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Cambridge City Council

ENVIRONMENT SCRUTINY COMMITTEE

To: **Scrutiny Committee Members:** Kightley (Chair), Saunders (Vice-Chair), Blencowe, Marchant-Daisley, Owers, O'Reilly, Reid and Tunnacliffe

Alternates: Councillors Brierley and Herbert

Executive Councillor for Environmental and Waste Services: Councillor Swanson

Executive Councillor for Planning and Climate Change: Councillor Ward

Executive Councillor for Public Places: Councillor Reiner

Despatched: Thursday, 26 September 2013

Date: Tuesday, 8 October 2013

Time: 5.00 pm

Venue: Committee Room 1 & 2 - Guildhall

Contact: James Goddard **Direct Dial:** 01223 457013

AGENDA

1 APOLOGIES

To receive any apologies for absence.

2 DECLARATIONS OF INTEREST

Members are asked to declare at this stage any interests that they may have in an item shown on this agenda. If any member of the Committee is unsure whether or not they should declare an interest on a particular matter, they should seek advice from the Head of Legal Services **before** the meeting.

3 MINUTES *(Pages 9 - 64)*

To approve the minutes of the meetings held on 12th March 2013, 14th May 2013, 23rd May 2013 and 11th June 2013 as correct records. *(Pages 9 - 64)*

4 PUBLIC QUESTIONS

Please see information at the end of the agenda

5 PETITION - 20MPH SPEED LIMIT ON VICTORIA ROAD FOR SAFETY REASONS

A petition has been received stating the following:

“Statement:

We the undersigned petition the council to have the speed limit on Victoria Road reduced from 30 mph to 20 mph. It is a narrow Victorian street with no room for cycle lanes, and vehicles cannot pass if there is traffic coming in the opposite direction. The pavements are very narrow, dangerously so in parts. There are no delivery bays for vehicles and pavements are often blocked as a result.

Justification:

There are a number of small Victorian streets exiting onto Victoria Road which creates additional traffic hazards, together with the lack of crossings for pedestrians and cyclists.”

Under the Council’s procedure the petitioners may present the petition and speak for five minutes. Members of the Committee may then discuss the petition for a maximum of 15 minutes.

6 PRESENTATION BY CAMBRIDGE BID LIMITED ON ITS ACTIVITY SINCE THE LAUNCH ON 1ST APRIL 2013

7 DECISIONS TAKEN BY EXECUTIVE COUNCILLORS

7a Dog Control Orders (Pages 65 - 68)

Record of Urgent Decision taken by the Executive Councillor for Environmental and Waste Services

To note decisions taken by the Executive Councillor for Environmental and Waste Services since the last meeting of the Environment Scrutiny Committee.

7b Tourist Information Centre - Air Cooling (Special Urgency) (Pages 69 - 78)

Record of Urgent Decisions taken by the Executive Councillor for Public Places

To note decisions taken by the Executive Councillor for Public Places since

the last meeting of the Environment Scrutiny Committee

7c Stourbridge Common Riverbank Restoration (*Pages 79 - 100*)

Record of Urgent Decisions taken by the Executive Councillor for Public Places

To note decisions taken by the Executive Councillor for Public Places since the last meeting of the Environment Scrutiny Committee

Items for Decision by the Executive Councillor, Without Debate

These Items will already have received approval in principle from the Executive Councillor. The Executive Councillor will be asked to approve the recommendations as set out in the officer's report.

There will be no debate on these items, but members of the Scrutiny Committee and members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

Items for Debate by the Committee and then Decision by the Executive Councillor

These items will require the Executive Councillor to make a decision after hearing the views of the Scrutiny Committee.

There will be a full debate on these items, and members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

Decisions for the Executive Councillor for Planning and Climate Change

Items for Debate by the Committee and then Decision by the Executive Councillor

8 A14 CONSULTATION

Report to follow

9 CAMBRIDGE CYCLE PARKING PROJECT (*Pages 101 - 230*)

10 CAMBRIDGE 20MPH PROJECT – PHASE 1 CONSULTATION REPORT (*Pages 231 - 260*)

11 CAMBRIDGE COMMUNITY INFRASTRUCTURE LEVY (CIL) – DRAFT CHARGING SCHEDULE (*Pages 261 - 410*)

Decisions for the Executive Councillor for Public Places

Items for Decision by the Executive Councillor, Without Debate

- 12 ROUSE BALL PAVILION - PROJECT APPRAISAL** (*Pages 411 - 416*)

Items for Debate by the Committee and then Decision by the Executive Councillor

- 13 RIVERSIDE MOORINGS CONSULTATION FINDINGS AND OPTIONS APPRAISAL** (*Pages 417 - 424*)
- 14 PARKER'S PIECE LIGHTING** (*Pages 425 - 498*)
- 15 PARKERS PIECE PUBLIC ART PROJECT** (*Pages 499 - 530*)
- 16 DEVELOPER CONTRIBUTIONS: 2ND PRIORITY - SETTING ROUND**

Report to follow

Decisions for the Executive Councillor for Environmental and Waste Services

Items for Debate by the Committee and then Decision by the Executive Councillor

- 17 JOINT MATERIALS RECYCLING FACILITY PROCUREMENT PROCESS** (*Pages 531 - 556*)
- 18 PROPOSAL FOR COLLECTION OF COMMERCIAL FOOD WASTE FOR COMPOSTING** (*Pages 557 - 562*)

Information for the Public

Location The meeting is in the Guildhall on the Market Square (CB2 3QJ).

Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances.

After 5 p.m. access is via the Peas Hill entrance.

All the meeting rooms (Committee Room 1, Committee 2 and the Council Chamber) are on the first floor, and are accessible via lifts or stairs.

Public Participation Some meetings may have parts that will be closed to the public, but the reasons for excluding the press and public will be given.

Most meetings have an opportunity for members of the public to ask questions or make statements.

To ask a question or make a statement please notify the Committee Manager (details listed on the front of the agenda) prior to the deadline.

- For questions and/or statements regarding items on the published agenda, the deadline is the start of the meeting.
- For questions and/or statements regarding items NOT on the published agenda, the deadline is 10 a.m. the day before the meeting.

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Queries on reports If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

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ENVIRONMENT SCRUTINY COMMITTEE

12 March 2013

5.00 - 7.35 pm

Present: Councillors Kightley (Chair), Saunders (Vice-Chair), Johnson, Marchant-Daisley, Owers, Reid, Brierley and Herbert

Executive Councillor for Environmental and Waste Services: Jean Swanson

Executive Councillor for Planning and Sustainable Transport: Tim Ward

Officers:

Head of Planning Services - Patsy Dell

Head of Refuse & Environment - Jas Lally

Director of Environment - Simon Payne

Urban Design & Conservation Manager - Glen Richardson

Team Leader (Commercial) - Frank Harrison

Project Delivery and Environment Manager - Andrew Preston

Head of Specialist Services - Paul Necus

FOR THE INFORMATION OF THE COUNCIL**13/17/ENV Apologies**

Apologies were received from Councillor Reiner. Councillor Brierley was present as the alternate.

13/18/ENV Declarations of Interest

Councillor	Item	Interest
Saunders	13/26/ENV	Personal: Member of Cambridge Past, Present and Future
	13/25/ENV	Personal: Member of Cambridge Cycle Campaign
Reid	13/26/ENV	Personal: Member of Cambridge Past Present and Future.
	13/25/ENV	Personal: Member of Cambridge Cycle Campaign

13/19/ENV Minutes

The minutes of the meeting of the 15th January 2013 were approved and signed as a correct record.

The minutes of the meeting of the 22nd January 2013 were approved and signed as a correct record subject to the following corrections:

Minute number 13/15/ENV: Scrutiny considerations paragraph five, last sentence, 'However, it was the only deal on offer' was deleted. A minor typing error was also corrected.

13/20/ENV Public Questions

Martin Lucas-Smith of Cambridge Cycle Campaign addressed the committee regarding Cycle Parking. Full details are noted at item 13/25/ENV.

Change to Agenda Order

Under paragraph 4.2.1 of the Council Procedure Rules, the Chair used his discretion to alter the order of the agenda items. However, for ease of the reader, these minutes will follow the order of the agenda.

13/21/ENV Environmental and Waste Services Portfolio Plan 2013/14

Matter for Decision:

This report covered the draft Environmental & Waste Services Portfolio Plan 2013-14, which sets out the strategic objectives for the portfolio for the year ahead, describes the context in which the portfolio was being delivered and detailed the activities required to deliver the outcomes and the vision. Performance measures and risks were also shown for each strategic objective.

Decision of Executive Councillor for Environmental and Waste Service

The Executive Councillor resolved to:

- i. Approve the draft Environmental & Waste Services Portfolio Plan 2013-14.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Executive Councillor for Environmental and Waste Services regarding the Portfolio Plan for 2013-14.

In response to questions from members of the committee, the Executive Councillor confirmed the following points:

- i. The location of additional bins had not yet been decided.
- ii. The initial phase of bin replacement has concentrate on the city centre.
- iii. Suggestions locations for additional bins would be welcomed. Area Committees could consider this.
- iv. It was acknowledged that bagged dog waste could be placed in any bin. However, dog waste bins were used to highlight the need to clean up after dogs.
- v. The Lion Yard Toilet Working Group would be meeting shortly and it was expected that the project would be delivered on time.
- vi. Consultants had assessed the toilet provision across the City and rated them in terms of their condition and the potential for alternative community toilet provision in their locality.
- vii. Payments to other providers, such as shops and restaurants, for the public use of facilities had been ruled out.
- viii. CBid involvement was being investigated.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/22/ENV BUSINESSES REGULATION PLAN 2013-2014**Matter for Decision:**

The Food Standards Agency (FSA) requires each food enforcement authority to produce an annual work plan outlining the food enforcement programme that will be followed to ensure food businesses are compliant. The Businesses Regulation Plan 2013-14 incorporated the advice and guidance given to Local Authorities by FSA and the Health & Safety Executive (HSE).

Decision of Executive Councillor for Environmental and Waste Services

The Executive Councillor resolved to:

- i. Approve the attached Businesses Regulation Plan 2013-14

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Team Leader (Commercial), regarding the Businesses Regulation Plan 2013-14.

Concerns were expressed that new approach might result in a slippage of the current high standards. It was suggested that limited inspection programmes would encourage complacency and cost cutting.

The Head of Refuse and Environment explained that the strategic direction had changed as part of a national approach with partnership working with businesses seen as the way forward. The culture change was backed up statutory enforcement provision when needed.

Councillor Herbert suggested that a stronger message needed to be sent to government to express members concerns about this approach. Reduced inspections in the current economic climate would lead businesses to cut cost and incidents would follow. The loss of the input from Health and Safety Executive was retrograde step. Regulation was needed to ensure standards did not drop.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/23/ENV Topographical Surveys for Grafton East, Queen Anne Terrace and Grand Arcade Multi Storey Car Parks

Matter for Decision:

As part of a programme of 'life care planning' for the car park assets, the Council's Parking Service was carrying out essential repairs and maintenance to its five multi-storey car parks. It was proposed to obtain topographical surveys for the Grafton East, Queen Anne Terrace and Grand Arcade multi-storey car parks that would need to be specified by a specialist consultant. Topographical surveys were designed to provide information and measurements to assist specialist investigation into car park structures. The survey information would help preparatory work to address the feasibility, planning and design issues within the car parks.

Decision of Executive Councillor for Planning and Climate Change

The Executive Councillor resolved:

- i. To delegate authority to the Director of Environment and, in consultation with the Director of Resources and the Head of Legal to procure and award a contract to implement topographical surveys for the Grafton East, Queen Anne Terrace and Grand Arcade multi-storey car parks within the city at a cost of approximately £30,000.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

N/A – Not requested for pre-scrutiny.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/24/ENV Planning and Climate Change Portfolio Plan 2013/14**Matter for Decision:**

The report covered the draft Planning and Climate Change Portfolio Plan 2013-14, which sets out the strategic objectives for the portfolio for the year ahead, describes the context in which the portfolio was being delivered and

detailed the activities required to deliver the outcomes and the vision. Performance measures and risks are also shown for each strategic objective.

Decision of Executive Councillor for Planning and Climate Change

The Executive Councillor resolved to:

- i. Approve the draft Planning and Climate Change Portfolio Plan 2013-14.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Executive Councillor for Planning and Climate Change regarding Portfolio Plan for 2013-14.

Concerns were expressed about inherent tensions between the aspirations to preserve the character of the city and the quality of the designs being agreed by the planning system. The Executive Councillor disputed this and asked for details on specific schemes where there were concerns. It was agreed that this would be discussed outside this meeting. The Director of Environment stated that officers were committed to getting the best possible outcomes for the city within the realities and constraints of the planning process.

In response to questions from the committee members the following points were confirmed:

- i. The district heating scheme project was making good progress and a Memorandum of Understanding was due to be agreed with Cambridge University in the near future.
- ii. No progress had yet been achieved towards a Co-operative Energy Scheme.
- iii. Officers were not present to explain why there was no set target for CO2 reduction and an answer would be circulated to members shortly.
- iv. Work was on-going with the County Council to mitigate the impact of additional buses required for the fringe developments. The County Council's transport strategy would pick this issue up and the City Council would have an input into any decisions.
- v. It was conceded that the carbon management programme was based on questionable baseline data.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/25/ENV Cambridge City Centre Cycle Parking Project

Public Speaker Martin Lucas-Smith of Cambridge Cycle Campaign

Martin Lucas-Smith addressed the committee and made the following points:

- Improvements to cycle parking are very welcome.
- Cycle parking is cost effective and increases use of the City centre.
- Planning policy needed to enforce cycle parking to the correct standards.
- Cambridge Cycle Campaign would like to suggest additional locations for consideration and would request that the additional spaces be spread across the City.
- Suggested locations: Post Office Terrace, King's Parade, Outside Trinity Hall and Regent Terrace (replacing car parking spaces rather than loss of green space).

The Executive Councillor for Planning and Climate Change thanked Mr Lucas-Smith for his suggestions. Conversion of car parking spaces was under consideration. However, this would result in a loss of income to the County Council. Detailed discussions on proposed location were for a later date. Cambridge Cycle Campaign would be invited to nominate a representative to the project board.

Matter for Decision:

This report seeks to agree the project proposal, programme and scope for the Cambridge City Centre Cycle Parking Project.

It further seeks approval to commence consultation on the on-street cycle parking proposals included within a Preliminary Design Report.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor resolved:

- i. To approve initiation of the project, the scope and the programme in accordance with the project documentation referenced in this report, with implementation subject to further scrutiny through approval of project

appraisals. Specific approval is sought for the project, which includes the following:

- Project Proposal Report (**Appendix A**) of the Officer's report.
 - Project Programme (**Appendix B**) of the Officer's report.
- ii. To approve commencement of the design and consultation of the on-street parking proposals detailed in the Preliminary Design Report (**Appendix C**) of the Officer's report.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Project Delivery and Environment Manager regarding the Cambridge City Centre Cycle Parking Project.

The committee made the following comments in response to the report.

- i. It was acknowledged that there was insufficient funding for a third underground cycle park.
- ii. The visual impact of high-density cycle parking in the historic core would need careful consideration.
- iii. It was suggested that the Colleges could be asked if they have land capacity for cycle parking areas.
- iv. The Equality Impact Assessment should be amended to reflect the positive aspects of encouraging people cycle. It should also highlight navigational aspect of cycle ranks so that they do not create obstacles for other pavement users.
- v. It was agreed that the East Road area to be added as an area in need of more cycle parking.

The Committee resolved unanimously to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/26/ENV Pro-active Conservation Work Programme 2013-14

Matter for Decision:

The report reviewed the work that had been completed in 2012-13 as part of the current pro-active conservation work programme. The purpose of the report was to update members on the work that had been completed, what was outstanding, and what was proposed for 2013-14. The report also noted the spend to date on the programme.

Decision of Executive Councillor for Planning and Climate Change

The Executive Councillor resolved to:

- i. Note Appendix 1 of the Officer's report which comprised an update of the programme of pro-active conservation work undertaken in 2012-13 and work still to be completed in 2013-14.
- ii. Approve the budget carry over from 2012-13 to support the remainder of the programme.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The committee received a report from the Urban Design and Conservation Manager regarding the Pro-active Conservation Work Programme 2013-14. Members welcomed the appointment of a dedicated Conservation Officer and supported the programme.

The committee resolved unanimously to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/27/ENV Community Infrastructure Levy Preliminary Draft Charging Schedule**Matter for Decision:**

The purpose of the report was to update members on the work that was being undertaken to prepare a Community Infrastructure Levy (CIL) for Cambridge and seek approval that a Preliminary Draft Charging Schedule is published for public consultation in March.

Decision of Executive Councillor for Planning and Climate Change

The Executive Councillor resolved to:

- i. Endorse the Cambridge CIL Viability Assessment (Appendix 2 of the Officer's report) as background evidence to support the proposed Preliminary Draft Charging Schedule; and,
- ii. Approve the publication of the Cambridge Preliminary Draft Charging Schedule (attached as Appendix 1 of the Officer's report) for a six-week consultation period between 18 March 2013 and 29 April 2013.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The committee received a report and an associated presentation from the Senior Planning Policy Officer regarding the Draft Charging Schedule for the Community Infrastructure Levy. Councillor Herbert stated that his group would respond formally to the consultation.

The Chair introduced consultants, Richard Dixon and Rob Searle of Dixon-Searle LLP who were present to answer questions regarding the presentation and the report.

In response to questions from the committee the following points were clarified.

- i. Variable charging rates for large or small retail units and across different wards within the City would add to a degree of complication to the process and would raise the admin costs.
- ii. Keeping the process simple, and directing the CIL charges to the most relevant development types, was suggested as the best course of action for the initial period to avoid unintended consequences.
- iii. Setting residential rates at too high a level could have an impact on viability of development and so the proposed rates were pitched at the mid-range.

