an umbrella group that supports as the title suggests local voluntary organisation, not just in Huntingdonshire but in other areas of the county as well. They can help with training and financial advice but generally be there at the end of a phone or with a visit. The Executive Committee meet four times annually to oversee and monitor the work undertaken and to offer advice and assistance where needed. At present, Hunts Forum is viable due to grants from Huntingdonshire District Council and Cambridgeshire County Council, plus the revenue from the Maple Centre where it is based. It is now in the forefront of advising and assisting local groups formed to help their communities respond to Covid-19. They are providing terms of reference for a 'Recognised Organisation' and have created a quality mark to identify groups and organisation which have the needed policies and procedures in place.

### Councillor Criswell

Hunts Forum delivers support for voluntary organisations and parish councils across the county. They receive funding from HDC and us at CCC. They provide advice, training and help access funding. They also lobby locally and nationally on behalf of the VS. The CEO sits on strategic bodies and is therefore able to provide valuable feedback in both directions. Hunts forum is also a partner in the Support Cambridgeshire contract that CCC commissions. I attend Board meetings as a non-voting member on behalf of CCC. This provides useful linkage with the VS and gives me oversight of activities that we help fund.

# KING EDWARD COMMUNITY CENTRE ASSOCIATION

## Background

Leases and manages the King Edward Community Centre in Chatteris.

## Information

No. of representatives: 1  
Meetings per annum: TBC  
Approved by: Communities & Partnership Committee  
Guidance Classification: Trustee of a Charity

Representatives for 2019/20: Councillor A Hay (Con)

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## Report by Representative

### Councillor Hay

The Chatteris King Edward Centre is run by a Board of Trustees of which I am one. Also on the Board of Trustees are representatives from Fenland District Council. The Centre is a Community asset which is available for receptions, parties, conferences, and training events etc. Rooms are hired out for a wide range of organisations from Pre-school to U3A, The WI to a Community Church, and Short Mat Bowls to the Community Cinema. There truly is something for every age group and interest. In total there are 23 organisations/community groups who use the centre. We have two permanent staff members who look after bookings, cleaning and maintenance, and a large number of volunteers who run the various activities.

As well as running the Centre, members of the Committee Publish a Quarterly Newsletter, "Chatteris Centre Point", which is delivered to every house in the Town by a group of volunteers. This helps to keep all residents up to date with what is going on in the Town.

# LEARNING DISABILITIES PARTNERSHIP BOARD

## Background

Members of the Board include people with learning disabilities and people on the autistic spectrum (Speak Out Leaders), carers, representatives from voluntary organisations, service providers and the Learning Disability Partnership (County Council and health services).

The role of the Board includes:

- Providing an opportunity for people to be involved in the decisions made about services that affect them and their carers.
- Raising issues/concerns heard by the Speak Out Leaders from people with learning disabilities or on the autistic spectrum across the county.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Adults Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor A Costello (Con)

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## Report by Representative

### Councillor Costello

The Learning Disability Partnership Board meets four times a year at various locations throughout the county to enable as many people as possible to attend within their locality. A separate group, the Speak out Council, who have leaders representing the district, young people and physically disabled provide information of their projects and work. I also attend their meetings, which have a different theme every time. The last one I attended was about transport, which is also an issue for able-bodied, however, wheelchair users have limited access to trains, busses and taxis - the latter can prove quite expensive. They also complained about the state of footpaths and overgrowing vegetation hindering their ability to move. The Cambridgeshire Board has also now linked with the Peterborough Board under the umbrella of Healthwatch but no more meetings are planned until October 2020.

# LGSS JOINT OVERVIEW AND SCRUTINY WORKING GROUP

## Background

The role of the Joint Working Group is to hold the LGSS Joint Committee to account for the discharge of its functions and to investigate issues associated with LGSS and make recommendations that seek to improve the quality of services delivered through LGSS.

## Information

No. of representatives: 3  
Meetings per annum: 3  
Approved by: General Purposes Committee  
Guidance Classification: Unincorporated Association Member

Representatives for 2019/20: Councillor M Howell (Con)  
Councillor D Jenkins (LD)  
Vacancy (Lab)

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## Report by Representative

### Councillor Howell

The last meeting of the LGSS Joint Overview and Scrutiny Working Group was in July 2019, despite me emailing them to do so. This was 11 months after the last one. As I stated last year, the one solitary meeting the Overview and Scrutiny Working Group held was very challenging towards the LGSS as a critical friend. However, the LGSS Scrutiny Committee is no more than a paper tiger and is treated as such.

