

COUNCIL MEETING

AGENDA

22nd October 2024

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

Cambridgeshire County Council Notice of Meeting

The meeting of the County Council will be held in the Red Kite Room, New Shire Hall, Alconbury Weald, Huntingdon PE28 4YE on Tuesday, 22nd October 2024 at 10.30a.m.

Agenda

Apologies for Absence

1. Minutes – 16th July 2024 and Motions Log (pages 12-24)
[available at [County Council meeting 16/07/2024](#)]
2. Chair's Announcements (oral)
3. Declarations of Interests (oral)
[\[Guidance for Councillors on declaring interests is available here\]](#)
4. Public Question Time (oral)

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

To receive petitions from the public in accordance with Council Procedure Rule 9.4.
6. Better Public Transport: Cambridge South-East Transport Scheme (pages 25-48)
7. Constitution and Ethics Committee recommendations – Proposed changes to the Constitution (pages 49-54)
8. Committees – Allocation of seats and substitutes to political groups in accordance with the political balance rules (subject to the approval of the recommendation in Agenda Item No.7) (pages 55-60)
9. Appointment of the Vice-Chair of Children and Young People Committee (page 61)

a) Motion from Councillor Alex Bulat

The Council notes that:

- Everyone across Cambridgeshire deserves access to a properly funded police force and a well-coordinated local approach to tackling anti-social behaviour and Domestic Abuse, ensuring our residents feel safe in their communities.
- Cambridgeshire County Council has a number of statutory duties linked to community safety, including those contained within the Crime and Disorder Act 1998, the Counter-Terrorism and Security Act 2015, The Domestic Abuse Act 2021 and the Police, Crime, Sentencing and Courts Act 2022.
- In Cambridgeshire our five District and City Councils lead the work of the multi-agency Community Safety Partnerships, including local Domestic Homicide Reviews, with officers from the County Council representing the organisation as key statutory partners.
- The Council provides services that support victims of domestic abuse through a team of Independent Domestic Violence Advisors and since 2018 the Council has held the nationally recognised White Ribbon accreditation, demonstrating the Council's commitment to preventing harassment, abuse and violence against women and girls. The Council's White Ribbon accreditation is now due for renewal.

The Council welcomes that:

- During recent national disorder events all partners across Cambridgeshire communicated regularly, working closely to mitigate local risks in order to keep communities safe. This included close contact with the Home Office.
- All our five district-led Community Safety Partnerships (CSPs) are working hard to serve our communities and reduce crime and anti-social behaviour.
- The Police and Crime Commissioner (PCC) Police and Crime Plan 2021-2024 prioritised ensuring that partners and the police are listening to the public and pledged to tackle the causes of crime and anti-social behaviour through partnership working.
- The new Government made community safety one of its five missions, pledging to crack down on anti-social behaviour and recruit 13,000 new neighbourhood police officers with crucial local knowledge to prevent and tackle crime.
- The Council is committed to supporting victims of Domestic Abuse and renewing its White Ribbon accreditation.

The Council expresses concern that:

- Cambridgeshire remains the fourth lowest funded police force in the country, which means we have significantly less spend per person compared to similar areas, while we experience one of the highest population increases. Meanwhile, local taxpayers fund around half of the police's budget in Cambridgeshire.

- Domestic abuse and sexual violence continue to be widespread problems in our country, with the national Crime Survey for England and Wales (CSEW) estimating that as low as 1 in 6 crimes of this nature are reported. Applying national prevalence figures from the CSEW, local estimates are that there were 36,000 victims of domestic abuse in 2021/22 in Cambridgeshire and Peterborough. This was calculated as part of the local Violence Against Women and Girls Needs Assessment in 2023.
- There is more to be done to raise the profile of the Council's White Ribbon status and the support available from across the organisation to support all victims of domestic abuse.

The Council is recommended to commit to:

- Ask the Chief Executive to write to the Home Secretary to ask for Cambridgeshire to have its fair share of the new neighbourhood police officers, including opportunities for local residents to train and fill those new roles.
- Ask the Chief Executive to write to all constituency MPs in Cambridgeshire asking them to lobby for a fairer funding deal for our county, through changes to the government's police grant allocation that better reflects current population data and local factors.
- Task officers from the Domestic Abuse and Sexual Violence Service with:
 - Recruiting additional White Ribbon ambassadors from across the Council, ensuring there is representation from all council directorates and from elected members.
 - Developing a cross-council action plan to support the White Ribbon reaccreditation process.
 - Communicating the help and support available across Cambridgeshire to victims of domestic abuse through partner forums, Council communications (including social media channels) and through local publications such as Cambridgeshire Matters and the Cambridgeshire and Peterborough Association of Local Councils newsletter.

[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 Ros Hathorn

The Council notes:

- The government is committed to ambitious growth targets.
- To deliver this level of growth it is really important that people have confidence in the planning system.

The Council further notes that:

- As a region already delivering high growth it is dealing with issues thrown up by the planning system such as Section 278 agreements used for minor and major developer works on the highway secured through the planning process.

- It has a legal duty to implement the Section 278 process in accordance with the relevant planning decision.
- The Franklin Gardens' junction on the B1049 sits within the Greater Cambridge Partnership's (GCP's) Histon Road scheme, part of a major arterial route into the city. The junction has been designed, paid for and delivered by a housing developer as a planning obligation, implemented through a section 278 agreement, which was not part of the GCP's Histon Road scheme.
- The junction build began in 2023 and was completed in 2024. Although typically developers have to implement decisions within three years, here planning permission was agreed on the design 16 years ago, with public input into designs happening at that planning stage.
- Although compliant in planning terms, the final design feels out of date; the two-direction shared use cycle path/ footway on the east side is far narrower than modern design standards support and there are other issues. The design issues impact how cyclists behave in the space making their behaviour unpredictable which is a problem for drivers and creates unnecessary conflict.
- Between the planning decision and build out the GCP came into existence and delivered the Histon Road scheme which it would have made a lot of sense to have included the Franklin Gardens junction within.

The Council acknowledges that:

- National planning legislation has created this situation where once a design or decision is given planning consent local authorities have limited powers to negotiate significant changes however much the local area or national design standards change.
- It is learning lessons about how to manage large sites that will have long buildouts such as new towns.
- There is a need to streamline the Transport and Works Act Order process so that the same decision is not coming back repeatedly to the same people causing delays and risk.
- Government tendency to use out of date population data when making decisions in our region makes it even harder to manage growth.

This Council is therefore recommended to:

- Provide Members with comprehensive and bespoke training and engagement to understand the parameters of the planning system, how county decisions feed into the process, what the county is doing to manage the challenge of delivering new towns and major developments.
- Provide a guidance document available on its website detailing the planning parameters, what the county council does to secure the best possible outcomes, and how residents can best engage.

- Recognise the importance of keeping the time between planning decisions and buildout as short as possible ideally within three years and that at the point of delivery, designs should aspire to meet both national standards and design guidance.
- Ask the Chief Executive to write to the relevant Secretaries of State to highlight Cambridgeshire's experiences of growth to inform future updates to legislation as follows:
 - (a) Local government needs the power to make developers collaborate with local partners to ensure alignment of projects.
 - (b) There must be a mechanism so that designs and decisions can be updated alongside future guidance or best practice, particularly if schemes are not delivered within three years.
 - (c) The importance of keeping population data current so that funding formulae keeps up to date with the actual number of people living in that place.
 - (d) Excessive bureaucratic oversight on infrastructure projects creates unnecessary delays and risks to major projects.

[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]

c) Motion from Councillor Lorna Dupré

The council notes:

- Lithium-ion batteries are increasingly used to power a broad range of electrical items. They have become essential for many household items, power tools, laptops, smartphones, electric bikes, scooters, and electric vehicles.
- These batteries are designed to operate within a specific temperature range. When batteries overheat, they become unstable which can lead to thermal runaway where a battery undergoes rapid and uncontrolled chemical reactions. Thermal runaway cannot be stopped when it occurs, the result often being an explosion and fire. This process can be triggered by several factors such as overcharging, physical damage to the battery (crush, drop, impact, shock, vibration), exposure to extreme temperatures, and manufacturing faults. If a lithium battery is dropped, it remains unstable for up to 72-hours afterwards and should not be charged.
- The consequences of thermal runaway can be devastating. The fire in the early hours of the 30 June 2023 in Cambridge took the lives of a mother and two children. The father survived but spent many weeks in hospital. The fire took rapid hold in the house. It was started by a replacement e-bike battery purchased online after the original was stolen.
- The London Fire Brigade have stated that on average there was a fire from a lithium battery in an e-bike or e-scooter every two days in 2023 in London. The National Fire Chiefs Council have reported that over 1,200 battery fires in bin lorries and waste sites across the UK occurred in 2023. Since January 2023

Cambridgeshire Fire and Rescue Service have attended ten fires involving batteries in refuse lorries and thirty-three fires have involved batteries.

- The Cambridgeshire and Peterborough Waste Partnership (RECAP) have advised that battery fires are also a growing threat to their waste collection crews. Communication initiatives including using the latest graphics and assets from the organisation Material Focus in respect of recycling electricals and using livery on collection vehicles are being used to get key safety messages across to the public.
- The council in conjunction with Cambridgeshire Fire and Rescue Service have worked on some joint statements focusing on how residents can dispose of batteries safely at the council's nine Household Recycling Centres.

The council recognises and welcomes the work undertaken by Lord Foster and Electrical Safety First regarding the introduction of new legislative provisions to improve the safety of lithium-ion batteries. The focus of their proposal is three clauses requiring:

- third party independent approval-testing for e-bikes, e-scooters, and their batteries before entering the UK market.
- Government to establish regulations for the safe disposal of used lithium-ion batteries.
- controls to address specific fire concerns ensuring safer access, charging, and storage of lithium-ion batteries.

The Council is therefore recommended to:

- endorse the proposal by Lord Foster and Electrical Safety First in respect of lithium-ion batteries.
- ask the Chief Executive to write to the Minister of State for Policing, Fire and Crime Prevention to encourage the Government to support new legislative provisions to achieve the proposal's objectives.
- ask the Chief Executive to write to Cambridgeshire Fire Authority and to RECAP and its constituent authorities to advise them of the contents of this motion and urge them to make their own representations to the Minister.

[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]

d) Motion from Councillor Edna Murphy

The council notes that:

- The A14 Huntingdon to Cambridge project, a £1.5bn project delivered by National Highways (formerly Highways England) was in construction between November 2016 and May 2020. As a Nationally Significant Infrastructure Project it received a Development Consent Order from the Secretary of State in June 2016 through the Nationally Significant Infrastructure Project (NSIP) process.
- The work involved was complex. Besides the Huntingdon southern bypass, the project included an upgrade to the A14 between Swavesey and Milton, and a new

road for local communities, the A1307, which runs parallel to it between Cambridge and Godmanchester. There were intended to be 24 miles of new routes for cyclists, walkers and horse riders included in the scheme and the planting of 860,000 trees.

- It was declared a success by National Highways, delivering an apparently complete new system to budget and even opening early, as the pandemic had enabled work to progress faster than anticipated.

The council expresses concern that:

- Despite this apparent success, the project directly caused damage and created problems which persist today, affecting residents in their daily lives, and many things promised were not delivered. It is obvious that neither the original budget nor the timescale for completion were sufficient to fully alleviate the local impacts of the project. Budgets on major projects are generally set too early, so the consented scheme has missed opportunities to meet local needs that would naturally be identified through the pre-application process.
- National Highways needs to be more responsive to local residents and coordinate more closely with the Council on local issues. Residents have struggled to obtain even basic information from them about work they are doing that affects their communities. For example, even though it was obvious there were serious problems with the number of trees dying along the A14, National Highways did not engage and only responded when there was local media coverage involved. They now need to provide a full update on what effect their revised tree planting strategy is having on the 860,000 trees.
- The project has left behind many defectively constructed structures requiring ongoing repair or redesign work. For example the roundabout junction at Histon which is unacceptable for non-motorised transport and Bar Hill where the whole structure is sinking and a permanent solution to the problem has not yet been fully defined.
- It has also produced abandoned landlocked buildings in Bar Hill which continue to be a blight to the local community with no sign of change or progress. National Highways refused to engage with local residents either about their concerns or about their interests in how the space could be used.
- The project was supposed to deliver improved biodiversity and reduced pollution, but there is no evidence to ensure these things have happened, and no transparency about measurements post construction or the basis on which the project was 'signed off' by ministers.
- Many village communities were promised new Non-Motorised User (NMU) routes with National Highways funding but after an initial funding for some in January 2021 National Highways reneged on further funding leaving many remaining villages such as Dry Drayton without NMU routes, which they greatly need and had been led to expect.

The council resolves to:

- Request that Council officers identify the outstanding issues from the A14 project on local communities and bring them together in a single report to the Highways and Transport Committee so that all issues can be clear and documented, to ensure the pervasive effects are not forgotten or normalised, and how the whole experience of the A14 project might be captured and used to ensure success in relation to other major Consents.
- Also request that the Chief Executive make the case to new MPs, and the new Minister for Transport, and National Highways to be more responsive to local communities and in particular to raise the problems our communities are still experiencing from the A14 project to see how they can be addressed. This should include a formal request for National Highways to remediate the landlocked buildings at Bar Hill, to restore the cut in funding for the NMU routes intended to be part of the scheme, and to make public the information about the impact on biodiversity.

[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]

e) Motion from Councillor Steve Count

Core purpose: To raise awareness of the government's decision to halt non means tested Winter Fuel Payments for pensioners and the impact of that decision.

Council notes:

- The Labour Chancellor Rachel Reeves, recent decision to stop Winter Fuel Payments except for pensioners in receipt of means-tested benefits such as pension credit.
- Age UK estimates that nationally 2 million pensioners who badly need the money to stay warm this winter will not receive it.
- Across Cambridgeshire up to 124,303 pensioners may lose the winter fuel payment because of this decision.
- Some older residents in Cambridgeshire rely on Winter Fuel Payments to afford heating during the coldest months. Thereby preventing 'heat or eat' dilemmas and safeguarding health.
- The criticism from Age UK, the Countryside Alliance and other charities, highlighting the social injustice and potential health risks posed by this sudden policy change.
- The additional strain this decision will place on vulnerable pensioners, many of whom do not claim Pension Credit or benefits despite being eligible, further exacerbating their financial hardship.

Council believes:

- That the Winter Fuel Payment has been a lifeline for many older people across the UK and that restricting its availability solely to those on Pension Credit risks leaving many pensioners in financial hardship.
- While some pensioners currently in receipt of the Winter Fuel Payment may not require it, there will be many thousands across Cambridgeshire who sit just above the cut-off for Pension Credit and will now lose their allowance and may fall into fuel poverty.
- As a result of this decision, the system may see increased demand, such as an increased need for warm spaces, increased use of foodbanks, increased requests for help to complete applications, increased pressure to process applications and ultimately, more people falling into fuel poverty.
- The decision to means-test Winter Fuel Payments, especially with such short notice and without adequate compensatory measures, is deeply unfair and will disproportionately affect the health and well-being of our poorest older residents.
- The government's approach fails to consider the administrative barriers, the skills or help required to apply, the access to IT and the stigma that prevent eligible pensioners from claiming Pension Credit, leaving many without the support they desperately need.