- iv. There would need to be a robust evidence base to support any move to variable business CIL rates.
- v. In response to questions, the consultants offered to provide information from authorities that had already introduced CIL for comparison purposes.
- vi. Concerns were raised that some developments had a greater impact on the local community than others. The consultants confirmed that S106 agreements could still be used on a site-specific basis in mitigation.
- vii. The impact of an inflexible, flat rate on the delivery of affordable housing was questioned. The consultants stated that providing affordable housing had a greater impact on scheme viability than CIL. The level of affordable housing required would need to be set to reflect this.
- viii. The charitable status, and associated mandatory exemption, of Universities from CIL was raised as a concern which could result in an imbalance in the provision of student accommodation.
- ix. It was confirmed that there would be a transition period from S106 to CIL and modelling work was on-going to establish the impact on receipts received.
- x. The governance of CIL funds was discussed, and the governance arrangements used by Huntingdonshire District Council were held up as an example. The Head of Planning pointed out that governance was an area on which work was underway. This would be the subject of a report to members at a later date.
- xi. The zero rate applied to hotels was justified as many hotel sites were currently developed on marginal viability.
- xii. Fringe sites and cross boundary developments would need to be kept under consideration in relation to the emerging Local Plan growth requirements.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/28/ENV Investigation in to Building an Underground Car Park at Park Street

Matter for Decision:

The Council is currently considering options for the future of Park Street multi-storey car park. One of the recommendations that follows from the committee report in June 2012 is to conduct investigations into the feasibility of constructing an underground car park on the current site.

Decision of Executive Councillor for Planning and Climate Change

The Executive Councillor resolved to:

Financial recommendations –

- Approve the commencement of this scheme, which is not included in the Council's Capital & Revenue Project Plan
 - The total cost of the project is £60,000 funded from Car Parks Structural and Equipment R&R budgets
 - There are no ongoing revenue implications arising from the project.

Procurement recommendations:

- Approve the carrying out and completion of the procurement of investigations into the feasibility of constructing an underground car park on the Park Street site.
- Subject to:
 - The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
 - The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Head of Specialist Services regarding underground investigations at Park Street Multi-story Car Park.

The Committee resolved unanimously to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/29/ENV Programme of Holding Repairs to Park Street Multi-storey Car Park**Matter for Decision:**

The Council was considering options for the future of Park Street multi-storey car park, which was now 50 years old. To ensure its safe operation, provide a safe environment to the public and officers of the Council, and protect future income streams until redevelopment is implemented in 2015/16, essential structural and safety repairs would be required over the next three years. A programme of works of £100,000 in 2013/14, £50,000 in 2014/15 and £50,000 in 2015/16 had been drawn up, and a specialist contractor was required to complete and manage the required works. Specialist help was required to specify and evaluate the procurement. It was anticipated that the essential works would be the minimum requirements in year 1 to ensure continued operations and ongoing holding repairs and evaluations will be necessary in years 2 and 3.

Decision of Executive Councillor for Planning and Climate Change

The Executive Councillor resolved to:

Financial recommendations –

- Approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (C3091).
 - The total cost of the project is estimated to be £200,000 over three years, funded from Structural and Equipment R&R funds.
 - There are no ongoing revenue implications arising from the project.

Procurement recommendations:

- Approve the carrying out and completion of the procurement of essential structural repairs to the car park structure, repairs to the car parks impact barriers, drainage repairs and including associated specialist technical and project management support to specify and supervise the repair works over the next three years to the value of £200,000.
- Subject to:

- The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
- The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Head of Specialist Services regarding holding repairs to Park Street Multi-storey Car Park.

Concerns were raised that this was abortive expenditure. The Director of Environment confirmed that while expenditure would be kept to a minimum, in the interests of public safety it had to be undertaken. Materials would be reused where possible.

The Committee resolved by 3 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

The meeting ended at 7.35 pm

CHAIR

ENVIRONMENT SCRUTINY COMMITTEE14 May 2013
5.00 - 6.40 pm**Present:** Councillors Kightley (Chair), Saunders (Vice-Chair), Brierley, Herbert, Johnson, Marchant-Daisley, Owers and Reiner

Executive Councillor for Planning and Climate Change: Tim Ward

Leader of the Council: Tim Bick

Officers:

Director of Environment: Simon Payne

Head of Planning Services: Patsy Dell

Committee Manager: James Goddard

Other Officers Present:

Service Director (Growth & Infrastructure) – County Council: Graham Hughes

FOR THE INFORMATION OF THE COUNCIL**13/30/Env Apologies**

Apologies were received from Councillor Reid.

Councillor Brierley attended as an alternate member.

13/31/Env Declarations of Interest

Name	Item	Interest
Councillor Saunders	13/33/Env	Personal: Member of Cambridge Cycling Campaign.

13/32/Env Public Questions

No public questions were received.

13/33/Env Upgrade to A14

Matter for Decision

On 3 April 2013 Members requested a special Environment Scrutiny Committee meeting to discuss the latest proposals for improvements to the A14 Scheme.

On 18 April 2013 Full Council debated a request from Cambridgeshire County Council for a financial contribution towards the cost of the proposed A14 Upgrade Scheme. It was resolved to abstain from making a funding contribution to the A14; and to continue contributing what funds the Council could make available for public transport and cycling within the city to help mitigate the impact of commuting into the city, in particular by starting a "Keep Cambridge Moving Fund".

The Officer's report set out the background to the debate at Full Council and also identified key issues that would need to be taken forward through formal processes for consideration of the upgrade scheme and establishment of a 'Keep Cambridge Moving' Fund.

Decision of Executive Councillor for Planning and Climate Change

- (i) Noted the decision of Full Council on the scheme.
- (ii) Noted the following amendment as Labour's position statement:

The Executive Councillor is asked to

- 1) restate that the City Council is committed to a major A14 upgrade and will work jointly with the County Council to ensure all essential additional local Cambridge measures are implemented, to maximise diversion of ongoing journeys within Cambridge to non-car
- 2) organise an all-party meeting with the new county council, reflecting recent political changes, inviting all Cambridgeshire councils to negotiate a single 25 year 'Keep Cambridgeshire Moving Fund', as an integral part of any scheme negotiated with Government. This should not rule out options before ensuring the best achievable scheme is developed for Cambridge and Cambridgeshire residents
- 3) undertake a consultation with residents and businesses, and report whether responses support the upgrade
- 4) bring a further report to Committee after the meeting, including on the further detailed traffic impact analysis and the list of new non-car measures needed for Cambridge. This should assess a new NW Cambridge park and ride, public transport interchanges and new

cycleways, which will need to be fully integrated in any overall A14 scheme and a revised County Transport Strategy, not separate.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Director of Environment regarding the Upgrade to A14.

The Committee made the following comments in response to the report:

- (i) Sought clarification regarding accuracy and reliability of transport modelling data.
- (ii) Noted that some housing developments outside the city boundary were dependent on A14 improvements going ahead. Councillors asked for traffic modelling data to show the impact on city traffic; showing all effects/contingencies from A14 improvements going ahead or not.
- (iii) Sought clarification regarding the benefits to Cambridge from A14 improvements.

Labour Councillors felt the A14 upgrade was a big issue and expressed surprise that a decision had been taken without the opportunity to scrutinise it. They welcomed the opportunity to do so now. The Leader of the Council said that the County Council had pressurised the City Council for a response, so it seemed expedient to take the proposal to Full Council.

In response to Councillor Herbert's questions the Executive Councillor for Planning and Climate Change, Director of Environment and Service Director (Strategy and Development) said the following:

- (i) The Local Plan does not have a specific policy on the A14 and none of the allocations within city limits in the Local Plan are directly contingent on an upgrade of the road. Two developments outside of the city limits (Northstowe and Waterbeach) were dependent on the A14 improvement and could not go ahead without it. Alconbury was not dependent on the A14 upgrade, but was related to it. Bearscroft Farm was not dependent on, or related to the upgrade.

- (ii) Modelling of transport needs had been undertaken and Officers were confident of its reliability. One of the most sophisticated modelling systems in the country had been used.
- (iii) Modelling suggested transport impacts on the city from the A14 upgrade was an overall reduction in traffic levels. City traffic levels may increase from housing developments, but this was a separate issue. City traffic levels would be affected by housing growth/developments rather than A14 improvements.
- (iv) The County Council had provided all transport modelling data to the City Council to factor it into the Local Plan.
- (v) Referred to the Transport Strategy for figures on housing growth impact on traffic levels.
- (vi) The City and County Councils had been discussing integrated infrastructure arrangements and links to Local Plan housing developments. These discussions were put on hold due to local election results; but would resume after the new County Leader was confirmed.

In response to Councillor Kightley's questions the Service Director (Strategy and Development) said the following:

- (i) Transport modelling had been undertaken on several occasions.
- (ii) The model was periodically updated to validate it. The last occasion was in 2010, but traffic volumes had changed little over the last few years.
- (iii) The model was a reliable tool, albeit with a margin of error.
- (iv) The A14 was principally a strategic road, so traffic was more likely to go around the city than enter.

In response to Councillors Brierley, Owers and Saunder's questions the Service Director (Strategy and Development) said the following:

- (i) Transport modelling did not factor in accidents, traffic congestion etc.
- (ii) The modelling convention was to model a regular day, it would be inappropriate to model irregular events as they were unusual.

In response to Councillors Kightley and Saunder's questions the Executive Councillor for Planning and Climate Change plus Director of Environment and Service Director (Strategy and Development) said the following:

- (i) The key driver for A14 improvements is resilience, the road was operating above capacity at present.

- (ii) It was unusual, but not unprecedented for councils to give other councils financial contributions to strategic networks.
- (iii) The County Council was working with the Department for Transport (DfT) and Treasury. They informed the County Council that the A14 improvement scheme would not go ahead without local contributions.
- (iv) The DfT scheme was not open to amendment, so the Leader of the City Council had proposed a "Keep Cambridge Moving Fund". The City Council could not use council tax contributions, so instead would have to rely on Community Infrastructure Levy and s106. DfT set these specifications ie all contributions must be cash.
- (v) If A14 improvements went ahead, the city could expect an increase from business rates. These could contribute towards transport funding. The Council was asked to contribute £3m over 25 years together with neighbouring authorities.
- (vi) The Leader of the Council and the Director of Environment said the City Council collected £93m in business rates, but kept only £7m of these. It would need to increase the net amount of business rates (ie amount retained) to cover Central Government's infrastructure contribution requirements; this was hard to do. The link between business rate increase and A14 improvements was unclear. The committee was not in a position to revisit the Council decision for six months for reasons set out in the Officer's recommendation (ie legal and resource implications). Business rates were limited to a period of seven years, which did not allow the Council to commit to using these for a twenty five year work programme. Hence the Leader's "Keep Cambridge Moving Fund".
- (vii) The scale of infrastructure was unrelated to tolling. A toll road was proposed for strategic areas of the A14, parallel access routes would give access to Cambridge and be free.
- (viii) The Minister (Patrick McLoughlan) hoped to announce details of the A14 improvement scheme (including tolling) in September 2013. The County Council and Central Government would negotiate a funding package between June and September. Work should commence in 2018.

Labour Councillors requested a change to the recommendations. Councillor Herbert formally proposed to delete the Officer recommendations and replace with the following:

The Executive Councillor is asked to

- 1) restate that the City Council is committed to a major A14 upgrade and will work jointly with the County Council to ensure all essential additional local Cambridge measures are implemented, to maximise diversion of ongoing journeys within Cambridge to non-car
- 2) organise an all-party meeting with the new county council, reflecting recent political changes, inviting all Cambridgeshire councils to negotiate a single 25 year 'Keep Cambridgeshire Moving Fund', as an integral part of any scheme negotiated with Government. This should not rule out options before ensuring the best achievable scheme is developed for Cambridge and Cambridgeshire residents
- 3) undertake a consultation with residents and businesses, and report whether responses support the upgrade
- 4) bring a further report to Committee after the meeting, including on the further detailed traffic impact analysis and the list of new non-car measures needed for Cambridge. This should assess a new NW Cambridge park and ride, public transport interchanges and new cycleways, which will need to be fully integrated in any overall A14 scheme and a revised County Transport Strategy, not separate.

The amendments were **lost (by 4 votes to 4 and on the Chair's casting vote)**.

Councillors requested a change to the recommendation. Councillor Saunders formally proposed to withdraw the following recommendation from the Officer's report:

Executive Councillor is recommended to:

- 2) Agree the process set out in this report for future work in relation to the A14 Upgrade Scheme and the 'Keep Cambridge Moving Fund'.

The Committee **unanimously** approved withdrawing this recommendation.

The following recommendation was formally proposed:

The Executive Councillor is asked to note the following amendment as Labour's position statement:

The Executive Councillor is asked to

- 1) restate that the City Council is committed to a major A14 upgrade and will work jointly with the County Council to ensure all essential additional

local Cambridge measures are implemented, to maximise diversion of ongoing journeys within Cambridge to non-car

- 2) organise an all-party meeting with the new county council, reflecting recent political changes, inviting all Cambridgeshire councils to negotiate a single 25 year 'Keep Cambridgeshire Moving Fund', as an integral part of any scheme negotiated with Government. This should not rule out options before ensuring the best achievable scheme is developed for Cambridge and Cambridgeshire residents
- 3) Undertake a consultation with residents and businesses, and report whether responses support the upgrade
- 4) Bring a further report to Committee after the meeting, including on the further detailed traffic impact analysis and the list of new non-car measures needed for Cambridge. This should assess a new NW Cambridge park and ride, public transport interchanges and new cycleways, which will need to be fully integrated in any overall A14 scheme and a revised County Transport Strategy, not separate.

The Committee **unanimously** endorsed this recommendation.

The Executive Councillor approved the recommendation.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

The meeting ended at 6.40 pm

CHAIR

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ENVIRONMENT SCRUTINY COMMITTEE

23 May 2013
2.04pm - 2.06 pm

Present: Councillors Kightley (Chair), Saunders (Vice-Chair), Blencowe, Marchant-Daisley, Owers, O'Reilly, Reid and Tunnacliffe

Also present: Executive Councillor for Planning and Sustainable Transport: Councillor Ward, Executive Councillor for Public Places: Councillor Reiner and the Executive Councillor for Environmental and Waste Services: Councillor Swanson.

FOR THE INFORMATION OF THE COUNCIL

13/1/ENV Appointment of Development Plan Scrutiny Sub Committee

The Scrutiny Committee agreed the membership of the Development Plan Scrutiny Sub-Committee:

Cllrs: Reid, Saunders, Brierley, Marchant-Daisley, Price and Blencowe

Alts: Blackhurst and Herbert

The Scrutiny Committee agreed the Chair and Vice Chair for the Sub-Committee:

Nominations for Chair: Cllr Reid or Marchant-Daisley

Nomination for Vice Chair: Cllr Saunders

13/2/ENV Appointment to Outside Bodies

The committee recommended appointments to the outside bodies listed below.

The Executive Councillor for Planning and Sustainable Transport, Executive Councillor for Public Places and the Executive Councillor for Environmental and Waste Services agreed the appointments below:

Local Water Forum (1)

Cllr: Swanson

Cambridge Universities Hospital's Joint Council's Forum (3)

Cllrs: Ward, Pippas and Birtles

Joint Strategic Transport and Spatial Planning Group (3+2)

Cllrs: Ward, Rosenstiel and Blencowe

Alts: Reid and Price

Transport and Spatial Planning Steering Group (3+2)

Cllrs: Reid, Ward and Blencowe

Alts: Rosenstiel and Price

Recycling in Cambridge and Peterborough (RECAP) (1)

Cllr: Swanson

Opposition Spokes: Owers

Joint Transport and Planning Lead Member Group (1)

Cllr: Ward

PATROL Adjudication and Bus Lane Adjudication Joint Committee (1)

Cllr: Ward

Cycling Champion (1)

Cllr: Cantrill

Design Champion (1)

Cllr: Stuart

Historic Environment Champion (1)

Cllr: Tunnacliffe

The meeting ended at 2.06 pm

CHAIR

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ENVIRONMENT SCRUTINY COMMITTEE

11 June 2013
5.00 am - 9.50 pm

Present: Councillors Kightley (Chair), Saunders (Vice-Chair), Blencowe, Marchant-Daisley, Owers, O'Reilly, Reid and Brierley

Executive Councillor for Environmental and Waste Services: Jean Swanson

Executive Councillor for Planning and Climate Change: Tim Ward

Executive Councillor for Public Places: Andrea Reiner

Also present: Councillors Herbert and Birtles

Officers:

Head of Planning Services: Patsy Dell

Urban Design & Conservation Manager: Glen Richardson

Accountant: Richard Wesbroom

Project Delivery and Environment Manager: Andrew Preston

Nature Conservation Projects Officer: Guy Belcher

Senior Sustainability Officer: Emma Davies

Urban Growth Projects Manager: Tim Wetherfield

Principal Planning Policy Officer: Joanna Gilbert-Wooldridge

Planning Policy and Economic Development Officer: Stephen Miles

Committee Manager: Toni Birkin

Strategy and Partnerships Manager: David Kidston

Head of Corporate Strategy: Andrew Limb

Principal Conservation and Design Officer: Christian Brady

Senior Sustainability Officer: Clare Palferman

County Council Officers present: Head of Transport & Infrastructure, Dearbhla Lawson and Transport and Infrastructure Strategy Manager, Jeremy Smith

FOR THE INFORMATION OF THE COUNCIL

13/3/ESC Apologies

Apologies were received from Councillor Tunnacliffe. Councillor Brierley was present as the alternate.

