

# HIGHWAYS AND TRANSPORT COMMITTEE



**Tuesday, 16 June 2020**

**Democratic and Members' Services**

Fiona McMillan  
Monitoring Officer

**10:00**

Shire Hall  
Castle Hill  
Cambridge  
CB3 0AP

## **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).**

## **AGENDA**

**Open to Public and Press**

**1. Confirmation of Chairman and Vice Chairman**

Councillor Bates and Councillor Howell were appointed as the Chairman and Vice Chairman of this Committee at the May Annual Council meeting

**2. Apologies for absence and declarations of interest**

*Guidance on declaring interests is available at*  
<http://tinyurl.com/ccc-conduct-code>

**3. Updated Minutes Action Log from Disestablished Committees 3 - 12**

**4. Petitions and Public Questions**

## **KEY DECISIONS**

- |                        |   |                |
|------------------------|---|----------------|
| 5.                     | <b>A10-A142 BP Roundabout A142 Lancaster Way Roundabout Improvements</b>  | <b>13 - 26</b> |
| <b>OTHER DECISIONS</b> |   |                |
|                        |   |                |
| 6.                     | <b>St Neots Northern Foot and Cycle Bridge</b>  | <b>27 - 34</b> |
|                        |   |                |
| 7.                     | <b>Covid 19 Temporary Cycling Proposals - report to follow</b>  |                |
|                        |   |                |
| 8.                     | <b>Cambridgeshire County Council's Response to Covid-19 Update report - report to follow</b>  |                |
|                        |   |                |
| 9.                     | <b>Highways and Transport Committee Agenda Plan and Appointments (Outside Bodies, Internal Advisory Groups, Panels &amp; Community Champions)</b> | <b>35 - 56</b> |

The Highways and Transport Committee comprises the following members:

Councillor Ian Bates (Chairman) Councillor Mark Howell (Vice-Chairman)

Councillor Henry Batchelor Councillor David Connor Councillor Ryan Fuller Councillor Lynda Harford Councillor Noel Kavanagh Councillor Simon King Councillor Ian Manning and Councillor Amanda Taylor

*For more information about this meeting, including access arrangements please contact*

Clerk Name: Daniel Snowdon

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**MINUTES-ACTION LOG FROM PREVIOUS SERVICE  
COMMITTEES**



**Introduction:**

This initial action log as at **6<sup>th</sup> June 2020** captures the actions on service actions within the remit of this new Committee that were either still ongoing from the now dis-established Highways & Infrastructure and Economy and Environment Committees at the time of their last meeting or were actions requested at their last meetings. This log updates Members on the progress on the compliance in delivering the necessary actions.

**MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 16<sup>TH</sup> JANUARY 2018**

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
45.	Minutes and Action Log	Graham Hughes / Richard Lumley	Discuss with Skanska the feasibility of offering an enhanced pothole repair service.	<p>Part of a wider, longer term piece of work looking at possible delivery models (including future funding) for highway services.</p> <p>Update - Given the current COVID situation, delivery of work is currently being reassessed and re-programmed. Whilst repair standards are now back to normal, resources are currently focussed on the delivery of road space reallocation work and recovery of urban centres. The Service</p>	<p><b>On Hold</b></p> <p><b>April 2020 - This action is on hold with the aim of revisiting later in the year.</b></p>

				remains under capacity due to redeployment whilst Skanska are not yet back to operating at full capacity regarding resource.	
MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 9 <sup>TH</sup> JULY 2019					
MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
123.	Finance and Performance Report – May 2019	Steve Cox	Suggested that a report was brought to the Committee every six months regarding the legacy of the A14. All local members impacted could be consulted.	Discussions are ongoing with Highways England about this and the de-trunking of the existing A14.  A Member queried when this report would be presented to the Committee. Officers stated they would add this report to the forward agenda plan for the new Highways and Transport Committee. The expectation was that this would go to the October meeting	<b>IN PROGRESS – update in October</b>
124.	Road Casualty Data Annual Report  a) Progress report on CRASH training received by Police officers.	Matt Staton	Requested that a training progress report be brought back to the Committee from the Road Safety Partnership Board regarding the CRASH training received by Police officers.	Matt Staton to take to next Partnership Board meeting in September and then look to add to Agenda Plan. Raised at September 2nd Road Safety Partnership Board and to be reviewed at the scheduled September 2020 Committee	<b>IN PROGRESS for completion as part of</b>

				meeting as part of the annual road safety report.	<b>September report</b>
<b>124.</b>	<b>Road Casualty Data Annual Report</b>  <b>b) research project Loughborough University regarding likely collision sites</b>	Matt Staton	The Chairman commented that the findings of the research project regarding likely collision sites being undertaken with Loughborough University could be brought to the committee for information and comment.	Matt Staton to liaise with Loughborough University in relation to published outputs from the project and look to coincide with appropriate date in the Agenda Plan. Road Safety Research Project scheduled for Members Seminar 4th September.	<b>IN PROGRESS for completion when taken at September Members seminar</b>

#### **MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 4<sup>TH</sup> DECEMBER 2019**

<b>MINUTE NO.</b>	<b>REPORT TITLE</b>	<b>ACTION TO BE TAKEN BY</b>	<b>ACTION</b>	<b>COMMENTS</b>	<b>STATUS</b>
<b>146. c.</b>  <b>See also 311b) which is the same point raised at E and E committee</b>	<b>Finance Monitoring Report – October 2019</b>	Graham Hughes/Richard Lumley	A Member raised concerns regarding the inequitable nature of the Local Highways Improvements (LHI) bid process. Officers to establish whether it was possible to resolve the anomalies found within this process.	A review of the LHI process was started pre COVID-19 and a discussion held with members in March 2020. Review currently paused due to present situation and redeployment of key officers.	<b>ON HOLD</b>

## MINUTES OF ECONOMY AND ENVIRONMENT COMMITTEE 5<sup>TH</sup> MARCH 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
311.	INTEGRATED TRANSPORT BLOCK (ITB) FUNDING ALLOCATION PROPOSALS				
a)	Reducing length of Panel meetings making decisions on individual schemes	Action: Richard Lumley	Concerns were raised by members and the Chairman Cllr Bates regarding the length of time panels were expected to meet to make decisions, citing a panel meeting of over 11 hours which was not seen as being efficient. There was a request that this should be reviewed and improvements suggested initially for consideration by the Chairman and Vice Chairman.	An e-mail response was sent to E and E Committee on 25 <sup>th</sup> March explaining that ordinarily the Local Highways Initiatives (LHI) panel meetings are held over two days where there are large numbers of applications for the panel to review. This year there was an issue with Member availability in a couple of the areas, with members cancelling at short notice. This left a small window to re-arrange the panels before the March Highways & Infrastructure Committee, at which the prioritisation lists were to be approved. Officers worked with local members to agree new dates and times, taking on board the member preference to hold panels in one sitting rather than across two days.	

				The LHI process is being looked at and the concern around panel length will be included for consideration going forward but is currently on hold until later in the year given the current COVID situation and redeployment of key staff.	<b>IN PROGRESS</b>
b)	<p><b>Review of scoring criteria to help review to achieve more equitable distribution of funding across the County.</b></p> <p><b>See also 146b) Raised at former H and I Cttee.</b></p>	<b>Action: Elsa Evans / Andy Preston</b>	A number of Fenland schemes had been put forward but on scoring against the criteria, they had received low scores. Officers were asked to look into how a more equitable distribution of funding across the region could be achieved in the future including rural isolation weighting. Further to this, the Committee requested that officers review the current criteria for ways to improve its equitability and come back initially to the Chairman and Vice Chairman with any proposed amendments	A response was sent on 26 <sup>th</sup> March 2020 explaining that officers' intention was to review the ITB prioritisation methodology in the summer in advance of prioritisation in the autumn for the 2021/22 funding allocation. Review would then be reported to the Chairman and Vice-Chairman later in the summer for their initial consideration, with any changes to the criteria to be the subject of a report back to Committee. This now has a target completion date of September 2020 depending on the position on the redeployed staff currently helping with the Covid hub activities.	<b>IN PROGRESS - Due September 2020</b>

## **MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 10<sup>TH</sup> MARCH 2020**

<b>160.</b>	<b>Highways and Infrastructure Committee Action Log</b>	Graham Hughes/Richard Lumley	In reference to Minute 146 c. above queried the progress that had been made. The Chairman confirmed that this was being investigated and a report would be presented to the Committee at a future meeting.	<p>A review of the Local Highways Initiative (LHI) process was started pre COVID-19 and a discussion held with members in March. Review currently paused due to present situation and redeployment of key officers.</p> <p>Update–7<sup>th</sup> May 2020 – A Member queried if notes containing more information on this action would be circulated to the Committee. Officers stated that it would be.</p>	<b>ON HOLD</b>
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## MINUTES OF ECONOMY AND ENVIRONMENT COMMITTEE 23<sup>RD</sup> APRIL 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
324.	CAMBRIDGESHIRE COUNTY COUNCIL'S RESPONSE TO COVID-19				
	Providing more space on roads for cyclists and pedestrians during the lock down	Graham Hughes Service Director Highways and Transport / Richard Lumley Assistant Director of Highways	Further to an enquiry also made to the Leader of the Council the Committee to be copied into the response from the request from Cambridge residents which also included a request to consider the possibility of closing some roads.	Letter circulated. A report is on the agenda for this meeting.	<b>ACTION COMPLETE.</b>

326.	<b>KINGS DYKE LEVEL CROSSING CLOSURE SCHEME</b>				
	<b>Contract Best Practice – Sharing Learning</b>	<b>Andy Preston Assistant Director, Infrastructure and Growth</b>	As it was confirmed that the current tender exercise had highlighted valuable learning to be documented for other future large project procurement exercises, The Chairman requested that once completed, it should be shared beyond the County Council to include: <ul style="list-style-type: none"> <li>• The Combined Authority,</li> <li>• Greater Cambridge Partnership,</li> <li>• local district councils.</li> </ul>	Officers are giving a target deadline of 31 <sup>st</sup> July due to the work in the Council's response to COVID -19 and also the ongoing King's Dyke work which means that this is not a priority at the moment	<b>IN PROGRESS DUE JULY 2020</b>

## MINUTES OF HIGHWAYS AND INFRASTRUCTURE COMMITTEE 7<sup>TH</sup> MAY 2020

MINUTE NO.	REPORT TITLE	ACTION TO BE TAKEN BY	ACTION	COMMENTS	STATUS
173.	<b>Cambridgeshire County Council's Response to Covid-19</b>  <b>a) short term risk log</b>	Steve Cox	<p>Suggested it would be beneficial if Members could have sight of the short term risk log for the internal-management of the County Council's response to Covid-19.</p> <p>Suggested it would also be beneficial if Members had sight of the longer term risk log for the strategic management of the delivery of the County Council's objectives arising from Covid-19.</p>	The action log was sent to the Committee for information on 21 <sup>st</sup> May	<b>ACTION COMPLETED</b>