Council resolves to:

- Bring forward a Council-led local awareness campaign to alert those eligible for Pension Credit which in some respects will help access to the Winter Fuel Payment for those most in need.
- Request that the Chief Executive write to the Chancellor of the Exchequer, urging a review of the decision to means-test the Winter Fuel Payment and asking the government to ensure that vulnerable pensioners, particularly those who do not claim Pension Credit, are protected from fuel poverty.
- Commit the Council to signing the 'Save the Winter Fuel Payment for Struggling Pensioners' petition being run by Age UK and write to all Members offering them the opportunity to sign the petition themselves.
- Encourage local efforts to promote Pension Credit uptake through council services and partnerships with local charities and community organisations to ensure that all eligible pensioners in Cambridgeshire are supported in claiming their entitlement.

[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]

11. Questions

- (a) Cambridgeshire and Peterborough Combined Authority and Overview and Scrutiny Committee (Council Procedure Rule 9.1) (page 62)
- (b) Questions on Fire Authority Issues (pages 63-71)
Report of the Cambridgeshire and Peterborough Fire Authority.
- (c) Written Questions (Council Procedure Rule 9.2) (oral)
To note responses to written questions from Councillors submitted under Council Procedure Rule 9.2.

Dated 14th October 2024

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

The County Council is committed to open government and members of the public are welcome to attend this meeting. It supports the principle of transparency and encourages filming, recording, and taking photographs at meetings that are open to the public. It also welcomes the use of social networking and micro-blogging websites to communicate with people about what is happening, as it happens. These arrangements operate in accordance with a protocol agreed by the Chair of the Council and political Group Leaders which can be accessed via the following link or made available on request: [Filming, recording and photos of meetings](#)

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This meeting is streamed to the Council's website: [Council meetings Live Web Stream - Cambridgeshire County Council](#)

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

Full Council Motion Log

This is the updated Motion Log as of 14 October 2024. It captures the actions arising from motions agreed at meetings of Full Council and updates Members on the progress in complying with delivery of the necessary actions.

Motions from Full Council on 19 July 2022					
Minute No.	Motion	Responsible Officer	Action	Update	Status
87 e)	Councillor Alex Beckett (Pavement parking)	Executive Director of Place and Sustainability	Highways and Transport Committee to assess the impact of this trial [a group of pilot areas in Cambridge City for TRO implementation] upon its implementation.	Update: 14 October 2024 This has now been passed to the Greater Cambridge Partnership to implement. An assessment will be carried out once the trial has been implemented.	Ongoing
			If successful, the highways department should expand this work and bring a further paper to Highways and Transport Committee for all urban areas within Cambridgeshire with informal pavement parking, when it is appropriate to do so (mindful that Civil Parking Enforcement powers are needed to locally enforce the TRO).	Update: 14 October 2024 The Greater Cambridge Partnership will be considering a trial as part of the Integrated Parking Strategy (IPS), and an update report was presented to the Cambridge Joint Area Committee meeting on 18 September 2024 . The IPS work will tie in with the Combined Authority's Greater Cambridge Transport Strategy work, an update on which will be provided to its Transport and Infrastructure Committee on 4 November 2024.	Ongoing

Motions from Full Council on 18 July 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
161 c)	Councillor Michael Atkins School Uniform Costs	Director of Education	<p>Write to all school headteachers and governing bodies to:</p> <ul style="list-style-type: none"> - Remind them of the new statutory guidance. - Gather data as to the current impact of uniform policies on families in the county, in particular: <ul style="list-style-type: none"> a. the number of branded items required by the policy, and whether sew-on badges or equivalent are available; b. an estimate of the total cost of a full set of school uniform to attend the school; c. whether the uniform has been changed in the past five years, and if so whether existing pupils were permitted to continue wearing the previous uniform; and d. support offered to families on low income. 	<p>Update: 13 May 2024</p> <p>A letter was sent to schools at the start of October 2023, which outlined the statutory guidance in relation to school uniform. The letter also invited them to respond to a survey on how schools operate their uniform policies. The survey closed at the end of November 2023.</p> <p>A further communication will be sent to schools during the summer half term to ask for updated costs of uniform for September 2024.</p>	Ongoing

			Analyse the data returned by schools in a report to the Children and Young People Committee - where information is not returned, it may be complemented by a desktop exercise based on public information. The report should highlight examples of best practice, and be shared with school governors.	Update: 8 July 2024 It is planned to present the data to the Children and Young People Committee at its meeting in November 2024.	Ongoing
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Motions from Full Council on 17 October 2023

Minute No.	Motion	Responsible Officer	Action	Update	Status
173 d)	Councillor Bill Hunt Reclassification of the A1421	Executive Director of Place and Sustainability	Accelerate the IRAP safety analysis of the A1421 and include it in the first tranche.	Update: 14 October 2024 The scanning and data capture of all the A roads (Phase 1) in the International Road Assessment Programme has been completed. The IRAP report is scheduled to be presented to the Highways and Transport Committee meeting on 3 December 2024, subject to completion of the study.	Ongoing
			The Executive Director for Place and Sustainability to present a report to a future meeting of Highways and Transport Committee which evaluates options to reduce traffic and traffic speeds, improve road safety, and increase options for active travel on the A1421 including,	Update: 14 October 2024 A report was presented to the <u>Highways and Transport Committee meeting on 23 July 2024</u> .	Complete

			but not limited to, the reclassification of the A1421 from "A" to "B".		
Motions from Full Council on 12 December 2023					
Minute No.	Motion	Responsible Officer	Action	Update	Status
186 a)	Councillor Mike Black Adult Social Care	Executive Director of Adults, Health and Commissioning	The Executive Director of Adults, Health and Commissioning to ensure that departments make the necessary preparations for this Council to take the initiative locally to take any opportunities offered by changes to government policy, including but not limited to the introduction of a National Care Service, to bring about a drastic improvement in social care provision.	<p>Update: 11 March 2024</p> <p>The development of proposals to establish a National Care Service would be led by the Government of the day, through the associated legislative processes. Consequently, local implementation will be reliant on these being delivered.</p> <p>The Council will need to consider detailed responses to any future Government consultations as part of this approach to inform policy change, and the completion of evidence-based impact assessments will be key to this. It is therefore very likely that the development and delivery of a National Care Service will take a considerable amount of time at both a national and local level to ensure the process of co-design, legislation and implementation is accommodated.</p> <p>The Council already actively takes forward the opportunities afforded within changes to Government policy, funding, and reforms to improve adult social care provision within the funding it has available to it. Progress against developments in areas such as self-directed support, Care Together, Adult Social Care Market Sustainability, accommodation, in-house service provision and commissioning improvements are already</p>	Ongoing

				appropriately reported to the Adults and Health Committee for Member decision-making and scrutiny.	
186 c)	Councillor Alex Bulat Dentists	Director of Public Health	Working with the "Toothless in England" resident campaign group, who have members across Cambridgeshire including a local branch in Huntingdon, to bring local lived experiences in any discussion around dental health in our county.	<p>Update: 11 March 2024</p> <p>A meeting was held with "Toothless in England" to discuss their concerns and to explore options to address them. A further meeting is to be arranged with Toothless and the NHS Cambridgeshire and Peterborough ICB commissioner for dentistry.</p> <p>Update: 14 October 2024</p> <p>Public Health are following up on the outcomes of the meeting with "Toothless in England". In the intervening period, the NHS Cambridgeshire and Peterborough Integrated Care Board has undertaken a "deep dive" into local dental services and is developing a local action plan that will be reported on in early 2025.</p>	Ongoing
			Encourage the ICB to explore the feasibility of mobile dentistry in our county, especially in areas which are less served by public transport.	<p>Update: 5 February 2024</p> <p>A meeting with the NHS Cambridgeshire and Peterborough ICB commissioner for dentistry has been requested to discuss these issues.</p> <p>Update: 14 October 2024</p> <p>The NHS Cambridgeshire and Peterborough Integrated Care Board area has been identified as being an area that would benefit from the provision of a mobile dental service. However, the progression of this proposal has been paused until further clarity and advice is provided by NHS England, nationally, from both the Chief Dental Officer and the National Specialised Commissioning Teams.</p>	Ongoing

Motions from Full Council on 19 March 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
206 d)	Councillor Lucy Nethsingha Voter participation	Executive Director of Strategy and Partnerships	Ask the Communities, Social Mobility and Inclusion Committee to develop a plan, working with partners in District and Parish Councils, to encourage greater understanding of the role of the different tiers of local government here in Cambridgeshire, and in particular to bring forward proposals about how we can work to better engage with younger people in Cambridgeshire to increase participation in local elections.	Update: 14 October 2024 An action plan has been developed by the Communities service and shared with the Communities, Social Mobility and Inclusion Committee's Spokes. The plan includes key proposals to encourage greater understanding of the role of local government, with a particular focus on engaging young people. Representatives from district councils are involved in the work and the plan was shared with parish councils at the annual conference of the Cambridgeshire and Peterborough Association of Local Councils (CAPALC) to engage local support. Further actions will be completed ahead of the local elections in May 2025.	Ongoing

Motions from Full Council on 21 May 2024

Minute No.	Motion	Responsible Officer	Action	Update	Status
222 a)	Councillor Alex Beckett Artificial Intelligence	Executive Director of Finance and Resources	Present long-term Technology Impact Assessment, as part of business planning, reports to each Policy and Service Committee to inform members' awareness of the potential opportunities and risks, new technologies (including but not	Update: 14 October 2024 This update will be included as part of the business Council's planning process and committee meetings to link this assessment with planning.	Ongoing

			limited to autonomous vehicles, artificial intelligence / Machine Learning, renewable energy generation / storage, Internet of Things) may present to our ways of working with and in our communities over the short, medium and long (20+year)-term. This should consider the financial costs and gains, environmental impacts, economic opportunities, social changes, and potential security risks.		
			Use the assessments to continually refresh the Council's Digital Strategies and the action plans that support their delivery, as well as the Council's business plan. This should be reported annually alongside the Business and Budget Plan to the Strategy, Resources and Performance Committee.	Update: 8 July 2024 This will inform the autumn and winter committee meeting cycles.	Ongoing
			Work with the Combined Authority to create a technology forum to foster collaboration with local universities, technology companies, research institutions, and other local authorities in order to explore the challenges and opportunities technology can	Update: 14 October 2024 A Member Technology Champion will be appointed in the autumn. A digital and AI forum was held in September 2024, which involved a number of district councils and the University of Cambridge. Plans are being explored to expand this with ongoing meetings.	Ongoing

			bring to our area. A member technology champion would assist in supporting this Forum.		
222 b)	Councillor Geoff Seeff Allergens	Executive Director of Strategy and Partnerships	Through its Public Health and Trading Standards teams, and where possible, with the co-operation of the Environmental Health teams in the district councils, raise awareness within Cambridgeshire's hospitality sector of the risks to allergy sufferers of not having access to reliable written information on the allergens used in prepared food and that, until such time as the relevant legislation has been enacted, encourage all food businesses in the sector to adopt voluntarily the Campaign's proposal and the associated measures recommended by the FSA.	<p>Update: 14 October 2024</p> <p>District Council Environmental Health teams were informed that the Council is supporting the campaign at the Food Liaison Group on 6 June 2024. The Council has committed to keep the Group informed of any updated Food Standards Agency guidance and legislative changes in respect of allergens.</p> <p>Through its food standards compliance work the council has been informing and advising food businesses on legal requirements and best practices in terms of labelling, and provision of allergen information.</p>	Complete
		Chief Executive	Ask the Chief Executive to write to the Minister of State for Food, Farming and Fisheries to bring forward as soon as practical legislation embodying the Campaign's proposal and the recommendations of the FSA.	<p>Update: 14 October 2024</p> <p>The Chief Executive sent a letter to the Minister for Food, Farming and Fisheries on 29 May 2024. The letter was acknowledged by the Department for Environment, Food and Rural Affairs on 27 June 2024, however, given the pre-election period, they have closed the correspondence.</p> <p>The correspondence will therefore be resubmitted to the appropriate minister and government department following the general election.</p>	Complete

				The Chief Executive sent a letter to the new Minister of State for Food Security and Rural Affairs on 7 October 2024.	
222 d)	Councillor Lucy Nethsingha Air Quality	Chief Executive	The Chief Executive to write to the Air Quality Minister, Rebecca Pow MP, to express its concern over the withdrawal of this funding, and ask what assessment was done prior to the decision to withdraw this funding.	<p>Update: 14 October 2024</p> <p>The Chief Executive sent a letter to the Minister for Nature.</p> <p>The letter has yet to be acknowledged by the Department for Environment, Food and Rural Affairs, however, it is anticipated that, given the general election period, the department will close the correspondence. In such a case, the correspondence will be resubmitted to the appropriate minister and government department following the general election.</p> <p>The Chief Executive sent a letter to the new Parliamentary Under-Secretary of State (Minister for Water and Flooding) on 7 October 2024.</p>	Complete
			The Chief Executive and officers of the Council to work with key partners such as District Councils and the Cambridgeshire and Peterborough Combined Authority to assess the local implications on the removal of this funding on understanding and addressing poor air quality in Cambridgeshire.	<p>Update: 14 October 2024</p> <p>The Chief Executive, along with the Chief Executives of the district councils and the Cambridgeshire and Peterborough Combined Authority, have assessed the implications of this funding being withdrawn, which include:</p> <ul style="list-style-type: none"> The inability to provide GP practices within the Cambridge city area with information about air pollution and how to avoid it. The 145,700 residents and 3.5 million yearly visitors to Cambridge who would have benefitted from the improvements in air quality and traffic congestion will no longer see this benefit. 	Complete