13/4/ESC Declarations of Interest

Councillor	Item	Interest
Saunders	13/15/ENV	Personal: Member of Cambridge Past, Present and Future Personal: Member of the RSPB Personal: Member of Cambridge Cycling Campaign
Reid	13/15/ENV	Personal: Member of Cambridge Past Present and Future. Personal: Member of Cambridge Cycling Campaign Personal: Has links with Cambridge Retrofit Personal: Lives in a building of Local Interest
O'Reilly	13/15/ENV	Personal: Member of Cambridge Cycling Campaign
Blencowe	13/15/ENV	Personal: Chairman of YMCA Football Club who have made representation on this item
Kightley	13/15/ENV	Personal: Employee of NIAB

13/5/ESC Minutes

13/6/ESC Public Questions

Russell Tame addressed the committee regarding the Briefing Report on Article 4. Details are listed under item 13/18/ENV.

John Meed and Roger Crabtree addressed the committee regarding the Cambridge Local Plan. Details as listed under item 13/15/ENV. Councillors Lewis Herbert, Jean Swanson and Sue Birtles also addressed the committee on the Local Plan item.

Change to Published Agenda order

Under paragraph 4.2.1 of the Council Procedure Rules, the Chair used his discretion to alter the order of the agenda items. However, for ease of the reader, these minutes will follow the order of the agenda.

13/7/ESC Project Appraisal: Contract renewals for fuel, tyres and vehicle telematics.

Matter for Decision:

Fleet Management took control of Cambridge City Council's fuel supplies in September 2008 and tendered for supply of the fuel through ESPO. This contract is due to expire in September 2013. It was more cost effective to manage the fuel in house due to the whole sale purchase cost compared to prices paid at local service stations.

Vehicle telematics were installed in September 2008 replacing the AVTS system (Automated Vehicle Location System) and provided a number of key benefits: improved security of resources, health and safety of employees, significant reduction in fleet carbon emissions, reductions in vehicle motor claims to our insurers and savings in fuel.

The tyre contract was necessary for the supply of tyres required to run the Council's fleet of vehicles.

The tyre contract will require an outside service provider to regularly inspect and replace tyres. These preventative maintenance measures will provide a saving due to less wear and tear on vehicle parts.

Decision of Executive Councillor for Environmental and Waste Services:

The Executive Councillor resolved to:

Procurement recommendations:

- i. Approve the carrying out and completion of the procurement of tyres, fuel and telematics- Fuel - £500k per annum
 - Tyres - £36k per annum
 - Telematics
 - £24k per annum
- ii. Subject to:
 - The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
 - The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

Not applicable as pre-scrutiny was not requested.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/8/ESC 2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Environmental and Waste Services Portfolio**Matter for Decision:**

The report presented a summary of the 2012/13 outturn position (actual income and expenditure) for services within the Environmental and Waste Services portfolio, compared to the final budget for the year. The position for revenue and capital was reported and variances from budgets are highlighted, together with explanations. Requests to carry forward funding arising from certain budget underspends into 2013/14 are identified.

It was noted that outturn reports being presented in this Committee cycle reflect the reporting structures in place prior to the recent changes in Executive portfolios. In light of those changes (together with the requirement to report outturn on the basis of portfolios in place during 2012/13) members of this committee were asked to consider the proposals to carry forward budgets and make their views known to The Leader, for consideration at Strategy & Resources Scrutiny Committee prior to his recommendations to Council.

Decision of Executive Councillor for Environmental and Waste Services:

The Executive Councillor noted the views of the Scrutiny Committee regarding the following proposals, and resolved to make their views known to The Leader, for consideration at Strategy and Resources Scrutiny Committee prior to his recommendations to Council:

- i. To carry forward £74,550 of revenue budget from 2012/13 to 2013/14, as detailed in Appendix C of the Officer's report.
- ii. To carry forward capital resources to fund rephased net capital spending of £216,000 from 2012/13 into 2013/14, as detailed in Appendix D.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Accountant regarding the Revenue and Capital Outturn, Carry Forwards and significant variances.

In response to questions from Members the Head of Streets and Open Spaces provided additional information on training underspends.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/9/ESC Public Toilet Refurbishment (Lion Yard & Silver Street)**Matter for Decision:**

The report requested the authority to utilise the Scape National Minor Framework for the design and construction of the Lion Yard and Silver Street Toilet Refurbishment Projects. Utilisation of this framework would speed up the delivery of the projects, realise best value resulting from a national competitive tendering exercise and allow for early contractor involvement throughout the design to ensure cost, time, buildability and maintenance are considered throughout all project stages.

Decision of Executive Councillor for Environmental and Waste Services:

The Executive Councillor resolved to:

- i. Authorise the procurement of Faithful and Gould (F+G) and Kier for design and construction services for the redevelopment of the Lion Yard and Silver Street Public Toilets, using the Scape National Minor Framework.
- ii. Agree to take the decision to approve the project appraisal and implementation of the Lion Yard Refurbishment works out of the

committee cycle, in consultation with the Chair and Spokes, subject to the final proposed construction costs not exceeding £400k.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Project Delivery and Environment Manager regarding the Public Toilet Refurbishments. In response to members' questions, he explained the open book accounting process and offered additional clarity on the status of the contract.

Members expressed their thanks to the Lion Yard Toilet Working Party and were pleased that their input into the project would continue.

The Committee resolved by unanimously to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/10/ESC Upgrade and Hosting of the Cemetery and Crematorium Administration System**Matter for Decision:**

To upgrade the existing Cemetery and Crematorium Administration System and transfer that system to a hosted arrangement with Gower Consultants.

Decision of Executive Councillor for Public Places:

The Executive Councillor resolved to:

Financial recommendations –

- i. Recommend this scheme (which is not included in the Council's Capital & Revenue Project Plan) for approval by Council, subject to resources being available to fund the capital and revenue costs.
 - The total cost of the project over 4 years is £23,400, funded from Bereavement Services IT Renewal & Replacement Fund

- The ongoing revenue costs of the project are £6,505 (excl inflation), funded from existing revenue accounts

Procurement recommendations:

- ii. Approved the carrying out and completion of the procurement of:
- iii. The transfer of the Epilog Burials and Cremation and Administration System to a hosted service with Gower Consultants.
- iv. The upgrade of the current system to the latest stable release as part of that process.

Subject to:

- The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
- The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

It was possible to upgrade and retain the system in-house. However, it would be necessary to not only replace the existing server but also purchase additional equipment to run the database and web-facing services, increasing both the capital and revenue costs of the system.

Scrutiny Considerations:

No Applicable as pre-scrutiny was not requested.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

Additional Agenda Item - 2012/13 Revenue and Capital Carry Forwards

The Chair ruled that under 100B(4)(b) of the Local Government Act 1972 the late item from the Accountant be considered despite not being made publicly available for this committee five clear days prior to the meeting.

The reason that this document could not be deferred was that it was impracticable to defer the decision until the next committee.

13/11/ESC 2012/13 Revenue and Capital Carry Forwards

Matter for Decision:

The Officer's report presented a summary of the 2012/13 revenue carry forward and capital rephasing requests for the new Public Places portfolio. Requests to carry forward funding arising from certain budget underspends into 2013/14 were identified.

Whilst the budget underspends and consequent carry forward requests were incurred when these services formed part of the Arts, Sport & Public Places portfolio reporting to the Community Services, these items would form part of budgetary control for this Scrutiny Committee and Portfolio for the 2013/14 financial year.

It was noted that outturn reports being presented in this Committee cycle reflect the reporting structures in place prior to the recent changes in Executive portfolios. In light of those changes (together with the requirement to report outturn on the basis of portfolios in place during 2012/13) members of this committee were asked to consider the proposals to carry forward budgets and make their views known to The Leader, for consideration at Strategy & Resources Scrutiny Committee prior to his recommendations to Council.

As the Community Services Scrutiny Committee was not being held until 25 June, it was important that members of this scrutiny committee were given the opportunity to comment on future budgetary issues in respect of this portfolio.

Decision of Executive Councillor for Public Places:

The Executive Councillor noted the views of the Scrutiny Committee regarding the following proposals, and resolved to make their views known to The Leader, for consideration at Strategy and Resources Scrutiny Committee prior to his recommendations to Council:

- i. To carry forward requests, totalling £42,250 as detailed in Appendix C of the Officer's report.
- ii. To carry forward capital resources to fund rephased net capital spending of £526,000 from 2012/13 into 2013/14 as detailed in Appendix D of the officer's report.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Accountant regarding revenue carry forward and capital rephasing requests.

Members supported the approach suggested in the Officer's report.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/12/ESC Proposed change of Wildlife Trust lease at West Pit Local Nature Reserve, Cherry Hinton.**Matter for Decision:**

The Bedfordshire, Cambridgeshire & Northamptonshire (BCN) Wildlife Trust have an existing single lease hold of two adjacent City Council owned Local Nature Reserves (LNRs) in Cherry Hinton, known as Limekiln Close LNR and West Pit LNR. The BCN Wildlife Trust have requested release from the leased area covering West Pit LNR due to perceived risks associated with the chalk face of the pit edge and the Caravan Club Site, also leased from the Council, at the base of the pit. There is a one month termination period on the existing lease. Officers proposed a change of demised area and a new twenty five year lease to the BCN Wildlife Trust covering Limekiln Close LNR only.

The management of the West Pit LNR would revert back to the City Council under the Streets & Open Spaces Asset Management team who manage the other City Local Nature Reserves. Officers proposed to initially close an informal footpath at West Pit along the edge of the chalk face whilst safety assessments and remedial works were undertaken. Public access to the LNR would remain from the layby at the top of Limekiln Hill.

Decision of Executive Councillor for Public Places:

The Executive Councillor resolved to:

- i. Approve the change of demise area and new twenty five year lease of Limekiln Local Nature Reserve to the BCN Wildlife Trust.
- ii. Instruct officers to undertake risk assessments for continued public access to the chalk slopes at West Pit and propose suitable future management and access to the Local Nature Reserve.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Head of Streets and Open Spaces regarding the proposed change of the Wildlife Trust lease at West Pit Local Nature Reserve.

In response to members questions officers confirmed that there would be minimal impact on the Caravan Club and public access to the site. Alternative pathways and access points would be established to ensure the safety of the public.

The Committee resolved unanimously to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/13/ESC Devolved decision-making and developer contributions: update

Matter for Decision:

To consider the proposed process for the second priority-setting round, to receive an update on the progress being made on projects funded from developer contributions and to note related issues being addressed.

Decision of Executive Councillor for Public Places:

The Executive Councillor resolved to:

- i. Note the progress being made to deliver developer contribution funded projects, including strategic priorities from the first round of devolved decision-making;
- ii. Note the proposed process for the second priority-setting round of developer contributions devolved decision-making;
- iii. Note the updated analysis of developer contributions devolved to each area committee fund and the city-wide fund;
- iv. Note the issues relating to the use of developer contributions that were currently being addressed.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Urban Growth Project Manager, which highlighted that:

- developer contributions-funded projects are moving forwards (six new and improved local facilities have been completed recently);
- the proposed process for the second round of priority-setting promotes local choice (not limited to projects capable of short-term delivery), whilst making sure that it is manageable and achievable and as fair and consistent as possible to all areas;
- there is a continuing commitment and energy to strengthen the Council's approach to delivering developer contribution-funded projects - the focus is on project delivery.

Members of the committee made the following comments in response to the report, for officers to take into account in finalising the process.

- i. The approach to the first round of priority-setting under developer contributions devolved decision-making had been driven by the need to spend the money quickly rather than the projects most needed.
- ii. The current process was prescriptive and made long-term, large scale projects harder to achieve.
- iii. Priority-setting based on needs and wishes identified by area consultation workshops had not been the most helpful approach without objective statistics and evidence of need.

- iv. Articulate groups had better access to funding whilst harder-to-reach groups might miss out. However, members were wary that authorising officers to make specific arrangements to consult such groups could set up a parallel process. The engagement process needed to be simple and to involve members.
- v. The emphasis needed to be on delivery.
- vi. The presentation of the process was thought to be overly complicated and could benefit from simple/more concise communication.
- vii. A flow chart to explain the process was agreed to be a good idea.
- viii. Residents needed to be kept informed regarding the status of projects that were prioritised in the first round and opportunities for taking forward other project ideas that had not yet been prioritised.
- ix. More flexibility was needed at an area level in applying the proposed corporate process locally.
- x. Concerns were raised about the funding of projects across area committee boundaries prior to devolved decision-making. Proposals to address issues relating to the Newtown Community Development Capital Grants Programme were welcomed.
- xi. A query was raised whether recent difficulties relating to the Parker's Piece public art project would have any particular financial implications. The officer clarified that the developer contribution, which had to be spent by next summer, had been reallocated to another project and therefore addressed. Developer contributions with expiry dates are monitored closely to avoid developer contributions having to be returned.

The Committee resolved to amend recommendation 2.2 of the report to read as follow (additional wording in bold and underlined):

- 2.2 To ~~endorse~~ **note** the proposed process for the second priority-setting round of developer contributions devolved decision-making (see Section 5 of the Officer's report)

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/14/ESC Jesus Green Drainage

Matter for Decision:

To approve the undertaking of a feasibility study and potential physical improvements to the drainage capacity of an area of 16000m² of Jesus Green, to alleviate problems with seasonal standing surface water.

Decision of Executive Councillor for Public Places:

The Executive Councillor resolved to:

Financial recommendations

- i. The Executive Councillor, in consultation with the Chair and Spokes is asked to approve the feasibility study and commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (PR034C - 38226).
 - The total cost of the project is £ 105,000 funded from developer contributions
 - The on-going revenue costs of the project are £ 1,500 per annum over a 30 year period, funded from Streets and Open Spaces Repairs and Renewals fund.

Procurement recommendations:

- ii. The Executive Councillor approved the commencement of the project and procurement, including the award of contract, of contractors for the drainage improvements for Jesus Green
Subject to:
 - The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract value.
 - The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Project Delivery and Environment Manager regarding Jesus Green Drainage Improvements.

Councillor Kightley proposed an amendment to the financial recommendations as follow (additional wording in bold and underlined):

- The Executive Councillor, **in consultation with the Chair and Spokes** is asked to approve the feasibility study and commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (PR034C - 38226).

Members agreed the amendment.

In response to questions from members, the Officer confirmed the following:

- i. The proposed works would not stop flooding but would ensure the ground drained quicker.
- ii. Arboricultural Officers would be consulted but no impact on the trees was anticipated.
- iii. There would be a visual impact on the area for some months. However long term visual amenity would be unaffected.
- iv. Discussions were on-going with the Environment Agency.
- v. Members welcomed the prospect of using the area as a sports facility for longer periods of the year than currently possible.

The Committee resolved unanimously to endorse the amended recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/15/ESC Cambridge Local Plan - Towards 2031 - Draft Local Plan for Consultation

John Meed

John Meed addressed the Committee and made the following points:

- Bird surveys indicate that the loss of the Green Belt would have a significant impact on wildlife.
- The ecological richness of the environment would be lost.
- The policies within the plan appear contradictory. For example, Policy 70 and Policy 26 are contradictory regarding skylarks.

- Data from the Wildlife Trust regarding sites GB 1 – 4 have been disregarded.
- There appeared to be a lack of detailed evidence regarding wildlife, such as what variety of bats inhabits any given area.

The Head of Planning Services responded with the following comments:

- Where necessary, sites would be subject to further investigation before development proceeds.
- Investigating the Green Belt was a huge undertaking and all sites in the plan had been investigated.
- Feedback had been gathered from many advisors and issues raised were listed in the audit trail document and representations section of the report.
- Changes had been made in the size of the sites being recommended and in the detailed mitigation requirements to protect wildlife habitats.
- The character of Wort's Causeway would be protected and numbers on that site had been reduced.

John Meed suggested that more evidence was needed and that the loss of meadows would have an impact on wildlife.

Roger Crabtree Chair of Rustat Road Resident's Association

Roger Crabtree addressed the Committee and made the following points about the Clifton Road area :

- Local residents have concerns about transport issues.
- The proposals would see a development almost as large as CB1.
- There were concerns that local jobs would be lost as the area was developed into high rise apartments for London commuters.
- Access issues lack clarity.
- Lessons learnt from CB1 need to be applied to this site.
- Transport strategies of both South Cambridgeshire District Council and the Cambridgeshire County Council are disappointing and lacking in action plans.

The Head of Planning Services responded with the following comments:

- There is a requirement to identify and meet development needs and this had led to a reassessment of this site to make the best use of the space.

- A wider plan would be needed for the long term future of the area.
- The area would be developed with a supplementary planning document/ master plan and a transport study to ensure a quality development.

Roger Crabtree stated that residents were not opposed to the development of the site but that there were concerns about the size and scale of the proposals.

Councillor Swanson

Councillor Swanson commented that Cambridge Water can move the major water main that crosses GB2 at the developer's expense. She also questioned what had happened to other Local Authorities who had failed to meet identified development targets.

The Head of Planning Services responded. The NPPF and experience from elsewhere was clear that every effort should be made by councils to meet identified need. Joint working with neighbouring authorities had identified the number of homes and jobs needed. The Local Plan had demonstrated an inability to fully meet the need within the existing non-greenbelt locations and had necessitated a review of the Green Belt.

The risk for the council in failure to produce a plan to meet needs was that this could lead to the plan being found to be unsound. This could result in decisions being taken out of City Council control and could result in speculative development plans coming forward.

Councillor Herbert

Councillor Herbert addressed the Committee and made the following points:

- Station Area East appeared to be a sudden late addition to the plan of a further 400 homes.
- This was a large site, close to the railway and a cap on housing numbers was needed.
- Parking capacity on streets in Coleridge would be lost.
- While recognising the need to develop the site, there appears to be a lack of local consultation.
- An Area Action Plan was needed.
- Developers will make false promises.
- This is a high value site and there would be pressure to increase density.