173.	<b>Cambridgeshire County Council's Response to Covid-19</b>  <b>b) Updated List of roads requiring repair as result of A14 works</b>	Graham Hughes	Queried as to whether the Council were asking Highways England to repair local roads damaged by the work on the A14 as the roads were quieter. The Service Director for Highways and Transport stated that he would circulate an updated list of the roads needing to be repaired to the Committee.	In progress – evidence of damage to local roads continues to be collected by the local highway teams. This is currently being collated and will be used to inform ongoing discussions between the county council and Highways England. A monthly steering group is in place with senior officer representation and it is at this forum that maintenance of local roads is to be discussed going forward.	<b>ACTION IN PROGRESS</b>
173.	<b>Cambridgeshire County Council's Response to Covid-19</b>  <b>c) Re-opening public rights of way closed by landowners</b>	Steve Cox	Sought more information regarding officers reopening public rights of way closed by landowners. The Member also asked whether any public rights of way were not currently open. The Executive Director for Place and Economy stated that he would take this away.	The response was sent to the Committee on 21 <sup>st</sup> May 2020	<b>ACTION COMPLETED.</b>

**A10 / A142 BP ROUNDABOUT & A142 / LANCASTER WAY ROUNDABOUT IMPROVEMENTS**

*To:* **Highways and Transport Committee**

*Meeting Date:* **16<sup>th</sup> June 2020**

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

*Electoral division(s):* **Ely South**

*Forward Plan ref:* **2020/033** *Key decision:* **Yes**

*Outcome:* **Approval to construct the A10/A142 roundabout and commence consultation on the A142/Lancaster Way roundabout.**

*Recommendation:* **The Committee is recommended to;**

- a) agree the commencement of a contract to construct the A10/A142 BP roundabout from July 2020.**
- b) approve consultation to commence in July 2020 on the design proposals for the A142/Lancaster Way roundabout, with the outcome presented to this Committee in November 2020.**

<b><i>Officer contact:</i></b>		<b><i>Member contacts:</i></b>	
Name:	Dorothy Higginson	Names:	Councillors Ian Bates and Mark Howell
Post:	Major Infrastructure Delivery Group Manager	Post:	Chair/Vice-Chair
Email:	<a href="mailto:dorothy.higginson@cambridgeshire.gov.uk">dorothy.higginson@cambridgeshire.gov.uk</a>	Email:	<a href="mailto:ian.bates@cambridgeshire.gov.uk">ian.bates@cambridgeshire.gov.uk</a> <a href="mailto:mark.howell@cambridgeshire.gov.uk">mark.howell@cambridgeshire.gov.uk</a>
Tel:	01223 727995	Tel:	01223 706398

## 1. BACKGROUND

- 1.1 The Lancaster Way Business Park has an obligation under a Section 106 agreement to make capacity improvements to the roundabout at the junction of the A10 and A142 to the south west of Ely. The roundabout is often referred to as the BP roundabout, being immediately adjacent to a BP Filling Station. This is required to mitigate the specific transport impacts of the development in line with the National Planning Policy Framework requirement. It is a vital development to support economic growth within East Cambridgeshire and is expected to generate just over 3,000 jobs, 75% of which are expected to be filled from the local area.
- 1.2 Ordinarily, these works would have been delivered by the developer of the business park, Grovemere Property under a Section 278 agreement. However, the County Council agreed to assist in establishing a highway solution to unlock the challenges associated with existing congestion in the local area and enable this economically important development to move forward.
- 1.3 This led to the completion of a feasibility study of potential improvements to the immediate highway network, encompassing the A10/A142 BP roundabout, A142/Lancaster Way roundabout and the A10/A142 Cambridge Rd roundabout, as shown in figure 1 below. This was funded by the developer and the inclusion of the section up to the A10/A142 Cambridge Rd roundabout was funded by the County Council. The additional work was funded by the County Council's scheme development fund to understand the potential benefit of dualling the section of carriageway between the BP roundabout and Angel Drove roundabout. The traffic modelling also considered all known future development in the wider area based on a 2030 model year and the impact on these junctions.

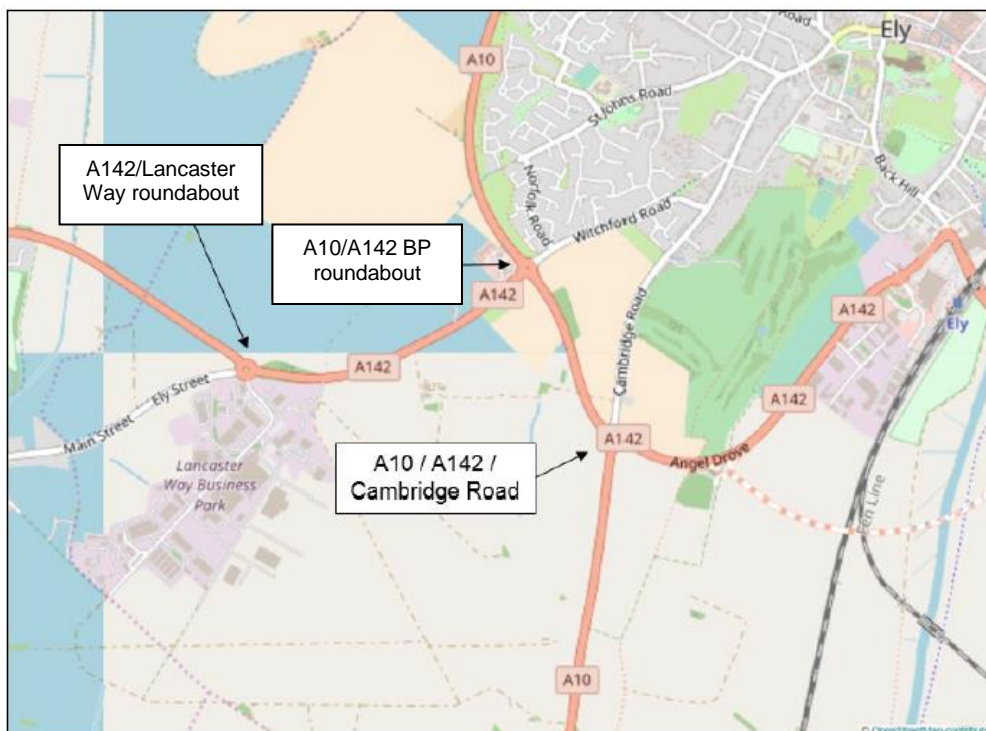


Figure 1; Scope of feasibility study incorporating all three junctions.

- 1.4 The outcome of the study established that the main cause of capacity issues was the A10/A142 BP roundabout, however the A142/Lancaster Way roundabout outside the Lancaster Way development itself also impacted on the performance of the A10/A142 BP roundabout and led to further congestion.
- 1.5 The study work, which was completed in October 2018, was also broadened to establish options for a 'do minimum' as well as a more major strategic capacity improvement based on the impact of wider development. This work has also fed into the strategic transport study commissioned by the Cambridgeshire and Peterborough Combined Authority (CPCA) on the A10 transport corridor between Ely and Cambridge. The A10/A142 BP roundabout is the northern extent of the study.
- 1.6 Delivery of any major strategic improvements to this junction and potential improvements to the A10 itself were therefore best dealt with as part of this CPCA priority scheme. The provision of cycling and walking improvements across the A10 at and in proximity to the A10/A142 BP roundabout are also linked to this project, given the significant investment in the infrastructure required to achieve this improvement, such as a foot and cycle bridge. There are also potential changes to the layout of the highway network that may result from the strategic A10 scheme.
- 1.7 This is however a longer term strategic major project and therefore an interim scheme is required to allow the development of the Lancaster Way Business Park to proceed. The feasibility study identified that the 'do minimum' option provided a highway solution that mitigates the impact of the development on the A10/A142 BP roundabout, but also highlighted the need for improvements to the A142/Lancaster Way roundabout outside the Lancaster Way Business Park itself. There are however no requirements in the S106 for the developer to fund and deliver improvements to this roundabout.
- 1.8 A Project Board was set up for all parties involved to oversee and give direction to the development of the project. Membership of the Board includes representatives from Grovemere Property the developers of the Business Park, the Divisional County Councillor, East Cambridgeshire District Council, the CPCA, Skanska the design and build contractor and is led by County Council officers.
- 1.9 There was unanimous support from all parties involved in the project, particularly East Cambridgeshire District Council and the CPCA, for further development of the designs to take place for both roundabouts in parallel, despite the lack of identified funding to deliver the A142/Lancaster Way roundabout. This was on the basis that both organisations would consider funding the additional work to the roundabout once more certainty of the budget required was established.
- 1.10 The County Council subsequently agreed through its Economy and Environment Committee to contribute £60k for the development of the design for improvements to the unfunded A142/Lancaster Way roundabout, to provide better cost certainty of the budget required for its delivery. This was provided by the County Council's scheme development budget, funded from prudential borrowing on the basis it is repaid once the full scheme funding has been secured.
- 1.11 The developer remained responsible for funding the development and delivery of the A10/A142 BP roundabout in accordance with the S106 agreement and in October 2016, had secured from the then Greater Cambridge and Greater Peterborough Local Enterprise

Partnership (GCGP) a £1,445,000 growth fund grant. This included, among other items, provision to fund the S106 obligation at the A142/A10 BP roundabout, although at that stage no specific project had been identified.