# LGSS LAW LIMITED

## Background

Company jointly owned by Northamptonshire County Council and Cambridgeshire County Council to provide legal services to the owner councils and to other organisations within the public sector and not for profit sector.

## Information

No. of representatives: 1 (Consultee member)  
Meetings per annum: 4  
Approved by: General Purposes Committee  
Guidance Classification: Other Public Body Representative (Council's representative on a company it part owns)

Representative for 2019/20: Councillor C Boden (Con)

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No report submitted.

# LOCAL SAFEGUARDING CHILDREN'S BOARD

## Background

LSCBs have been established by the government to ensure that organisations work together to safeguard children and promote their welfare. In Cambridgeshire this includes Social Care Services, Education, Health, the Police, Probation, Sports and Leisure Services, the Voluntary Sector, Youth Offending Team and Early Years Services.

## Information

No. of representatives: 1  
Meetings per annum: -  
Approved by: Children & Young People Committee  
Guidance Classification: Other Public Body Representative  
Representative for 2019/20: Councillor S Bywater (Con)

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## Report by Representative

### Councillor Bywater

Representation at Cambridgeshire and Peterborough Local Safeguarding Children Board over the last year has allowed me to understand first-hand the challenges and opportunities for the Local Authority and its partners in undertaking their responsibilities to safeguard Cambridgeshire children. The Board promotes multi agency training for safeguarding practitioners, encompassing lessons from national and local serious case reviews and provides best practice guidance. The board is also responsible for monitoring and scrutinising agencies practice. The Board is taking a local lead on understanding mental health and wellbeing services for children and child exploitation. There have been occasions when the dates have clashed with the Childrens and Young People (CYP) Committee which has been unfortunate and I have asked for this be rectified going into 2020. The Board presented its annual report to the CYP Committee on Tuesday 21st January 2020. See here for details

<https://tinyurl.com/wt767ev>

# LONDON STANSTED CORRIDOR CONSORTIUM BOARD

## Background

A group of authorities and organisations in a corridor from London to Cambridge and Peterborough who are lobbying for improved infrastructure and connectivity.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor I Bates (Con)

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## Report by Representative

### Councillor Bates

This continues to meet to consider growth, particularly in relation to jobs within the knowledge-based industry. This is a mixture of businesses, particularly Stansted Airport who are now flying, not just to Europe but more internationally.

# MANEA EDUCATIONAL FOUNDATION

## Background

Established to provide grants and financial assistance for people up to the age of 25 years living within the Parish of Manea.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Communities & Partnership Committee  
Guidance Classification: Unincorporated Association Member

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Representative for 2019/20: Councillor D Connor (Con)

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No report submitted.

# MARCH EDUCATIONAL FOUNDATION

## Background

Provides assistance with the education of people under the age of 25 who are resident in March.

## Information

No. of representatives: 1 (5 year appointment)  
Meetings per annum: 3-4  
Approved by: Children & Young People Committee  
Guidance Classification: Trustee of a Charity

Representative for 2019/20: Councillor J Gowing (Con)

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## Report by Representative

### Councillor Gowing

In the last year I have attended four meetings of MEF during this time decisions were made on the following.

There were three main awards financially supported by the Foundation. These are the Paul Caller Music awards and Silver Jubilee Scholarship. Also, student receives assistance through University and they provide regular updates on their progress.

Monies were approved for repairs to resurface the long jump and runway as Sports Day was being reintroduced.  
Purchase of catering equipment for the Design and Technology Department.  
Books bought for years 7 and 8 students with a book for them to keep.

# NATURAL CAMBRIDGESHIRE

## Background

Natural Cambridgeshire consists of a broad range of local organisations, businesses and people whose aim is to bring about improvements in their local natural environment.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor L Nieto (Con)

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## Report by Representative

### Councillor Nieto

It is very important to maintain our link with this Board because of our Environment and Climate Change Strategy moving forward. It is really key to have that bridge between the Council and third sector.

# **NEEDHAM'S FOUNDATION, ELY**

## **Background**

Needham's Foundation is a Charitable Trust, the purpose of which is to provide financial assistance for the provision of items, services and facilities for the community or voluntary aided schools in the area of Ely and to promote the education of persons under the age of 25 who are in need of financial assistance and who are resident in the area of Ely and/or are attending or have at any time attended a community or voluntary aided school in Ely.

## **Information**

No. of representatives: 2  
Meetings per annum: 2  
Approved by: Children & Young People Committee  
Guidance Classification: Trustee of a Charity

Representatives for 2019/20: Councillor A Bailey (Con)  
Councillor L Every (Con)

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## **Reports by Representatives**

### **Councillor Bailey**

This is a great charity benefiting children and young people educated in Ely in the state sector with costs for additional educational activities as well as provision of grants to state maintained schools. Over the last year, the charity has also been able to offer continued support to the Bishop Laney Sixth Form in Ely with the provision of bursaries for young people to be able to continue their education in East Cambs. It is a hugely worthwhile organisation and a pleasure to be involved.