The Head of Planning Services responded and acknowledged that the timeframes for the plan had been tight. However, the site had been carefully considered. Not all parts of the site would be suitable for residential use but the site offered potential. The site is different from CB1 and would become a part of existing communities. Lessons had been learnt and a cap would be set.

Councillor Birtles

Councillor Birtles addressed the Committee and made the following points:

- The bio-diversity of sites GB1 and GB2 deserve protection.
- Local residents were against the development.
- The impact on wildlife had been underestimated.
- Why had sites been re-examined just to fill the shortfall of numbers?

The Head of Planning Services responded. Officers who had examined the plan were comfortable with the proposals. Concerns had been taken into account and further survey work was planned.

Matter for Decision:

The report concerned the new draft Cambridge Local Plan.

The Development Plan Scrutiny Sub-Committee considered the draft Local Plan on 29 May. The purpose of the report was to present the complete version of the Plan as currently drafted, including appendices and the changes requested by the Development Plan Scrutiny Sub-Committee.

The report recommended that the Plan should be considered by the Environment Scrutiny Committee and then by Full Council.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor resolved:

- i. To agree the draft Cambridge Local Plan 2014 subject to any changes recommended by Environment Scrutiny Committee on 11 June and Full Council on 27 June (including the adoption of the Cambridgeshire and Peterborough Memorandum of Co-operation approach for plan making under the duty to co-operate (Appendix H of the Officer's report));
- ii. To recommend to Full Council that the Plan is approved for the purposes of publication under Regulations 19 and 20 of the Town and Country Planning (Local Planning) (England) Regulations 2012.
- iii. To agree that any amendments and editing changes that need to be made to the draft Local Plan (and associated Sustainability Appraisal and other appendices) put to Full Council be agreed by the Executive Councillor in consultation with the Chair and Spokesperson of Development Plan Scrutiny Sub-Committee.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Head of Planning Services regarding Cambridge Local Plan – Toward 2014. The Committee considered the plan section by section.

Section 2

Dearbhla Lawson, Head of Transport & Infrastructure, and Jeremy Smith, Transport and Infrastructure Strategy Manager both from Cambridgeshire County Council were present and gave an update on the Transport Strategy. The City Council would be invited to respond to the consultation. Members noted that the delivery of the Local Plan was dependant on the Transport Strategy.

- i. If building is permitted on the Green Belt this would set a precedent and others would seek to do the same.
- ii. Loss of Green Belt would result in the permanent loss of a means of food production. Adding text to reflect the use of Green Belt land for agricultural purpose was agreed.

Section 3

- i. The increase in number for the station area was questioned. Officers confirmed that the plan had evolved and the site had been reviewed in line with identified needs and identified as an efficient use of land. The number of units suggested could change.

Section 6

Officers confirmed that work had been commissioned to look into the Affordable Housing thresholds. Findings would be reported to Full Council on the 27 June.

Section 7

- i. The Committee did not oppose tall buildings but welcomed the policies in place to ensure high quality developments and amenities.
- ii. In response to questions, officers confirmed that Policy 56 sets out criteria which could assist in deterring the development of gated communities.
- iii. Concerns were expressed that the wording regarding open spaces in Policy 67 appeared to have changed and no longer required mitigation in the same area. Members sought confirmation that the wording would be amended to reflect the need to reprovide open spaces in local the area.
- iv. Members requested an addition to Appendix C Section 7 of the plan to identify open spaces on a Ward by Ward basis.

Section 8

- i. The Committee asked for additional wording to Policy 73 regarding sports facilities.
- ii. It was noted that boundary changes had addressed previous concerns regarding the status of the Cambridge Leisure Park as a Local Centre.
- iii. Adding a positive statement regarding sustainable transport options for deprived areas was suggested.
- iv. The Committee discussed the merits of limiting parking spaces in new development and possible overspill problems this causes elsewhere. Councillor Ward confirmed that there had been a deliberate policy to discourage car use and added that the new plan is slightly more relaxed on this issue than the old plan.

The merits of residential developments with no parking were discussed. Jeremy Smith stated that the County Council Transport Strategy would examine this issue.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/16/ESC 2012/13 Revenue and Capital Outturn, Carry Forwards and Significant Variances - Planning and Sustainable Transport Portfolio

Matter for Decision:

This report presented a summary of the 2012/13 outturn position (actual income and expenditure) for services within the Planning & Climate Change portfolio, compared to the final budget for the year. The position for revenue and capital was reported and variances from budgets were highlighted, together with explanations. Requests to carry forward funding arising from certain budget underspends into 2013/14 were identified.

It was noted that outturn reports being presented in this committee cycle reflect the reporting structures in place prior to the recent changes in Executive portfolios. In light of those changes (together with the requirement to report outturn on the basis of portfolios in place during 2012/13) members of this committee are asked to consider the proposals to carry forward budgets and make their views known to The Leader, for consideration at Strategy & Resources Scrutiny Committee prior to his recommendations to Council.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor noted the views of the Scrutiny Committee regarding the following proposals, and resolved to make their views known to The Leader, for consideration at Strategy and Resources Scrutiny Committee prior to his recommendations to Council:

- i. To carry forward £45,850 of revenue budgets from 2012/13 into 2013/14, as detailed in Appendix C of the Officer's report.
- ii. To carry forward capital resources to fund rephased net capital spending of £160,000 from 2012/13 into 2013/14, as detailed in Appendix D of the Officer's report.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Accountant regarding 212/13 Revenue and Capital Outrun, Carry Forwards and Significant Variances.

Members expressed satisfaction with the variants noted in the report.

The Committee resolved by 4 votes to 0 to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/17/ESC Annual Climate Change Strategy; Carbon Management Plan and Climate Change Fund Status Report**Matter for Decision:**

The report provided an update on progress during 2012/13 on actions to deliver the three strategic objectives of the City Council's current Climate Change Strategy, which covered a five year period from 2012-2016. As part of this, the report included an update on progress in implementing the Council's Carbon Management Plan 2011-2016. The Plan sits under the Strategy and plays a key role in achieving its first strategic objective, which is to reduce carbon emissions from the City Council's estate and operations.

The report also provided an update on the current position of the Climate Change Fund, which provides support to projects that help to reduce the Council's own carbon emissions and/or manage climate change risks to Council staff and property.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor resolved to:

- i. Note the progress achieved during 2012/13 in implementing the Climate Change Strategy and the Carbon Management Plan.
- ii. Note the Climate Change Fund Status Report.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a report from the Strategy and Partnerships Manager regarding the Annual Climate Change Strategy.

Members expressed concern that the route optimisation figures did not provide clarity on any saving made.

In response to questions, it was confirmed that the Council are in discussions with Cambridge University about new carbon reduction technologies and options for the future.

The Committee resolved by unanimously to endorse the recommendations.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/18/ESC Briefing report on Article 4 Directions and consideration of their use in Cambridge**Russell Tame – Accordia Resident**

Russell Tame addressed the Committee and made the following points:

- The residents of Accordia would welcome the limited use of Article 4 for the following reasons –

- Accordia fully meets the requirements of as it is exceptional and permitted development rights would be detrimental to the Scheme.
- The site is self-contained.
- The initial work has already been done and the principle of protection is welcomed.
- The additional guidance would help resident to comply.
- The residents of Accordia request that you act now before the integrity of the design is lost.

Matter for Decision:

The Council has the option to use Article 4 Directions - a tool available to Local Planning Authorities in responding to the particular needs of their area. An Article 4 Direction withdraws certain Permitted Development rights and the effect is to require a planning application for development that would not otherwise need one. This report assessed the potential use of Article 4 Directions as it applies to public houses; to conservation areas; to Accordia; and more generally, to Buildings of Local Interest.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor resolved:

- i. That the scheme of delegation is amended to enable the Head of Planning (in consultation with the executive Councillor for Planning & Climate Change, ESC chair and spokes) to make Article 4 Directions in respect of public houses and BLI's (Local Heritage Assets) where evidence suggests significant harm is possible through the exercise of permitted development rights.
- ii. That the City Council Conservation team's Pro-active Conservation programme include a phased programme (one per year starting post 2013/14) of introducing focussed Article 4 Directions for Conservation Areas where adopted appraisals have evidenced harm to these area's character or appearance or where specific requests are brought to the attention of the Executive Councillor for Planning & Climate Change.
- iii. That officers draft an Article 4 Direction for the Accordia estate and an accompanying consultation process for the consideration of a future Environmental Scrutiny Committee.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

The Committee received a briefing report from the Principal Conservation and Design Officer regarding Article 4 Directions and Consideration of their Use in Cambridge.

The Committee made the following comments in response to the report.

- i. Concerns were raised about the wording of the recommendations. Recommendation a) did not include change of use, recommendation b) was vague and lacked detail and recommendation c) was questioned regarding how well it met the criteria.
- ii. Concerns were raised about the level of consultation of Accordia residents, the degree of support across all tenure types and future ability of the site to evolve and develop.
- iii. Article 4 was a wide ranging legal tool and concerns were expressed that the current recommendations were not specific enough.

The Head of Planning Services agreed that this was new territory and that the purpose at this stage was to get a steer from members in order to take the project forward.

Members discussed the protection offered to Public houses and where this sat in the legal framework. Outside a conservation area Public Houses were vulnerable. Councillor Ward stated that, while a change of use did not negate the protection of a Public House little could be done once a building had been demolished.

The Chair invited the representatives from Accordia Housing to comment. Ian Cray stated that he could provide evidence that residents across the tenure types were supportive of the approach suggested. Residents would welcome a move to the next stage of the consultation process.

The Committee resolved to amend recommendation 2.1 b) of the Officer's report to read as follows (additional wording in bold and underlined:

That a report be brought to the Committee as part of the City Council Conservation team's Pro-active Conservation programme, a phased programme (one per year starting post 2013/14) of focussed Article 4

Directions for Conservation Areas be introduced where adopted appraisals have evidenced harm to these area's character or appearance or where specific requests are brought to the attention of the Executive Councillor for Planning & Climate Change.

The Committee resolved unanimously to endorse the following recommendations:

- i. That the scheme of delegation is amended to enable the Head of Planning (in consultation with the executive Councillor for Planning & Climate Change, ESC chair and spokes) to make Article 4 Directions in respect of public houses and BLI's (Local Heritage Assets) where evidence suggests significant harm is possible through the exercise of permitted development rights.
- iv. That officers draft an Article 4 Direction for the Accordia estate and an accompanying consultation process for the consideration of a future Environmental Scrutiny Committee.

The Committee resolved 4 votes to 0 to endorse the following amended recommendation:

- That a report be brought to the Committee as part of the City Council Conservation team's Pro-active Conservation programme, a phased programme (one per year starting post 2013/14) of focussed Article 4 Directions for Conservation Areas be introduced where adopted appraisals have evidenced harm to these area's character or appearance or where specific requests are brought to the attention of the Executive Councillor for Planning & Climate Change.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/19/ESC Grafton West Car Park Refurbishment

Matter for Decision:

The Grafton West car park is the small multi storey next to the Grafton Centre and is accessed from Maids Causeway.

No cosmetic or structural maintenance has taken place within the car park since it was built in the early 1980s and it is therefore showing its age.

Some of the work is required to help protect the building structure; the remainder is to improve conditions for our customers. It is our intention that improving the environment will increase the perception of public safety and result in improved customer satisfaction.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor resolved to:

Financial recommendations –

- i. Approved the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (SC535).
 - The total cost of the project is up to £180,000 made up of:
 - £110,000 funded from car parks structural R&R
 - £40,000 from car park equipment R&R and
 - £30,000 from the climate change fund
 - This climate change funding has been included in the Carbon management Plan which has been approved by Environment Scrutiny Committee in June 2012
 - A proportion of this project will contribute to reducing electricity costs due to installing energy saving LED lights.
 - Installation of CCTV cameras will help improve customer safety but will incur an annual monitoring fee of approximately £7,000. A separate bid will be made to cover these costs in the budget round. CCTV cameras will not be installed until after funding for monitoring has been approved

Procurement recommendations:

- ii. Approved the carrying out and completion of the procurement for a refurbishment of Grafton West car park.

Subject to:

- The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
- The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

Not applicable as no pre scrutiny was requested.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

13/20/ESC Conservation Area Appraisals for Brooklands Avenue, Southacre and Newnham Croft Conservation Areas**Matter for Decision:**

The City Council has an obligation under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to periodically review its Conservation Area designations and boundaries, to consider any new areas, and under Section 71 of the Act to formulate and publish proposals for the preservation and enhancement of these areas.

Brooklands Avenue

Earlier this year, the Council appointed consultants who have drafted an Appraisal of the Brooklands Avenue Conservation Area. The consultants propose an extension to the boundary of the Conservation Area at the same time. This draft Appraisal provides an up to date assessment of the ways that the Brooklands Avenue area meets current national criteria in terms of special architectural and historic interest for Conservation Area designation, and in addition concludes that sections currently outside the existing boundary are also worthy of inclusion.

A period of public consultation was held between 2nd April and 30th April 2013. The broad consensus of opinion was in favour of the proposals as outlined in the draft Appraisal.

Southacre Conservation Area

In 2013, consultants drafted an Appraisal of the Southacre Conservation Area. The Southacre Conservation Area was designated in 1998. This draft

Appraisal provides evidence to illustrate that the Southacre Conservation Area still meets current national criteria in terms of special architectural and historic interest for Conservation Area designation.

A period of public consultation was held between 2nd and 30th April 2013. There have only been 3 responses to the consultation, possibly because there are no proposals to alter the boundary. These responses have been summarised in Appendix 1 of the Officer's report.

Newnham Croft Conservation Area

In 2013, consultants drafted an Appraisal of the Newnham Croft Conservation Area. The Newnham Croft Conservation Area was designated in 1998. This draft Appraisal provides evidence to illustrate that the Newnham Croft Conservation Area still meets current national criteria in terms of special architectural and historic interest for Conservation Area designation.

A period of public consultation was held between 2nd and 30th April 2013. There have only been 2 responses to the consultation, possibly because there are no proposals to alter the boundary. These responses have been summarised in Appendix 1 of the Officer's report.

Decision of Executive Councillor for Planning and Climate Change:

The Executive Councillor resolved to:

- i. Approve the Appraisal of the Brooklands Avenue Conservation Area which was attached as an Appendix to the Officer's report and to agree the revised Conservation Area boundary.
- ii. Agree the draft Appraisal of the Southacre Conservation Area which was attached as Appendix to the Officer's report.
- iii. Agree the draft Appraisal of the Newnham Croft Conservation Area which was attached as an Appendix to the Officer's report.

Reason for the Decision:

As set out in the Officer's report.

Any Alternative Options Considered and Rejected:

Not applicable.

Scrutiny Considerations:

Not applicable as pre scrutiny was not requested.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)

Not applicable.

The meeting ended at 9.50 pm

CHAIR

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Record of Executive Decision

Introduction of Dog Control Orders

Decision of: Councillor Jean Swanson, Executive Councillor for Environmental and Waste Services

Reference: 13/ENV/EW1

Date of decision: 5TH July 2013 **Recorded on:** 5th July 2013

Decision Type: Non Key

Matters for Decision:

To approve the creation of four Dog Control Orders under the Clean Neighbourhoods and Environment Act 2005:

- The Dogs Fouling of Land (City of Cambridge) Order 2013
- The Dog Exclusion (City of Cambridge) Order 2013
- The Dogs on Leads (City of Cambridge) Order 2013
- The Dogs on Lead by Direction (City of Cambridge) Order 2013

The Council proposes to use these Orders to introduce greater control of dogs in particular areas, promote responsible behaviour through the ability to ask that dogs are placed on a lead when out of control or exclude dogs from some sensitive areas.

Why the decision had to be made (and any alternative options):

The original decision to approve a schedule of Dog Control Orders for public consultation and representations was approved at Environment Scrutiny committee on 9 October 2012. It was also agreed that the finalised Orders would be approved following consultation with Spokes. Following consultation the four draft orders were amended in line with consultee's comments and responses.

The Executive Councillor's decision:

Agreed to make the following Dog Control Orders following consultation:

- The Dogs Fouling of Land (City of Cambridge) Order 2013
- The Dog Exclusion (City of Cambridge) Order 2013
- The Dogs on Leads (City of Cambridge) Order 2013
- The Dogs on Lead by Direction (City of Cambridge) Order 2013

Reasons for the decision: As above.

Scrutiny consideration: The Executive Councillor and Spokesperson were consulted prior to the Orders being made.

Report: See attached memo.

Conflicts of interest: No conflicts of interest were declared by the Executive Councillor.

Comments: The Dog Control Orders were made on 17 June 2013 and will come into force on 8 July 2013.

CAMBRIDGE CITY COUNCIL MEMO

To: Carol Patton **Dept:** Legal Services

Building: Guildhall **Room:**

From: Toni Ainley **Dept:** Streets and Open Spaces

Phone: 01223 458201 **Room:** Mill Road Depot

Date: 12 June 2013

Subject: **Dog Control Orders 2013**

The Dog Control Orders consultation took place between 2 January and 8 February 2013 and was carried out as follows:

- Public notice in the Cambridge Evening News on 29 December 2012
- Posters advertising the issue of dog control orders inviting people to respond to the consultation were displayed at the Customer Service Centre and community centres across the city
- Web based information and questionnaire
- Promotion on the Council's Twitter and Facebook account
- Attendance at all area committees during January 2013
- Display during the consultation period at the Customer Service Centre
- 128 letters and emails were sent to relevant consultees including animal businesses, charities, resident associations and friends of groups.