## **2 Design Development Stage**

- 2.1 The development of the design for both roundabouts commenced in March 2019 and the scheme worked through challenges with identifying the below ground utility equipment that would be impacted by the construction of the proposed design. Initial investigations highlighted challenges with electric and telecoms equipment, but also the existence of a high pressure gas main. The outline estimates received from the utility companies of the likely costs associated with diverting this equipment led to the need for a much more significant budget to construct the schemes, particularly the A10/A142 BP roundabout.
- 2.2 These utility company estimates are often higher at the earlier stages of design and as the more detailed design stage commenced in November 2019, it led to a reduction in the estimated budget required for these diversions, particularly with regard to the high pressure gas main. The potential impact was finally understood from the gas utility company in March 2020, which removed the risk of a potentially very significant cost implication that may have rendered the scheme undeliverable.
- 2.3 At that stage the scheme remained on programme for construction to commence in July 2020, however it was becoming clear in January 2020 that the total budget required to deliver the A10/A142 BP roundabout was much higher than had been budgeted for by the developer of the business park.
- 2.4 The CPCA therefore indicated that it may consider contributing funding to the A10/A142 BP roundabout in addition to the unfunded A142/Lancaster Way roundabout. This was on the basis that the viability of the Business Park development would become challenging and be at risk of not continuing without further investment support.
- 2.5 On 23<sup>rd</sup> April 2020 an initial draft target price estimate for construction was received for both roundabouts from the County Council's Term Services Contractor, Skanska. This was ahead of programme and provided some cost certainty over the budget required to deliver both roundabouts.
- 2.6 The outbreak of the Covid-19 pandemic in late March had, however, by that time impacted on construction site activities and Skanska was asked to reconsider the estimates based on the nationally recognised site operating procedures for social distancing and their likely effect of reducing productivity and additional site operative welfare provision.
- 2.7 Whilst Covid-19 is the greatest risk to the project, a costed risk register has been produced to inform the general risk contingency budget. These are identified risks that are not the responsibility of the construction contractor and the key risks are listed below;
- Unforeseen adverse ground conditions
  - Contaminated ground increasing disposal costs
  - Uncharted or unexpected location of underground utility equipment
  - Delays to the diversionary work required by utility companies impacting on construction activity
  - Significant adverse weather conditions

- 2.8 A final construction contract price for the A10/A142 BP roundabout and estimate of the budget required including for the Covid-19 risk, for the A142/Lancaster Way roundabout was received as planned on 18<sup>th</sup> May and has informed the budgets that have now been set for both roundabouts. The draft proposed designs for both roundabouts can be found in appendix A of this report.
- 2.9 The breakdown of the required budgets for both schemes is shown below;

	Project Breakdown	Budget Breakdown £
A10/A142 BP Rbt	Design	58,355
	Construction Target Price	1,285,164
	Advanced Tree Work	19,683
	Tree Planting & Landscaping	7,500
	Utility Diversion Works	101,500
	Management & Supervision	50,000
	Misc e.g. Traffic Orders, Safety Audits	5,000
	Risk Contingency (excluding Covid-19)	240,000
	Sub-Total	1,767,202
A142 L.Way Rbt	Design	53,882
	Finalise Design following consultation	5,000
	Construction Target Price	581,841
	Utility Works (supervision only)	3,200
	Management & Supervision	30,000
	Misc e.g. Traffic Orders, Safety Audits, Consultation Materials	8,000
	Risk Contingency (excluding Covid-19)	80,000
	Sub-total	761,923
	TOTAL	2,529,125

### 3 Funding Approval

- 3.1 The CPCA has now agreed to fund the necessary shortfall in funding for the A10/A142 BP roundabout scheme on behalf of the developer and provide funding for the additional A142/Lancaster Way roundabout scheme, following the recent confirmation of budgets required for each scheme. This totals £1.39 million and was agreed at a meeting of the CPCA Transport and Infrastructure Committee on 15<sup>th</sup> May 2020.
- 3.2 East Cambridgeshire District Council will consider approval of its proposed allocation of £150k in Community Infrastructure Levy (CIL) funding to the A142/Lancaster Way roundabout, at its Finance and Assets Committee on 18<sup>th</sup> June 2020.
- 3.3 The CPCA has also proposed a specific additional risk allowance of £500k for the current and future impact that Covid-19 may have on the project. At this stage the current impact has been estimated at £420k, should the current social distancing restrictions remain in place for the duration of both schemes. This risk contingency is specifically for Covid-19 impacts only.

3.4 The S106 agreement with Grovemere Property will also now be amended to reflect that the Business Park development will be required to provide only a contribution to the budget required to deliver the A10/A142 BP roundabout of £988,355. The remainder of the budget will be provided directly by the CPCA through a grant funding agreement with the County Council.

3.5 A breakdown of the approved funding allocations are shown below for the two schemes;

<b>APPROVED FUNDING ALLOCATIONS</b>	
<b><u>A10/A142 Roundabout</u></b>	
S106 Grovemere Property	£930,000
S106 Grovemere Property - Design Development	£58,355
<b><u>Lancaster Way Rbt</u></b>	
East Cambridgeshire CIL Funding	£150,000
<b><u>General contribution to both projects</u></b>	
CPCA Single Pot	£1,390,770
CPCA Covid-19 Risk Contingency	£500,000
<b>TOTAL APPROVED BUDGET</b>	<b>£3,029,125</b>

3.6 The County Council has now signed a grant funding agreement (GFA) with the CPCA for the additional funding. This formalises the provision of funding and covers the full construction cost, project risk and contingencies cost and the Covid-19 risk.

#### **4 A142/Lancaster Way Consultation**

4.1 The proposals for this roundabout are not directly linked to the S106 agreement and are additional proposals funded by the CPCA and East Cambridgeshire District Council. They aim to maximise the benefit of the improvements to the A10/A142 BP roundabout by further improving capacity and minimising congestion.

4.2 A consultation on the proposed measures for the roundabout is therefore proposed to allow local stakeholders and residents the opportunity to comment on the final layout of the roundabout. This will also provide the opportunity for the design to be explained and the basis for options that have been considered and discounted, including the consideration of cycling and walking facilities at the roundabout.

4.3 This consultation will take place from late July and run for an extended period of 8 weeks, given the summer holidays. Consideration is currently underway into how this consultation can be conducted virtually without face to face events, due to the social distancing restrictions associated with Covid-19, whilst ensuring equal opportunity for all to be able to engage in the process.

4.4 The outcome of the consultation will be presented to this Committee in November to agree the final proposed design for the roundabout and approve construction to commence in early January 2021 for completion by April 2021.

## **5 Forward Programme**

- 5.1 The A10/A142 BP roundabout is currently mobilising and subject to approval of this Committee will commence construction from July 2020 with completion estimated by the end of November 2020.
- 5.2 Following consultation on the A142/Lancaster Way roundabout and approval of this Committee in November 2020, the contractor will mobilise for construction to commence in early January 2021 with completion estimated by the end of April 2021.

## **6. ALIGNMENT WITH CORPORATE PRIORITIES**

### **6.1 A good quality of life for everyone**

There are no significant implications for this priority.

### **6.2 Thriving places for people to live**

The following bullet points set out details on implications identified by officers;

- The two schemes support the need in East Cambridgeshire to support the growth of the enterprise park and see its ongoing expansion through to the next phase.
- This allows for the benefits identified within the local plan to be realised.
- The proposed improvements will enable the delivery of the enterprise zone at Lancaster Way business park second phase extension:
  - (a) generating between 2,518 Full Time Equivalent (FTE ) jobs and 3,194 FTE jobs during the operational phase, once the full extent of the development is built out.
  - (b) Of the 2,518 to 3,194 FTE jobs 1,888 and 2,395 FTE jobs would be created within East Cambridgeshire.

### **6.3 The best start for Cambridgeshire's children**

There are no significant implications for this priority.

### **6.4 Net zero carbon emissions for Cambridgeshire by 2050**

There are no significant implications for this priority.

## **7. SIGNIFICANT IMPLICATIONS**

### **7.1 Resource Implications**

The project is entirely funded by the CPCA, East Cambridgeshire District Council and Grovemere Property. A S106 agreement and grant funding agreement are in place to formalise these funding arrangements.

### **7.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

The design and construction of the project has been procured and will be delivered in accordance with the County Council's Terms Services Contract with Skanska.

### 7.3 Statutory, Legal and Risk Implications

A grant funding agreement has been signed with the CPCA. The S106 agreement with Grovemere Property is also being finalised and will be amended to reflect the revised contribution to the A10/A142 BP roundabout.

The impact of Covid-19 on the project remains the greatest risk to its delivery, given the uncertain nature of the pandemic and unknown impact on the project in the longer term.

### 7.4 Equality and Diversity Implications

An EQIA will be completed on the A142/Lancaster Way scheme prior and any implications reported to Committee in November 2020.

### 7.5 Engagement and Communications Implications

Local information on the proposals and arrangements for the construction of the A10/A142 roundabout will be provided to local directly affected residents and businesses in proximity of the roundabout 2 week prior to construction commencing.

Further consultation on the A142/Lancaster Way proposals will take place from July as outlined in section 4 of this report.

### 7.6 Localism and Local Member Involvement

The local divisional County Councillor, Cllr Anna Bailey, has been a member of the Project Board and directly involved in overseeing development of the project. The adjacent divisional County Councillor, Cllr Lorna Dupre, has also been kept informed of progress with the project and plans for consultation, alongside Witchford Parish Council.

### 7.7 Public Health Implications

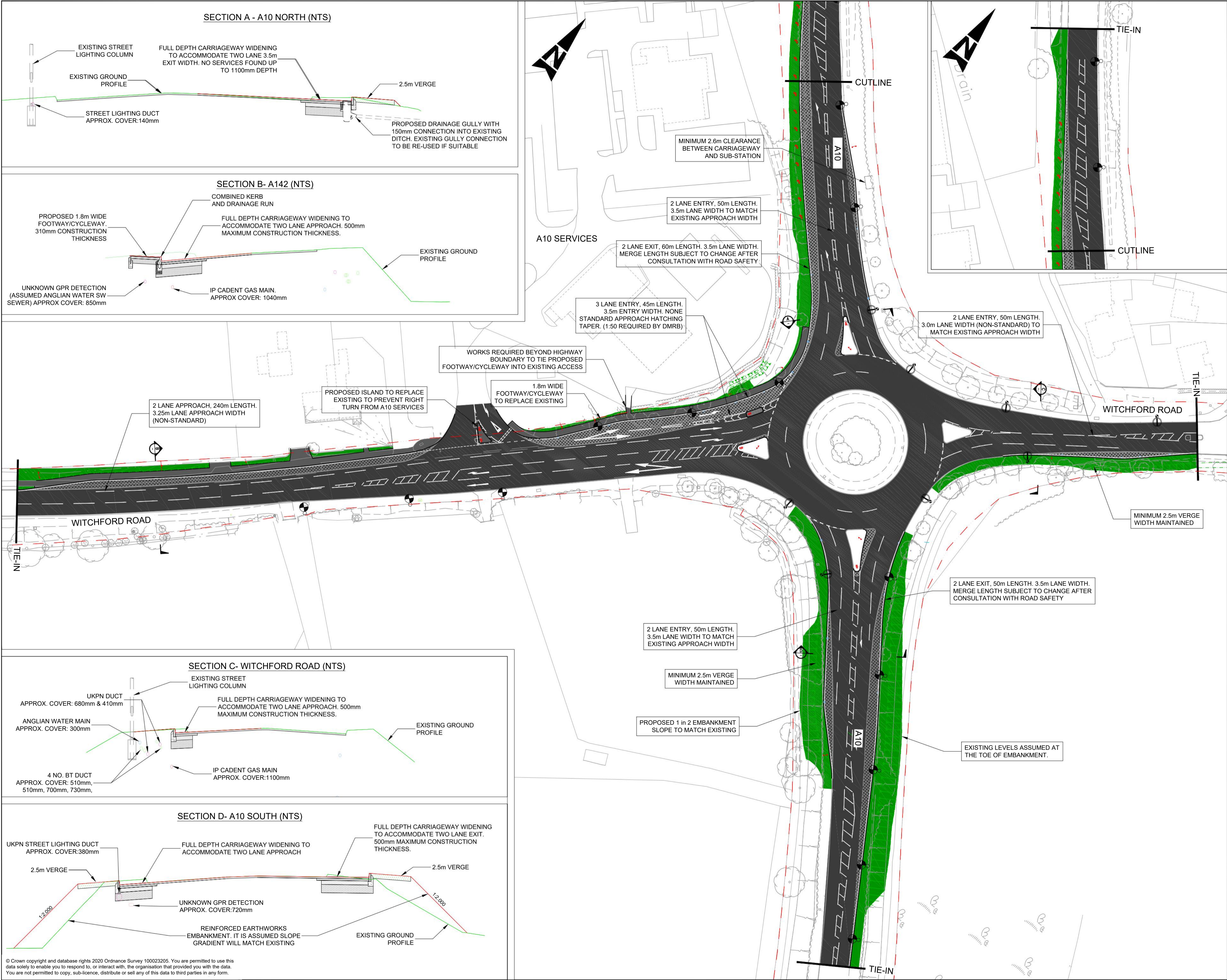
There are no significant implications within this category.