### **Councillor Every**

The Foundation continues to provide financial support for young people who live or have been at school in Ely. Individuals and schools are able to bid for money to support their education programmes. Individuals make applications to support their learning either at school, or later on in further education or university. The bids that schools are able to make are very important to them as they provide the additional funding for projects which add value to the learning of the young people. Examples include music tuition, tuition fees, travelling, and environmental improvements for the benefit of pupils. In the second year of the bursary support for students in Bishop Laney Sixth Form, the process is now well embedded and is supporting an increasing number of students who need the additional funding in order to pursue their qualifications at post-16. The Trust is pursuing the opportunity to release further funds through the realisation of capital assets.

# NEEDINGWORTH QUARRY LIAISON GROUP

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives: 4  
Meetings per annum: 2  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

Representatives for 2019/20:  
Councillor S Criswell (Con)  
Councillor P Hudson (Con)  
Councillor K Reynolds (Con)  
Councillor M Smith (Con)  
*Councillor T Wotherspoon (Con) (sub)*

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## Report by Representative

### Councillor Criswell

Needingworth Quarry Liaison Group provides a valuable interaction with;

- 1) Hanson, whose site is one of the largest in the country and provides minerals for many infrastructure projects. It provides a forum for discussing HCV movements;
- 2) The RSPB, who oversee the site restoration to develop a large wildlife reserve with reed beds of national significance. This includes plans for public access, visitor centres etc.
- 3) Local parish councils – allowing discussion on any local concerns or problems associated with the site.

### Councillor Reynolds

To the best of my knowledge, this has not met (or I have not been informed). I certainly have not attended any meetings.

### Councillor Smith

I have never been invited to a Needingworth Quarry meeting

# **NORTH UTTLESFORD GARDEN COMMUNITY** **LOCAL DELIVERY BOARD**

## **Background**

To act as a discussion group to guide the creation of North Uttlesford Garden Community that will be a healthy, safe and vibrant place for living and working offering the opportunity of a high quality of life for all. The Local Delivery Board will oversee the plan making, delivery and implementation of the proposed Garden Community in full compliance with the objectives and policies set out in the Uttlesford Local Plan. Decision making powers will continue to exist within the constituent Councils'

## **Information**

No. of representatives:	1
Meetings per annum:	Meeting cycle of 6-8 weeks
Approved by:	Economy & Environment Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor T Wotherspoon (Con)

## **Report by Representative**

### **Councillor Wotherspoon**

The Board is in abeyance arising from uncertainty whether Uttlesford District Council will proceed with this allocation in its Local Plan.

# NORTH WEST ANGLIA NHS FOUNDATION TRUST

## COUNCIL OF GOVERNORS

### Background

The North West Anglia NHS Foundation Trust was formed on 1 April 2017. The trust runs three busy hospitals – Peterborough City Hospital, Hinchingsbrooke Hospital and Stamford & Rutland Hospital. Governors are the 'voice' of members of partner organisations in the running of the hospitals, so that hospital services always reflect the needs and expectations of local people.

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### Information

No. of representatives:	1
Meetings per annum:	To be agreed
Approved by:	Health Committee
Guidance Classification:	Other Public Bodies (Partner Governor)
Representative for 2019/20:	Councillor T Sanderson (Ind)

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No report submitted.

# **OLDER PEOPLES' PARTNERSHIP BOARD**

## **Background**

The Older Peoples' Partnership Board brings together Older People, their representatives, the public and third sector, to work together to ensure the highest quality and best value services for older people across Cambridgeshire.

## **Information**

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Adults Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor M Goldsack (Con)

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## **Report by Representative**

### Councillor Goldsack

I am no longer a member, as it changed format but before that I attended meetings and found the board to be an open shop for all things regarding elderly care to be discussed. I shared concerns about deliverables as opposed to talking about but a motivated and good number of members were well led by Graham.

# **PETERBOROUGH AND CAMBRIDGESHIRE COMMUNITY COVENANT (MILITARY) BAND**

## **Background**

The Armed Forces Covenant Board aims to improve the outcomes and life choices of military personnel, reservists, their families and veterans living in Cambridgeshire and Peterborough. The Covenant Board also aims to enhance the relationship between civilian and military communities.

## **Information**

No. of representatives:	1
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor M McGuire (Con)

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## **Report by Representative**

Councillor McGuire

No report submitted.