60 responses were received on paper, two of these were illegible and one response was received after the deadline. A further 79 were received via the website. An additional 19 emails / letters were received during the consultation responses. Responses from the consultation questionnaire (both paper and web responses) were collated and analysed before the final Dog Control Orders were produced.

The consultation process was carried out in accordance with Dog Control Orders (Procedures) Regulations 2006, and the final Orders were approved by the Executive Councillor and Spokes in May 2013 (see attached emails).

The new Orders will be made on 21 June 2013 and come into force on 8 July 2013, and in accordance with the procedures a public notice will be placed in Cambridge Evening News on 21 June 2013. Signage summarising the order on land to which the orders will be erected prior to 1 July 2013.

Appendices:

- Email from Councillor Jean Swanson (Executive Councillor for Environmental and Waste Services) dated 8 May 2013
- Email from Cllr George Owers (Spokes for Environmental and Waste Services) dated 21 May 2013

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CAMBRIDGE CITY COUNCIL Record of Executive Decision

TOURIST INFORMATION CENTRE AIR COOLING SCHEME

Decision of:	Executive Councillor for Public Places, Andrea Reiner		
Reference:	13/URGENCY/ENV/1		
Date of decision:	10/07/13	Recorded on:	10/07/13
Decision Type:	Non-Key Decision		
Matter for Decision:	The Executive Councillor was asked to approve the commencement of the Tourist Information Centre Air Cooling Project, which was already included in the Council's Capital and Revenue Project Plan (SC573). The total cost of the project is £34,480 , funded from Reserves, of which £25,000 has been approved and £9,480 is pending approval. The Executive Councillor is therefore asked to approve the additional funding relating to the project, using the urgency decision powers as stated in the following section of Cambridge City Council Constitution: <i>"Urgent decisions outside the budget or policy framework", Section 6 of the Budget and Policy Framework Procedure Rules (Part 4C of the Constitution)</i>		
Why the decision had to be made (and any alternative options):	As stated in Part 4C section 6.1 of the Council's Constitution, individual members of the Executive 'may take a decision which is contrary or not wholly in accordance with the budget approved by the full Council if the decision is a matter of urgency'. As specified under Part 4C 6.1.2 of the Councils Constitution, it was not deemed practical to convene a quorate meeting of Council to take this decision.		
The Executive Councillor's decision(s):	The Executive Councillor approved the commencement of the project, which is already included in the Council's Capital & Revenue Project Plan (SC573). The total cost of the project was £34,480 , funded from Reserves, of which £25,000 had been approved. The Executive Councillor approved the additional funding of £9,480 .		

Reasons for the decision:

An August installation of the proposed air cooling system is important, as the service is beginning to experience daily problems with the temperature in the Tourist Information Centre. High temperatures have an impact on dwell time for visitors and the comfort levels for staff, during the busiest time of the year for the service, and if not resolved in the near future, will have a detrimental effect on the level on commercial income that can be generated during this key period of the year.

The lead time for the manufacturing of the cooling unit, of which is a key part of the project, is 5 weeks. In order to secure an August installation, confirmation of the contract would need to take place as soon as possible.

Scrutiny consideration:

As required by the Councils Constitution under the urgent decisions and special urgency procedure rules (Para 16 of Part B), the agreement of the Chair of the Environment Scrutiny Committee has been obtained.

Report:

See attached

Conflicts of interest:

None

Comments:

This urgent decision under special urgency will be reported back to Full Council on 18 July 2013 and the Environment Scrutiny Committee on 8 October 2013.



Cambridge City Council

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Tourist Information Centre – Air Cooling

To: Executive Councillor for Public Places

Report by: Emma Thornton

Scrutiny committee: ENVIRONMENT

Wards affected: All

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Cambridge Tourist Information Centre – Air Cooling

The Executive Councillor is asked to approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (SC573).

The total cost of the project is **£34,480**, funded from Reserves, of which **£25,000** has been approved and **£9,480** is pending approval.

The Executive Councillor is therefore asked to approve the additional funding relating to the project, using the urgency decision powers as stated in the following section of Cambridge City Council Constitution:

"Urgent decisions outside the budget or policy framework", Section 6 of the Budget and Policy Framework Procedure Rules (Part 4C of the Constitution)

It is requested that the Executive Councillor makes this decision as a matter of urgency, as the next scheduled scrutiny committee meeting is not until after the summer period.

An August installation of the proposed air cooling system is important, as the service is beginning to experience daily problems with the temperature in the Tourist Information Centre. High temperatures have an impact on dwell time for visitors and the comfort levels for staff, during the busiest time of the year for the service, and if not resolved in the near future, will have a detrimental effect on the level on commercial income that can be generated during this key period of the year.

The lead time for the manufacturing of the cooling unit, of which is a key part of the project, is 5 weeks. In order to secure an August installation, confirmation of the contract would need to take place as soon as possible.

The Executive Councillor is therefore asked to approve the carrying out and completion of the procurement of the installation of an air cooling system for the Tourist Information Centre (TIC)

Project Name:

1 Summary

1.1 The project

The project is the installation of an air-cooling unit to lower the internal temperature in the TIC during the summer months in accordance with the Chartered Institution of Building Services Engineers (CIBSE) recommendation.	
Target Dates:	
Start of procurement	Mid June
Award of Contract	End June/Beg July
Start of project delivery	Mid-August
Completion of project	End of August
Date that project output is expected to become operational (if not same as above)	End of August

1.2 Anticipated Cost

Total Project Cost	£ 34,480
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Cost Funded from:

Funding:	Amount:	Details:
Reserves	£ 25,000	SC573
Repairs & Renewals	£ 0.00	
Developer Contributions	£ 0.00	
Climate Change Fund	£ 0.00	
Other	£ 9,480	Seeking further funding from City Council Reserves

1.3 Procurement process

Four written quotations will be sought from external specialist suppliers in line with the Council's Constitution.

2 Project Appraisal & Procurement Report

2.1 Project Background

The Tourist Information Centre (TIC) has experienced excessive temperatures during the summer period, since its relocation to the old crown court complex in the Guildhall in 2009. A feasibility study was undertaken by an external Building Services Consultant to determine what options were available to combat the overheating problem. The excessive heat experienced in the centre has not only had an impact on staff working in the TIC, but it has also led to complaints from users of the Tourist Information Centre and in turn reduced dwell time in the centre. This is of particular concern given the pressures on the TIC to achieve challenging income targets.

2.2 Aims & objectives

The aim of the project is to control the internal summertime temperature in the TIC to those recommended by the Chartered Institution of Building Services Engineers (CIBSE).

2.3 Major issues for stakeholders & other departments

The main issues are the high temperature experienced by the staff working in the TIC during the summertime, which is detrimental to their wellbeing and the comfort of users of the TIC.

Consultation undertaken:

- Staff
- Unison
- Conservation team

Discussions have been held with the Conservation Officer who has advised that given that the solution proposed involves the installation of an air cooling unit in the basement, listed building consent will not be required.

2.4 Summarise key risks associated with the project

The key risk is the closure of the TIC during the periods of high internal temperature, which would significantly impact on the service that could be provided to the visitors to Cambridge. In addition there is a risk of the service being unable to maximise its income potential through the TIC due to reduced dwell time by users of the centre as a result of the uncomfortable atmosphere.

2.5 Financial implications

We have a budget secured of **£25,000**, the actual costs for this project have come in at **£34,480**.

2.6 Net revenue implications (costs or savings)

Revenue	£	Comments
Maintenance	£450-£650	
R&R Contribution	0.00	
Developer Contributions	0.00	
Energy savings	0.00	
Income / Savings	0.00	
Net Revenue effect	£450-£650	Cost

The on-going revenue costs of this project is in the region of £450 to £650 per annum – it is felt that provision can be made with the tourism service budget to cover this on-going cost.

2.7 VAT implications

There are no adverse VAT implications for undertaking this project

2.8 Energy and Fuel Savings

Is this project listed in the Carbon Management Plan?	No
---	----

2.8 Climate Change Impact

Positive Impact			No effect	Negative Impact		
					-M	

2.10 Other implications

An Equality Impact Assessment (EqIA) has not been prepared for this project.

2.11 Staff required to deliver the project

Service	Skills	Total Hours
Project Management	M&E Technical Knowledge (Johns Slater Haward)	10 hours
Property – Jim Stocker		8 hours

2.12 Dependency on other work or projects

N/A

2.14 Inspection of papers

Author's Name	Emma Thornton
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Date prepared:	21 st June 2013

Capital Project Appraisal - Capital costs & funding - Profiling

Appendix A

	2013/14	2014/15	2015/16	2016/17	2017/18	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	27,280					
Purchase of vehicles, plant & equipment						
Professional / Consultants fees	7,200					
Other capital expenditure:						
Total Capital cost	34,480	0	0	0	0	
Capital Income / Funding						
Government Grant						
Developer Contributions						
R&R funding						
Earmarked Funds						
Existing capital programme funding	25,000					
Revenue contributions						
Total Income	25,000	0	0	0	0	
Net Capital Bid	9,480	0	0	0	0	

CAMBRIDGE CITY COUNCIL

Record of Executive Decision

Stourbridge Common River Bank Restoration
--

Decision of: Andrea Reiner, Executive Councillor for Public Places

Reference: 13/URGENCY/ENV/2

Date of decision: 11/09/13 **Recorded on:** 11/09/13

Decision Type: Non Key

Matter for Decision: The Executive Councillor is recommended:

To approve the tendering and letting of a contract for a design and build of a river bank restoration programme at Stourbridge Common.

To approve the spending of £100k in year 2013/14

To approve the preparation of future capital bids for future works along the Stourbridge Common river bank

Why the decision had to be made (and any alternative options):

A structural survey report carried out on the riverbank in January 2013 identified several sections that are in a poor condition. Risks have been identified to site users, including moorers, members of the public, City Council staff, rowers and fishermen, as well as livestock which graze the site under license. Temporary measures to make safe existing holes in the riverbank will be undertaken, however, the priority stretch is in urgent need of complete replacement. Officers have requested an out of cycle decision to ensure the procurement of these urgent works. The procurement will involve a tender, design, consultation, consents and construction phase and delay in securing approval will set back the programme. In addition the works are adjacent to the river and in the flood plain so works could be subject to additional delay due to seasonal flooding. It is unlikely work would be complete by the scheduled date of March 2014 if a decision was delayed until the next committee.

The Executive Councillor's decision(s):

- i. Approved the tendering and letting of a contract for a design and build of a river bank restoration programme at Stourbridge Common.
- ii. Approved the spending of £100k in year 2013/14.
- iii. Approved the preparation of future capital bids for future works along the Stourbridge Common river bank.

Reasons for the decision:

As set out in the Officers Report

Scrutiny consideration:

The Executive Councillor and Spokesperson were consulted prior to the decision being made.

Report:

See attached memo.

Conflicts of interest:

No conflicts of interest were declared by the Executive Councillor

Comments:

None



To: Executive Councillor for Public Places:
Councillor Andrea Reiner

Report by: Head of Streets & Open Spaces: Toni Ainley

Relevant scrutiny committee: Environment Scrutiny

Wards affected: Abbey, East Chesterton

Non Key Decision

1. Executive summary

Cambridge City Council is the riparian owner of the riverbank along Stourbridge Common. A structural survey of the existing riverbank has revealed significant stretches that are in need of repair.

Consideration has been given to the methods of repair and the preferred approach for a replacement design would be the use of soft engineering principles (such as bank stabilisation using natural materials and aquatic marginal plants) Once established these will provide a long term sustainable solution, requiring no or low maintenance, reducing costs and significantly enhancing the river aesthetic and biodiversity of this recently designated Local Nature Reserve.

This approach would be supported by the Environment Agency as it would meet national targets to re-naturalise rivers under the Water Framework Directive.

The Drainage Engineer and Nature Conservation Officer will provide the technical input for a tender specification for the contract to be let as a design and build by specialist firms. This report provides evidence to support this approach and allows the Executive Councillor to make a decision based on the information supplied.

2. Recommendations

The Executive Councillor is recommended:

To approve the tendering and letting of a contract for a design and build of a river bank restoration programme at Stourbridge Common.

To approve the spending of £100k in year 2013/14

To approve the preparation of future capital bids for future works along the Stourbridge Common river bank

3. Background

Cambridge City Council is the riparian owners of 860m of riverbank on Stourbridge Common Local Nature Reserve (LNR), situated on the southern bank of the main River Cam in north east Cambridge. The site is Common land (subject to the Commons Act 2006), a designated LNR and a non-statutory County Wildlife Site. In addition the entire length of the River Cam is designated as a County Wildlife Site as it passes through the City.

The existing concrete riverbank is reaching the end of its lifespan along several sections and a structural survey was undertaken in January 2013 to assess the extent and prioritise areas.

The river wall is a king post pile retaining wall construction over most of its length. Precast concrete piles driven into the river bed retain precast concrete wall panels, which themselves retain the bank material to the rear of the wall. A reinforced concrete capping beam finishes the top of the wall, providing a finish to the piles and wall panels.

The survey confirmed that the piled wall is beginning to fail and lean into the river. The integrity of the riverbank being broken down into four categories:

Significantly leaning into the river = 138m

Leaning into the river = 148m

Slightly leaning into the river = 70m

No Lean into the river = 504m

Other issues identified where voids forming at the back of the wall that could be a trip hazard (this is prevalent along 250m of bank) and the capping beam is also in poor condition in a significant number of areas.

There is also significant tree root ingress into the river in places that is undermining sections of wall that are not yet leaning.

The Environment Agency, in line with the European Water Framework Directive no longer advocates the use of hard engineering of riverbanks in locations where soft engineering and habitat diversification can be championed. As this site has recently been designated a Local Nature Reserve, officers are proposing the use of natural techniques of bank stabilisation using aquatic vegetation and natural materials.

The costs of riverbank schemes are significant and a phased programme of prioritised stretches is proposed. Phase one being to design the scheme in its entirety and to tackle the area's most at risk of failing.

Asset management group have considered the project and recommended to approve the approach.

4. Implications

(a) Financial Implications

The initial phase of the Capital scheme SC551 (Cost Centre 38182) was approved as part of the 2012 Medium Term Strategy presented to Council on 25 October 2012. Additional works will be required in subsequent phases, subject to officers prioritising further sections and preparing budget bids in 2014/15 and beyond.

(b) Staffing Implications

The design and build contract will limit the need time. However, the client role will still require input from Streets & Open Spaces Officers, including contract management and checking progress against agreed targets and sign off upon satisfactory completion.

(c) Equal Opportunities Implications

There are no equal opportunity implications identified with the proposed scheme. The tender specification requires the successful contractor to consider opportunities for maintaining and enhancing access for all to the riverbank.

(d) Environmental Implications

The proposed soft engineering approach to the riverbank will help to increase the riparian habitats and biodiversity of this stretch of the River Cam. Rivers and their floodplains provide key opportunities for wildlife to disperse through the countryside and City, enhanced habitats will therefore aid organisms in their ability to adapt and move in relation to a changing climate. These habitats will both diversify the Local Nature Reserve and provide interest to recreational users and commuters on the adjacent cycle path, potentially increasing the number of local people using the Common.

The works are ultimately more sustainable than a replacement concrete option as there is less embodied CO2 within the initial construction and the natural vegetation establishes to prevent further erosion by navigation.

Procurement 100k has been allocated in 2013/14 for the design and build of the first phase. This will be tendered in line with procurement rules and advertised with specialised contractors invited to bid for the works.

Consultation and communication

The proposed scheme will be subject to stakeholder consultation including the Friends of Stourbridge Common, Cam Conservators, The BCN Wildlife Trust and Environment Agency, as well as with site users through the use of onsite notices. The area is used extensively by local people as a commuter route between Fen Ditton and the City centre, via a surfaced footpath and cycle way (several metres from the existing river bank line), it is a popular dog walking and picnicking route and several house boats have temporary mooring licences. Fishing occurs and the water way is popular with rowing clubs and visiting motor boats.

The opposite northern river bank comprises mainly rear gardens of private properties and their moorings. These properties will be letter dropped during the consultation phase.