Implications	Officer Clearance
Have the resource implications been cleared by Finance?	Yes Name of Financial Officer: Sarah Haywood
Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?	Yes Name of Officer: Gus de Silva
Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?	Yes Name of Legal Officer: Fiona McMillan

<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Elsa Evans
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: Sarah Silk
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Andy Preston
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Name of Officer: Kate Parker

<b>Source Documents</b>	<b>Location</b>
Feasibility Study	Electronic Issue





- NOTES:
- DO NOT SCALE FROM THIS DRAWING.
  - SITE VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION
  - REPORT ALL DISCREPANCIES TO THE DRAWING ORIGINATOR IMMEDIATELY
  - THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT DOCUMENTS AND DRAWINGS
  - THE SIZE OF UTILITIES SHOWN ON ALL CROSS SECTIONS ARE ONLY INDICATIVE UNLESS SPECIFIED
- KEY:
- FULL DEPTH CARRIAGEWAY CONSTRUCTION
  - PLANE OUT & INLAY EXISTING SURFACE COURSE
  - FULL DEPTH FOOTWAY CONSTRUCTION
  - HIGHWAY VERGE/EMBANKMENT
  - EXISTING LIGHTING COLUMN TO HAVE EXISTING LUMINAIRE REPLACED WITH POST-TOP MOUNTED LED UNIT
  - PROPOSED 10m PASSIVE SAFE LIGHTING COLUMN

D01	FIRST ISSUE		
Rev	Date	Description	Dwn Chkd
Revisions			
Drawing Originator			

**Cambridgeshire Highways**

Working in partnership with  
Cambridgeshire  
County Council

Unit 1A, Vantage House  
Washingley Road  
Huntingdon, PE29 6SR  
Tel: +44 (0)1223 785165  
Email: [Cambridgeshirehighways@Skanska.co.uk](mailto:Cambridgeshirehighways@Skanska.co.uk)