				<ul style="list-style-type: none"> The Council adopted an Air Quality Strategy in April 2024, which made clear its commitment to work towards the World Health Organisation's Air Quality Guideline annual averages as longer-term targets. The removal of this funding may impede progress of projects to achieve this. The HomeRun app project was predicted to engage 4,950 pupils and 864 residents, who would have had access to road-safe bikes. An inability to meet the objectives of the Air Care Project which includes maintaining or reducing NO2 levels, raising awareness of what causes air pollution and promotion of active travel. <p>The overall sentiment was disappointment at the inability to progress and deliver projects to improve air quality across Cambridgeshire.</p>	
222 e)	Councillor Susan van de Ven International relationships	Executive Director of Place and Sustainability	Seek to influence its partnership activity with the CPCA and District Councils to strengthen links with the international community, with a view to encouraging cross-cultural understanding, exchange, and investment.	<p>Update: 8 July 2024</p> <p>This matter will be raised with the Chief Executives of the Combined Authority and District Councils at a meeting on 18 July to support ongoing work being undertaken with partners to further improve approaches to place marketing and inward investment.</p>	Ongoing
			That political leaders within the council work together with the university community, the CPCA and Business Board to understand how we can re-build more collaborative relationships with our	<p>Update: 14 October 2024</p> <p>The Combined Authority has led a process which has engaged partners including the Council and district councils, universities and businesses on the production of a 'State of the Region' report and a shared ambition. These are to be formally considered by the Combined Authority Board on 16 October 2024. Together, these</p>	Complete

			international partners, both nearby and further afield.	provide an evidence based and overarching vision for Cambridgeshire and Peterborough, which will be used to promote the region at a national and international level. The Council, through its representation on the Combined Authority Board and committees, will continue to support this approach.	
Motions from Full Council on 16 July 2024					
Minute No.	Motion	Responsible Officer	Action	Update	Status
232 a)	Councillor Alan Sharp Mill Lane flooding	Executive Director of Place and Sustainability	Approval of a virement of £250,000 from the £1.5m that remains unallocated over the next five years in the Medium Term Financial Strategy from the Digital and Change Reserve to the Bridge Maintenance Fund.	Update: 14 October 2024 This is provisionally on the forward plan for November 2025, with a report to be presented to the Highways and Transport Committee when the options paper has been completed.	Ongoing
			Highways and Transport Committee be asked to assess whether an options appraisal for Mill Lane is good value for money, and whether there are other capital projects which could benefit from similar work to ensure that Mill Lane and other areas remain passable during flooding.	Update: 14 October 2024 This is provisionally on the forward plan for November 2025, with a report to be presented to the Committee when the options paper has been completed.	Ongoing
232 b)	Councillor Sam Hoy	Executive Director of Strategy and Partnerships	The Communities, Social Mobility and Inclusion Committee to bring a report this calendar year into the best	Update: 14 October 2024 Led by the Communities Service, work has taken place this summer to engage with local councils and officers	Complete

	Road Closures		way to lower the financial burden of road closures to councils, charities and other organisations including the Royal British Legion.	from across the Council to review the financial pressures of road closures for Remembrance Day events. A report will be presented to the Communities, Social Mobility and Inclusion Committee meeting on 17 October 2024 .	
232 c)	Councillor Ros Hathorn Play and recreational spaces	Executive Director of Strategy and Partnerships	Compile evidence of the benefits of play for children and young people, including those with special educational needs and disabilities, in relation to positive mental health and physical well-being.	Update: 14 October 2024 A comprehensive literature review providing evidence of the benefit of play and a shortened slide deck summarising the findings has been compiled by the Council's Policy and Insight service.	Complete
			Share and promote the evidence with partners across Cambridgeshire, including Town and Parish Councils, for local use and to support funding bids or planning conversations and bring a paper to the Communities, Social Mobility and Inclusion Committee with this evidence.	Update: 14 October 2024 The evidence compiled by the Policy and Insight Service, in the form of a literature review and summary slide presentation, will be shared with key partners, including town and parish councils, through the October edition of 'Cambridgeshire Matters' and the next edition of the Cambridgeshire and Peterborough Association of Local Council's (CAPALC) newsletter. The evidence will be included in a future report to the Communities, Social Mobility and Inclusion committee.	Ongoing
			Promote to Town and Parish Councils the mechanisms and support available from the Communities Service to engage the voices of children and young people in developing plans and use of recreational space within their communities. This should include piloting a group which will work with and support	Update: 14 October 2024 Officers from the Communities Service attended Cambridgeshire and Peterborough Association of Local Council's (CAPALC) annual conference in September 2024 to promote the service's work and the support it offers to engage the voice of children and young people. Additional information is scheduled for circulation through the October issue of Cambridgeshire Matters.	Complete

			community organisations already trying to deliver recreational spaces for older children and young people, including those with special educational needs and disabilities, potentially bringing together key partners to support these aims. This work will help council officers identify the types of support which are most valuable to these groups, the most challenging barriers they face and whether these issues are the same across communities.	A pilot group has been formed to help identify the types of support that is most valuable to address the barriers faced across communities. An event in Cambourne is scheduled for 14 November 2024 to bring local groups together to provide an overview of setting up a facility, the value of consultation and the lived experience of community groups setting up SK8 Park and Pump track areas in their villages.	
			Report key findings from this work back to the Communities, Social Mobility and Inclusion Committee.	Update: 14 October 2024 A report will be presented once findings from the pilot have been identified.	Ongoing

Better Public Transport: Cambridge South-East Transport Scheme

To: Council

Meeting Date: 22 October 2024

From: Interim Director Greater Cambridgeshire Partnership (GCP)

Purpose: This report provides an update on the proposed Cambridge South-East Transport Scheme (CSET2 Scheme) which would lead to the creation of a new, or significantly improved, public transport route between a new travel hub near the A11/A1307 and the Cambridge Biomedical Campus. The CSET2 Scheme would deliver the following components if approved:

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

The purpose of this report is to seek approval to submit an application for a Transport and Works Act Order (CSET2 Order) for the CSET2 Scheme. The report also seeks delegated authority to progress the delivery of the CSET2 Scheme if the CSET 2 Order is approved.

If authorised, the resulting CSET2 Order and deemed planning permission will together provide the relevant powers and planning consent for the construction, maintenance and operation of the CSET2 Scheme.

Recommendation: The Full Council is recommended to:

- (a) Note the report, and the likely timescales for the formal consent process; and
- (b) Agree to the:
 - (i) Making of an application under the provisions of section 6 of the Transport and Works Act 1992 for an Order authorising the construction and operation of a guided transport system

from the A11 to the Cambridge Biomedical Campus; and

- (ii) Seeking of a direction from the Secretary of State under Section 90(2A) of the Town and Country Planning Act 1990 that planning permission be deemed to be granted for the development provided for in the proposed Order for the CSET2 Scheme.
- (iii) Delegation of Authority to the Greater Cambridge Partnership Executive Board:
 - (a) To progress negotiations with any owners of interests in the affected land and other persons affected by the CSET2 Scheme and to make necessary arrangements to acquire land or rights within the proposed CSET2 Order limits whether by agreement or through the exercise of powers contained in the CSET2 Order;
 - (b) To progress negotiations with any affected parties or objectors to the CSET2 Order with the aim of avoiding, or securing the withdrawal of, any objections to the CSET2 Order; and
 - (c) To promote the CSET2 Order through, and participation in, any public local inquiry or other processes and procedures arising or resulting from the submission of the application for the CSET2 Order.
- (iv) Delegation of authority to the Greater Cambridge Partnership Executive Board to:
 - (a) Prepare the necessary documents and any other evidence deemed appropriate to support the Transport and Works Act application;
 - (b) Undertake further design development work on the CSET2 Scheme and progress the ongoing statutory process, including further refinements to the CSET2 Order prior to submitting the Transport and Works Act order

application and application for deemed planning permission; and

(c) Deliver the CSET2 Scheme to practical completion subject to:

- (i) the CSET2 Order being made and deemed planning permission granted; and
- (ii) the approval of a Full Business Case in line with existing agreements and in accordance with internal governance requirements and procurement best practice and in consultation with the Council's Section 151 Officer where appropriate.

(v) Delegation of Authority to the Council's Section 151 Officer, in consultation with the Service Director for Legal and Governance, to negotiate, agree, enter into, execute and serve (where appropriate) all relevant legal agreements, notices and other documentation necessary to facilitate and underpin the CSET2 Order including (i) provisions to protect the apparatus of statutory authorities which may lead to ongoing liabilities (ii) to amend the CSET2 Order to reduce the extent of Order Land to reflect the extent of acquisition and rights required, (iii) to settle all compensation claims either by agreement or as determined by the Lands Chamber, (iv) to authorise the diversion or interference of public rights of way and means of access to the highway and (v) to give due regard to the criminal sanctions, powers to create byelaws and to the public sector equality duty and human rights provisions outline in this Report, and

(vi) Authorise the submission of the CSET2 Order application, and the application that a direction be given that planning permission be deemed to be granted together with all supporting documents, and to prepare such further documents as may be required to support those applications.

Officer contact:

Name: Peter Blake

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Email: peter.blake@cambridgeshire.gov.uk

1. Background

- 1.1 Full details in relation to the strategic need for investment in the Scheme, together with financial, commercial and management implications as well as investigation of alternative schemes, can be found in the Outline Business Case (OBC) and OBC Addendum at **Appendix 1** which was approved by the Greater Cambridge Partnership Executive Board in July 2020 with an update of the latest OBC budget on 2 October 2024.
- 1.2 The preparation of documents for submission of the Transport and Works Act application has been supported by grant funding from the Ministry of Housing Communities and Local Government (MHCLG) which was announced in the spring budget statement in March 2024 with the expectation of further funding as set out in the Joint Assembly report for meeting on 12 September 2024 and the Executive Board meeting on 2 October 2024.
- 1.3 Formal application is now proposed to be made to the Secretary of State for Transport for the CSET2 Order under the Transport and Works Act 1992 to construct and operate the Scheme. This will also provide for powers of compulsory acquisition, diversion of rights of way and traffic and highway and street related matters for the purposes of the CSET2 Scheme and include protective provisions for specified bodies which have apparatus affected by the CSET2 Scheme.
- 1.4 A description of the proposed development comprising the Scheme is provided in section 2 below and a plan showing the proposed alignment of the CSET2 Scheme is shown at **Appendix 2**.
- 1.5 By virtue of Section 20 of the Transport and Works Act 1992 the County Council may apply for a Transport and Works Act Order (TWAo) but the power to do so is subject to the same conditions as apply to a Local Authority promoting bills in Parliament.
- 1.6 In this instance, the County Council must comply with the conditions set out in section 239 of the Local Government Act 1972.
- 1.7 Section 239 provides that where a Local Authority is satisfied that it is expedient to promote a Bill (and this applies to TWAos), it must pass a resolution to do so which then needs to be confirmed at a further meeting of the authority after the Bill is deposited (or in the case of a TWAo), the application made.
- 1.8 Such a resolution must be:
 - (a) preceded by not less than 30 clear days' notice, given by advertisement in one or more local newspapers and by the ordinary notices required to be given for convening a meeting of the authority; and

- (b) passed by a clear majority of the whole number of the members of the authority (i.e. not a majority of those present but a majority of all members).
- 1.9 Notice was given to the public of a resolution in accordance with section 239 of the Local Government Act 1972 in the Cambridge News on 17 September 2024.

The City Deal

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

- c. Reducing carbon emissions in line with the partners' zero carbon commitments;
 - d. Helping to address social inequalities where poor provision of transport is a contributing factor; and
 - e. Wellbeing and productivity benefits from improving people's journeys to and from employment.
- 1.15 The City Deal has identified four major corridor schemes for investment in high quality public transport of which the CSET2 Scheme is one. These schemes will help to ensure access to major growth sites for housing and employment, thereby enabling delivery of the Local Plans for Greater Cambridge. In May 2020, the programme was subject to a routine Gateway Review by central Government which was successfully passed and which commented on the 'significant success and progress' the Partnership had made.

2. The Cambridge South East Transport Scheme

- 2.1 The CSETS project consists of two phases: Phase 1 which comprises 16 discrete small to medium works packages currently under construction and development, aimed at achieving some journey improvements for cyclists and public transport on the existing A1307, mainly within existing highway boundaries. Phase 2, which is the main focus of this report, is a more significant intervention – providing dedicated, mainly off-road, routes for public transport, in the form of a guided busway, with an ancillary maintenance track that will also allow for opportunities for cycling and walking, aiming to make these modes the attractive and preferable choice for many.
- 2.2 The CSET2 Scheme is one of the four main corridor schemes developed by GCP under the City Deal. It comprises a proposed new public transport route which would link the Cambridge Biomedical Campus via the edge of Great Shelford, Stapleford and Sawston to a new travel hub near the A11/A1307. Running parallel to the busway there will be an emergency access and maintenance track (EAMT) that would also serve as a facility for pedestrians/cyclists and, where possible, equestrians. The EAMT would generally be separated from the guided busway by a verge or a swale providing drainage and ensuring the safety of EAMT users.
- 2.3 The guided busway starts at the southern end of Francis Crick Avenue, at its roundabout junction with the highway of Addenbrooke's Road, curving south-westwards towards the Cambridge – Liverpool Street railway line, owned and operated by Network Rail. As the guided busway approaches the railway it curves south, running parallel with the railway, and joins with the diverted cycle track between the Medipark and Great Shelford, and crossing Hobson's Brook, before turning south-eastwards around the northeastern fringes of Great Shelford, crossing the highways of Granham's Road and Hinton Way.
- 2.4 The guided busway continues in a south-easterly direction around Stapleford before curving southwards as it crosses the highway of Haverhill Road and continuing on to Sawston. As the guided busway approaches Sawston it

crosses the River Granta and curves slightly eastwards to pass around and adjacent to the northeastern outskirts of the village before crossing the highway known as Babraham / Sawston Road.

- 2.5 Continuing in a south-easterly direction, the guided busway crosses the highway of High Street south of Babraham before curving eastwards, and slightly to the north, crossing the River Granta again and on towards the new A11 Travel Hub. The A11 Travel Hub comprises the southern-most extent of the physical infrastructure of the CSET2 Scheme and is located on land adjacent to the A11 and A1307, at the Fourwentways junction and covers an area approximately 20hectares.
- 2.6 A new roundabout junction will be constructed on the A1307 to allow users of the Travel Hub to safely enter and leave the new site. Public transport vehicles will be able to leave / join the segregated route at this point and re-enter / leave the public road network as well.
- 2.7 The development of the CSET2 scheme in its current form has been informed by community and stakeholder engagement since its inception in 2016, in accordance with Department for Transport requirements. There have been five public consultations in 2016, 2018, 2019, 2020 and 2022. A range of options within the existing corridor, and on-line, have been considered in line with Government guidance.

Outcomes

- 2.8 The Outcomes of the proposals are discussed in detail in the OBC and the OBC Addendum (**Appendix 1**) and the Environmental Statement (Appendix 10). In summary the OBC follows the requirements of the Green Book and Department for Transport (DfT) guidance and demonstrates the benefits of delivery of the CSET2 Scheme whilst the Environmental Statement sets out the impacts of the CSET2 Scheme and the mitigation required to offset any negative impacts.
- 2.9 The Benefit Cost Ratio based purely on conventional transport economics is 1.5 and the project is expected to deliver a positive net present value. The scheme also has a very strong Strategic Case and achieves significant Wider Economic Impacts as a result of its role in unlocking growth and development potential as envisaged by the City Deal.
- 2.10 If the Council accepts the recommendations of this report, then both documents will be submitted to DfT for further scrutiny at the subsequent Public Inquiry considering whether or not the CSET2 Order should be made.