5. Background papers

These background papers were used in the preparation of this report:

River Cam Wall Survey, MLM Consulting, 1st February 2013

Cambridge City Council Medium Term Strategy 2013/14

6. Appendices

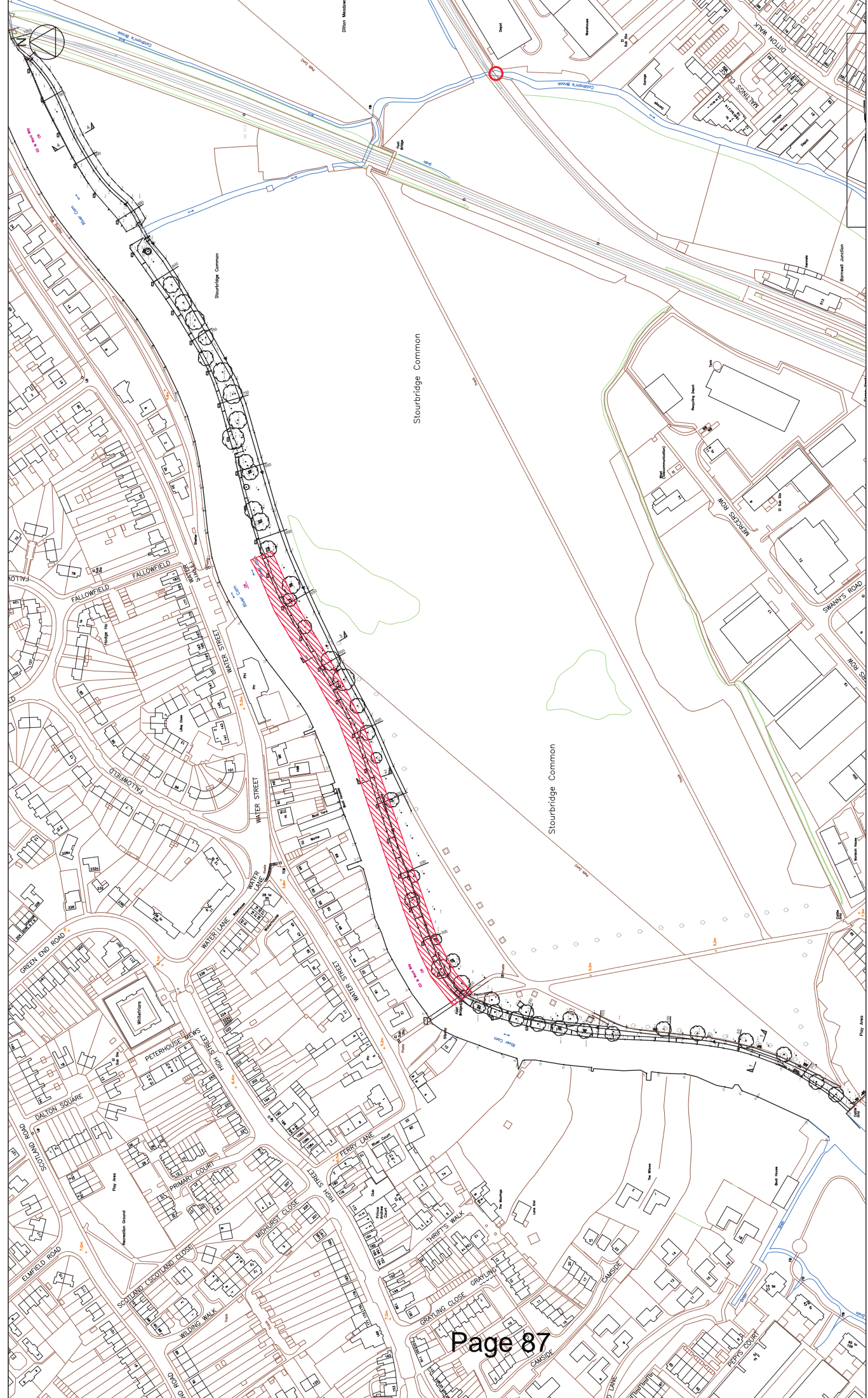
Location Map


7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Author's Name:	Guy Belcher
Author's Phone Number:	01223 458532
Author's Email:	Guy.belcher@cambridge.gov.uk

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		ENVIRONMENTAL DEPARTMENT ENVIRONMENTAL PROJECTS Simon Payne Director of Environment CAMBRIDGE CITY COUNCIL PO BOX 700, Cambridge, CB1 0UH Tel: 01223 - 457200 or 457201	
Scale	NTS	By:	SB
Date	19/07/2013	Rev	Date
By:	CHK	App:	Details
<p>DO NOT SCALE Figured dimensions must be taken in preference to scaled dimensions.</p>			
<p>This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecutions or civil proceedings. © Cambridge City Council (Licence no. 10001973011).</p>			
Project: STOURBRIDGE COMMON		Drawing: STOURBRIDGE COMMON PRIORITY AREA	
Job Ref/ DWG.No		SC-PA-1	

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Capital Project Appraisal & Procurement Report

Project Title	Stourbridge Common River Bank Restoration
Target Start Date	August 2013
Target Completion Date	March 2014
Project Manager / Lead Officer	Alistair Wilson / Guy Belcher
Scrutiny Committee and Portfolio	Environment Committee Executive Councillor for Public Places
Scrutiny Committee Date	<i>Proposed out of cycle decision – July 2013</i>

1 Recommendation/s

- To approve the tendering and letting of a contract for a design and build of a river bank restoration programme at Stourbridge Common.
- To approve the spending of £100k in year 2013/14 for Phase 1 of the works
- To approve the preparation of future capital bids for future works along the Stourbridge Common river bank

2 What is the project? Provide a description of the proposed project, justify the reason for the project, and note what alternative options were considered.

Cambridge City Council is the riparian owner of 860m of riverbank on Stourbridge Common Local Nature Reserve (LNR), situated on the southern bank of the main River Cam in north east Cambridge. The site is Common land (subject to the Commons Act 2006), a designated LNR and a non-statutory County Wildlife Site. In addition, the entire length of the River Cam is designated as a County Wildlife Site as it passes through the City.

The existing river bank wall is a king post pile retaining wall construction over most of its length. Precast concrete piles driven into the river bed retain precast concrete wall panels, which themselves retain the bank material to the rear of the wall. An insitu reinforced concrete capping beam finishes the top of the wall, providing a finish to the piles and wall panels.

The existing concrete riverbank is reaching the end of its lifespan along several sections of the common bank and a structural survey was undertaken in January 2013 to assess the extent of degradation and prioritise areas for renewal.

The survey confirmed that the piled wall is beginning to fail and lean into the river

The integrity of the riverbank being broken down into four categories:

Significantly leaning into the river = 138m

Leaning into the river = 148m

Slightly leaning into the river = 70m

No Lean into the river = 504m

Other issues identified were voids forming at the back of the wall that could be a trip hazard (this is prevalent along 250m of bank) and the capping beam is also in poor condition in a significant number of areas.

There is also significant tree root ingress into the river in places that is undermining sections of wall that are not yet leaning.

The Environment Agency, in line with the European Water Framework Directive no longer advocates the use of hard engineering of riverbanks in locations where soft engineering and habitat diversification can be championed. As this site has recently been designated a Local Nature Reserve, officers are proposing the use of natural techniques of bank stabilisation using aquatic vegetation and natural materials.

The current capital budget has been allocated to produce a phased bank restoration programme and prioritise stretches for future resource allocation. Phase one being to design the scheme in its entirety and to replace the river bank along one or more priority sections, identified as most at risk of failing, in 2013/14.

3 Outline the aims and objectives of the project and highlight how it contributes to achieving the Council's Medium Term Objectives.

To restore and maintain a safe riverbank along the entire length of Stourbridge Common.

To design and implement phase 1 of a riverbank restoration project on Stourbridge Common. The proposed soft engineering approach to the riverbank will help to increase the riparian habitats and biodiversity of this stretch of the River Cam. Rivers and their floodplains provide key opportunities for wildlife to disperse through the countryside and City, enhanced habitats will therefore aid organisms in their ability to adapt and move in relation to a changing climate. These habitats will both diversify the Local Nature Reserve and provide interest to recreational users and commuters on the adjacent cycle path, potentially increasing the number of local people using the Common for recreation.

The proposed approach is ultimately more sustainable than a replacement concrete option as there is less embodied CO₂ within the initial construction and the natural vegetation establishes to prevent further erosion by navigation.

The proposed projects seek to achieve the objectives of the Council's Medium Term Strategy by protecting & enhancing the environment and tackling the causes and consequences of climate change.

4 Identify and summarise the impact on and major issues for stakeholders & other departments. Summarise the key results of initial consultation (including members where appropriate).

The proposed design will be subject to stakeholder consultation including the Friends of Stourbridge Common, prior to seeking necessary permission or consents from the Environment Agency, Cam Conservators and the Planning Inspectorate. Notification of the consultation will be sent to Ward Councillors, the Cam Conservators, Cam Boaters, Cambridge Past present and Future, The BCN Wildlife Trust and Environment Agency, as well as site users through the use of onsite notices.

The area is used extensively by local people as a commuter route between Fen Ditton and the City centre, via a surfaced footpath and cycle way (several metres from the existing river bank line), it is a popular dog walking and picnicking route and several house boats have temporary mooring licences. Fishing occurs and the water way is popular with rowing clubs and visiting motor boats. It is envisaged that the phased programme will impact little on the existing access and enjoyment of the common by site users during the construction phase. The tender specification requires the successful contractor to consider opportunities for maintaining and enhancing access for all to the riverbank during and post construction.

5 Procurement. What resources for this project will be procured from outside the Council? What method of procurement are you to use? What is the estimated total value for each procurement element?

- The initial phase of the Capital scheme SC551 (Cost Centre 38182) was approved as part of the 2013 Medium Term Strategy presented to Council on 25 October 2012. £100,000 has been allocated for 2013/14 to complete and approve the design for the entire 860m stretch and implement phase 1 along an agreed priority stretch. Additional works will be required in subsequent phases, subject to officers prioritising further sections and preparing budget bids in 2014/15 and beyond.
- An open tender procurement exercise is proposed, seeking interest from market leaders in this 'soft engineering sector'. The specification has been drafted to include both the design and build by the successful contractor; including options for future works beyond 2014 should budgets be secured.

6 Summarise key risks associated with the project. Include the key risks the project aims to mitigate, risks involved in delivery of the project and risks that might occur if the project does not take place.

- If allowed to continue the deteriorating condition of the existing river bank has the potential to cause injury to members of the public, their animals or livestock grazing the site.
- In addition, the potential collapse of sections of the existing riverbank into the river poses risks to boaters and potential to cause serious damage to craft navigating the river.
- At present the structural condition allows a phased approach to the replacement of the riverbank. If delayed then a greater percentage of bank may require replacement at any given time, requiring much greater capital bids for works.

7 Financial implications. Comment on any special financial considerations associated with the project such as grant or funding conditions. Ensure that any additional insurance costs/implications are considered.

Appraisal prepared on the following price base

Fixed budget allocation

The project has secured funding for phase 1 only. Future works to complete the designed solution will require further budget bids and / or external grant applications if eligible.

8A Capital costs & funding		
	£	Comments
Capital Costs		
Design / Consents	15,000	Estimated
Phase 1 Construction	85,000	Estimated
Other capital expenditure	0	
Total Capital cost	100,000	
Capital Income / Funding		
	100,000	SC 551
Revenue contributions		
Total Income	100,000	
Net Capital Bid		

Expenditure profiling:	£	Comments
Year 1: 20013 / 2014	100,000	(
Net Capital Bid	100,000	(

Appendix A, Capital Project Appraisal profiling, should also be completed.

8B Revenue costs			
	In 2013/ per (year) £	Ongoing £	Comments
Revenue Costs			
Repair & renewal contributions			
Total revenue cost			
Revenue Income			
Existing revenue budget/s			
Total income			
Net revenue bid	0	0	

9 VAT implications. Comment on any VAT implications identified in consultation with the Finance Department.

- There are no adverse VAT implications to this project

10 Other implications. Comment on any other relevant implications including property, accommodation, environmental, health & safety, community safety, procurement, human resource, equal opportunities and diversity.

- The proposed location for the site is in City Council Freehold ownership.

11 Estimate of staffing resource required to deliver the project. Comment on the availability of internal project team resources. Ensure that the costs of external resources required have been included in the financial table/s above.

- The proposed design and build contract, including the securing of necessary consents, will limit the need for internal officer time. However, the client role will still require input from Streets & Open Spaces Officers, including tender specification preparation, tender award, contract management and sign off upon satisfactory completion.

Skills required / internal	Estimated number of hours	Proposed Timescale	
		Start date	Finish date
Tender Specification and Award	35	July 2013	September 2013
Contract Management	60	September 2013	March 2014

12	Identify any dependencies upon other work or projects. Identify any other projects which cannot progress until this particular piece of work is complete
	<ul style="list-style-type: none"> The full management plan for Stourbridge Common Local Nature Reserve is due to be drafted in 2013/14 following botanical surveys, being undertaken by the local Wildlife Trust between May – August 2013. The plan will need to incorporate appropriate vegetation management of the new river bank features and reference future phases of restoration.
13	Background Papers. List any background papers used in the preparation of this project appraisal.
	<ul style="list-style-type: none"> River Cam Wall Survey, MLM Consulting, 1st February 2013 Cambridge City Council Medium Term Strategy 2013/14

14 Inspection of papers			
Author's Name	Guy Belcher Nature Conservation Officer		
Author's phone No.	01223 458532	Email	Guy.belcher@cambridge.gov.uk
Filename/path	N:\POLICY AND PROJECTS\	Last amended	

Finance Department use only:

Project Approval Dates	Date
Approved by DoF	
Reviewed by AMG / ICT	
Executive Councillor Approval	
Scrutiny Committee Approval (if applicable)	
Council Funding Approval	
Added to Hold List	
Removed from Hold List	
Added to Capital Plan	

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Cambridge City Council

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Cambridge City Centre Cycle Parking Project

To: Cllr Tim Ward, Executive Councillor for Planning and Climate Change

Report by: Simon Payne – Director of Environment

Scrutiny committee: ENVIRONMENT 8 October 2013

Wards affected: Market

Recommendations;

1.0 Financial recommendations –

- 1.1 The Executive Councillor is asked to approve the commencement of the on-street cycle parking proposals, which is already included in the Council's Capital & Revenue Project Plan.
- 1.2 The total estimated cost of the on-street proposal is £235,000 funded from the City Centre Cycle Parking Project capital allocation SC549.
- 1.3 There are no on-going revenue costs for the project.

2.0 Procurement recommendations:

The Executive Councillor is asked to approve the carrying out and completion of the procurement of:

- 2.1 The construction of the proposed cycle parking locations as listed in table 1.0 and detailed in the package of drawings in Appendix C of this report.
- 2.2 Construction subject to positive consultation of the additional new sites included in table 1.0 namely;
 - St Mary's Street
 - East Road
 - Peas Hill/Wheeler St

2.3 Subject to:

- The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
- The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Project Name: Cambridge City Centre Cycle Parking Project

SUMMARY

3.0 The Project

The project aims to provide 1,000 additional secure cycle parking spaces in the heart of the city centre. This is planned to be achieved through the provision of;

- *Localised on-street cycle parking throughout the city centre where space allows and the demand for cycle parking is high.*
- *Introduce a third undercover secure cycle park, similar to those at Park St and Grand Arcade car parks.*

This report provides an appraisal of the on-street element of the project. Feasibility work is currently underway to look at the options for a third undercover secure cycle park.

Target Dates:

Detailed Design & Production of Information:	October to December 2013
Start of Procurement:	December 2013
Award of Contract:	December 2013
Construction Commencement:	January 2014
Construction Completion:	March 2014

4.0 Anticipated Cost

Total Project Cost	£ 235,000
--------------------	-----------

Cost Funded from:

Funding:	Amount:	Details:
Reserves	£ 235,000	Capital Plan Ref: SC549
Repairs & Renewals	£	
Developer Contributions	£	
Climate Change Fund	£	
Other	£	

A further breakdown of costs can be found in Appendix A of this report

5.0 Procurement process

- 5.1 Procurement for the implementation will be through the Braintree District Framework Agreement, which includes six contractors and is in accordance with the requirements of the City Council's Contract Procedure Rules.
- 5.2 Following receipt of tenders, the winning tender will be identified following assessment by a skilled officer panel.

6.0 Project Background

- 6.1 A detailed street level study of the city centre has been carried out, to determine the areas of the city centre where there is currently a shortage of secure cycle parking, leading to informal and sometimes obstructive abandonment of cycles.
- 6.2 The scope of this project was confined to the city centre and did not have a remit to look at wider provision across the city, for example at local centres such as Mill Road. A plan of the scope area can be found in the consultation report in Appendix B of this report.

- 6.3 The areas surrounding the Guildhall and Market Square itself were highlighted as having a significant shortfall in cycle parking, whilst having the most potential for additional parking provision.
- 6.4 The main objective of this project is to provide secure cycle parking in the heart of the city centre and the Guildhall and Market Square area is regarded as the focal point within the historic core.
- 6.5 A considerable emphasis was therefore placed on the design of additional cycle parking in this area, whilst taking into account conflicting demands from others, such as loading access, pedestrian flows and street vendors.
- 6.6 The preliminary design of this scheme has also been carried out in conjunction with Cambridgeshire County Council, as the majority of the proposals affect the public highway for which it is responsible.
- 6.7 Many of the proposals also impact on existing traffic regulation orders, such as on-street pay and display bays, disabled bays and taxi ranks. A further statutory process will therefore be required to amend these orders, which will need to be carried out through close working with the County Council.
- 6.8 This statutory process will also involve further consultation on the final proposals, with any objections received determined by County Cllr Mac McGuire, Deputy Leader of Cambridgeshire County Council and with responsibility for Highways & Community Infrastructure.
- 6.9 Throughout the concept and preliminary design stages of this project, many potential locations for additional cycle parking have been discounted for various reasons. These have ranged from the potential for adverse effects on the public highway to refusal from private landowners.

7.0 Proposed measures for implementation

- 7.1 The measures proposed to be implemented, taking into account the comments and feedback received from the consultation are listed in table 1.0 overleaf.
- 7.2 Implementation of many of these measures, as indicated in table 1.0, will still be subject to the statutory traffic regulation order process.

Table 1.0: Recommended Cycle Parking Measures for Implementation Approval

*Quoted numbers are based on the number of spaces not stands and assumes two spaces per stand.