Detailed Design

Project Name

A10-A142 WITCHFORD ROUNDABOUTS

Scale 1:500

Drawn by STE

Checked by

Approved by

Drawn Date

Checked Date

Approved Date

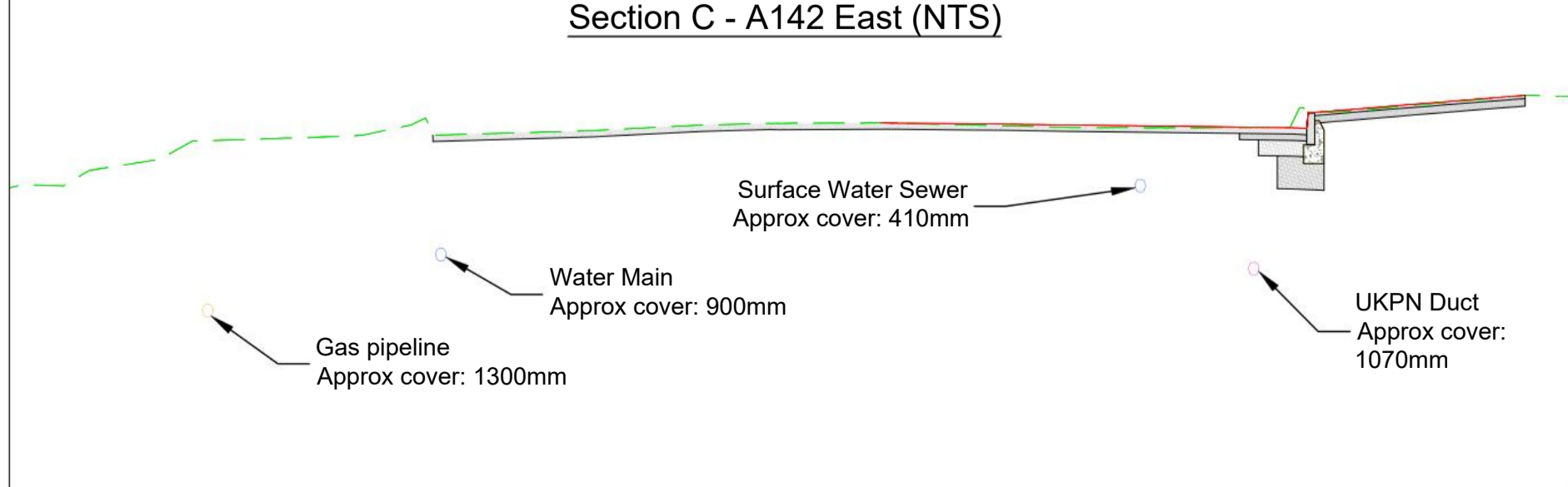
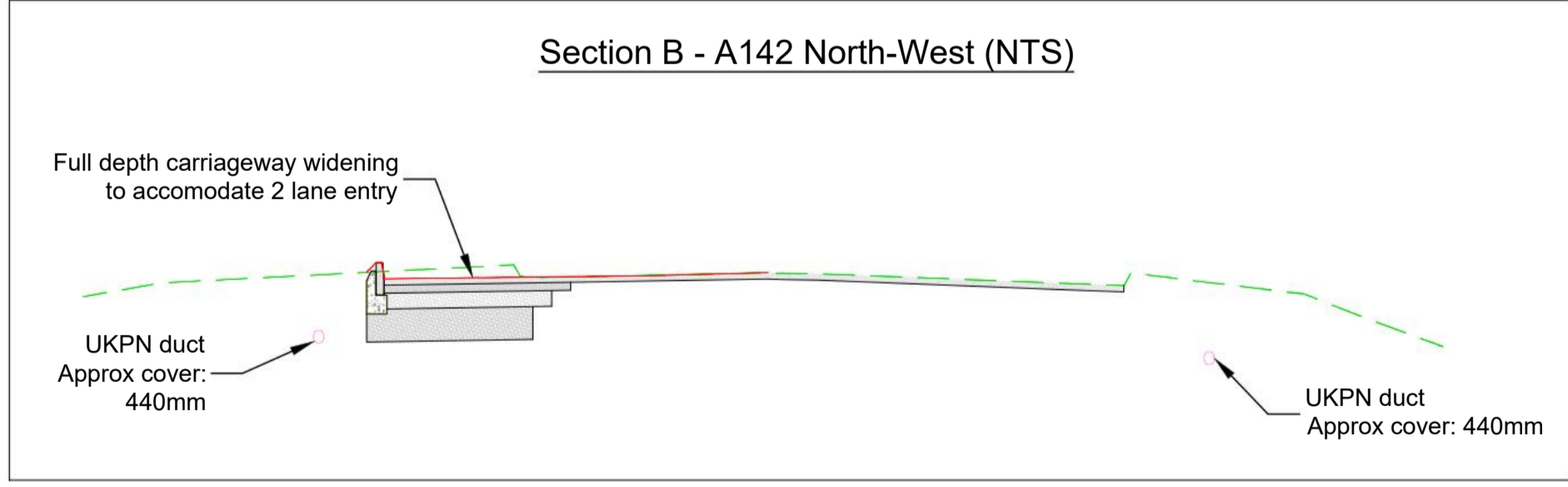
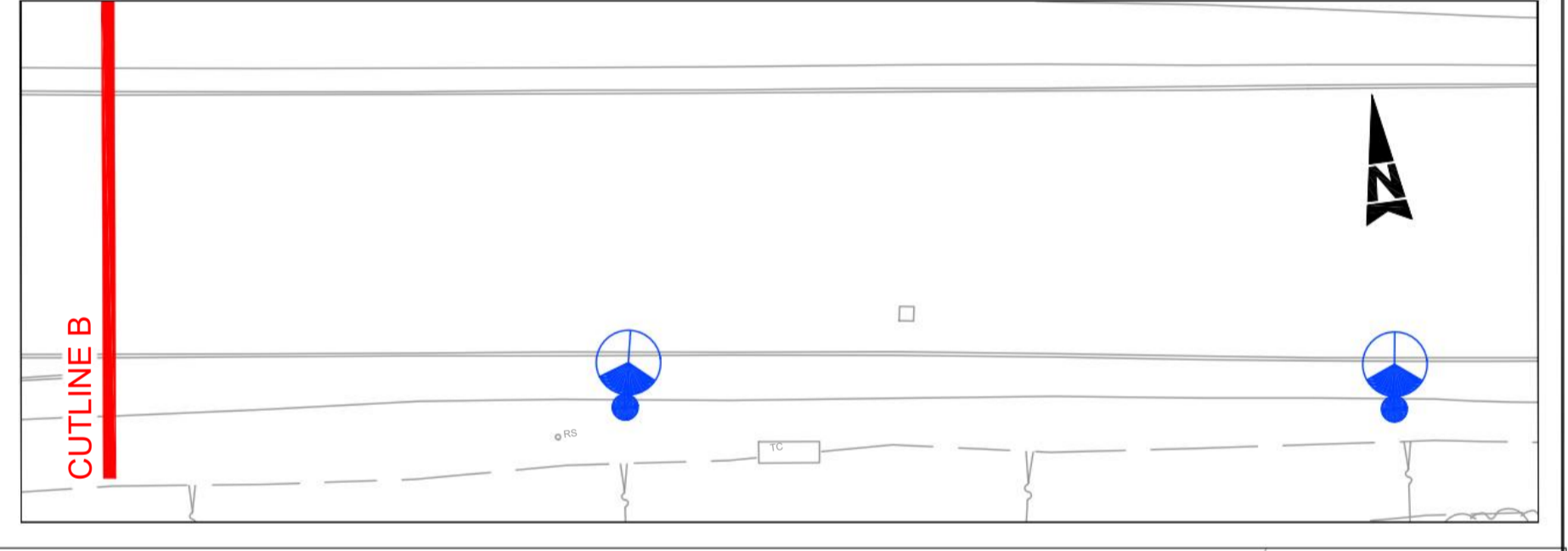
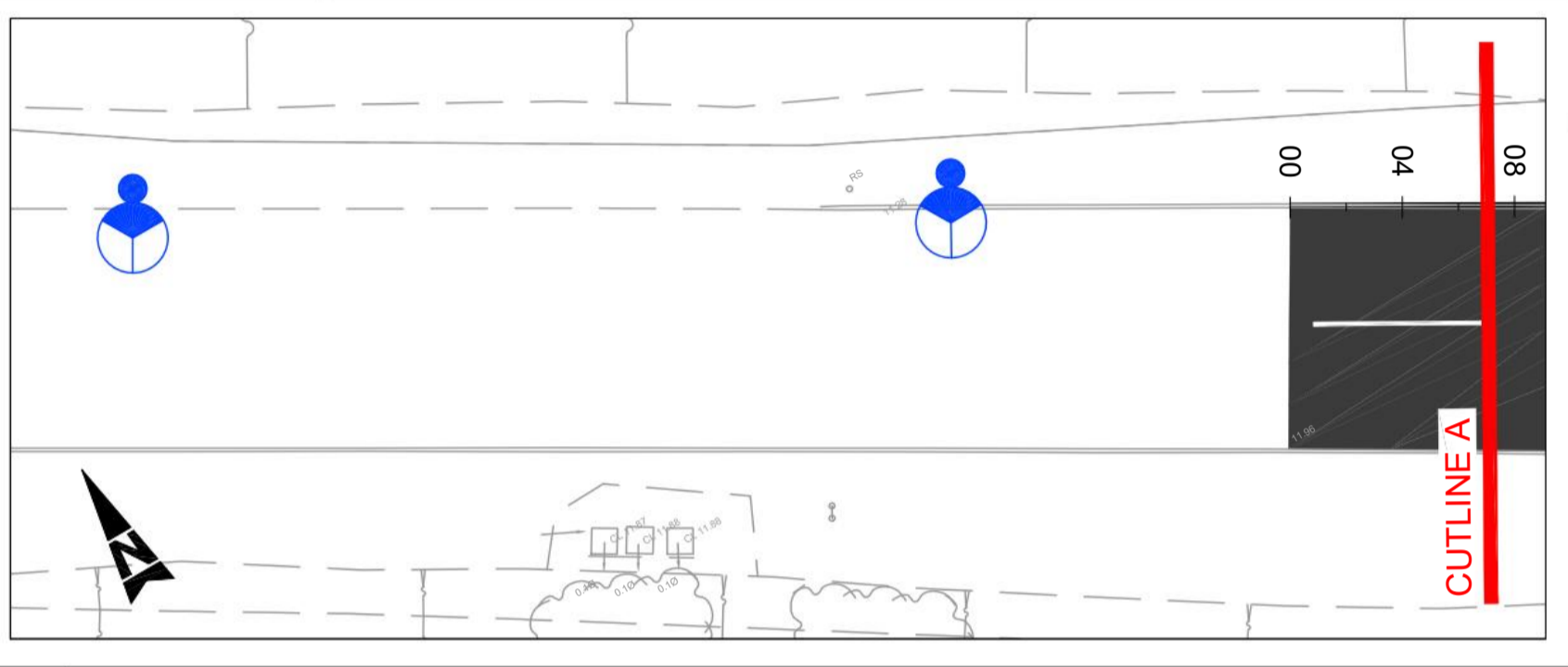
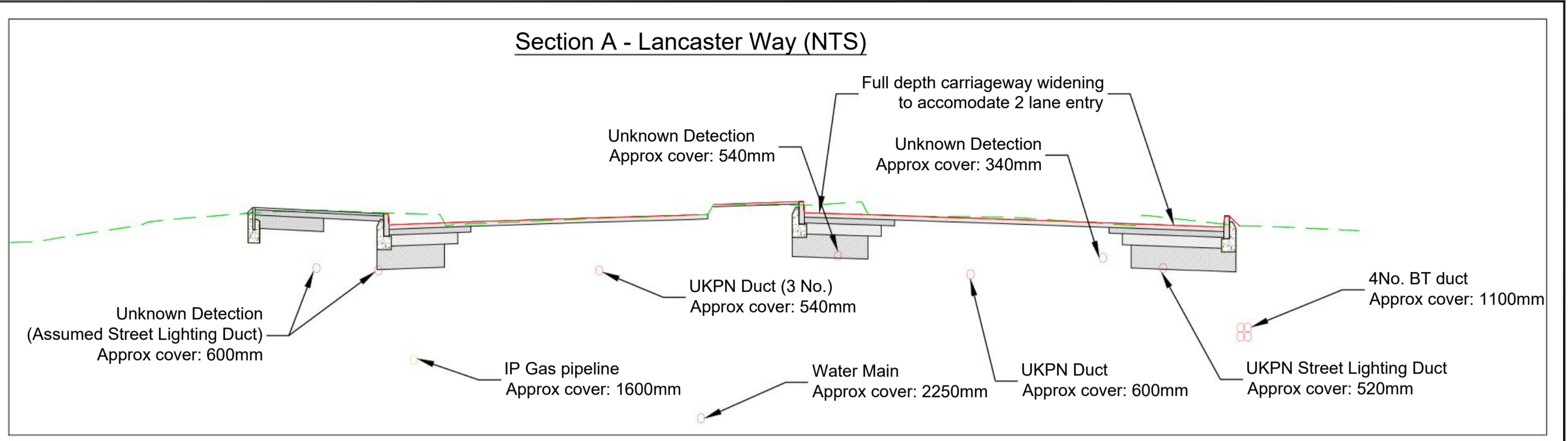
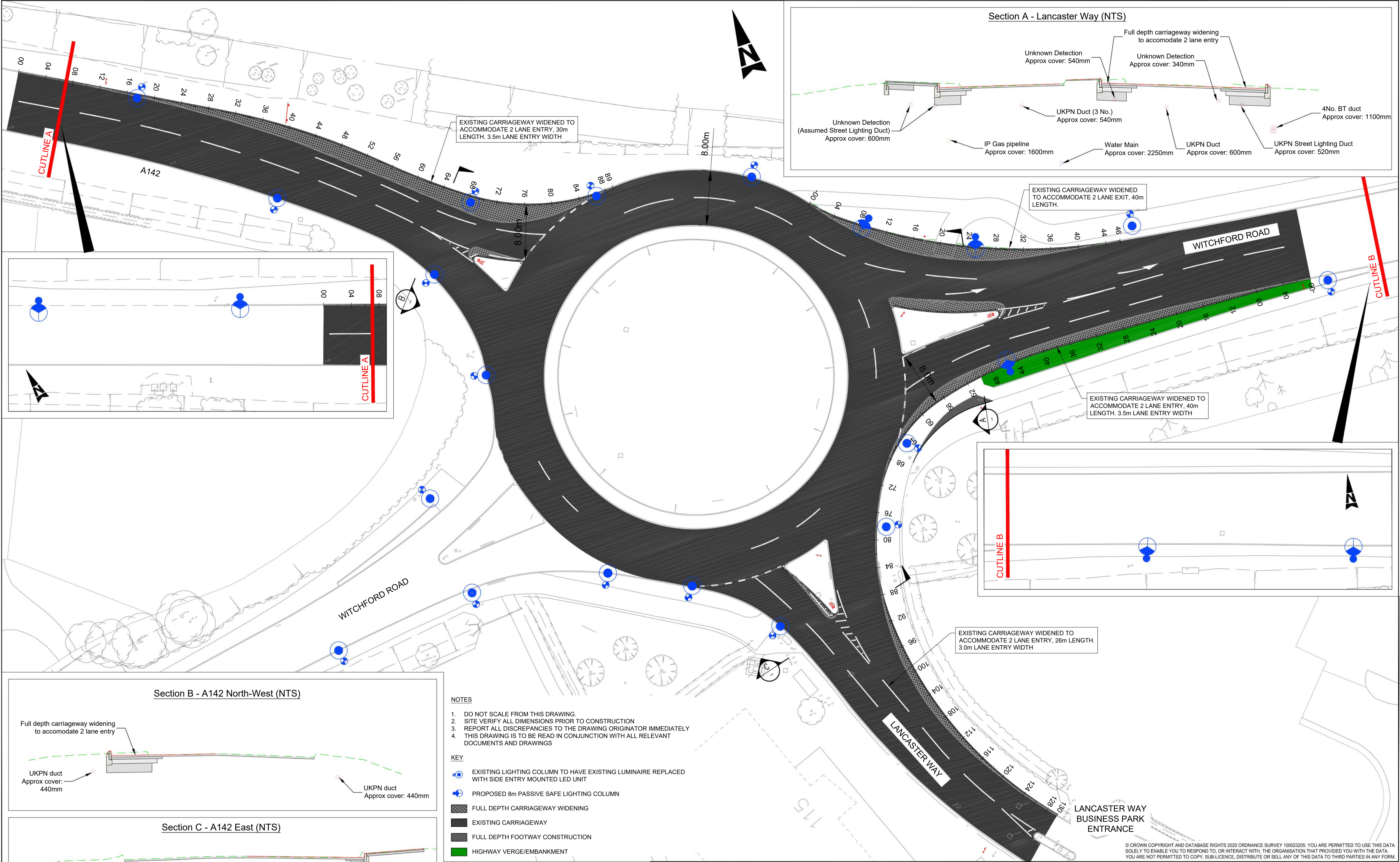
Drawing Number

Rev

5020235-SKA-HGN-BP-DR-CH-0101

D01





- NOTES**
- DO NOT SCALE FROM THIS DRAWING.
  - SITE VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION
  - REPORT ALL DISCREPANCIES TO THE DRAWING ORIGINATOR IMMEDIATELY
  - THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT DOCUMENTS AND DRAWINGS

- KEY**
- EXISTING LIGHTING COLUMN TO HAVE EXISTING LUMINAIRE REPLACED WITH SIDE ENTRY MOUNTED LED UNIT
  - PROPOSED 8m PASSIVE SAFE LIGHTING COLUMN
  - FULL DEPTH CARRIAGEWAY WIDENING
  - EXISTING CARRIAGEWAY
  - FULL DEPTH FOOTWAY CONSTRUCTION
  - HIGHWAY VERGE/EMBANKMENT

**RESIDUAL RISK ASSESSMENT**  
WHEREVER POSSIBLE, RISK IS DESIGNED-OUT OF THIS PROPOSAL DURING THE DESIGN PROCESS. WHERE THIS IS NOT POSSIBLE, THE RISK WILL BE MINIMISED AND ANY RESIDUAL SIGNIFICANT RISK WILL BE NOTED AND INDICATED BY THE SYMBOL.