Equality And Human Rights Implications

- 2.11 Section 149(1) of the Equality Act 2010 provides that in the exercise of their functions County Council must have due regard to the need to:

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

2.12 In accordance with rule 12(8) of the Transport and Works (Applications and Objections Procedure) (England and Wales) Rules 2006 (the Rules) an applicant for a TWAO must compile a Book of Reference containing the names of all those who were, at the beginning of a period of 28 days ending on the date of the application, owners, lessees, tenants (whatever the tenancy period) or occupiers of land which it is proposed will be subject to, compulsory acquisition, rights to use land, or rights to carry out protective works to buildings. The Book of Reference must also contain the names of all persons entitled to enjoy easements and other private rights over land which it is proposed to extinguish and the names of any others whom the Applicant would be required to give a notice to treat if proceeding under section 5(1) of the Compulsory Purchase Act 1965.

2.13 A Book of Reference is in the process of being compiled by the GCP and a draft appended to this report at **Appendix 7**. However, The Executive Board of GCP has delegated authority to promote the CSET2 Order (with further delegation sought in this report to finalise and submit the application) and in this respect it is able to confirm to the County Council, as the Applicant, that it has and will continue to carry out diligent inquiry, as set out in the Rules and the Guidance on Compulsory purchase process and The Crichel Down Rules 2019 to identify all the persons with an interest in the plots shown on the draft Land and Works Plans (**Appendix 4**), persons with a potential claim for compensation as a result of the CSET2 Scheme, and a number of other potential parties and statutory designations. These persons have been and will continue to be consulted pursuant to Rules 13, 14 and 16 of the Rules and as shown in the emerging Book of Reference. At this stage therefore, GCP is able to confirm to the County Council as Acquiring Authority that it has and will continue to consider the rights of those listed in the emerging Book of Reference. GCP also undertakes to CCC that it will continue to consider the rights of those to be listed in the Book of Reference and assures CCC that an application for the CSET2 Order will only be made if it decides that interference with their rights, in particular those under Article 8 of the European Convention on Human Rights (ECHR), is proportionate and necessary.

2.14 Moreover, those affected by the exercise of compulsory powers if the CSET2 Order is made, will be adequately compensated for any infringement of their rights.

2.15 The Human Rights Act 1998 incorporated into domestic law the provision of the ECHR. The articles of particular relevance are:

- (a) Article 1 of The First Protocol – protects the rights to peaceful enjoyment of possessions. No one can be deprived of their possessions except in the public interest.
 - (b) Article 6 – entitles those affected by compulsory powers to a fair and public hearing.
 - (c) Article 8 – protects the right of the individual to respect for his private and family life, his home and his correspondence. Interference with this right can be justified if it is in accordance with law and is necessary in the interests of, among other things, national security, public safety or the economic wellbeing of the country.
- 2.16 Section 6 of the Human Rights Act 1998 prohibits public authorities from acting in a way which is incompatible with rights protected by the ECHR.
- 2.17 Paragraphs 2 and 12 of the Guidance on Compulsory Purchase Process and The Crichton Down Rules 2018 set out how applicants should take into account Human Rights. In this regard Paragraph 12.4 states:
- "An acquiring authority should be sure that the purposes for which the compulsory purchase order is made justify interfering with the human rights of those with an interest in the land affected. Particular consideration should be given to the provisions of Article 1 of the First Protocol to the European Convention on Human Rights and, in the case of a dwelling, Article 8 of the Convention."
- 2.18 The draft CSET2 Order, if made, may infringe the human rights of persons with an interest in land. This infringement is authorised by law provided that:
- i) There is a compelling case in the public interest for the compulsory acquisition powers included within the CSET2 Order, and that proper procedures are followed.
 - ii) Any interference with a human right is proportionate and otherwise justified.

Compliance with the ECHR

- 2.19 The Executive Board of GCP confirms to the County Council as applicant that it recognises that the CSET2 Scheme may have an impact on individuals but considers that the significant public benefits that will arise from the CSET2 Scheme, as set out in this report outweigh any harm to those individuals. The draft CSET2 Order strikes a fair balance between the public interest in seeing the CSET2 Scheme proceed (which is unlikely to happen in the absence of the CSET2 Order) and the private rights which will be affected by the making of the order.
- 2.20 In relation to both Article 1 (of the First Protocol) and Article 8, the compelling case in the public interest for the compulsory acquisition powers included within the draft CSET2 Order has been demonstrated in this report and in the OBC and Addendum OBC (**Appendix 1**). The Land included over which compulsory acquisition powers are sought as set out in the CSET2 Order is

the minimum necessary to ensure the delivery of the CSET2 Scheme. The CSET2 Scheme has been designed to minimise harm whilst achieving its publicly stated objectives. In this respect the interference with human rights is both proportionate and justified.

- 2.21 In relation to Article 6 the Executive Board of GCP confirms to the County Council as applicant that it is content that recommended procedures have been and will be followed for both the consultation on the CSET2 Scheme and for the determination of the compulsory acquisition powers included in the draft CSET2 Order. Throughout the development of the CSET2 Scheme, the Executive Board of GCP confirms to the County Council as applicant that it has given persons with an interest in the land (and will give as interested parties are identified) a full opportunity to comment on the proposals, both in a statutory and non-statutory capacity, and that it has endeavoured to engage with land interests. The Executive Board of GCP has had regard to land interest feedback in both the initial design of the scheme and in iterative design changes throughout the life of the CSET2 Scheme. Examples of design changes are provided within the Consultation Report (**Appendix 11**).
- 2.22 Furthermore, any individuals affected by the draft CSET2 Order may submit representations by way of an objection to the application and if objections are made by owners, lessees, tenants, or occupiers of land which is to be acquired (or is person falling within section 12(2A) of the Acquisition of Land Act 1981) and not withdrawn, a public inquiry or hearing will be held at which objectors will be heard.
- 2.23 If the CSET2 Order is made, a person aggrieved may challenge the CSET2 Order by making an application to the High Court if they consider that the grounds for doing so are made out pursuant to section 22 Transport and Works Act 1992.

Consideration of duties under the Equality Act 2010

- 2.24 The Executive Board of GCP using its delegated authority confirms to the County Council as applicant that it has complied with its duties under section 149 of the Equality Act 2010 and has had due regard to the need to (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by or under the Equality Act 2010; (ii) advance equality of opportunity between persons who share a protected characteristic and persons who do not share it; and (iii) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 2.25 An Equality Impact Assessment (EqIA) (**Appendix 12**) has been carried out. The EqIA describes the process and results of a study to determine the impact of the CSET2 Scheme on a variety of demographic and protected characteristic groups identified in the surrounding area.
- 2.26 The EqIA concludes that low level negative impacts may be experienced during construction for older people and their carers and for disabled people

due to construction activities and disruption. However, during operation the CSET2 Scheme is likely to result in high level positive impacts for young and elderly people, medium level positive impacts for disabled users and low to high level positive impacts for all genders due to improved connectivity and improvements in pedestrian environment. Further opportunities were identified to advance equality, foster good relations and prevent discrimination in the conclusions to the EqIA.

- 2.27 This degree of impact and the scope for building mitigation into the CSET2 Scheme leads to the conclusion that there is no impediment to the CSET2 Scheme and monitoring will be ongoing to ensure that remains the case.

Equality Conclusions

- 2.28 For the reasons set out above, and taking into account the delegations sought and the assurances by GCP, the Applicant (CCC) considers that any infringement of the ECHR rights of those whose interests in the land might be affected by the exercise of powers of compulsory acquisition would, at the stage of submission of an application for the CSET2 Order, be proportionate and legitimate, would be in the public interest and would be in accordance with the law.

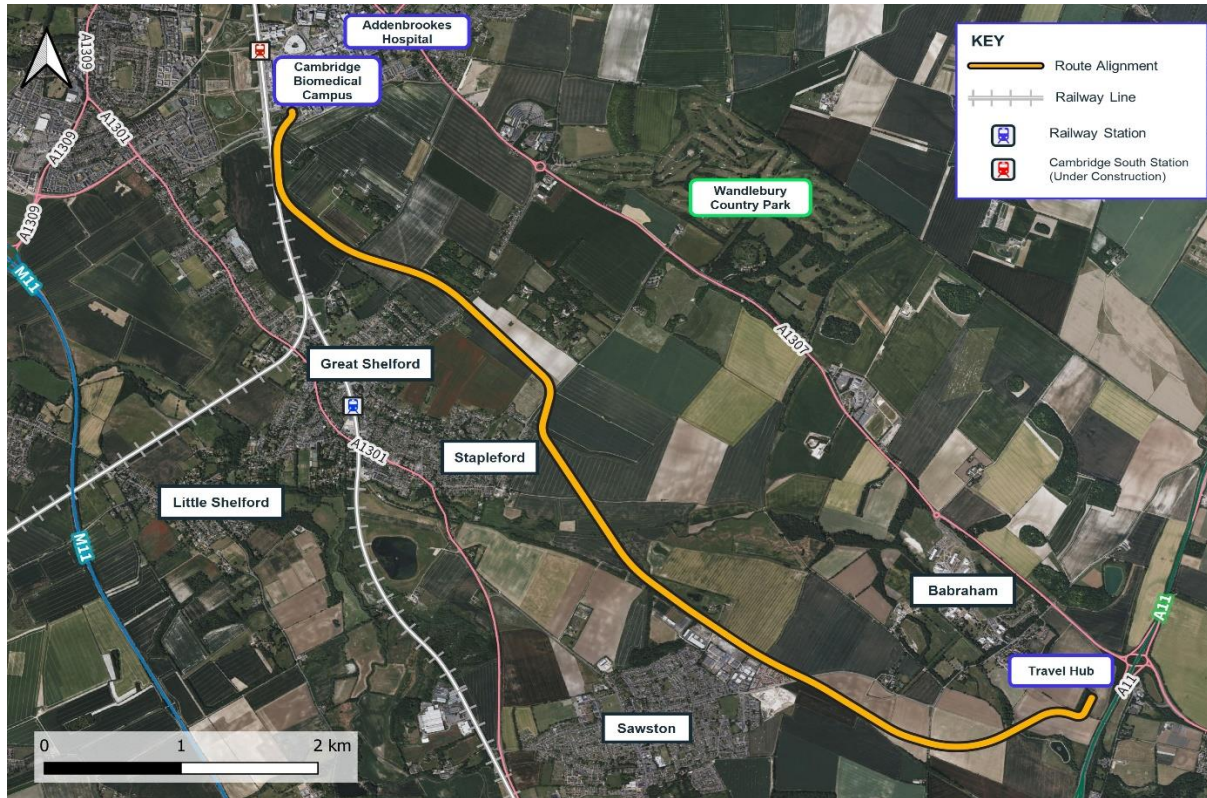
Finance

- 2.29 In March 2024, the then Secretary of State for Levelling Up, Housing and Communities for the Applicant granted £7.2m in funds expressly for the purposes of progressing the CSET2 Order. Following a recent series of further discussions with the Ministry of Housing, Communities and Local Government, the Applicant expects the full costs of delivering CSET2 will be met by Government funding.

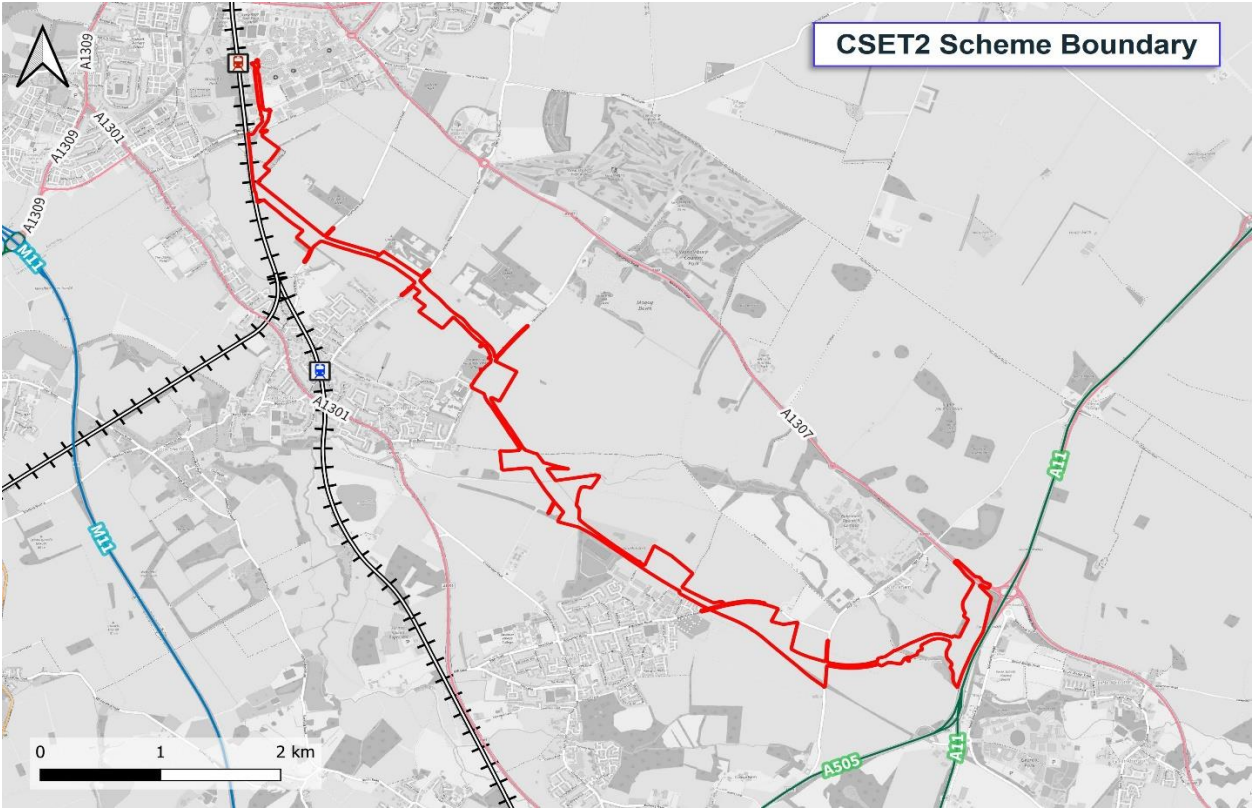
3. Main Issues

- 3.1 The GCP has been developing a number of Guided Busway projects, building upon the success of the existing Cambridge to St Ives scheme. The schemes have been developed in accordance with Department for Transport requirements.
- 3.2 The CSET2 Scheme is a priority project for the GCP and is one of four travel corridors being developed as part of the delivery of the City Deal, which was signed in 2014 with the intention, to “see a step change in transport infrastructure, create jobs and boost the local economy”. The CSET2 Scheme aims to provide better public transport, walking and cycling options in the area south of Cambridge in order to improve journey times and to address a transport constraint on growth by linking key employment and housing sites together, and with the city centre. A map of the preferred scheme is provided below with detailed maps appended.

Map of preferred route



Map of land requirements



- 3.3 The CSET2 Scheme is a proposed new public transport route linking the A11 and the Cambridge Biomedical Campus via Sawston, Stapleford and Great Shelford the details of which are set out at paragraph 2.3 to 2.6 above.