Location	Drawing number	Existing Provision	Proposed at Consultation	Recommended	Net Gain	Comment	Impact	TRO Required?
Market Square	014-018/000/101	0	48	22	22	Proposal outside M&S and Oasis on the east side of Market Square had been dropped. County Council will not approve due to the numerous conflicts that exist on this side of the square. Proposal outside Great St Mary's remains.	Out of hours taxi rank halved in size. New additional rank to be provided on opposite side of Market Square to maintain capacity.	Yes
Peas Hill (including St. Edward's Passage)	014-018/000/102	28	140	112	84	Redesigned taking into account public consultation and stakeholder comments. Particularly comments about visibility from Market Square to Bene't St area and the loading activity for both theatres. Disabled bays are currently regularly at capacity based on County Council usage data. The area of double yellow line outside the Arts theatre is also well used, with peak use of 4 and an average of 2 to 3 throughout each quarter of the past year.	Reduction in disabled parking from 4 bays to 3 bays. Reduction in disabled parking capacity on existing double yellow lines outside Arts Theatre on Peas Hill - replaced with loading bay with disabled parking during the evening.	Yes
Guildhall Street	014-018/000/103	12	68	56	44	Redesigned taking into account public consultation and stakeholder comments. Particularly comments about visibility of the Market from Fisher Square and access to the Guildhall entrance for loading/unloading activity relating to the small and large hall.	Small reduction highway capacity for loading/unloading and disabled users within current no waiting at any time restriction. (one car or one van)	Yes
Trumpington Street 1	014-018/000/004	42	120	114	72	Extension of section close to King's Lane over that proposed at consultation	Loss of 6 on-street Pay & Display bays.	Yes
King's Parade	014-018/000/004	0	10	10	10	It has been agreed with the County Council that these are feasible, despite the suggestion that it will impact on pedestrian movements past the front of the Chop House, which has a small street café.		No

Location	Drawing number	Existing Provision	Proposed at Consultation	Recommended	Net Gain	Comment	Impact	TRO Required?
Bene't Street	014-018/000/004	0	20	20	20	It has been agreed with the County Council that these are feasible, despite comments that these will impact on the problems that are currently experienced around the clock at the junction of Bene't St and Kings Parade.	Current no waiting at any time restriction to be removed.	Yes
Park Terrace	014-018/000/005	10	20	48	38	Increase in provision proposed, following numerous suggestions received at consultation.		No
Regent Terrace	014-018/000/006	0	82	0	0	Significant objection to loss of green space on Parker's Piece. Proposal dropped. Regent Terrace itself has also been deemed to be too narrow for the current proposed cycle parking. Significant issues for larger vehicles to pass and unrestricted parking to be resolved in conjunction with further options to provide formal parking along the fence line of Parkers Piece to be investigated.	Waiting restrictions on Regent Terrace to be altered to restrict parking at any time, whilst maintaining the residents parking towards Gonville Place.	-
Quayside	014-018/000/007	0	20	0	0	Objections to this area received through consultation. Provision to be provided as part of the EIP Project which proposes to redesign the area adjacent to Bridge St.		-
Jesus Lane	014-018/000/008	0	14	14	14	The current disabled bay has a capacity of 9 vehicles. Usage data from the County Council for this disabled bay shows peak usage of 7 and an average usage ranging from 5 to 7 throughout each quarter of the past year.	Removal of 2 of 9 disabled bays proposed.	Yes
St John's Street	014-018/000/009	0	36	0	0	This proposal has been objected to by St John's college on grounds of loading capacity requirements and aesthetics.		-

Location		Drawing number	Existing Provision	Proposed at Consultation	Recommended	Net Gain	Comment	Impact	TRO Required?
Trinity Street	014-018/000/009	38	56	56	18	Despite some objection to this in the consultation, the impact of reducing the loading bay by one vehicle length is not deemed to have significant detrimental impact on the area, when balancing it against the need for additional cycle parking provision.	Reduction in size of loading bay opposite Trinity College entrance. (one vehicle length)	Yes	
Sidney Street	014-018/000/010	28	46	34	6	Proposal outside Edinburgh Woollen Mill to be dropped following objection and on advice from the County Council.		No	
Lion Yard/Sidney Street	014-018/000/011	22	44	64	42	Stands past the Church to be echelon layout to improve existing problems with pedestrian flow.	The existing out of hours taxi rank on the footway outside Phones4U to be relocated to a more appropriate location in the carriageway	Yes	
Christ's Lane/Pieces	014-018/000/012	0	20	20	20	Christ's Lane stands already implemented		No	
Fennis Court Road	014-018/000/013	0	16	20	20	Proposal remains as per consultation layout.	Loss of 1 on-street pay & display space	Yes	
Free School Lane	014-018/000/014	14	36	50	36	Proposal remains as per consultation layout.	Loss of 2 on-street pay & display spaces.	Yes	
Trumpington Street 2	014-018/000/015	0	36	36	36	Proposal remains as per consultation layout.	Loss of 4 on-street pay & display spaces.	Yes	
Granta Place	014-018/000/016	0	14	6	6	Recent installation of bollards impacts on this proposal. Section nearest to entrance to remain.		No	
Trinity Lane	014-018/000/017	0	30	0	0	Proposal dropped due to concerns over impact on pedestrian and vehicular movements.		-	
Park Street	014-018/000/018	0	8	8	8	Proposal remains as per consultation layout.		No	
Castle Row	014-018/000/019	0	8	8	8	Proposal remains as per consultation layout.		No	
St.Andrew's Street	014-018/000/020	10	22	22	12	Proposal remains as per consultation layout.	Loading and disabled parking remains unaltered due to extension of existing build-out. TRO required to reposition existing disabled and loading facility towards the city centre.	Yes	
Regent Street	014-018/000/021	4	22	22	18	Proposal remains as per consultation layout.	Removal of loading order in lay-by outside Essex House required.	Yes	

Location	Drawing number	Existing Provision			Proposed at Consultation			Recommended			Net Gain	Comment	Impact	TRO Required?
Elm Street	014-018/000/022	0	8	0	8	8	8	8	8	8	Proposal remains as per consultation layout.		Yes	
Fitzroy Lane	014-018/000/023	0	10	0	10	0	0	0	0	0	Thought to impact on service yard access to the Grafton Centre, particularly for large vehicle		-	
Burleigh Place	014-018/000/024	0	18	0	18	18	18	18	18	18	Proposal remains as per consultation layout.		No	
Norfolk Street	014-018/000/024	0	16	0	16	16	16	16	16	16	Proposal remains as per consultation layout.		No	
TOTAL										576				

New Proposed Locations - subject to consultation

East Road		16	0	28	12	Outside the British Heart Foundation Store in the footway.		No
Market Hill		0	0	26	26	In the small loading bay outside the Cambridge University Press store.	Removal of loading bay, but considerable capacity exist immediately after this bay.	Yes
Peas Hill - O/S Jamie's		20	0	24	4	Redesign of this area to also improve accessibility which currently does not exist for mobility impaired.	Loss of one parking space for the Guildhall	Yes
Additional Total					42			
Potential Overall Total					618			

8.0 Major issues for stakeholders & other departments

- 8.1 Impact on Cambridgeshire County Council – The infrastructure placed on the public highway will become property of the County Council once it is installed. As such it will have responsibility for maintenance of the new infrastructure.
- 8.2 Should these proposals be approved for implementation, a significant statutory traffic regulation order process will be required to be carried out by the County Council, to vary the existing traffic orders at some locations. This will have a resource implication on the County Council; however the City Council will be providing its own resources to assist in this process in order to mitigate any potential risk of delay to the project.
- 8.3 A number of the proposed locations impact on disabled parking facilities, either official marked bays, or existing no waiting at any time restrictions.
- 8.4 Data on usage at these locations has been provided by the County Council, collated by Civil Enforcement Officers.
- 8.5 The area of greatest impact on this provision is on the Peas Hill side of the Guildhall, where there is a proposed loss of one official space. The proposal also replaces the section of no waiting at any time outside the arts theatre with a loading bay. This will also remove the legitimate use of this stretch by disabled users.
- 8.6 It is proposed to permit parking by disabled users in this loading bay during the evening and on a Sunday, which will provide an improved facility over that which currently exists in this location during these times.
- 8.7 However, day time facilities will be reduced and users will be required to use alternative facilities close by, such as on Kings Parade or at the Grand Arcade car park.
- 8.8 The locations proposed along Trumpington Street, Tennis Court Road and Freeschool Lane all propose the loss of a total of 13 on-street pay & display bays operated by the County Council.
- 8.9 This has been agreed by the County Council, despite the loss of income that is currently generated by these bays.
- 8.10 Both theatres around the Guildhall, namely the Corn Exchange and Arts Theatre, both have the potential to generate considerable loading activity, which currently causing occasional issues in the Peas Hill and Wheeler Street area.

- 8.11 Limited coordination currently takes place between the two theatres, which could lead to the potential for these issues to escalate.
- 8.12 The concern of the original proposals that were consulted on has been taken into account in the revised proposal included in this report, which has provided a loading bay outside the arts theatre in a bid to provide an official facility for loading activity by large vehicles that deliver to both theatres.
- 8.13 However, the number of articulated HGV vehicles that deliver at anyone time to this area can sometimes be as many as 3 or even 4.
- 8.14 Access also currently take place by Police escort in order for these vehicles to contravene to the one way order that exists on Bene't St between Peas Hill and Kings Parade.
- 8.15 These vehicles then turn around on Peas Hill in order to face the correct direction to leave the area.
- 8.16 These vehicles are also regularly issued tickets by Civil Enforcement officers for contravening parking restrictions in this area.
- 8.17 Both the Corn Exchange and the Arts Theatre have welcomed the changes to the proposed layout, which should see an improvement to the way in which both theatres are able to deal with their loading and unloading of large vehicles.

9.0 Consultation undertaken

- 9.1 Full details of the consultation can be found in the consultation report in Appendix B of this report.

10.0 Financial implications

- 10.1 Appraisal prepared on the following price base: 2013/14
- 10.2 There are no specific grant funding conditions.

11.0 Net revenue implications (costs or savings)

There are currently no revenue implications envisaged for this project.

12.0 VAT implications

There are no VAT implications arising from this project.

13.0 Energy and Fuel Savings

(a) Is this project listed in the Carbon Management Plan?

No

14.0 Climate Change Impact

Positive Impact	No effect	Negative Impact
	+L	

The implementation of this project would provide improved cycle parking facilities for the city centre and encourage cycling as a mode of transport. As such it would help to increase the number of road users opting to use this mode, and potentially reduce the number of journeys undertaken by private car.

15.0 Other implications

15.1 An Equality Impact Assessment (EqIA) has been prepared for this project and is attached at Appendix D.

15.2 An Environmental Impact Assessment has also been prepared for this project and is attached in Appendix E

16.0 Staff required for the delivery of the project

Service	Skills	Total Hours
<i>Streets and Open Spaces, Project Delivery team</i>	<i>Project management Procurement Detailed design Contract management Project Quality Control</i>	<i>Project Officer – 800 hrs Project Leader – 75 hrs Project Delivery and Environment Manager- 30hrs</i>

17.0 Dependency on other work or projects

17.1 The project is very much dependent on the outcome of the statutory traffic regulation order process. Many of these proposals that require traffic regulation order amendments may not be delivered should any statutory objections be upheld by the County Council.

18.0 Appendices & Background Papers

APPENDIX A
Financial Breakdown

APPENDIX B
Consultation Report

APPENDIX C
Proposals for Implementation

APPENDIX D
Equality Impact Assessment (EqIA)

APPENDIX E
Environmental Impact Assessment

19.0 Inspection of papers

Author's Name	Andrew Preston
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Date prepared:	18.09.13

APPENDIX A

Finance Sheet

Appendix A

	2013/14	2014/15	2015/16	2016/17	2017/18	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	200,000					
Purchase of vehicles, plant & equipment						
Professional / Consultants fees	35,000					
Other capital expenditure:						
Total Capital cost	235,000	0	0	0	0	
Capital Income / Funding						
Government Grant						
Developer Contributions						
R&R funding						
Earmarked Funds						
Existing capital programme funding	235,000					SC549 Cycle Parking Project
Revenue contributions						
Total Income	235,000	0	0	0	0	
Net Capital Bid	0	0	0	0	0	

APPENDIX B

Consultation Report



CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Public Consultation Report

September 2013

Cambridge City Council
Streets and Open Spaces
The Guildhall
Cambridge
CB2 3QJ

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Appendix C High Capacity Cycle Stand Trial Survey Results	

Executive Summary



The public consultation gave members of the public and other stakeholders the opportunity to give their views on the proposed location of additional cycle parking in the heart of the city centre.

Cambridge City Council does not necessarily endorse the views expressed by those who responded to the public consultation. However, serious consideration will be given to all suggested ideas, additions or changes to the scheme proposals.

It is generally felt that the consultation has been conducted successfully. The consultation reached a wide and varied audience, with over 200 responses received from across the consultation area. The most common responses are listed below:

1. Considerable general support and praise for this project and the number of additional cycle parking spaces it proposes to create.
2. Significant concern over the visual impact of the considerable number of cycle stands proposed around the Guildhall, on Guildhall Street, Market Square and particularly Peas Hill.
3. Facilitating large delivery vehicle access along Bene't St and into the Wheeler St and Peas Hill area for the Arts Theatre and Corn Exchange must be considered and not adversely affected.
4. Proposals for Senate House Passage and Trinity Lane were thought to be an issue for what is an area with high pedestrian numbers.
5. Some objection to the proposed loss of green space on Parker's Piece at the top of Regent Terrace.
6. The need to promptly deal with abandoned bicycles to maintain capacity and aesthetics.
7. Clear demand for additional cycle parking outside the city centre and a third or extended undercover cycle park.

8. A lack of support from a significant proportion of respondents for the high capacity style cycle stands.

It is clear from the comments received, that the predominant area of concern relates to the proposals around the Guildhall, where there is currently the greatest demand for additional cycle parking and hence number of proposed new stands.

The demand for cycle parking in the city centre is clear for all to see and the fundamental aim of this project is to provide appropriate parking facilities for existing and targeted future cycling growth.

However, there are clearly many conflicting demands on space within the city centre and a fine balance will need to be found between the provision of additional cycle parking and the positive and negative impact it has on the users and general operation of the city centre.

1 Introduction

1.1 The City Centre Cycle Parking Project

A capital bid of £500,000 was approved at Full Council in October 2012, to fund the City Centre Cycle Parking Project, which aims to provide 1,000 additional cycle parking spaces in the heart of the city centre.

The city centre has ever growing pressures on its use, which is set to increase as the city expands, particularly around its fringes due to the significant growth agenda. The City Council's vision of a city where getting around is primarily by public transport, bike and on foot is a key driver for this project. The demand for secure cycle parking in the city is clear for all to see and this project aims to significantly increase capacity in the heart of the city centre where the demand is at its highest. With that in mind, the project has two key aims;

- To provide localised on-street cycle parking throughout the city centre where space allows and the demand for cycle parking is high.
- Introduce a third undercover secure cycle park, similar to those at Park St and Grand Arcade car parks.

1.2 Scheme Background

A detailed street level study of the city centre has been carried out, to determine the areas of the city centre where there is currently a shortage of secure cycle parking, leading to informal and sometimes obstructive abandonment of cycles.

The areas surrounding the Guildhall and Market Square itself were highlighted as having a significant shortfall in parking, whilst having the most potential for additional parking provision.

The main objective of this project is to provide secure cycle parking in the heart of the city centre and the Guildhall and Market Square area is regarded as the focal point within the historic core.

A considerable emphasis was therefore placed on the design of additional cycle parking in this area, whilst taking into account conflicting demands from others, such as loading access, pedestrian flows and street vendors.

The preliminary design of this scheme has also been carried out in conjunction with Cambridgeshire County Council, as the majority of the proposals affect the public highway for which it is responsible.

Many of the proposals also impact on existing traffic regulation orders, such as on-street pay and display bays, disabled bays and taxi ranks. A further statutory process will therefore be required to amend these orders, which will need to be carried out through close working with the County Council.

Throughout the concept and preliminary design stages of this project, many potential locations for additional cycle parking have been discounted for various reasons. These have ranged from the potential for adverse effects on the public highway to refusal from private landowners.

1.3 Scheme Programme

Project Start-up and Inception Stage	December 2012 to January 2013
Concept Design Stage	January to March 2013
Preliminary Design Stage	March to June 2013
Public Consultation	July to September 2013
Approval of Proposed On-street Measures	8 October 2013
Detailed Design Stage (Including traffic regulation order process)	October 2013 to December 2013
Production of Construction Information	December 2013
Construction	January to March 2014

Table 1.1 City Centre Cycle Parking Project Programme (On-street measures only)

2 Consultation Activity

2.1 Consultation Process

The public consultation was carried out to notify local residents, businesses and other key stakeholders of the scheme and its current proposals. It also aimed to encourage their involvement in the development of the scheme providing valuable input and feedback on the proposed measures.

The consultation period started on 16 July 2013 and finished on 23 August 2013. Responses and completed questionnaires were to be returned to the City Council by the last day of the consultation period, however the City Council decided to allow late submission of comments until 7th September 2013.

An exhibition of the proposals was also held in the Guildhall throughout the consultation period and officers were present on two occasions to enable those attending to discuss the proposals with the project team.

2.2 Leaflet, Questionnaires and Exhibitions

As part of the consultation process an A3 size leaflet was produced for each location to help the public gain an understanding of the overall project as well as illustrations of the detailed proposals at each individual location. Enclosed within each leaflet was a freepost questionnaire. Leaflets were delivered by hand to all premises in close proximity to, or with a view of, each proposed location.

The public exhibition presented A0 displays of the locations with detailed plans of the layouts proposed. Leaflets for each location were also available for visitors to complete and leave in a comments drop box.

The package of drawings that formed the basis for this consultation can be found in Appendix A of this report.

2.3 Website

A web page for this project was created earlier this year to provide information on the project, including its progress.

The project web page can be found at the following web address:

<https://www.cambridge.gov.uk/city-centre-cycle-parking>

The web page provided detailed information for each location proposed, but also included a number of features, enabling the public to give feedback at a time that was convenient to them. These features included:

-
- Downloading a PDF of each location and freepost questionnaire.
 - Completing an “Online Questionnaire”
 - Allowing the public to make open comments or suggestions about the scheme.
 - Making known the e-mail and postal addresses to contact the relevant team at the City Council.

2.4 Stakeholders

A package of drawings and covering letter was sent to a range of key and statutory stakeholders and user groups, inviting them to give feedback and comments on the proposed scheme and attend the planned exhibitions.