**SIGNIFICANT CDM HEALTH & SAFETY RISKS**  
1. IP GAS MAIN, APPROXIMATELY 1.6M DEPTH

ORG	00-00-00	FIRST ISSUE	AB	CD
Rev	Date	Description	Dm	Chkd
Revisions				

Drawing Originator  
**Cambridgeshire Highways**  
Unit 1A, Vantage House  
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PE29 6SR  
Tel: +44 (0)1223 785165  
Email: Cambridgeshirehighways@skanska.co.uk

Drawing Status  
DETAILED DESIGN  
Title  
**LANCASTER WAY ROUNDABOUT GENERAL ARRANGEMENT (SHEET 1 OF 2)**

Project Name A10/A142 WITCHFORD ROUNDABOUTS		Scale 1:250	Drawn by STE	Checked by	Approved by
Original drawing sheet is A1		Drawn Date 28-06-2019	Checked Date	Approved Date	
Drawing Number 5020235-SKA-HGN-LW-DR-CH-101					Rev D01



**ST NEOTS NORTHERN FOOT AND CYCLE BRIDGE**

**To:** Highways and Transport Committee

**Meeting Date:** 16 June 2020

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

**Electoral division(s):** St Neots Priory Park & Little Paxton and St Neots The Eatons

**Forward Plan ref:** N/A                      **Key decision:** No

**Outcome:** An agreed way forward for the project following a forecast increase in budget required.

**Recommendation:** The Committee is recommended;

a) To note the scheme development to date, recent market pricing activity and revised forecast budget required.

b) To halt further development of the project due to the reduction in the assessed value for money identified in the updated business case, following the increase in forecast budget required.

c) To re-allocate the remaining available allocated s106 funding of £128k to other transport projects in St Neots, subject to further approval of the specific projects by this Committee once identified.

<b><i>Officer contact:</i></b>		<b><i>Member contacts:</i></b>	
Name:	Dorothy Higginson	Names:	Cllr Ian Bates, Cllr Mark Howell
Post:	Group Manager, Major Infrastructure Delivery	Post:	Chair, Vice Chair
Email:	<a href="mailto:dorothy.higginson@cambridgeshire.gov.uk">dorothy.higginson@cambridgeshire.gov.uk</a>	Email:	<a href="mailto:ian.bates@cambridgeshire.gov.uk">ian.bates@cambridgeshire.gov.uk</a> <a href="mailto:mark.howell@cambridgeshire.gov.uk">mark.howell@cambridgeshire.gov.uk</a>
Tel:	07836 230079	Tel:	01223 706398

## **1. BACKGROUND**

- 1.1 In 2016, the Economy & Environment Committee approved the development of options for a foot and cycle bridge in St. Neots and business case development, funded by an allocation of £1.2m in S106 Developer Contributions.
- 1.2 Initial work included the completion of a Feasibility Study undertaken by Skanska in May 2017, which estimated that a bridge in the proposed location could cost in the region of £3.5 - £4m to construct. This excluded development costs, such as design, management and planning processes and did not include risk and optimism contingency.
- 1.3 An appraisal of the likely future demand for the bridge at the chosen location was completed in July 2017, which fed into an outline business case that identified the bridge could deliver benefits of £5.6m.
- 1.4 In October 2017 the Cambridgeshire & Peterborough Combined Authority (CPCA) shortlisted the project as a priority transport scheme, committing £3.1 million in funding, subject to further development and the final business case. This was made up of £2.5m for the main bridge project together with £600k for a separate project to upgrade footpaths on Regatta Meadow / Riverside.
- 1.5 In June 2018 the project was also approved for inclusion within the St. Neots Masterplan and the business case was further developed in conjunction with the CPCA.
- 1.6 The additional £2.5m from the CPCA enabled the total secured funding for the bridge to rise from £1.2m to £3.7m.
- 1.7 A public consultation on the various options for the design of the bridge was conducted during the summer of 2018, which informed an options appraisal of the various bridge designs. The outcome led to a suspension bridge being the preferred design option.
- 1.8 In November 2018, the Economy & Environment Committee approved the further development of the suspension bridge option and progression to the developed design phase and submission of a planning application.
- 1.9 At this stage, however, it was highlighted that the total required budget to deliver the bridge was estimated to be in the region of £5.5 - £6.5m and subject to securing further funding estimated to be complete by the summer of 2021. This indicated a potential shortfall in funding of up to £2.8m, but further certainty could only be gained by proceeding with the next stage of development and involvement of a civil engineering contractor. Further opportunities to secure additional funding for the project were still being actively pursued. This included discussions with Huntingdonshire District Council, St Neots Town Council and Highways England through the legacy fund associated with the A428 Black Cat to Caxton Gibbet project.
- 1.10 In March 2019, following a procurement process through the Eastern Shires Purchasing Organisation (ESPO) Pro 5 Consultancy Framework, WSP was appointed as the consultant to deliver the planning application and detailed design.
- 1.11 This work proceeded to programme and reached the pre-application stage, which identified the need for an Environment Impact Assessment (EIA). This process included extensive

consultation with key stakeholders including Historic England, the Environment Agency and Historic Environment teams at Huntingdonshire District Council and the County Council.

- 1.12 The EIA requirement is a substantial additional task to the development stage of a project and was not originally expected to be required, based on initial discussions between the consultant and planning department. The scoping report for the EIA has now been completed, but this extended the estimated programme for completion of the scheme to winter 2021.
- 1.13 In a bid to secure greater cost certainty over the budget required to deliver the project, a contractor was engaged through the SCAPE Civil Engineering Framework in November 2019. The framework offers an Official Journal of the European Union (OJEU) compliant procurement route and immediate access to construction expertise, vital for project teams in delivering value, greater cost certainty and understanding of construction risks and buildability challenges. This is a single service provider framework awarded to Balfour Beatty, who initially undertook a detailed review of the project in order to complete a construction feasibility report, a service provided at no cost to potential clients.
- 1.14 This looked at various aspects of the construction of the project, from buildability issues to market testing the cost to construct the scheme with supply chain partners. The report was made available in February 2020 and set out the detailed brief and scope of the works, a construction budget for the project and an initial programme through to completion. It also identified risks and an associated financial contingency allowance within the construction budget and proposed the introduction of performance measures for the project.

## **2 MAIN ISSUES**

- 2.1 The work completed by Balfour Beatty highlighted some significant civil engineering challenges. These were associated with the construction of the bridge support on the eastern side of the river. Further detailed design development work by WSP had already identified that ground conditions required a piled anchorage system. The implication of this was also magnified by the fact it is required to be constructed within a very restricted working space, located at the end of the turning head between the Priory Centre and a private walled garden. This not only added additional previously unquantified cost to the scheme, but also the need for a further risk allowance, given its challenging nature.
- 2.2 This has led to a £1.5m increase in the budget required to construct the bridge and when taking into account the necessary risk allowances, means that the total estimated budget required now exceeds the original higher £6.5m estimate, totalling £8m.
- 2.3 Opportunities were investigated by the project team to reduce the forecast cost through value engineering, but it was determined that this had limited scope to generate the value of savings now required. The value engineering exercise looked at reducing costs associated with the choice of materials and the type and method of construction for the bridge.
- 2.4 The further development of the project and forecast increase in budget required to deliver the bridge has also had a significant impact on the business case. It is now particularly challenging from a value for money perspective, given the updated benefit to cost ratio has dropped below 1.0, with valued benefits of £5.6m significantly less than the £8m estimated cost to deliver.

- 2.5 Given these changes, the CPCA decided at a meeting of its Board on 25<sup>th</sup> March 2020 to withdraw the £3.1m funding allocated and remove the project from its Business Plan. This was on the basis that the project no longer met the requirements of value for money set out in the CPCA Assurance Framework, as well as the issue set out in paragraph 2.5 above.
- 2.6 Development costs for the project to date total £962k, with all costs funded by S106 Developer Contributions. A breakdown is shown below;

<b>Project Breakdown</b>	<b>Cost</b>
CCC Management Costs since 2016:	£400,288.40
Skanska Design inc Knights Architects: (Location Feasibility, Design Options, Consultation etc)	£221,900.60
WSP Detailed Design and Planning Application:	£323,827.55
Communications (Public Consultations):	£10,885.20
Land / Legal:	£1,573.16
Archaeology / Ecology:	£960.00
Statutory Undertakers:	£210.00
Misc / Other:	£2,037.24
<b>TOTAL</b>	<b>£961,682.20</b>

- 2.7 Based on the above challenges all work has ceased, pending a decision by this Committee. The detailed design and development work can be archived and is available for further development, should an improved business case for an investment in a bridge at this location come forward in future.
- 2.8 To date £1.09m of the £1.2m S106 developer funding has been spent, £128k is therefore currently available for reallocation. It is recommended that the remainder of the S106 developer funding be reallocated to transport projects in St Neots, subject to approval by this Committee once identified.

### **3. ALIGNMENT WITH CORPORATE PRIORITIES**

#### **3.1 A good quality of life for everyone**

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

### **3.2 Thriving places for people to live**

The bridge project, if deliverable, is aligned with the St Neots Masterplan, part of a wider initiative to bring greater economic prosperity to the town.

### **3.3 The best start for Cambridgeshire's children**

Currently many people including children feel unsafe cycling. Cycling is potentially a form of economic, reliable transport that allows them to access schools or training and hence independence, and the opportunity to incorporate active travel into their lives.

### **3.4 Net zero carbon emissions for Cambridgeshire by 2050**

Better cycling and pedestrian links would contribute to reduced vehicle journeys. This would in turn contribute to a reduction in carbon emissions.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

The resource implications are detailed within the main body of the report.

### **4.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

There are no implications, all work is proposed to be ceased and the contract with WSP terminated.

### **4.3 Statutory, Legal and Risk Implications**

There are no implications, all work is proposed to be ceased.

### **4.4 Equality and Diversity Implications**

The benefits the bridge would have generated in being fully accessible in terms of approach paths and ramps will not be realised should the project not proceed.

### **4.5 Engagement and Communications Implications**

A thorough and extensive period of consultation and engagement was undertaken in 2017 and 2018. Recent engagement includes attendance at St Neots Masterplan Steering Group's meetings and engagement with local key stakeholders.

### **4.6 Localism and Local Member Involvement**

A thorough and extensive period of consultation and engagement was undertaken in 2017 and 2018. Recent engagement includes attendance at St Neots Masterplan Steering Group's meetings and engagement with local key stakeholders. Officers have worked closely with local members.

## 4.7 Public Health Implications

More people cycling and walking undoubtedly contributes to improved public health. It is important that people are supported and encouraged to be physically active, and any efforts should focus upon interventions that mitigate any barriers like perceived safety risks.