Guidance Systems

- 3.4 Innovations in guidance systems have recently been permitted by the Transport and Works (Guided Transport Modes) Order 2022 which came into force on 26 December 2022. This Order provides for modes of transport that are guided by sensory technology in contrast to the existing modes of transport that are physically guided.
- 3.5 A number of technological guidance systems were therefore considered for CSET2 Scheme, moving away from the traditional, physical guidance system. The assessment covered six guidance technology options, namely:
- a. kerb;
 - b. sensory;
 - c. trolley;
 - d. soft/rail;
 - e. magnetic; and
 - f. wire/cable.
- 3.6 The assessment concluded that both kerb guidance and sensory guidance achieve most or all of the requirements for the CSET2 Scheme. Despite the physical differences in infrastructure required for each system, the overall footprint of the CSET2 Scheme will remain similar for each option.
- 3.7 The preference for the CSET2 Scheme is a sensory guidance system using electric or hybrid vehicles although the CSET2 Order will not restrict the mode of guidance meaning that any kerb and sensor modes could be used for the purposes of the Order. Investigations and trials are currently on-going on the preferred mode of guidance and will be concluded prior to the making of the CSET2 Order.

Governance

- 3.8 The CSET2 Scheme has been through the GCP's internal governance processes, undertaking five formal public consultations, and in June 2021 was scrutinised by the GCP Joint Assembly and the Executive Board which both resolved that the scheme design at that time should progress to the submission of a TWAO. The CSET2 Scheme design has progressed further following ongoing engagement and further technical studies with less intrusive work along Francis Crick Avenue and at the A11 where the scheme now ends. At the Executive Board meeting in September 2023, the Executive Board agreed to formally pause the CSET2 Scheme, but also that, should funding become available, to make a formal request to the County Council to submit an application for the CSET Order. At its meeting on 2 October 2024 the Executive Board approved a recommendation to continue preparation of

the CSET2 Order application and to make a formal request to the County Council to submit the application which is the subject of this report.

Francis Crick Avenue

- 3.9 In recognition of the importance of the scheme and its timely delivery, additional funding of £7.2m was granted at the recent budget announcement and this is to be used both to progress the CSET2 Order application and to deliver proposed works along Francis Crick Avenue as an initial 'quick win'. Proposed works include:
- New signal junction at the existing busway/ Francis Crick Avenue crossroads to segregate walking and cycling
 - New bus laybys near the station
 - New off carriageway segregated walking/cycle route to the west
 - Capacity improvements to Dame Mary Archer Way Roundabout with northbound bus bypass
- 3.10 The works will allow an improvement to bus operations linking with the opening of the Cambridge South railway station.
- 3.11 The works will be standalone but will be such that the scheme will be able to link in with the early works subject to granting of a TWAO.
- 3.12 The works are consented using permitted development rights and Highway Act powers including an approved EIA Screening application. Engagement with landowners is continuing to agree the works to be undertaken.

Promotion of a TWAO

- 3.13 As noted above, a series of approvals and delegations by Full Council followed the formation of the Greater Cambridge City Deal, including agreement to delegate certain functions to the Executive Board of GCP as the decision-making body for the Greater Cambridge City Deal, these included delegated responsibility to promote TWAOs for City Deal schemes.
- 3.14 The GCP has now completed the necessary business case work for the CSET2 Scheme, which will continue to be developed and reviewed through to Full Business Case and taken the decision to progress with a TWAO application, in accordance with the delegation provided by Full Council.

Transport and Works Act Order

- 3.15 A TWAO is a planning and consents process used for authorising new railways, tramways and busways. An application is made to the Secretary of State for Transport who ultimately makes the decision. If a local authority or a person who has interest in land which is subject to powers of compulsory acquisition objects, a public inquiry or hearing is held, usually a public inquiry. As part of the Order process, it is the intention to request that the Secretary of State to deem the grant of planning permission by way of direction under

section 90(2A) of the Town and Country Planning Act 1990. The deemed planning permission will contain planning conditions which will control the construction and monitoring of the CSET2 Scheme.

The County Council as Scheme Applicant for the CSET2 Order

- 3.16 GCP Executive Board is a statutory joint committee formed by the County Council, SCDC and the City Council. As such it is a decision-making body formed under 102(1) (b) of the Local Government Act 1972 and section 9EB of the Local Government Act 2000. A joint committee is not a self-standing legal entity but is able to carry out delegated activities on behalf of its constituent authorities.
- 3.17 The Terms of Reference (ToR) of the GCP Executive Board specifically provides for delivery of the City Deal and its objectives including the C2C Scheme. Paragraph 4.3 of the ToR provides for a wide range of functions of the three authorities to be delegated to the GCP to "achieve the objectives of the Greater Cambridge City Deal".
- 3.18 Regarding the delegated functions to the GCP, the Transport and Works Act 1992 states that the applicant must be a body as detailed under the Local Government Act. This is not a function that CCC can delegate to GCP either through the constitution or the Joint Development Control Committee because GCP is not a legal person. It cannot hold or transfer property interests. It cannot give undertakings and assurances, enter in to binding contracts or indemnities that will be required of a TWAO promoter, even more so given its time limited existence. Whilst the Joint Committee is a decision-making body, it is not a self-standing legal entity. In order to carry out the clear intentions of the three authorities any delegation of functions would also need to be accompanied by a means by which the GCP members are able to form a corporate body capable of acting as a vehicle for the promotion of a TWAO.
- 3.19 Following discussions with Officers, a Memorandum of Understanding (MoU) (Appendix 14) has been agreed between GCP and CCC, and CCC is required to:
- (i) Promote a TWAO necessary to implement a Project (including the CSET2 Scheme), including:
 - Obtain the required CCC Council Resolutions.
 - Submit an application for a TWAO.
 - (ii) Under the direction of the Project Board, be responsible for using its powers to compulsorily acquire land required for the Project including dealing with all compensation claims to be funded by GCP.
 - (iii) On completion of the Project, adopt and maintain all assets required for the completion of the Project.
 - (iv) Use all reasonable endeavours to exercise its highways, traffic management and other statutory powers to facilitate the timely

delivery of the Project without fettering its discretion and will promptly exercise its planning functions in response to the application for a TWAO.

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

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

- (i) The MoU is not legally binding (as GCP is not a legal entity with capacity to enter into a contract); however, the MoU has moral force, and the parties are expressing principles to support their joint working.
- (ii) A principal value of the MoU may be to record expected practice to provide assurance with regard to the Project and funding in order to mitigate the risk of CCC taking on liabilities which may impact its budget.
- (iii) The MoU may benefit from explicitly recognising that CCC is taking on the legal obligations throughout and after the Project, and that the GCP is providing CCC with sufficient funding to cover all such legal obligations and potential liabilities.
- (iv) A concern for CCC is that there is funding in place to cover current obligations, administration costs and expenses, and future maintenance obligations. It should be a low risk that CCC has to use its own funds for the Project. This is because GCP is subject to oversight by CCC on the use of funds, and CCC is putting in place an understanding with respect to the provision of funding ahead of CCC making any commitments on behalf of GCP.
- (v) In light of the fact that GCP is a time-limited, non-legal entity with responsibilities for allocating a budget, it would be prudent for funding to be allocated / paid in advance to address the known and estimated cost or expenses involved in the Project.

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

3.22 CCC and GCP will agree a pre-payment mechanism by which long term maintenance costs are wholly funded either as they are for the existing

busway, or through a bus franchising mechanism if that is adopted for the area.

Programme

- 3.23 The programme for delivery will be subject to the timescales and outcome of the statutory process associated with the TWAO.
- 3.24 Save for technical amendments to the application documents and agreements to be completed with landowners together with delegations sought and assurances made by GCP, the CSET2 Order application is in a state of readiness for the County Council to consider its approval by members. Assuming that objections to the CSET2 Order are received it is likely that a local public inquiry will be held in summer 2025 (timing subject to the statutory process) and, subject to a satisfactory outcome, the CSET2 Order would be expected to come into force in spring 2026 (depending on DfT timescales and resources). This would enable submission of a Final Business Case shortly thereafter.
- 3.25 An indicative programme is set out below at Table 1.

Table 1

Task	Commentary	Timescale
Submit application for statutory consent	The powers to construct the scheme will come from a TWAO which would be determined by the Secretary of State for Transport. This process is likely to include a Public Inquiry directed by an independent Inspector. The Inquiry may recommend amendments to the scheme in order to address concerns raised.	Submit application Winter 2024/2025 with a determination period estimated of around 18 months – completed in spring 2026
Seek authority to construct project	Following the completion of the statutory permissions stage, the GCP Executive Board will be presented with the Final Business Case for approval. This will trigger the construction of the project.	2026 depending on statutory powers process
Opening of the scheme to operational services	Planned opening	Planned for end 2028

CSET2 Order, Explanatory Memorandum and Deemed Planning Application

- 3.26 The draft CSET2 Order at **Appendix 3** sets out the powers that the County Council is seeking including a schedule of proposed works, interference with property interests, public rights of way changes, traffic regulations as well as charges, penalties and criminal sanctions to control the operation of the CSET2 Scheme.
- 3.27 A draft Explanatory Memorandum is also attached at **Appendix 3** which explains the background and reasoning for each article in the draft CSET2 Order as well as the Separation of Functions protocol which explains the different roles of Council officers in the promotion of the CSET2 Order. Officers in their regulatory function will inspect and review the application. A draft Statement of Reasons for the acquisition of property interests (see below Compulsory Acquisition of Land) is also attached at **Appendix 8**. Also included at **Appendix 13** is a draft Statement of Aims which is a document required by the Rules and explains the aims of the CSET2 Scheme in non-technical terms.
- 3.28 The draft CSET2 Order must be read alongside the draft Land and Works and Rights of Way Plans at **Appendix 4**.
- 3.29 The application for the CSET2 Order will be accompanied by a request for a Planning Direction pursuant to S90(2A) of the Town and Country Planning Act 1990 and a draft is appended at **Appendix 5**. A draft Planning Statement also at **Appendix 5** describes the Proposed Development (Proposed Development) for which the Request for Deemed Planning Permission is sought for the required change of use of land, along with the physical development and other works which make up the Proposed Development. Certain details, such as the full details of scale and external appearance of the certain structures and hard/soft landscaping works are 'reserved' for subsequent approval by the relevant local authorities, through draft planning conditions that accompany the Request for Deemed Planning Permission.
- 3.30 The Request for Deemed Planning Permission should be read alongside the Deemed Planning Drawings at **Appendix 6** which illustrate both the existing arrangements (landform and structures) and the Proposed Development.

Compulsory Acquisition of Land

- 3.31 Compulsory acquisition of land and rights and restrictive covenants is required for delivery of the CSET2 Scheme. In addition, temporary possession powers will be sought both over land that will become subject to powers of permanent acquisition and also in respect of working space and access land required for scheme construction and for an initial maintenance period of 5 years post opening. As referred to above at paragraph 2.13 the Executive Board has delegated authority to promote the CSET2 Order (with further delegation sought in this report to finalise and submit the application subject to s 151 approval) and ensure that requirements outlined in the Rules and other

legislation and guidance regarding compulsory acquisition are being strictly adhered to (see for instance paragraphs 2.18 and 2.20 above).

- 3.32 The Executive Board is also able to confirm to the County Council as the applicant that it has entered into negotiations to acquire other parties' interests voluntarily and is progressing those discussions. These negotiations are ongoing, but it is considered necessary to promote powers to acquire the land interests by compulsory acquisition to enable certainty as to the CSET2 Scheme being delivered.
- 3.33 The Executive Board has, during the preparation of the CSET2 Order application, been in discussion with a number of statutory undertakers about the diversion of existing utilities along the Scheme length.

The Case for Compulsory Acquisition

- 3.34 The reasons for the inclusion of compulsory acquisition powers within the draft CSET2 Order are set out in the Statement of Reasons. This document explains it is necessary to include compulsory acquisition powers within the CSET2 Order so that the County Council has certainty it can acquire the land interests required for the construction and operation (including maintenance) of the CSET2 Scheme that are not already in its possession. The Statement of Reasons also explains why powers are necessary to enable the County Council to use land temporarily and to compulsorily acquire, suspend, interfere with or extinguish rights over land. This is in order to construct and maintain the CSET2 Scheme in a way that is both proportionate and in the public interest by reducing environmental impacts, minimising the cost to the County Council and mitigating the impact on affected land interests. This compelling case will be evidenced further in the wider documentation that accompanies the application.
- 3.35 The powers of compulsory acquisition and temporary possession sought in the application are necessary, proportionate and justified. The powers sought are in accordance with all relevant statutory and policy guidance. The GCP team has appointed an external CPO surveyor expert and extensive negotiations is on-going with landowners affected by the CSET2 Scheme. These will continue throughout the TWAQ process in the hope that acquisition of the required land and rights can be secured by agreement.
- 3.36 There is a compelling case in the public interest for the compulsory acquisition and temporary possession powers sought. The conclusion of this report is that the grant of the compulsory powers requested would be lawful under all applicable legal regimes.

Fair Compensation

- 3.37 Any person affected by the exercise of compulsory acquisition powers or by the exercise of temporary possession, may be entitled to compensation. This entitlement to compensation is provided for by the existing compensation code and the draft CSET2 Order. There is an expectation that sufficient

resources to pay such compensation will be available and the Executive Board has set out the current position in the draft Funding Statement Proposals at **Appendix 9** (which outlines the source of funding for delivery of the CSET2 Project). Appended to the draft Funding Statement is an Estimate of Costs as required by the Rules.

- 3.38 Any dispute in respect of the compensation payable may be referred to the Upper Tribunal (Lands Chamber), an independent tribunal, for determination.

Environmental Assessment

- 3.39 Prior to the County Council adopting a recommendation to make an application for the CSET2 Order it must be appraised of the likely significant environmental effects of the CSET2 Scheme, the consultation undertaken to determine and appraise those effects, the essential mitigation required to address those effects and the residual significant effects of the CSET2 Scheme.
- 3.40 Whilst the OBC and Addendum OBC provides the strategic approach to the determination of the preferred route including alternative routes considered, the draft Environmental Statement (ES) at **Appendix 10** documents that a full environmental impact assessment has been undertaken on the CSET2 Scheme and will be submitted as part of the CSET2 Order application.
- 3.41 The draft ES provides further details of the reasonable alternatives studied by GCP and indication of the main reasons for selecting the chosen option, including a comparison of environmental effects. The ES assesses likely significant environmental effects and where such impacts have been identified, proposed mitigation measures and residual effects are set out. The ES is also an essential component in the determination of the land take for the scheme, including areas for mitigation. The ES also contains proposed mitigation measures to mitigate effects. Further details on significant implications can be found in the attached ES.

Consultation

- 3.42 As referred to in paragraph 2.21 the CSET2 Scheme has been consulted on widely and a Consultation Report (**Appendix 11**) as required by the 2006 Rules has been prepared.
- 3.43 The report provides details on the consultation rounds, issues raised and feedback. In addition, it details the stakeholders engaged, the comments and concerns received, and the actions taken to respond to those comments. It also includes a summary of engagement with those parties with property interests (including utilities) or whose property is impacted by the CSET2 Scheme. This summary provides details of the agreements that are being secured with interested parties and the ongoing action to be taken to settle voluntary agreements prior to the CSET2 Order being made.