# PHYSICAL DISABILITY AND SENSORY IMPAIRMENT PARTNERSHIP BOARD

## Background

Members of the Board include people with lived experience of physical disability and/or sensory impairments, representatives from voluntary organisations and representatives from statutory services such as health and social care. The role of the Board is to enable the voice of those with a physical disability and/or sensory impairments to be heard and to work together to ensure the highest quality and best value services for people locally.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Adults Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor M Howell (Con)

## Report by Representative

### Councillor Howell

Cambridgeshire County Council believes that everybody who lives in Cambridgeshire has the right to be involved in the Council decisions that affect their daily lives.

Each Board's role is to support and improve social care by including the people who use the services (service users) in their design, delivery and evaluation.

Each Partnership Board is made up of:

- Service user representatives
- Voluntary sector service providers
- Statutory services such as health and social care

The Boards aspire to have 50% of members who are service users and for a service user representative to be the Chairperson.

The board has been an excellent conduit in listening to Service Users and what actually affect them.

Last year a very productive meeting was held with the Chairwoman of the Adults Committee, Councillor Bailey, myself and the Chief Executive Officers of the County sensory impairment charities. This meeting enabled issues to be resolved due to the direct conversation between the two parties. Because of the success of this meeting and a change of CEOs' we planned for another in the first six months of the year. However, this has been postponed until later in the year where an equally successful meet is hoped to be held.

# RECAP BOARD

## Background

RECAP (Recycling in Cambridgeshire & Peterborough) is a partnership of authorities across Cambridgeshire & Peterborough working together to provide excellent waste and recycling services to meet local needs. The RECAP Board is the Member level group of this partnership.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Highways & Infrastructure Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor M Shuter (Con)  
*Councillor W Hunt (Con) (sub)*

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## Report by Representative

### Councillor Shuter

The Cambridgeshire & Peterborough Waste Partnership RECAP Board meets between 4-6 times per year and manages the relationship and cooperation between the District councils who are the waste and recycling collection authorities, and the County Council who is the disposal authority and manages the recycling centres.

It was founded in 1999 to provide local communities with information to encourage recycling and reduce waste, it also helps with procurement and joint waste contracts and to encourage consistent service delivery across the area.

# **ROYAL PAPWORTH HOSPITAL NHS FOUNDATION TRUST**

## **COUNCIL OF GOVERNORS**

### **Background**

NHS Foundation Trusts are not-for-profit, public benefit corporations. They are part of the NHS and provide over half of all NHS hospital and mental health services. The County Council is represented on the Council as a nominated Governor.

### **Information**

No. of representatives:	1
Meetings per annum:	4
Approved by:	Health Committee
Guidance Classification:	Other Public Bodies
Representative for 2019/20:	Councillor L Jones (Lab)

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### **Report by Representative**

#### **Councillor Jones**

Papworth successfully completed its move across to the Cambridge biomedical campus in Spring/Summer 2019 and very soon after this move underwent a Care Quality Commission inspection. The Trust was given a rating of 'outstanding', which reflected the dedication and hard work of its staff and the excellence of its new building and kit.

Governors were given an extensive tour of the new building and the technologies, equipment and layout were all very impressive. Governor meetings are valuable and there are opportunities to raise wider and contextual issues about how Papworth links to the health system as a whole across the region.

I was especially interested in the impact for Papworth of moving to the new site adjacent to Addenbrookes (Cambridge University Hospitals NHS Trust) and to what extent there would be a changing and closer relationship. There have been some indicators of this, for example in developing pathways that guide patients efficiently to the appropriate hospital. Such work may be developed during the Covid-19 pandemic, given the role of Papworth in cardio-vascular and respiratory specialisms.

# SHEPRETH SCHOOL TRUST

## Background

Provides financial assistance towards educational projects within the village community, both to individuals and organisations.

## Information

No. of representatives: 1  
Meetings per annum: 4  
Approved by: Children & Young People Committee  
Guidance Classification: Trustee of a Charity

Representative for 2019/20: Councillor P McDonald (LD)

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## Report by Representative

### Councillor McDonald

The Trust was set up following the sale of the village primary school to manage a proportion of the funds set aside for Shepreth residents.

Funding relies on income received by the Trust from its investments, which is closely monitored, especially during this period of continuing low interest rates.

The Trust offers assistance within a number of provisions. These are for the advancement of education of children and adults, recreation facilities and other leisure or occupations that are in the interest of social welfare for the inhabitants of the village, including the protection of the village environment.

During the financial year ending 31 March 2019, the Trust received and approved six applications from residents and schools with Shepreth connections.