The Transport and Health Joint Strategic Needs Assessment makes reference to encouraging short trips of less than 2km to be undertaken on foot or by cycle. The proposals supported and encouraged this. The bridge development was planned to be used as a broader catalyst to promote walking and cycling in St Neots with a particular focus on daily journeys to and from work and school.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: Sarah Heywood
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?</b>	Yes Name of Officer: Gus de Silva
<b>Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?</b>	Yes Name of Legal Officer: Fiona McMillan
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Elsa Evans
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: Sarah Silk
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Andy Preston
<b>Have any Public Health implications been cleared by Public Health</b>	Yes or No Name of Officer: Kate Parker

Source Documents	Location
Transport Strategy Consultation document 2001 St Neots Market Town Transport Strategy 2008 Option Study Utilisation Study St Neots Masterplan for Growth Consultation responses 2017 & 2018 Construction Feasibility Report – Balfour Beatty, January 2020	Room 310 Shire Hall



**HIGHWAYS AND TRANSPORT COMMITTEE AGENDA PLAN AND  
APPOINTMENTS TO OUTSIDE BODIES, INTERNAL ADVISORY GROUPS,  
PANELS AND COMMUNITY CHAMPIONS**

*To:* **Highways and Transport Committee**

*Meeting Date:* **16<sup>th</sup> June 2020**

*From:* **Executive Director Place and Economy**

*Electoral division(s):* **All**

*Forward Plan ref:* **No** *Key decision:* **N/A**

*Outcome:* **To review the Committee's agenda plan and to consider appointments to outside bodies, internal advisory groups, panels and Community Champions.**

**It is important that the Council is represented on a wide range of outside bodies to enable the Council to provide clear leadership to the community in partnership with citizens, businesses and other organisations.**

*Recommendation:* **The Highways and Transport Committee is recommended to:**

- a) Review its agenda plan attached at Appendix 1;**
- b) Agree the appointments to outside bodies as detailed in Appendix 2;**
- c) Agree the appointments to Internal Advisory Groups and Panels as detailed in Appendix 3; and**
- d) Agree the appointments of Council Champions as set out in Section 3 of the report.**
- e) Agree as a delegation on a permanent basis to the Executive Director Place and Economy in consultation with the Chairman and Vice Chairman of the Committee to appoint representatives or change representation to any outside bodies, internal or external groups, panels or partnership liaison and advisory groups within the remit of the Highways and Transport Committee, where an appointment is required to be made before the next scheduled Committee meeting.**

<b><i>Officer contact:</i></b>		<b><i>Member contacts:</i></b>	
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Tel:	01223 699181	Tel:	01223 70639

## **1. BACKGROUND**

- 1.1 The new Highways and Transport Committee like all service committees is required to review its agenda plan at every meeting and the initial agenda plan is included as Appendix 1 to this Report.
- 1.2 The County Council's Constitution states that the Highways and Transport Committee has 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 required appointments set out in appendices 2 and 3 are drawn from those previously made by the now disestablished Highways and Infrastructure Committee or the Economy and Environment Committee and involve areas now within the remit of this Committee.
- 1.3 Appointments to Outside Bodies and Internal Advisory Groups and Panels are agreed by the relevant Policy and Service Committee.
- 1.4 It is important that the Council is represented on a wide range of outside bodies to enable the Council to provide clear leadership to the community in partnership with citizens, businesses and other organisations.

## **2. APPOINTMENTS TO OUTSIDE BODIES AND INTERNAL ADVISORY GROUPS AND PANELS**

- 2.1 The outside bodies where appointments are required to be reconfirmed or changed, as the Committee sees fit, are set out in **Appendix 2** to this report. The current representative(s) is indicated. It is proposed that the Committee should review and agree the appointments to these bodies.
- 2.2 Particular attention is drawn to the last listed appointments on the Outside Bodies appendix in respect of Parking and Traffic Regulations Outside London Adjudication Joint Committee (PATROL) & Bus Lane Adjudication Joint Committee (BLASJC) which was incorrectly shown on previous Highways and Infrastructure appointments the Traffic Penalty Tribunal., The previous appointee, Councillor McGuire, has indicated that he would not wish to be re-appointed due to the commitments associated with being Chairman of the Council and therefore a new appointment is required.
- 2.3 The internal advisory groups and panels where appointments are required to be reconfirmed or changed, as the Committee sees fit, are set out in **Appendix 3** to this report.

The current representative(s) is indicated. It is proposed that the Committee should review and agree the appointments to these bodies.

### 3. COUNCIL CHAMPIONS

- 3.1 The Council appoints a number of Champions in specific areas to help promote them in all aspects of the Council's work. Following the disestablishment of the Economy and Environment Committee two Champions require reappointment as now falling within the remit of the Highways and Transport Committee namely the following:

#### a) Cycling

*Responsible for promoting the interests of cycling across all aspects of the Council's work, linking in with the health and well-being responsibilities of the authority. Councillor Noel Kavanagh is the current Cycling Champion. The Committee is invited to reconsider reappointing Councillor Kavanagh or if not, proposing a replacement.*

#### b) Transport and Health

*Previously responsible for promoting joined up working on transport issues between the Economy and Environment Committee, Highways and Community Infrastructure Committee, the Health Committee and Public Health. Councillor Tim Wotherspoon is the current Transport and Health Champion. The Committee is invited to reconsider reappointing Councillor Wotherspoon or if not, proposing a replacement.*

Source Documents	Location
Annual Report of Representation on Outside Bodies 2019 – 2020	<a href="https://cambridgeshire.cmis.uk.co/m/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1105/Committee/20/Default.aspx">https://cambridgeshire.cmis.uk.co/m/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1105/Committee/20/Default.aspx</a>



# HIGHWAYS AND TRANSPORT POLICY AND SERVICE COMMITTEE AGENDA PLAN

Published on 1 June 2020

Updated 8<sup>th</sup> June 2020

APPENDIX 1 Agenda Item 9

## Notes

Committee dates shown in bold are confirmed.

Committee dates shown in brackets and italics are reserve dates.

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

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

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

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is six clear working days before the meeting.

In line with the agreed Council Virtual Meetings Protocol, during the Lockdown monitoring reports with no decisions, including the Finance Monitoring Report and Performance Monitoring Report, will not be included on the agenda, but will be circulated separately for information. \*\*

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

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

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for Reports to be sent to Democratic Services.	Agenda despatch date
<b>16/06/20</b>	Notification of the Appointment of the Chairman/Chairwoman and Vice Chairman/Chairwoman	Democratic Services		<b>04/06/20</b>	<b>08/06/20</b>
	A10/A142 BP Roundabout Improvements –	Chris Foyle / Kristian Mobbs	2020/033		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for Reports to be sent to Democratic Services.</b>	<b>Agenda despatch date</b>
	St Neots Foot and Cycle Bridge	Stuart Rushby	Not applicable		
	Covid 19 Temporary Cycling Proposals	Jeremy Smith	Not applicable		
	Covid-19 Issues Report	Steve Cox	Not applicable		
<b>07/07/20</b>	Wisbech Access	Kristian Mobbs	2020/039	<b>25/06/20</b>	<b>29/06/20</b>
	Commuted Sums	Kristian Mobbs	Not applicable		
	Highways Verge Maintenance	Jon Clarke / Richard Lumley	Not applicable		
	South Cambridge Cycling Improvement Programme	Dorothy Higginson / Grant Weller	Not applicable		
	Covid-19 Issues Report	Steve Cox	Not applicable		
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<b>[11/08/20]</b>	Covid-19 Issues Report	Steve Cox	Not applicable	<b>30/07/20</b>	<b>03/08/20</b>
	Finance Report **	Sarah Heywood	Not applicable		
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<b>15/09/20</b>	Winter Plan for 2020/21. (Operational Plan)	Jon Clarke/Richard Lumley	2020/037	<b>03/09/20</b>	<b>07/09/20</b>

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for Reports to be sent to Democratic Services.	Agenda despatch date
	Road Safety Annual Review	Matt Staton/Richard Lumley	Not applicable		
	Local Highway Improvements Review	Richard Lumley/Matt Staton	Not applicable		
	Resident & Visitor Parking Permit Charges Review.(Tradepersons Review)	Sonia Hansen/Nicola Gardner.	Not applicable		
	Highways Contract Report	Richard Lumley/Emma Murden			
	Annual Highways Report	Richard Lumley/Emma Murden	Not applicable		
	Covid-19 Issues Report	Steve Cox	Not applicable		
	Performance Report	Matthew Tullet	Not applicable		
	Finance Monitoring Report**	Sarah Heywood	Not applicable		
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<b>06/10/20</b>	Risk Register Review	Steve Cox	Not applicable	<b>24/09/20</b>	<b>28/09/20</b>
	A14 Update Report	Andy Preston	Not applicable		
	Covid-19 Issues Report	Steve Cox	Not applicable		
	Business Planning	Steve Cox	Not applicable		
	Finance Monitoring Report**	Sarah Heywood	Not applicable		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Reference if key decision</b>	<b>Deadline for Reports to be sent to Democratic Services.</b>	<b>Agenda despatch date</b>
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<b>10/11/20</b>	Business Planning (reserve in case of additions)		Not applicable	<b>29/10/20</b>	<b>02/11/20</b>
	Highway Gritter Fleet Procurement	Richard Lumley/Jon Clarke	2020/023		
	Finance Monitoring Report	Sarah Heywood			
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<b>01/12/20</b>	Business Planning		Not applicable	<b>19/11/20</b>	<b>23/11/20</b>
	Performance Report	Matthew Tullett	Not applicable		
	Quarterly Report on Key Performance Indicators	Richard Lumley/Emma Murden	Not applicable		
	Finance Monitoring Report	Sarah Heywood	Not applicable		
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<b>19/01/21</b>				<b>07/01/21</b>	<b>11/01/21</b>
<i>[16/02/21] Provisional mtg</i>				<b>04/02/21</b>	<b>08/02/21</b>
<b>09/03/21</b>	Performance Report	Matthew Tullett	Not applicable	<b>25/02/21</b>	<b>01/03/21</b>
	Quarterly Highways Contract Report	Richard Lumley/Emma Murden			

Committee date	Agenda item	Lead officer	Reference if key decision	Deadline for Reports to be sent to Democratic Services.	Agenda despatch date
	Finance Monitoring Report	Sarah Heywood	Not applicable		
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		
<i>[13/04/21] Provisional mtg</i>				<b>31/03/21</b>	<b>02/04/21</b>
<b>08/06/21</b>	Notification of the Appointment of the Chairman/Chairwoman and Vice Chairman/Chairwoman	Democratic Services		<b>27/04/21</b>	<b>31/05/21</b>
	Quarterly Highways Contract Report	Richard Lumley/Emma Murden			
	Finance Monitoring Report	Sarah Heywood	Not applicable		
	Agenda Plan Training Plan and Appointments to Outside Bodies	Democratic Services	Not applicable		