- 3.44 The consultation report has been prepared in accordance with the requirements of the Rules and the compulsory acquisition guidance.
- 3.45 GCP carried out comprehensive consultation on the proposed Scheme. The consultation process included five formal rounds of consultation from 2016 to 2022 with both key stakeholders and the local community. The purpose of these consultations was to ensure statutory bodies, landowners, members of the public and other stakeholders understood the CSET2 Scheme and the potential environmental effects. It provided them with a series of opportunities to comment on the proposals at key stages of development and for the project team to ensure these responses were considered as part of CSET2 Scheme design and construction planning.
- 3.46 Each round of consultation was well publicised to ensure a wide range of individuals and organisations had the opportunity to comment. It was also iterative; issues raised informed the CSET2 Scheme development and were thereby carefully considered as part of each subsequent round of consultation. Engagement with stakeholders and the wider community has been undertaken, is ongoing and will continue post-submission and up to public inquiry. A full report on each of these consultation exercises, along with details of other consultation activity is included in the consultation report.
- 3.47 The consultation report should be read alongside the other TWAO application documents that relate to the application to be submitted including compulsory acquisition powers sought by CCC. References to these documents are provided below.

4. Source Documents

- 4.1 The following documents have been relied upon in preparation of this report and/or will form a part of the eventual submission to DfT and, as such are available for review.
- Outline Business Case and Addendum Business Case (Appendix 1)
 - Preferred Route Map (Appendix 2)
 - Draft CSET2 Order and Explanatory Memorandum (Appendix 3)
 - Draft Land and Works and Rights of Way Plans (Appendix 4)
 - Draft Planning Report and Request for deemed planning permission (Appendix 5)
 - Draft Deemed Planning Drawings (Appendix 6)
 - Draft Book of Reference of land to be acquired (Appendix 7)
 - Draft Statement of Reasons (Appendix 8)
 - Draft Funding Statement (Appendix 9)
 - Draft Environmental Statement and Non-Technical Summary (Appendix 10)
 - Draft Consultation Report (Appendix 11)
 - Draft Equality Impact Assessment (Appendix 12)
 - Draft Statement of Aims (Appendix 13)
 - Memorandum of Understanding (Appendix 14)

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

Location

- 4.2 Given the number of documents, many of which have constituent appendices all documents can be found through the following web address which collates the documents in a series of folders: [Link to appendices](#)

Constitution and Ethics Committee recommendations - Proposed Changes to the Constitution

To: County Council

Meeting Date: 22 October 2024

From: Service Director: Legal and Governance

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

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

Recommendation: The Council is asked to:

- a) agree the establishment of a Shareholder Sub-Committee of the Assets and Procurement Committee, to oversee Council-owned companies and with terms of reference as set out in Appendix 1 of this report; and
- b) authorise the Monitoring Officer to take all steps necessary or incidental to implement the changes to the Constitution detailed in this report.

Officer contact:

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1. Background

- 1.1 The Council is a shareholder in several companies.
- 1.2 The Council's role as the shareholder of a company is to safeguard the public money the Council has in it and to ensure that the company is performing against its business plan to deliver the Council's objectives.
- 1.3 The shareholder function is the representation and operational effect of the Council's ownership of the company, and as such concerns the overview and control of the company, the mechanisms through which it is exercised and in turn, the mechanisms through which the exercise of the function is itself scrutinised.
- 1.4 The shareholder function is provided for in the Council's constitution and in the shareholder agreements, with the Assets and Procurement Committee holding the shareholder role for those companies where no other committee or officer does. Arrangements between the Council and the companies should be and are in most cases, provided through a shareholder agreement, which together with the company's articles of association, form the company's principal governance documents.
- 1.5 A shareholder agreement is an agreement between the company and the Council which includes provisions for managing the relationship, the company's reporting to the shareholder and shareholder decision-making. As such, the shareholder agreements include a list of those matters that can only be determined by the shareholder. These 'reserved matters' include the approval/variation of the company's business plan, the appointment/dismissal of directors, the admission of new shareholders, land acquisitions/disposals, and borrowing/lending.
- 1.6 Currently, this role is performed by shareholder representative (for three of the companies) and there is limited reporting to the Assets and Procurement Committee and other committees and Full Council in terms of oversight of decisions made by the shareholder.
- 1.7 Following the issue and a review of the Statutory Best Value Guidance (2024), the Local Partnerships Local Authority Review Guidance (2023) and the SOLACE/CIPFA/LLG Code of Practice on Good Governance for Statutory Officers (2024) and in particular, the Best Value Guidance which states "Proper member oversight (as shareholders) of companies and partnership bodies, in accordance with the [Local Authority Company Review Guidance](#), and their existence is regularly and independently reviewed", it is considered by the Statutory Officers that the current reporting arrangements do not represent optimal governance arrangements.
- 1.8 The recommendation in the report strengthens the governance function of the Assets and Procurement Committee in relation to Council-owned companies.

2. Main Issues

- 2.1 The Local Partnerships Local Authority Company Review Guidance states; "The council should have a clear, systematic framework which underpins arrangements for overseeing and engaging with entities to ensure its interests are safeguarded."

2.2 The Council is currently a 25% or more shareholder in the companies set out in Table 1 below, which also sets out the attendant governance relationships

Related Company	Company number	CCC owner ship %	Activity	Council nominated directors	Shareholder Representative	Oversight Body
Council controls 25% or more						
This Land Limited (and subsidiaries)	10237292 11210538 11208138 11210011 11210522 13050993 (g)	100%	Housing development	Executive Director of Place and Sustainability Cllr Neil Gough	Executive Director of Finance and Resources	Assets and Procurement (A&P) Committee
Pathfinder Legal Services Ltd	09067468	50%	Legal Services / Advice	Service Director: Finance and Procurement	Service Director: Legal and Governance in consultation with a member appointed by Strategy Resources and Performance Committee	None specifically identified (A&P Committee)
Light Blue Fibre Ltd	11966302	50%	Digital infrastructure	Connecting Cambridgeshire Programme Director; Service Director: Finance and Procurement; Assistant Director: Climate Change and Energy Services	Executive Director of Place and Sustainability	None specifically identified (A&P Committee)
Swaffham Prior Community Heat Network Ltd	13277304	100%	Heat piping infrastructure	Assistant Director: Climate Change and Energy Services; Head of Finance	None currently	Environment and Green Investment Committee
The Walks Huntingdon (no1.) Management Company Ltd	05431946	50%	Property – Scott House related	[No CCC director since 2016 or 2022]		None specifically identified (A&P Committee)

2.3 In some cases, shareholder representatives are appointed, and for some companies there are none. In the cases where there is a shareholder representative, there is delegated authority to take decisions. This is not subject to any reporting to a Committee; equally, Council-owned companies reporting is inconsistent and does not provide effective oversight of decisions made or the performance of the company.

- 2.4 The Council needs to ensure that there is a clear line of communication and reporting between the company and the Council to ensure that the Council has the information necessary to make informed shareholder decisions and effectively scrutinise the company's performance.
- 2.5 Care must be taken to identify and guard against potential conflicts of interest arising in arrangements for the exercise of the shareholder function. Those advising the shareholder or making shareholder decisions should not also be involved in advising the company or making company decisions and should be careful if also advising the local authority as the landlord, funder, commissioner or customer of the company.
- 2.6 The company's governance arrangements should provide for reporting on the exercise of the shareholder function and the holding to account of the body or person to which it has been delegated. The scrutiny of the shareholder function also provides for the wider local authority's overview of the company's performance.
- 2.7 The Local Partnerships Guidance states "For councils with a committee system, a designated committee, such as a resources committee, will be responsible for approving the establishment of a new entity. As part of their overview role within that committee Members will also advise on and scrutinise the decisions relating to the entity which are made on the council's behalf."
- 2.8 To achieve the outcomes described above, it is recommended that shareholder decisions are given oversight by a service and policy committee of the Council. Constitutionally, the Assets and Procurement Committee is responsible for the shareholder functions of the Council's companies where none are identified, and for This Land Ltd, so it is logical that the responsibility for oversight would sit with that Committee.
- 2.9 In line with the Local Partnerships Guidance the role of the committee in relation to oversight of Council owned companies should be as follows;
- Approval of the business plan and any other shareholder functions including any delegated decisions made by the shareholder representative.
 - Monitoring key performance indicators for each company emerging from the Business Plan.
 - Reviewing risks relating to commercial investments, tolerance for risk, ownership of risks and processes for managing risk.
 - Reviewing the governance of the company.
- 2.10 Conflicts of interest will need to be managed appropriately in relation to elected Members who are appointed to the Board of the companies as identified above at paragraph 2.5 and for this reason and because of the specialist nature of the shareholder function it is proposed that a politically balanced sub-committee of five members be established to discharge the oversight function of the shareholder function.
- 2.11 These governance arrangements would provide oversight and scrutiny by members of the Council-owned companies in accordance with the statutory and non-statutory guidance identified at paragraph 1.7, and are supported by the Statutory Officers.

3. Assets and Procurement Committee

- 3.1 The Assets and Procurement Committee, at its meeting on 17 July 2024, considered a report on governance arrangements in respect of the Council's shareholding function of Council companies. The Committee resolved unanimously to establish arrangements for strengthened oversight by the Assets and Procurement Committee on Council owned companies, and to recommend to Constitution and Ethics Committee to establish a Shareholder Sub-Committee of the Assets and Procurement Committee to oversee Council Owned Companies with terms of reference as outlined in the report at paragraph 2.9.

4. Constitution and Ethics Committee

- 4.1 The Constitution and Ethics Committee, at its meeting on 26 September 2024, considered a report on this issue and agreed unanimously to recommend to Council the establishment of a Shareholder Sub-Committee of the Assets and Procurement Committee, to oversee Council-owned companies.

5. Source Documents

[Best value standards and intervention: a statutory guide for best value authorities - GOV.UK \(www.gov.uk\)](#)

[LATCo guidance 2023 edition - Local Partnerships](#)

[Assets and Procurement Committee meeting 17/07/2024](#)

13.2 Shareholder Sub-Committee

A Shareholder Sub-Committee of the Assets and Procurement Committee with the following membership and powers:

Membership

Any five members (including substitutes) of the Assets and Procurement Committee, subject to political proportionality. The Chair and Vice-Chair of the sub-committee shall be selected and appointed by the Assets and Procurement Committee.

Summary of Functions

The sub-committee has delegated authority to exercise all the Council's functions relating to oversight of Council-owned companies, with the exception of policy decisions, which will remain with the Assets and Procurement Committee.

Delegated Authority	Delegation/Condition
Authority to approve the business plan and any other shareholder functions, including any delegated decisions made by the shareholder representative.	
Authority to monitor key performance indicators for each company emerging from the Business Plan.	
Authority to review risks relating to commercial investments, tolerance for risk, ownership of risks and processes for managing risk.	
Authority to review the governance of Council-owned companies.	

Committee Membership 2024/25

POLICY AND SERVICE COMMITTEES

The Council will allocate seats in the same manner to ensure that the number of substitute members is equal to the number of members on a committee/sub-committee with a minimum of three substitute members per political group.

STRATEGY, RESOURCES AND PERFORMANCE (15)

	Members			Substitutes	
CLLR	D AMBROSE SMITH	C	CLLR	S BYWATER	C
CLLR	C BODEN	C	CLLR	A COSTELLO	C
CLLR	S CORNEY	C	CLLR	S CRISWELL	C
CLLR	S COUNT	C	CLLR	J FRENCH	C
CLLR	M GOLDSACK	C	CLLR	VACANCY	C
CLLR	A SHARP	C	CLLR	M SMITH	C
CLLR	L DUPRE	LD	CLLR	H BATCHELOR	LD
CLLR	P MCDONALD	LD	CLLR	A BECKETT	LD
CLLR	E MURPHY	LD	CLLR	N GOUGH	LD
CLLR	L NETHSINGHA	LD	CLLR	R HATHORN	LD
CLLR	A WHELAN	LD	CLLR	M KING	LD
CLLR	G WILSON	LD	CLLR	P SLATTER	LD
CLLR	R HOWITT	L	CLLR	N GAY	L
CLLR	E MESCHINI	L	CLLR	B GOODLIFFE	L
CLLR	T SANDERSON	Ind	CLLR	N SHAILER	L
			CLLR	S FERGUSON	Ind
			CLLR	S TAYLOR	Ind

ADULTS AND HEALTH (15)

	Members			Substitutes	
CLLR	C BODEN	C	CLLR	S COUNT	C
CLLR	S CORNEY	C	CLLR	J FRENCH	C
CLLR	A COSTELLO	C	CLLR	M GOLDSACK	C
CLLR	A HAY	C	CLLR	J GOWING	C
CLLR	M HOWELL	C	CLLR	S HOY	C
CLLR	K REYNOLDS	C	CLLR	A SHARP	C
CLLR	C DAUNTON	LD	CLLR	L DUPRÉ	LD
CLLR	E MURPHY	LD	CLLR	R HATHORN	LD
CLLR	G SEEFF	LD	CLLR	M KING	LD
CLLR	P SLATTER	LD	CLLR	L NETHSINGHA	LD
CLLR	S VAN DE VEN	LD	CLLR	A WHELAN	LD
CLLR	M BLACK	L	CLLR	B GOODLIFFE	L
CLLR	K PRENTICE	L	CLLR	A BULAT	L
CLLR	R HOWITT	L	CLLR	N SHAILER	L
CLLR	S TAYLOR	Ind	CLLR	S FERGUSON	Ind
			CLLR	T SANDERSON	Ind

ASSETS AND PROCUREMENT (15)

	Members			Substitutes	
CLLR	D AMBROSE SMITH	C	CLLR	S CRISWELL	C
CLLR	C BODEN	C	CLLR	A HAY	C
CLLR	S BYWATER	C	CLLR	M HOWELL	C
CLLR	D CONNOR	C	CLLR	S HOY	C
CLLR	S COUNT	C	CLLR	S KING	C
CLLR	M GOLDSACK	C	CLLR	A SHARP	C
CLLR	A BECKETT	LD	CLLR	M ATKINS	LD
CLLR	L DUPRÉ	LD	CLLR	H BATCHELOR	LD
CLLR	N GOUGH	LD	CLLR	S KINDERSLEY	LD
CLLR	R HATHORN	LD	CLLR	M KING	LD
CLLR	P MCDONALD	LD	CLLR	E MURPHY	LD
CLLR	L NETHSINGHA	LD	CLLR	S VAN DE VEN	LD
CLLR	E MESCHINI	L	CLLR	N GAY	L
CLLR	C RAE	L	CLLR	B GOODLIFFE	L
CLLR	S FERGUSON	Ind	CLLR	R HOWITT	L
			CLLR	T SANDERSON	Ind
			CLLR	S TAYLOR	Ind