At the three meetings held during the year grants were awarded totalling £1,845.00 in respect of a range of needs including study material, educational trips and uniform.

# SOHAM AND DISTRICT SPORTS ASSOCIATION MANAGEMENT COMMITTEE

## Background

Charity providing sport for the local community.

## Information

No. of representatives:	1
Meetings per annum:	4
Approved by:	Communities & Partnership Committee
Guidance Classification:	Unincorporated Association Member

Representative for 2019/20:	Councillor M Goldsack (Con)
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## Report by Representative

### Councillor Goldsack

The Ross Peers centre continues to operate well serving gym, bowls and numerous class based exercise classes. The group is well chaired by Paul Day and has a committed committee and management team. Financially they are sound, however the long term future does have worries. The building is now approaching forty years old and is showing signs of the need for investment. I have been trying to work with East Cambridgeshire District Council to have a strategic review of the sports and recreational needs for the Town. We await the market town strategy due this spring, after when we hope we can secure some plans for the long term future of the SDSA and Ross Peers Sports centre.

# SOHAM MOOR OLD GRAMMAR SCHOOL FUND

## Background

Charity promoting the education of young people attending Soham Village College who are in need of financial assistance or to providing facilities to the Village College not normally provided by the education authority. Biggest item of expenditure tends to be to fund purchase of books by university students.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Children & Young People Committee  
Guidance Classification: Unincorporated Associate Member  
Representative for 2019/20: Councillor M Goldsack (Con)

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## Report by Representative

### Councillor Goldsack

Under the direction of Peter Taylor, this has been another year of local support. We have walked the asset lake and land and were delighted with the upkeep and maintenance. Grants have been made supporting local schools and despite leaving Cheffins' employment, our secretary has been retained to cover the trust directly.

This is a well-run local trust delivering support and value to the community of Soham.

# ST NEOTS MASTER PLAN STEERING GROUP

## Background

The masterplan project has been developed by the Board of Cambridgeshire and Peterborough Combined Authority to ensure that the market towns in Cambridgeshire are all interconnected in an overall plan that supports the region's future prosperity.

Governance arrangements have been established to achieve collective community ownership of the St Neots Masterplan for Growth, responsibility for delivery of masterplan initiatives, and as a vehicle to oversee future iterations of the masterplan itself. This is made up of representatives from public, private and third sectors.

## Information

No. of representatives: 1  
Meetings per annum: -  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor J Wisson (Con)  
*Councillor D Wells (Con) (sub)*

## Report by Representative

### Councillor Wisson

Councillor Wells is the chair of the Masterplan committee and I have only been on the committee a few months.

# ST NEOTS MUSEUM MANAGEMENT COMMITTEE

## Background

Provides advice and management support to St Neots Museum for the benefit of the local community.

## Information

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Highways & Infrastructure Committee  
Guidance Classification: Other Public Body Representative

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Representative for 2019/20: Councillor D Wells (Con)

## Report by Representative

No report submitted.

# THIS LAND BOARD OF DIRECTORS

## Background

This Land is a development business established with the aim of offering a new approach to development, that is much more customer and community focused than the traditional UK house builder model.

## Information

No. of representatives: 1  
Meetings per annum: 12  
Approved by: Commercial & Investment Committee  
Guidance Classification: Company Director (the Councillor is one of two Non-Executive Directors on this Board (the other being an officer) as shareholder representative)

Representative for 2019/20: Councillor R Hickford (Con)

## Report by Representative

### Councillor Schumann

During the latter part of the last calendar year the Company undertook a major review of the sites within its ownership and the associated development programme. The purpose of this was to review from the bottom up the operating model and the associated profitability on a site by site basis as part of the evolution of the company's business plan.

As part of this review the Company agreed to establish a profitability hurdle rate and a disposal policy on sites where that profitability could not be achieved. More strategic approach was also developed on the larger sites through Master Developing rather than building out directly. Master Developing is the process of creating serviced plots and selling them to third-party developers. This approach assists the cash flow of the company and thereby reduces the need to fund capital within the operating costs of the business. This approach therefore de-risks the financial exposure around the larger schemes, introduces cash far earlier than usual and boosts profitability on development through off-setting the cost of land.

The new business plan approved by the Shareholder Committee We propose to reduces the Councils risk exposure by minimising the amount of financial loan funding required to deliver the programme and by becoming cash positive as soon as possible.

This Land has completed development/refurbishment on two sites, one of which have been marketed. Planning permission and Section 106 agreements have been completed at three sites, while planning applications and other development activity is ongoing across other developments. Programme slippage has unfortunately occurred, mostly due to delays in achieving planning permission which is subject to decision making by local planning authorities.