**Appendix 2 to  
Item 9**

**CAMBRIDGESHIRE COUNTY COUNCIL  
APPOINTMENTS TO OUTSIDE BODIES: POLICY & SERVICE COMMITTEES**

NAME OF BODY	MEETINGS PER ANNUUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<b>A428/A421 Alliance</b>  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. <ul style="list-style-type: none"> <li>To build a compelling case for improvements to the route to support economic growth, locally and nationally</li> <li>To work with Highways England to develop a comprehensive improvement package and associated investment plan</li> </ul>	2 or as business dictates	3	Councillor I Bates (Con) Councillor D Wells (Con) Councillor J Wisson (Con)  Subs: Councillor D Giles (Ind.) Councillor S Taylor (Ind.)	Nikki Holland Office Manager Jonathan Djanogly MP  01480 437840  <a href="mailto:Hollandn@parliament.uk">Hollandn@parliament.uk</a>	Other Public Body representative	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<b>A47 Alliance Steering Group</b>  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.	2	1	Councillor I Bates (Con)	Chris Walton Democratic Services Norfolk County Council  01603 222620  <a href="mailto:Chris.walton@norfolk.gov.uk">Chris.walton@norfolk.gov.uk</a>	Other Public Body representative	Highways and Transport
<b>A505 Royston to Granta Park Strategic Growth and Transport Study Steering Group</b>  To assist in the review and development of schemes identified by the Royston to Granta Park Strategic Transport and Growth Study.	3	3	Councillor I Bates (Con) Councillor R Hickford (Con) Councillor M Shuter (Con)  Substitutes:  Councillor L Harford (Con) Councillor S van de Ven (Lib Dem) Councillor T Wotherspoon (Con)	Natasha Hincks  <a href="mailto:Natasha.Hincks@cambridgeshire.gov.uk">Natasha.Hincks@cambridgeshire.gov.uk</a>  01223 715487  Karen Kitchener  01223 715486  <a href="mailto:Karen.Kitchener@cambridgeshire.gov.uk">Karen.Kitchener@cambridgeshire.gov.uk</a>	Other Public Body representative	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<b>Cambridgeshire and Peterborough Road Safety Partnership Strategic Management Board</b>  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.	4	1	Councillor M Shuter (Con)	Matt Staton Interim Highways Projects and Road Safety Manager Highways Projects and Road Safety  01223 699652 Mobile: 07590 618436  <a href="mailto:matt.staton@cambridgeshire.gov.uk">matt.staton@cambridgeshire.gov.uk</a>	Other Public Body representative	Highways and Transport
<b>England's Economic Heartland Strategic Alliance – Strategic Transport Forum</b>	TBC	2	Councillor I Bates (Con) Councillor S Count (Con)  Substitute: Councillor L Nieto (Con)	Graham Hughes Executive Director: Place & Economy  01223 715660  <a href="mailto:graham.hughes@cambridgeshire.gov.uk">graham.hughes@cambridgeshire.gov.uk</a>	Other Public Body representative	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<b>Fenland Association for Community Transport (FACT) Board</b>  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	4	1	Councillor C Boden (Con)	Steve Shannon Fenland Association for Community Transport Ltd  01354 661234  <a href="http://www.fact-cambs.co.uk">www.fact-cambs.co.uk</a>	Member of a Management Board of a “Registered Society” under the Co-operative and Community Benefit Society Act 2014.	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<b>Huntingdon Association for Community Transport (HACT) Board</b>  The purpose of the Board of HACT is to (a) monitor current progress to date, to have an overview of current services and provide advice where required, suggest improvements, and (b) to steer HACT (and FACT, its parallel service in Fenland) towards meeting future need, including new initiatives, projects, potential sources of funding.	4	1	Councillor C Boden (Con)	Steve Shannon Fenland Association for Community Transport Ltd  Tel: 01354 661234  <a href="http://www.hact-cambs.co.uk">www.hact-cambs.co.uk</a>	Trustee of a Charity	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	GUIDANCE CLASSIFICATION	COMMITTEE TO APPROVE
<p><b>Parking and Traffic Regulations Outside London Adjudication Joint Committee (PATROL) &amp; Bus Lane Adjudication Joint Committee (BLASJC)</b></p> <p><b>(Note Previous appointment was incorrectly shown as being an appointment to the Traffic Penalty Tribunal)</b></p> <p>As Cambridgeshire CC operate both parking and bus lane enforcement, there is a requirement for a nomination to both the PATROL and BLASJC. Most authorities will nominate the same member to each committee.</p>	As required	1 + substitute	<p><b>Current Vacancy</b></p> <p>previously Councillor M McGuire (Con)</p> <p>Substitute – Councillor A Taylor (LD)</p>	<p>Inform both:</p> <p>Philip Hammer Parking Operations Manager</p> <p>01223 727903</p> <p><a href="mailto:Philip.hammer@cambridgeshire.gov.uk">Philip.hammer@cambridgeshire.gov.uk</a></p> <p>Andy Diamond Joint Committee Support Officer Springfield House Water Lane Wilmslow SK9 5BG</p> <p><a href="mailto:adiamond@patrol-uk.info">adiamond@patrol-uk.info</a></p>	Other Public Body representative	Highways and Transport

## APPENDIX 3 to agenda Item 9

### HIGHWAY AND TRANSPORT APPOINTMENTS TO INTERNAL ADVISORY GROUPS AND PANELS

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>A141 – Huntingdon and St Ives Area Transport Study Steering Group</b>  The study should consider a range of transport interventions including but not limited to junction improvements along the route, possible realignment of the current bypass and an opportunity to enable new transport modes.	3	4 [two cllrs for each study]	Representing the St Ives Area Councillor Criswell (Con) Councillor Fuller (Con)  Substitutes:- Councillor Reynolds (Con)  Representing Huntingdon Area Councillor Sanderson (Ind.) Councillor Wilson (LD)  Substitutes:- Councillor Shellens (LD)	Karen Kitchener Principal Transport and Infrastructure  <a href="mailto:Karen.Kitchener@cambridgeshire.gov.uk">Karen.Kitchener@cambridgeshire.gov.uk</a>  01223 715486	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>Heavy Good Vehicle (HGV) Diamond Area Steering Group</b>  To oversee the HGV Diamond area work to assess traffic and HGV movements and endorse the outcomes and make recommendations in respect of the diamond area between the A141, A142 and the A10.	3	5	Councillor I Bates (Con) Councillor S Criswell (Con) Councillor B Hunt (Con) Councillor K Reynolds (Con) Councillor T Wotherspoon (Con)  Members to nominate their own substitutes  Councillor M McGuire (Con)	Lou Mason-Walsh  <a href="mailto:Lou.Mason-Walsh@cambridgeshire.gov.uk">Lou.Mason-Walsh@cambridgeshire.gov.uk</a>  01223 699269	Highways and Transport
<b>Highways and Improvement Panels</b>  Established to consider and make recommendations to the Highways and Transport Committee on the allocation of funds for locally led minor highway improvements.			See listings below – Previous appointments listed	Richard Lumley  <a href="mailto:Richard.Lumley@cambridgeshire.gov.uk">Richard.Lumley@cambridgeshire.gov.uk</a>  (01223) 703839  Matt Staton <a href="mailto:Matt.Staton@cambridgeshire.gov.uk">Matt.Staton@cambridgeshire.gov.uk</a>  (01223) 699652	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>East Cambridgeshire LHI Panel</b>	1	6 (subs allowed)	Councillor D Ambrose Smith (Con) Councillor A Bailey (Con) Councillor L Dupre (LD) Councillor M Goldsack (Con) Councillor B Hunt (Con) Councillor J Schumann (Con)		Highways and Transport
<b>Fenland Rural LHI Panel</b>	1	6 (subs allowed)	Councillor D Connor (Con) Councillor S Count (Con) Councillor J Gowing (Con) Councillor S Hoy (Con) Councillor S King (Con) Councillor S Tierney (Con)		Highways and Transport
<b>Huntingdonshire LHI Panel</b>	1	7 (subs allowed)	Councillor S Bywater (Con) Councillor S Criswell (Con) Councillor P Downes (LD) Councillor I Gardener (Con) Councillor M McGuire (Con) Councillor T Sanderson (Ind) Councillor G Wilson (LD)		Highways and Transport
<b>South Cambridgeshire LHI Panel</b>	1	6 (subs allowed)	Councillor H Batchelor (LD) Councillor R Hickford (Con) Councillor D Jenkins (LD) Councillor S Kindersley (LD) Councillor M Smith (Con) Councillor T Wotherspoon (Con)		Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>King's Dyke Project Board</b>  To oversee the continued development and delivery of the Scheme and provide a forum for key issues to be considered. The Board comprises stakeholders, local County and District Members.	4	1	Councillor D Connor (Con)	Lee Baldry  <a href="mailto:Lee.Baldry@cambridgeshire.gov.uk">Lee.Baldry@cambridgeshire.gov.uk</a>  01233 715664	Highways and Transport
<b>March Area Transport Study Steering Group</b>  To assist in the review and development of schemes identified by the March Area Transport Study.	4-5	2	Councillor French (Con) Councillor Gowing (Con)  Substitute – Councillor Connor (Con)	Karen Kitchener  <a href="mailto:Karen.Kitchener@cambridgeshire.gov.uk">Karen.Kitchener@cambridgeshire.gov.uk</a>  01223 715486	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>Transport Strategy for Fenland Member Steering Group</b>  The Transport Strategy for Fenland will form part of the suite of district-wide transport strategies which support the Local Transport Plan (LTP) for Cambridgeshire. It will seek to outline a transport vision and emerging transport infrastructure requirements for Fenland.	4	2	Councillor D Connor (Con) Councillor J Gowing (Con)	James Barwise <a href="mailto:James.Barwise@cambridgeshire.gov.uk">James.Barwise@cambridgeshire.gov.uk</a>  01223 703522	Highways and Transport
<b>Transport Strategy Huntingdonshire Member Steering Group</b>  To assist in the review and development of the Huntingdonshire Transport Strategy.	4	4	Councillor I Bates (Con) Councillor S Criswell (Con) Councillor R Fuller (Con) Councillor T Sanderson (Con)  Two subs to be appointed Councillor M McGuire (Con)	Tom Fisher <a href="mailto:Thomas.Fisher@cambridgeshire.gov.uk">Thomas.Fisher@cambridgeshire.gov.uk</a>  01223 699343	Highways and Transport

NAME OF BODY	MEETINGS PER ANNUM	REPS APPOINTED	REPRESENTATIVE(S)	CONTACT DETAILS	COMMITTEE TO APPROVE
<b>Wisbech Access Strategy Project Board</b>  Growth Deal Funding of £1 million has been allocated to the Wisbech Access Strategy, with a further £10.5 million conditional upon delivery of an acceptable package of measures. The Steering Group, set up Oct 2016, will make recommendations to the Highways and Transport Committee and to Fenland District Council's Cabinet, who will in turn make recommendations to the LEP (Local Enterprise Partnership) Transport Body or Greater Cambridge Greater Peterborough LEP Board.	6	2	Councillor S Hoy (Con) Councillor S Tierney (Con)	Kristian Mobbs Team Manager MID Team  <a href="mailto:Kristian.Mobbs@cambridgeshire.gov.uk">Kristian.Mobbs@cambridgeshire.gov.uk</a>	Highways and Transport