CHILDREN AND YOUNG PEOPLE (15)

	Members			Substitutes	
CLLR	D AMBROSE SMITH	C	CLLR	C BODEN	C
CLLR	M GOLDSACK	C	CLLR	S BYWATER	C
CLLR	J GOWING	C	CLLR	A COSTELLO	C
CLLR	A HAY	C	CLLR	S COUNT	C
CLLR	S HOY	C	CLLR	VACANCY	C
CLLR	A SHARP	C	CLLR	K REYNOLDS	C
CLLR	M ATKINS	LD	CLLR	L DUPRÉ	LD
CLLR	A BRADNAM	LD	CLLR	S KINDERSLEY	LD
CLLR	M KING	LD	CLLR	P COUTTS	LD
CLLR	C DAUNTON	LD	CLLR	L NETHSINGHA	LD
CLLR	P SLATTER	LD	CLLR	S VAN DE VEN	LD
CLLR	F THOMPSON	LD	CLLR	E MURPHY	LD
CLLR	A BULAT	L	CLLR	G BIRD	L
CLLR	B GOODLIFFE	L	CLLR	R HOWITT	L
CLLR	S TAYLOR	Ind	CLLR	E MESCHINI	L
			CLLR	S FERGUSON	Ind
			CLLR	T SANDERSON	Ind

COMMUNITIES, SOCIAL MOBILITY AND INCLUSION (15)

	Members			Substitutes	
CLLR	D AMBROSE SMITH	C	CLLR	S COUNT	C
CLLR	K BILLINGTON	C	CLLR	M GOLDSACK	C
CLLR	A COSTELLO	C	CLLR	J GOWING	C
CLLR	S CRISWELL	C	CLLR	VACANCY	C
CLLR	J FRENCH	C	CLLR	S KING	C
CLLR	I GARDENER	C	CLLR	M SMITH	C
CLLR	H BATCHELOR	LD	CLLR	P COUTTS	LD
CLLR	C DAUNTON	LD	CLLR	L DUPRE	LD
CLLR	R HATHORN	LD	CLLR	S KINDERSLEY	LD
CLLR	L NETHSINGHA	LD	CLLR	P MCDONALD	LD
CLLR	G SEEFF	LD	CLLR	F THOMPSON	LD
CLLR	P SLATTER	LD	CLLR	S VAN DE VEN	LD
CLLR	A BULAT	L	CLLR	E MESCHINI	L
CLLR	B GOODLIFFE	L	CLLR	C RAE	L
CLLR	T SANDERSON	Ind	CLLR	N SHAILER	L
			CLLR	S FERGUSON	Ind
			CLLR	S TAYLOR	Ind

ENVIRONMENT AND GREEN INVESTMENT

	Members			Substitutes	
CLLR	S CORNEY	C	CLLR	D AMBROSE-SMITH	C
CLLR	S COUNT	C	CLLR	VACANCY	C
CLLR	I GARDENER	C	CLLR	M GOLDSACK	C
CLLR	J GOWING	C	CLLR	A HAY	C
CLLR	M SMITH	C	CLLR	K REYNOLDS	C
CLLR	S TIERNEY	C	CLLR	A SHARP	C
CLLR	A BRADNAM	LD	CLLR	M ATKINS	LD
CLLR	P COUTTS	LD	CLLR	N GOUGH	LD
CLLR	L DUPRE	LD	CLLR	G SEEFF	LD
CLLR	R HATHORN	LD	CLLR	P SLATTER	LD
CLLR	P MCDONALD	LD	CLLR	F THOMPSON	LD
CLLR	A WOOD	LD	CLLR	G WILSON	LD
CLLR	N GAY	L	CLLR	B GOODLIFFE	L
CLLR	C RAE	L	CLLR	R HOWITT	L
CLLR	S FERGUSON	Ind	CLLR	N SHAILER	L
			CLLR	T SANDERSON	Ind
			CLLR	S TAYLOR	Ind

HIGHWAYS AND TRANSPORT (15)

	Members			Substitutes	
CLLR	J FRENCH	C	CLLR	D CONNOR	C
CLLR	I GARDENER	C	CLLR	S CORNEY	C
CLLR	A HAY	C	CLLR	S CRISWELL	C
CLLR	W HUNT	C	CLLR	M HOWELL	C
CLLR	S KING	C	CLLR	M GOLDSACK	C
CLLR	A SHARP	C	CLLR	M SMITH	C
CLLR	A BECKETT	LD	CLLR	H BATCHELOR	LD
CLLR	P COUTTS	LD	CLLR	L NETHSINGHA	LD
CLLR	C DAUNTON	LD	CLLR	R HATHORN	LD
CLLR	L DUPRÉ	LD	CLLR	P SLATTER	LD
CLLR	P MCDONALD	LD	CLLR	A WHELAN	LD
CLLR	N GOUGH	LD	CLLR	G WILSON	LD
CLLR	G BIRD	L	CLLR	K PRENTICE	L
CLLR	N SHAILER	L	CLLR	C RAE	L
CLLR	T SANDERSON	Ind	CLLR	A BULAT	L
			CLLR	S FERGUSON	Ind
			CLLR	S TAYLOR	Ind

REGULATORY

PLANNING COMMITTEE (9)

	Members			Substitutes	
CLLR	D CONNOR	C		J FRENCH	C
CLLR	S CORNEY	C		M GOLDSACK	C
CLLR	I GARDENER	C		J GOWING	C
CLLR	H BATCHELOR	LD		A BRADNAM	LD
CLLR	N GOUGH	LD		D DEW	LD
CLLR	S KINDERSLEY	LD		P MCDONALD	LD
CLLR	A WOOD	LD		G WILSON	LD
CLLR	K PRENTICE	L		N GAY	L
CLLR	C RAE	L		R HOWITT	L
				E MESCHINI	L

OTHER COMMITTEES

AUDIT AND ACCOUNTS COMMITTEE (7)

	Members		Substitutes	
CLLR	D AMBROSE SMITH	C	J FRENCH	C
CLLR	C BODEN	C	I GARDENER	C
CLLR	A SHARP	C	S HOY	C
CLLR	G SEEFF	LD	H BATCHELOR	LD
CLLR	A WHELAN	LD	N GOUGH	LD
CLLR	G WILSON	LD	E MURPHY	LD
CLLR	N GAY	L	R HOWITT	L
			C RAE	L
			N SHAILER	L

CAMBRIDGE JOINT AREA COMMITTEE (6)

	Members		Substitutes	
CLLR	G BIRD	L	N GAY	L
CLLR	M BLACK	L	B GOODLIFFE	L
CLLR	E MESCHINI	L	R HOWITT	L
CLLR	N SHAILER	L	C RAE	L
CLLR	A BECKETT	LD	L NETHSINGHA	LD
CLLR	P SLATTER	LD	-	LD
			-	LD

Membership from Councillors representing Cambridge City Divisions

CAMBRIDGESHIRE & PETERBOROUGH HEALTH AND WELLBEING BOARD (2)

	Members		Substitutes	
CLLR	S VAN DE VEN (Lead Member for health and wellbeing)	LD	L NETHSINGHA	LD
CLLR	R HOWITT	L	M BLACK	L

CONSTITUTION AND ETHICS COMMITTEE (9)

	Members		Substitutes	
CLLR	D AMBROSE SMITH	C	C BODEN	C
CLLR	J GOWING	C	S BYWATER	C
CLLR	K REYNOLDS	C	M GOLDSACK	C
CLLR	D DEW	LD	P COUTTS	LD
CLLR	L DUPRÉ	LD	P MCDONALD	LD
CLLR	S KINDERSLEY	LD	L NETHSINGHA	LD
CLLR	E MURPHY	LD	P SLATTER	LD
CLLR	K PRENTICE	L	A BULAT	L
CLLR	R HOWITT	L	B GOODLIFFE	L
			E MESCHINI	L

CORPORATE PARENTING SUB-COMMITTEE (5)

	Members		Substitutes	
CLLR	A HAY	C	D AMBROSE SMITH	C
CLLR	A SHARP	C	S BYWATER	C
CLLR	A BRADNAM	LD	S HOY	C
CLLR	P SLATTER	LD	M ATKINS	LD
CLLR	A BULAT	L	L NETHSINGHA	LD
			S VAN DE VEN	LD
			G BIRD	L
			B GOODLIFFE	L
			E MESCHINI	L

[Note Any five members (including substitutes) of the Children and Young People Committee, subject to political proportionality. The Chair and Vice-Chair of the Sub-Committee shall be selected and appointed by the Children and Young People Committee.]

PENSION FUND COMMITTEE (6)

	Members		Substitutes	
CLLR	A COSTELLO	C	S CORNEY	C
CLLR	A SHARP	C	M GOLDSACK	C
CLLR	A WOOD	LD	A HAY	C
CLLR	P MCDONALD	LD	M ATKINS	LD
CLLR	A WHELAN	LD	N GOUGH	LD
CLLR	M BLACK	L	H BATCHELOR	LD
			A BULAT	L
			C RAE	L
			N SHAILER	L

PENSION FUND COMMITTEE INVESTMENT SUB-COMMITTEE (4)

	Members		Substitutes	
CLLR	A COSTELLO	C	S CORNEY	C
CLLR	P MCDONALD	LD	A HAY	C
CLLR	A WHELAN	LD	A SHARP	C
CLLR	M BLACK	L	M ATKINS	LD
			H BATCHELOR	LD
			N GOUGH	LD
			A BULAT	L
			C RAE	L
			N SHAILER	L

[Note: All Investment Sub-Committee Members shall be drawn from the Pension Committee membership including substitutes. The Chair and Vice-Chair of the Investment Sub-Committee shall be the Chair and Vice-Chair of the Committee respectively]

PENSION FUND BOARD (2 Employer Representatives)

CLLR	S KING	C		
CLLR	G SEEFF	LD		

[Note: Members of the Board cannot be members of the Pension Fund Committee]

SHAREHOLDER SUB-COMMITTEE (5)

	Members		Substitutes	
CLLR		C		C
CLLR		C		C
CLLR		LD		C
CLLR		LD		LD
CLLR		L		LD
				LD
				L
				L
				L

[Note Any five members (including substitutes) of the Assets and Procurement Committee, subject to political proportionality. The Chair and Vice-Chair of the Sub-Committee shall be selected and appointed by the Assets and Procurement Committee.]

STAFFING & APPEALS COMMITTEE (9)

	Members		Substitutes	
CLLR	K BILLINGTON	C	D AMBROSE SMITH	C
CLLR	K REYNOLDS	C	S COUNT	C
CLLR	S TIERNEY	C	M GOLDSACK	C
CLLR	H BATCHELOR	LD	P COUTTS	LD
CLLR	E MURPHY	LD	M KING	LD
CLLR	L NETHSINGHA	LD	S VAN DE VEN	LD
CLLR	M BLACK	L	A BULAT	L
CLLR	N SHAILER	L	E MESCHINI	L
CLLR	T SANDERSON	IND	C RAE	L
			S FERGUSON	Ind
			S TAYLOR	Ind

SERVICE APPEALS SUB-COMMITTEE (3)**APPOINTED FROM STAFFING & APPEALS COMMITTEE AS AND WHEN NEEDED**

One Conservative, one Liberal Democrat and one Labour

Appointment of the Vice-chair of the following committee:

Committee	Chair	Vice-chair
Children and Young People	Councillor Bryony Goodliffe	Councillor Firouz Thompson



Reports from Constituent Council Representatives on the Combined Authority

The following meetings have taken place in July, August and September 2024.

Business Board, 8 July 2024

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

Overview and Scrutiny Committee, 11 July 2024

Councillors Anna Bradnam and Mark Goldsack:

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

Audit and Governance Committee, 18 July 2024

Councillor Graham Wilson:

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

Transport and Infrastructure Committee, 22 July 2024

Councillor Neil Shailer:

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

Combined Authority Board, 24 July 2024

Councillor Lucy Nethsingha:

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

Skills and Employment Committee, 29 July 2024

Councillor Lucy Nethsingha:

Decision Summary Link: [Skills and Employment Committee \(July\)](#)

Environment and Sustainable Communities Committee, 31 July 2024

Councillor Lorna Dupré:

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

Investment Committee, 29 August 2024

Councillor Lucy Nethsingha:

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

Combined Authority Board, 4 September 2024

Councillor Lucy Nethsingha:

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

Transport and Infrastructure Committee, 18 September 2024

Councillor Neil Shailer:

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

Audit and Governance Committee, 26 September 2024

Councillor Graham Wilson:

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

Cambridgeshire and Peterborough Fire Authority Update

To: Cambridgeshire County Council

From: Chair, Cambridgeshire and Peterborough Fire Authority

Date: 22 October 2024

1. Retirement of Chief Fire Officer Chris Strickland and appointment of his successor

1.1 In my last report to Council (March 2024) I advised that the Authority had received notice from Chief Fire Officer Chris Strickland that he intended to retire later in the year. Thus, we began a robust recruitment campaign to find his successor.

1.2 I was delighted to be able to announce following our annual meeting in June 2024 that the Authority unanimously agreed the Appointments Committee recommendation to appoint Matthew Warren as the new Chief Fire Officer/Chief Executive Officer for Cambridgeshire Fire and Rescue Service (CFRS). Matthew, who has been within the Service for over 20 years, formally took up the position on 1 July 2024 bringing continuity and a shared passion for delivering our service with the same drive and focus as Chris on people and continued improvement.

1.3 Chris has been an exemplary public servant, always driving improvement and innovation, focussing on staff wellbeing and excellence whilst showing exemplary leadership. Over the past eight years as Chief Fire Officer, he has steered the Service through several challenges from financial worries to an unprecedented pandemic which turned all our lives upside down. I have admired his humility, resolve and people-focused decision-making since my appointment to the Authority and he should be immensely proud of his achievements throughout a career spanning 30+ years. The entire Authority will miss Chris and what he brought to the Service but we wish him all the very best for the next chapter of his life.

2. Financial Challenges faced by the Service and Authority

2.1 Council may have seen articles in the local media about the challenges faced by the Authority; the most significant of which is financial uncertainty. For the past ten years (reviewed annually) detailed financial business continuity plans have been put in place but we now, more than ever, need government to recognise that the financial and workforce situation is not sustainable without significant changes that may compromise our level and quality of service provision.

2.2 One of the first tasks that Matthew undertook was engaging with local Members of Parliament (MPs) to appraise them of the challenges we have addressed in the past for example, cuts in funding to one of the lowest funded fire and rescue services in the country, reductions in our wholetime workforce and significant population and housing growth. He also outlined the challenges we face in the

future; continued growth within the county, the impact of climate change and emerging technologies, outcomes of national inquiries such as Grenfell, reliance on an On-Call response model that continues to present resourcing challenges and the lack of ability to carry out medium term planning due to single year financial settlements and what we consider to be unfair funding formulas.