The recent Covid-19 pandemic has led to an unprecedented reduction in construction activity, amongst a more general economic downturn. The long term consequences for the housing development sector and their supply chains is currently uncertain. This Land's Board has taken the decision to suspend on-site works for the time being, and instead focus on planning, marketing, and enabling design and procurement works, so that sites can be quickly mobilised once restrictions lift.

# TRAFFIC PENALTY TRIBUNAL

## Background

The Traffic Penalty Tribunal is an independent tribunal whose impartial, independent Adjudicators consider appeals by motorists and vehicle owners whose vehicles have been issued with penalty charges, removed or towed away or immobilised by a Council in England or Wales (excluding London) that enforces parking contraventions under the Traffic Management Act 2004.

## Information

No. of representatives:	1
Meetings per annum:	As required
Approved by:	Highways & Infrastructure Committee
Guidance Classification:	Other Public Body Representative
Representative for 2019/20:	Councillor M McGuire (Con) <i>Councillor A Taylor (LD) (sub)</i>

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## Report by Representative

No report submitted.

## **TRIGG'S CHARITY (MELBOURN)**

### **Background**

Trigg's Charity provides financial assistance to local schools / persons for their educational benefit.

### **Information**

No. of representatives: 1  
Meetings per annum: 2  
Approved by: Children & Young People Committee  
Guidance Classification: Unincorporated Association Member

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Representative for 2019/20: Councillor S van de Ven (LD)

### **Report by Representative**

#### **Councillor van de Ven**

The Trigg Trust meets annually to consider grant applications and is supported by a full group of trustees, secretary and treasurer, and chair, including some new intake, replacing trustees who have stepped down. We have had some robust and constructive discussions. Schools within the Trust's reach are actively supported by the Trust.

# VISIT CAMBRIDGE AND BEYOND DESTINATION MANAGEMENT ORGANISATION BOARD OF DIRECTORS

## Background

This is a new delivery mechanism led by Cambridge City for the future provision of tourism services in Cambridge and the surrounding area.

**Governance:** It is to be governed by a Board of Directors.

**Representation:** The representation includes one councillor appointment to the full board from Cambridge City, South Cambridgeshire District Council (SCDC) and Cambridgeshire County Council.

## Information

No. of representatives: 1

Meetings per annum: 12

Approved by: Economy & Environment Committee

Guidance Classification: Regulated Director

Representative for 2019/20: Councillor M Shuter (Con)

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## Report by Representative

### Councillor Shuter

This board meets approximately 6 times a year and was spun out of Cambridge City Council and South Cambridgeshire District Councils responsibilities (non-statutory) to manage tourism and its pressures and benefits in Cambridge and beyond.

It provides tours and tourist information and works closely with Cambridge BID and others across the area to promote tourism.

For further information see: [www.visitcambridge.org](http://www.visitcambridge.org)

# WARBOYS LANDFILL SITE LIAISON GROUP

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives: 1  
Meetings per annum: 1-2  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

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Representative for 2019/20: Councillor T Rogers (Con)

## Report by Representative

### Councillor Rogers

The committee is supposed to meet twice a year but due to a request by the owners for an extension, to meet additional refurbishment, it has only met once this past year. That said, the landscaping of the site continues and should be completed by the end of 2020. The proposal to build a Bio-Mass Burner on-site has stalled with the main developer going into administration. However, the agreed planning application remains set. With significant housing development in and around Warboys, it is important that six monthly meetings continue to ensure all regulations are being met.

# WATERBEACH WASTE MANAGEMENT PARK LIAISON GROUP

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council & other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives: 1  
Meetings per annum: 2-3  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor A Bradnam (LD)

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## Report by Representative

### Councillor Bradnam

The Group meets twice a year. It is important to have County Council representation as the site has the potential to affect the health and welfare of residents in local villages and traffic on the A10.

The application to build an Energy from Waste facility on the site was refused by the Planning Committee on grounds of landscape impact and harm to heritage assets. We were expecting to hear the outcome from the Secretary of State in Spring 2020.

The County Councillor can seek guidance from County Planning officers, raise residents' concerns with the operator and feedback to parish councils.

# WHITEMOOR DISTRIBUTION CENTRE, MARCH (NETWORK RAIL)

## Background

The aim of this group is to develop and maintain lines of communication between the site operator, the County Council, other regulatory bodies and the local community in order that matters of concern can be resolved in a timely and non-confrontational manner.

## Information

No. of representatives: 1  
Meetings per annum: As required  
Approved by: Economy & Environment Committee  
Guidance Classification: Other Public Body Representative

Representative for 2019/20: Councillor S Count (Con)

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## Report by Representative

### Councillor Count

This body was set up to handle local issues when the distribution centre was built and subsequent difficulties in the community. The centre has been smooth running for a while now and it has not been necessary to have any further meetings. I suggest this is removed as now defunct.

# WISBECH COMMUNITY DEVELOPMENT TRUST

## Background

A charity organisation, set up in November 2001, to manage the Oasis Community Centre. The new Centre was built in March 2005 and is available to the whole community.

The Trust is made up of 13 Trustees, 9 of these are local residents and 4 are representatives from strategic organisations, one from Fenland District Council (FDC), NHS, College of West Anglia (CWA) as well as one from Cambridgeshire County Council. The Trustees employ staff to do the day-to-day running of the Centre and oversee that this happens to the benefit of the community.

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No report submitted.

## Information

No. of representatives: 1  
Meetings per annum: To be agreed  
Approved by: Communities & Partnership Committee  
Guidance Classification: Trustee of a Charity and Company Director

Representative for 2019/20: Vacant

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**CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY –  
MEMBERSHIP AND OTHER APPOINTMENTS**

**To: Council**

**Meeting Date: 19th May 2020**

**From: Chief Executive**

**Purpose: This report requests the Council to make appointments to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2020/2021.**

**Recommendation: That Full Council makes the following appointments/nominations to the Cambridgeshire and Peterborough Combined Authority for the municipal year 2020/2021:**

- (a) appoint the Leader of Council to act as the Council's appointee to the Combined Authority and the Deputy Leader to act as the substitute member;**
- (b) nominate two members from the relevant parties as indicated in Appendix 1, to the Overview and Scrutiny Committee and two substitute members from the same political parties as those appointed;**
- (c) nominate one member from the relevant party as indicated in Appendix 2, to the Audit and Governance Committee and one substitute member from the same political party; and**
- (d) authorise the Chief Executive to make any amendments to the appointments to the Overview and Scrutiny Committee and the Audit and Governance Committee in consultation with the Political Group Leaders, if the political balance is amended by the Combined Authority between now and the next Council meeting.**

<b><i>Officer contact:</i></b>	<b><i>Member contact:</i></b>
Name: Michelle Rowe Post: Democratic Services Manager Email: michelle.rowe@cambridgeshire.gov.uk Tel: 01223 699180	Name: Councillor Mac McGuire Chairman: Chairman of Council Email: <a href="mailto:mac.mcquire@cambridgeshire.gov.uk">mac.mcquire@cambridgeshire.gov.uk</a> Tel: 01223 706398 (office)

## 1. BACKGROUND

- 1.1. In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, each Constituent Council must appoint one of its elected members and a substitute member to the Combined Authority. This is normally the Leader. The Council is asked to appoint a member and substitute member for the municipal year 2020/21.

### **Non-Executive Committees**

- 1.2 The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires the Combined Authority to establish an Overview and Scrutiny Committee and an Audit Committee. The Order sets out the rules for membership. The membership of the Overview and Scrutiny and the Audit Committees as a whole should reflect so far as reasonably practicable the balance of political parties of the constituent councils when taken together. The balance is based on membership of political parties, not political groups, on constituent councils across Cambridgeshire and Peterborough.
- 1.3 There being no local elections held in May 2020 the Combined Authority has reviewed the political balance on constituent councils, based upon by-elections held throughout municipal year 2019/20 and has requested constituent councils to make the following appointments to these committees.

### **Overview and Scrutiny Committee**

- 1.4 The Combined Authority agreed that to ensure an equitable representation across each constituent authority, two members from each council should be appointed to the Overview and Scrutiny Committee representing a total membership of fourteen members.
- 1.5 The implications of applying political proportionality to a fourteen member Overview and Scrutiny Committee are detailed in **Appendix 1**.
- 1.6 The Council is required to nominate two members from the relevant parties as indicated in Appendix 1, to the Overview and Scrutiny Committee for the municipal year 2020/21 based on the political balance set out in Appendix 1.

### **Audit and Governance Committee**

- 1.7 The Combined Authority agreed to establish an Audit and Governance Committee consisting of seven constituent members: one member from each constituent council.
- 1.8 The implications of applying political proportionality to a seven member Audit and Governance Committee are detailed in Appendix 2. The Council is required to nominate one member from the relevant party as indicated in Appendix 2, to sit on the Audit and Governance Committee for the municipal year 2020/21 based on the political balance set out in Appendix 2.