- 2.3 Early this month we sent a joint letter to the newly appointed Deputy Prime Minister and Secretary of State for Housing, Communities and Local Government asking for help with these challenges. We are optimistic the new government will give the fire service more support and funding stability but if these are not forthcoming the Service may need to change its resourcing model in certain areas. Ultimately we want to provide the most resilient, effective, operational service that we can and will work tirelessly for that.
3. Combined Fire Control – Successful introduction of new Incident Command and Control System and Mobilising System
 - 3.1 After five years of planning and developing the new incident command and control system (ICCS) and mobilising system went 'live' on 12 September 2024; a momentous day for the Service. Our Combined Fire Control (CFC) successfully managed over 100 incidents through the new system within the first 24 hours and all Cambridgeshire incidents went smoothly. Any minor issues were immediately rectified by the Systel (supplier) team who were on site before, during and after 'go live' to provide support and monitor the system.
 - 3.2 This is our most complex technology-based system and it was never going to be an easy project, but the project team has been simply superb in dealing with issues in a committed, resilient and solution-focused way. No words can really describe the rollercoaster journey everyone involved has been on and I know it has been extremely tough at times for some, but the Authority celebrates and acknowledges the immense hard work and effort that has got us to 'go live'. It really has been an entire organisational effort and demonstration of great togetherness within the Service.
 - 3.3 While the work of the project team has reached its peak, the challenge for everyone in CFC continues as they get to grips with the new mobilising system in a live environment, with the added complications of manual inputting for Suffolk mobilising due to connectivity issues (these are not system related). Although not ideal, it was important Cambridgeshire cut over in September as the risks of our old system failing were increasing.
 - 3.4 Council will recall our disappointment with the decision taken by Suffolk Fire and Rescue Service to withdraw from the hugely successful CFC collaboration and whilst their position remains to 'go live' with their own control system on 31 December 2024 we will continue to lobby the new MPs and government about our growing public safety concerns and the cost to the public purse this decision has and will bring about.

4. Update on Fire Safety Message – Lithium-ion batteries

- 4.1 In my October 2023 report I laid out some fire safety messages relating to lithium-ion batteries and their use following the tragic deaths of Cambridgeshire residents attributed to devices using them. The Service continues to be called to incidents involving e-bikes, e-scooters and lorry/bin fires caused by incorrectly disposed batteries.
- 4.2 Both the Service and the Authority fully support Electrical Safety Firsts or ESF proposed 'The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill'. At the time of writing, the Bill had had a second reading (September 2024) in the House of Lords and is now at the Committee Stage. Electrical Safety First is dedicated to reducing deaths, injuries and accidents caused by electricity and states that;
- fires from lithium-ion batteries in e-bikes and e-scooters have skyrocketed since 2020,
 - there have been over 190 reported injuries,
 - 13 lives have been lost,
 - the UK is on track to experience nearly one e-bike or e-scooter fire per day this year,
 - there have been battery fires in over 150 UK parliamentary constituencies in the last 18 months.
- 4.3 By way of background ESF's Battery Breakdown report published in July 2023 highlights the escalating risks posed by lithium-ion battery fires. Building on their findings, ESF developed a Bill that presents sensible legislative solutions to address the root causes of these incidents. The National Fire Chiefs Council (NFCC) has played a pivotal role in the development of the Bill, which has garnered support from almost 50 industry experts spanning various sectors, including fire and rescue, health insurance, housing and consumer protection. The proposed Bill addresses the e-bike and e-scooter fire issues in three key ways;
- **safety assurance** - mandating third-party safety certification for all e-bikes, e-scooters and lithium-ion batteries before they enter the UK market, ensuring alignment with requirements for high-risk products like fireworks and heavy machinery.
 - **responsible disposal** - requiring the government to establish regulations for safely disposing of lithium-ion batteries at the end of their lifecycle to prevent fires and damage in our waste collection systems.
 - **comprehensive fire safety** - assigning the government the responsibility of comprehensively addressing fire-related concerns, including setting standards for conversion kits and charging systems and considering a temporary ban on the sale of universal chargers that pose heightened fire risks.
- 4.4 Continually updated information on this subject and the risks it poses can be found on the CFRS website.

5. State of Fire and Rescue 2023 – Annual Assessment Report

5.1 HMICFRS has published the State of Fire and Rescue 2023, an annual report that the inspectorate is required to publish and allows the Chief Inspector of Fire and Rescue Services the opportunity to comment on their inspections into fire and rescue services in England. The report includes;

- **national recommendations** - the report comments on the progress against the six national recommendations HMICFRS have made to government regarding the fire sector. It also includes another national recommendation made by the Chief HMI requiring fire and rescue services to publish comments within 56 days of a service inspection and allowing fire and rescue service governing bodies to request thematic inspection into their service if they feel it appropriate.
- **inspections update** - the report recognised some of the progress being made in the sector and gives an update on the current state of round three inspections of which 15 fire and rescue services' have been published; CFRS were one of the first to be inspected in February 2023.
- **CFRS recognition** - the report also promotes promising and innovative practices it has found. We were very pleased to have been mentioned for the equality impact assessments process we have implemented and the positive impact that has had. We were also recognised for the great work done in our approach to maternity and menopause. To be included in a national report is gratifying and recognises the hard work our people are doing to improve the culture and inclusivity in CFRS.

5.2 Of course, I will continue to keep Council apprised of our inspection cycle and results as and when appropriate. At the time of writing, the Service were digesting and reviewing the (final) Grenfell Tower Inquiry Phase 2 Report and the Authority will receive an appraisal at its next meeting in December 2024 of any issues that may affect Cambridgeshire residents.

6. Major Milestone for Service Training Centre

6.1 In April 2024 the Services Training Centre hosted their first ever class of new wholetime recruits to complete their course within Cambridgeshire. Having previously held courses off-site, such as at the Fire Service College, the six-team cohort was able to learn and practice their skills using our state-of-the-art facility in Huntingdon culminating in a pass-out ceremony attended by the group's family members along with Officers and Fire Authority Members.

6.2 The group rounded off their training by completing a charity challenge before heading to their watches. Joined by Training Centre instructors, the team walked the 12-kilometre Kinder Scout route of the Peak District wearing full firefighting personal protective equipment and breathing apparatus. They have raised more than £900 for the Fire Fighters Charity. Well done and congratulations on your achievements to all our new recruits!



7. Plethora of awards for the Service

7.1 Since my last report to Council the Service has received a plethora of awards.

7.2 In June 2024 CFRS won the 'Tyre Safety in the Community Award' at the TyreSafe Awards held in Birmingham. We were recognised following our contribution to a new road safety initiative offering the public free tyre checks at car wash events raising funds for the Fire Fighters Charity. Community Road Safety Officer (CRSO), Kathleen Bowman and Station Commander Paul Clarke accepted the award on behalf of the Service.

7.3 As our CRSO, Kathleen has significantly increased our capacity to develop and deliver exciting new road safety initiatives. This has been made possible by our collaborative partnership with the Office of the Police and Crime Commissioner, who have provided vital funding for Kathleen's role. This award is testament to that partnership, and we look forward to seeing it continue to grow. For those Members that are unsure what a CRSO does the role involves giving a lot of time and energy educating the public about road safety. Last year Kathleen provided tyre checks at six car wash events to increase community road safety awareness whilst fundraising for the Fire Fighters Charity resulting in 730 and more than 1,000 tyres being checked. Of these 16% of all vehicles were found to have advisory/illegal tyres!

7.4 Kathleen has also organised vehicle maintenance drop-in events at local supermarkets, garden centres, park and ride stations, constabulary and fire

headquarters; to date 130 cars have been checked under this scheme with more to come. The public response to the advice given has been overwhelmingly positive.

- 7.5 Another initiative (outlined in my report to Council in March 2024) is the Older Drivers' Workshops. These are free educational sessions for drivers aged 65 and over and include topics such as age-related changes when driving, licence renewal and alternatives to driving. Three hundred older drivers will have attended workshops by the end of the year and you can find out more here; Older Driver Workshops ([cambsfire.gov.uk](https://www.cambsfire.gov.uk))
- 7.6 Kathleen also advises local businesses on their road safety schemes and is currently supporting Hexcel Composites in Duxford with a safety campaign by educating their employees about driver fatigue.
- 7.7 In her role, Kathleen is also involved in a number of other joint initiatives and projects including; the Vision Zero Road Safety Partnership - a road safety partnership strategy adopted and built on incorporating the international safe system policy approach for Cambridgeshire and Peterborough, Project EDWARD – a platform to showcase best practice in road safety and Project APEX - aimed at improving road safety for young motorcyclists.
- 7.8 If any Member of the Council would like further information on any of the above initiatives or would like Kathleen to attend an event to do tyre checks, please get in touch via kathleen.bowman@cambsfire.gov.uk.
- 7.9 In August 2024 we achieved the Silver Talent Inclusivity and Diversity Evaluation (TIDE) award from the Employers Network for Equality and Inclusion (ENEI). Every year, we complete ENEI's national external benchmarking process which involves providing evidence against their equality, diversity and inclusion framework. Our entry is then considered alongside other private and public sector organisations. On sharing the news, the team at ENEI said "they were absolutely thrilled to share that our outstanding TIDE submission had secured a well-deserved Silver TIDE award." I'm sure Council will join me in again warmly congratulating everyone at CFRS who made this exceptional achievement possible by working together to foster diverse and inclusive working environments.
- 7.10 In the same month we learnt that the Service partnership with East of England Ambulance Service NHS Trust (EEAST) had been shortlisted for an HSJ healthcare award in the 'Provider Collaboration of the Year' category for the Community Wellbeing Officer (CWO) initiative.
- 7.11 Council will recall I reported on this excellent initiative in March 2024. It was launched in November 2023 and is designed to bring health response and fire prevention together. There is an increased risk of fire in a home where someone has fallen. When emergency calls come in for non-injury falls, EEAST dispatchers can task CWOs to respond where available. This usually means the patient gets help more quickly and while on scene the CWOs will provide fire prevention advice from fitting new smoke alarms to discussing potential fire hazards with the patient. The collaboration has so far seen our CWO's spend more than 450 additional hours visiting vulnerable residents across the county carrying out safe and well

visits. The winners will be announced at the HSJ Awards ceremony in November 2024 fingers crossed!

- 7.12 The CFRS Finance Team has been shortlisted for two Public Finance Awards! The award categories are Finance Team of the Year – Frontline Services and Digital Finance Project of the Year reflecting the team's exceptional work and dedication to improving operations across the Service with the successful launch of a new finance system. Congratulations and good luck to the team at the upcoming award ceremony also in November 2024.
- 7.13 Regional winner in the LABC Building Excellence Awards 2024 - Technical Officer, Danny Hans, has won the Regional Award for Public Service Superstar for East Anglia at the LABC Building Excellence Awards 2024 for his work with 3C Shared Services Local Authority Building Control. Congratulations Danny and good luck at the national award ceremony.

8. Young people schemes and initiatives

- 8.1 In September 2024 Station Commander Paul Clarke along with Sharon Ward from the Office of the Police and Crime Commissioner, were invited to present their work in support of the Serious Violence Duty (SVD) programme at the NFCC's SVD Learning Conference.
- 8.2 The Home Office has recognised our targeted Fire Break schemes at a national level, suggesting our attendance and including the Service's work in their own presentation. These schemes not only teach firefighting skills like team work, breathing apparatus and ladder work but also cover essential classroom topics such as first aid, basic life support, CPR, and the consequences of actions including knife crime, gangs, drugs, county lines and arson. These courses are having measurable positive impacts on the SVD programme in Cambridgeshire and Peterborough and we applaud all those involved to make this difference to young people's lives.
- 8.3 As some of you may know, Fire Break is a particularly important intervention activity being a five-day intensive course for young people that aims to promote a culture of safety, team work and citizenship by teaching a range of vital life skills whilst undertaking the various disciplines of the fire service. Workshops and activities help grow student confidence and self-esteem as well as reduce risky choices by raising awareness of the consequences of actions. For those not familiar with this excellent intervention activity, further information is available via this link [Find out more about the Firebreak scheme here.](#)
- 8.4 More than 650 primary school children enjoyed hands-on activities covering an array of important safety topics when the latest Safety Zone workshops were hosted at fire stations in March, Whittlesey and Wisbech in May and June 2024.
- 8.5 They learned crucial safety skills ranging from; fire safety in the home, staying safe in and around water bodies, road safety and dog behaviour, online safety, basic first aid including CPR and age-related product safety. The Safety Zone events were launched by the Fenland Community Safety Partnership over 15 years ago to equip youngsters with skills to keep themselves and others safe. The latest events

were jointly organised by CFRS's Children and Young People Team and Fenland District Council, with support from;

- the fire service's Community Champion volunteers,
- Cambridgeshire County Council,
- Cambridgeshire Constabulary,
- Wood Green Animal Shelter,
- the Cambridgeshire and Peterborough Healthy Schools Support Programme,
- East Anglian Air Ambulance.

8.6 These events provide a fantastic environment for young people moving from primary to secondary education to access important safety messaging. They can learn in a friendly environment from a whole range of professional colleagues. All attendees take away resources enabling continued learning. We are looking forward to working with other districts throughout the next academic year.

9. Peterborough Volunteer Fire Brigade - Anniversary

9.1 Although some of you may be aware that CFRS is celebrating its 50th anniversary this year, did you know Peterborough Volunteer Fire Brigade, having been formed by a group of businessmen in 1884, is 140 this year! It remains the only volunteer fire service in the country and will be celebrating its unique history of service to the city and residents of Peterborough with events throughout the year. If anyone would like more information on the Brigade or its celebrations, please contact Station Commander Anthony Gould via 01480 444500.

10. Death of serving firefighter Mervyn Housden

10.1 It was with deepest sadness last month we received news that Firefighter Mervyn Housden from St Neots fire station had passed away. Following in his late father's footsteps Merv had been proudly serving the local community for more than 40 years and was a much loved and well-respected colleague and friend to many; he will be sorely missed. The Service has been in close contact with his family and will continue with this support as they start to come to terms with their loss.

10.2 As a mark of respect, we observed a minute of silence on Thursday 26 September 2024 and are flying our SHQ flag at half-mast. An online book of condolence has been opened and is available on our website [Book of Condolence](#).



11. Retirement of Community Champion Volunteer - July 2024

- 11.1 Finally for this bi-annual report, a huge thank you to our dedicated volunteer Andrew Doherty who for the past 10 years has been a pillar of support at CFRS, delivering vital community safety advice as a Community Champion. As he moves to Wales with his wife Celine, we extend our deepest gratitude for his unwavering commitment and passion. His impact on our community has been immeasurable and we wish them both all the best in their new adventure!
- 11.2 Further information about the role of Community Champion can be found on the CFRS website [Our community champions \(cambsfire.gov.uk\)](https://www.cambsfire.gov.uk/our-community-champions)

BIBLIOGRAPHY

Source Documents	Location	Contact Officer
Fire Authority Minutes 2024 Various	Fire Service HQ Hinchbrook Cottage Huntingdon	Tamar Oviatt-Ham tamar.oviatt-ham@cambridgeshire.gov.uk