## **Substitute members**

- 1.9 The Combined Authority has agreed that substitute members should be appointed for each position on the Audit and Governance Committee and the Overview and Scrutiny Committee. Any substitute members should come from the same party as the Member they are substituting for to maintain political balance.
- 1.10 For the Overview and Scrutiny Committee, the quorum set down in legislation is two thirds of the total membership. Therefore, it is preferable to appoint two substitute members in case both members are absent from a meeting and require a substitute.

## **2. CONCLUSION**

- 2.1 All appointments and nominations made by constituent councils will be reported to the Combined Authority's annual meeting on 3 June 2020.
- 2.2 The political balance calculations in the Appendices are based on up to date statistics given by constituent councils and take account of the outcome of constituent council by-elections in 2019/20.
- 2.3 If there are consequential changes to the overall political balance, the Combined Authority may need to review the membership and the allocation of seats to political parties on the above committees. The Monitoring Officer will advise constituent councils if any subsequent changes have been necessary, and whether any changes need to be made to their nominations.
- 2.4 If there is no provision in constituent council's standing orders, the Council may wish to consider giving delegated powers for the Chief Executive to approve any consequential changes to these appointments in consultation with the relevant Party Group leaders.

## **3. FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT**

- 3.1 In accordance with the Cambridgeshire and Peterborough Combined Authority Order 2017, no remuneration is to be payable by the Combined Authority to its members.

## **4. LEGAL IMPLICATIONS**

- 4.1 These are set out in the report. The Combined Authorities (Overview and Scrutiny Committees, Access to Information and Audit Committees) Order 2016 requires a combined authority to ensure that the members of the committee taken as a whole reflect so far as reasonably practicable the balance of political parties for the time being prevailing among members of the constituent councils when taken together.

<b>Source Documents</b>	<b>Location</b>
Council – 22 November 2016, 14 February 2017, 23 May 2017, 15 May 2018 and 14 May 2019	<a href="https://tinyurl.com/y5dv9hgm">https://tinyurl.com/y5dv9hgm</a>

## Appendix 1 Overview and Scrutiny Committee political balance calculations

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent	Liberal Party	Werrington First	HDC Independent	Total	Entitlement
CAMBRIDGESHIRE	2		35	7	16	1		2				61	1 Conservative; 1 Labour
CAMBRIDGE CITY	2			26	15	1						42	1 Labour; 1 Lib Dem
EAST CAMBS.	2		15		11	2						28	1 Conservative; 1 Lib Dem
FENLAND	2		25		2	10	1					38	2 Conservative
HUNTINGDONSHIRE	2		30	4	7	1					10	52	1 Conservative; 1 Lib Dem
PETERBOROUGH	2		27	17	9		2		1	3		59	1 Conservative; 1 Labour
SOUTH CAMBS.	2		11	2	30	2						45	1 Lib Dem; 1 Conservative
<b>TOTAL</b>	<b>14</b>	<b>0</b>	<b>143</b>	<b>56</b>	<b>90</b>	<b>17</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>10</b>	<b>325</b>	
POLITICAL BALANCE %			44.00	17.23	27.69	5.23	0.92	0.62	0.31	0.92	3.08		
<b>Seat allocation</b>			<b>7</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>14</b>	
Committee seat allocation	14		6.16	2.41	3.88	0.73	0.13	0.09	0.04	0.13	0.43	14	

## Appendix 2 Audit and Governance Committee political balance calculations

	Total	Vacancy	Conservative	Labour	Liberal Democrats	Independent	Green	St. Neots Independent	Liberal Party	Werrington First	HDC Independent	Total	Entitlement
CAMBRIDGESHIRE	1		35	7	16	1		2				61	1 Conservative
CAMBRIDGE CITY	1			26	15	1						42	1 Labour
EAST CAMBS.	1		15		11	2						28	1 Lib Dem
FENLAND	1		25		2	10	1					38	1 Conservative
HUNTINGDONSHIRE	1		30	4	7	1				10		52	1 Conservative
PETERBOROUGH	1		27	17	9		2		1	3		59	1 Conservative
SOUTH CAMBS.	1		11	2	30	2						45	1 Lib Dem
<b>TOTAL</b>	<b>7</b>	<b>0</b>	<b>143</b>	<b>56</b>	<b>90</b>	<b>17</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>10</b>	<b>325</b>	
POLITICAL BALANCE %			44.00	17.23	27.69	5.23	0.92	0.62	0.31	0.92	3.08		
<b>Seat allocation</b>			<b>4</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	
Committee seat allocation	7		3.08	1.2061	1.9383	0.3661	0.0644	0.0434	0.0217	0.0644	0.2156	7	