Key stakeholders included;

Chief Fire Officer
Cam Sight
Cambridge Deaf Association
Cambridgeshire Mencap
Disability Cambridgeshire
East of England Ambulance Service
Policy Advisor, Cambridge Chamber of Commerce
Cambridge Past, Present & Future
Road Haulage Association Southern and Eastern Region
University of Cambridge
Steve Poppitt, Cambridge Police Safer Neighbourhoods Inspector

3 Public Consultation Responses

3.1 Public Consultation Results

The response data has been interrogated for two outputs, firstly for the responses to the questions as set out in the questionnaire concerning the four key aspects of the proposed scheme. The second output was the comments and suggestions made on the questionnaires and from separate individual responses from stakeholders and residents.

The City Council received over 200 recorded responses throughout the consultation period excluding those received from key stakeholders. Every effort has been made to ensure that the data has been entered and compiled as detailed from the responses received.

The general response to the individual proposed locations is illustrated below in table 1.2 and figure 1.0.

Proposed Location	Yes	No	Maybe	No Preference
Bene't Street	84	13	9	3
Castle Street	82	3	6	7
Christ's Lane	76	6	8	8
Christ's Pieces	81	3	6	8
Eden Street	77	5	8	6
Fitzroy Lane	76	3	10	8
Free School Lane	83	3	9	3
Granta Place	76	4	11	3
Guildhall Street	78	2	9	1
Jesus Lane	80	7	7	6
King's Parade	87	11	6	1
Lion Yard / Sidney Street	85	7	6	4
Market Square	81	58	10	1
Norfolk Street	79	2	10	6
Park Terrace	75	2	10	8
Peas Hill	78	18	8	4
Quayside	76	9	9	7
Regent Terrace - Parker's Piece	72	8	10	5
Regent Terrace	76	3	7	7
Regent Street	84	2	8	7
Round Church Street	82	2	7	3
Sidney Street	79	13	8	3
Senate House Passage	66	17	11	5
St. Andrew's Street	84	5	8	3
St. John's Street	76	10	8	5
Tennis Court Road	79	6	12	7
Trinity Lane	71	9	6	10
Trinity Street	74	7	13	2
Trumpington Street - Location 1	83	5	8	2
Trumpington Street - Location 2	84	6	6	3

Table 1.2 Overall responses to the individual locations.

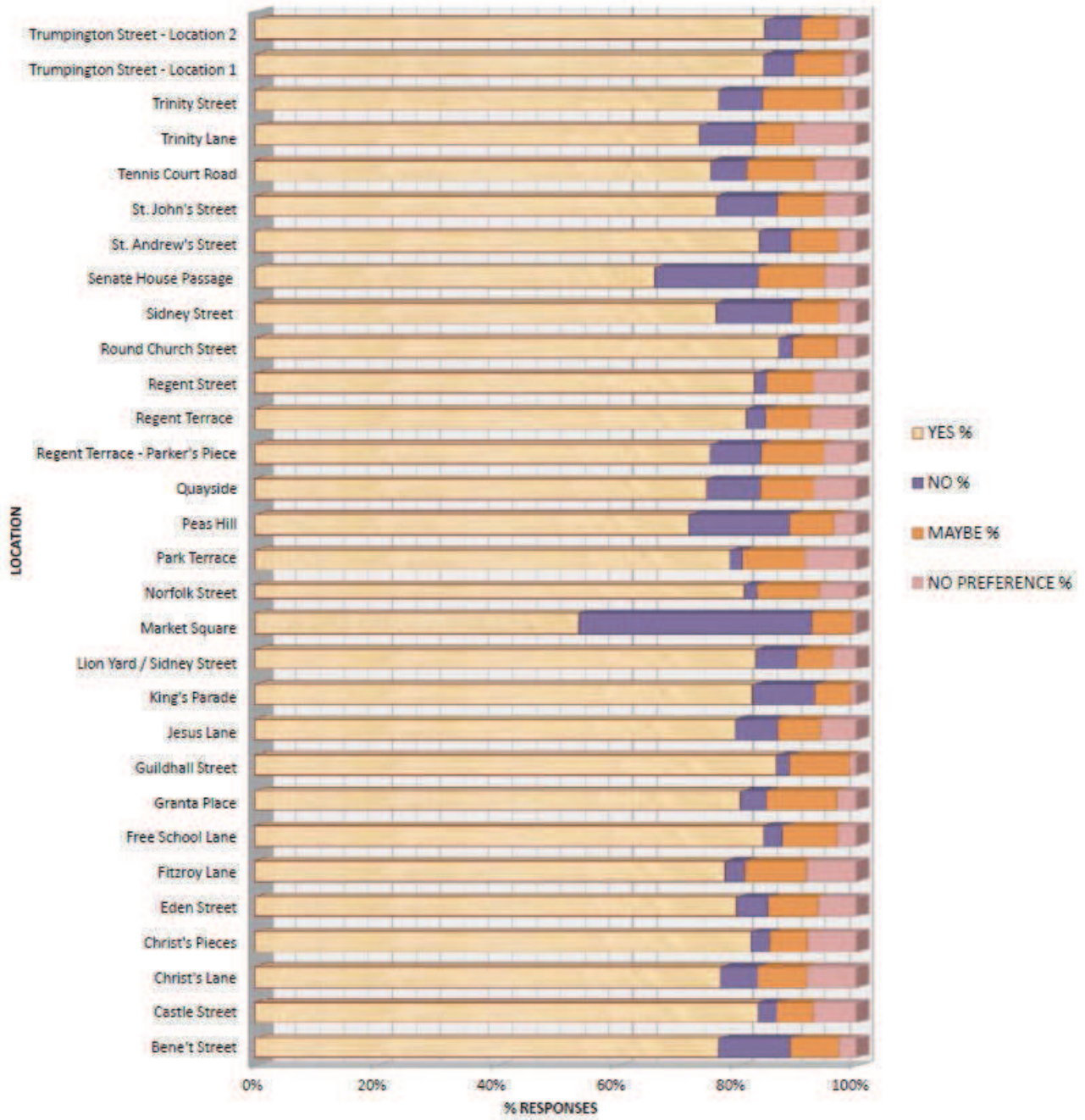
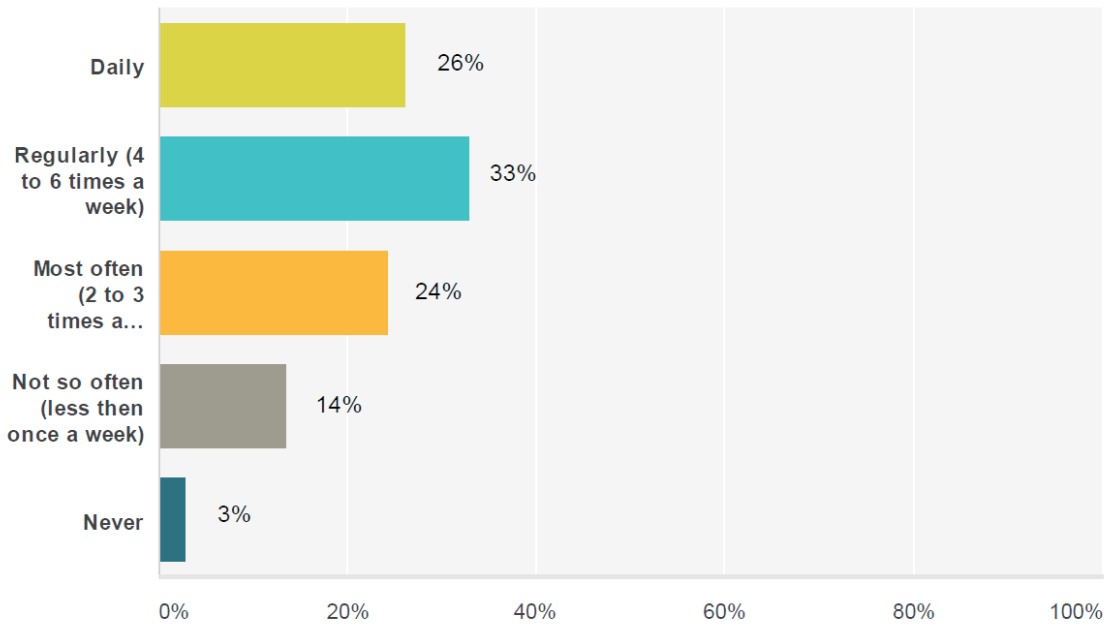


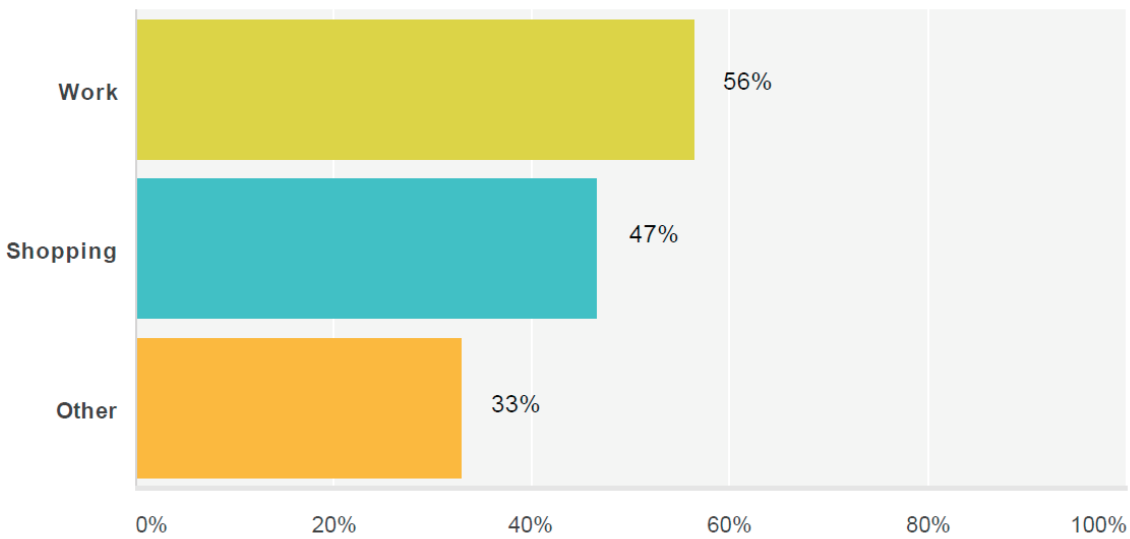
Figure 1.0 Chart illustrating the overall response to the individual locations

The received data for the remaining questions have also been collated and can be found below;

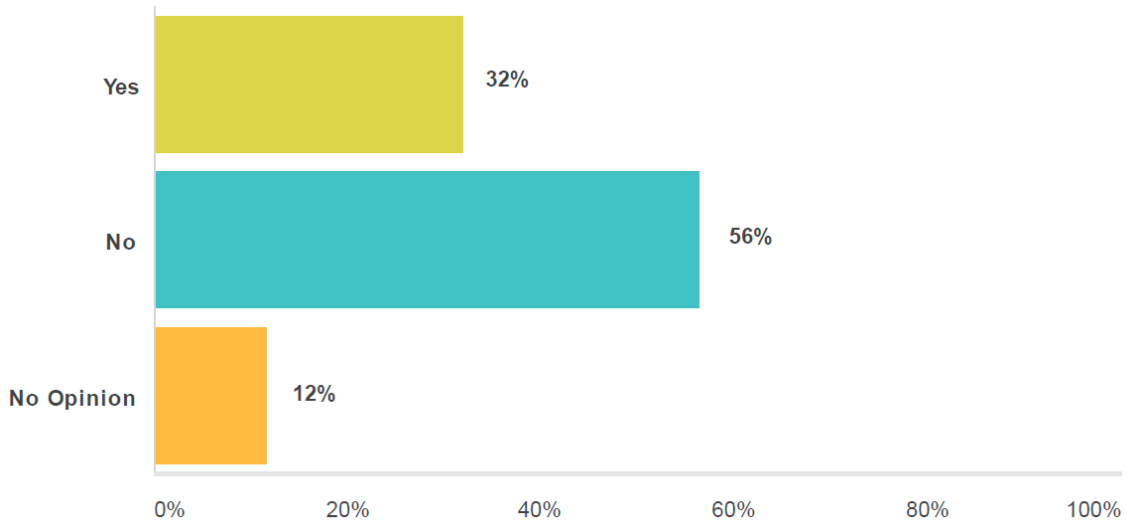
QUESTION: How often do you cycle in the city centre?



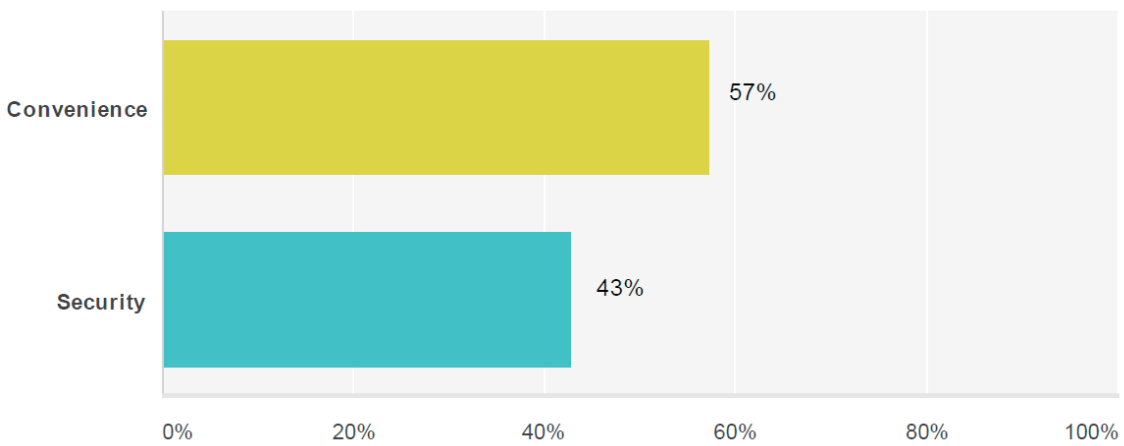
QUESTION: Please tell us the main reason you cycle in the city centre?



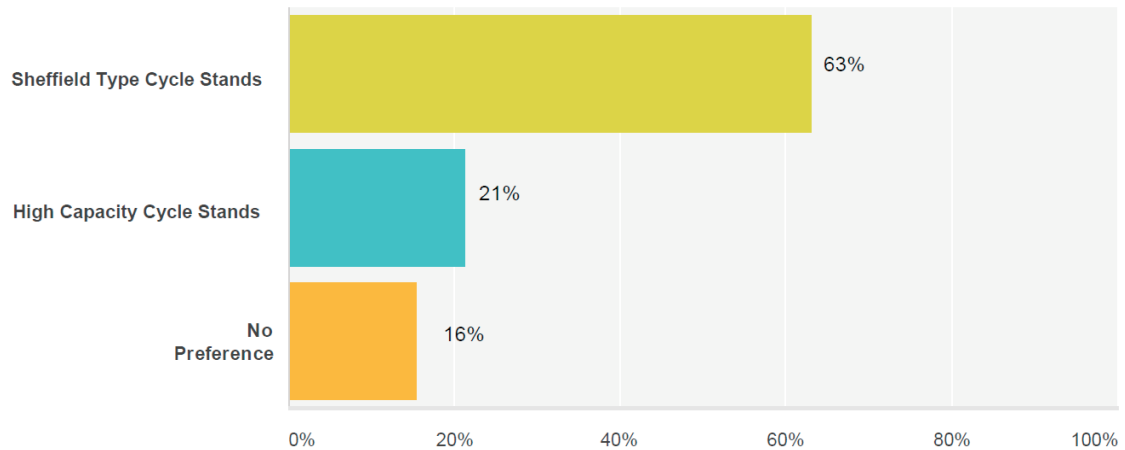
QUESTION: Does the lack of cycle parking affect your travelling choice?



QUESTION: What is the most important factor to you in terms of cycle parking?



QUESTION: Having viewed the image, please confirm which type of cycle stand you prefer?



Additional comments were made against many of the proposed individual locations. A comprehensive record of these comments can be found in Appendix B of this report.

The views expressed by those who responded to the public consultation are not necessarily endorsed by the City Council. Whilst serious consideration will be given to all suggested ideas, additions or changes to the scheme, these will not automatically be taken forwarded as part of the final scheme approval process.

3.2 Summary of public consultation response

The received data and comments from this consultation have been analysed and the main points can be summarised as follows:

- Firstly it was clear that this project is generally very welcomed by a significant majority of those responding to this consultation.
- General concerns were expressed over potential conflicts with other users, particularly pedestrians and loading activity in more confined busy locations, such as Sidney Street, the Market Square and Senate House Passage.
- Comments from disability groups highlighted the inherent benefits of the high capacity cycle stand and the proposals to formalise parking away from building lines particularly around either side of the Guildhall.
- One of the most common highlighted issues relates to the issue of abandoned cycles and the even greater need for management if the increase in capacity provided is to remain useable, especially considering the level of investment proposed.
- The aesthetic impact of cycle parking provision has been questioned by some, particularly in locations of high historic value, such as St John's Street, Trinity Street, Kings Parade and outside Great St Mary's Church in Market Square.
- The impact on loading activity on St John's St and Trinity Street was a concern expressed by the College's and businesses. This is a very narrow stretch of highway, with considerable potential for congestion caused by loading vehicles blocking the carriageway due to the lack of loading facilities.
- The main area of concern relates to the areas around the Guildhall, Market Square and vehicular access to the Peas Hill area at the rear of the Guildhall.
- A petition containing 46 signatures was received from Market Traders objecting to the proposed provision of cycle parking in Market Square on the grounds that it will have a significant adverse impact on their loading activities at the start and end of each day.
- An objection from Marks & Spencers was also received citing the potential for impact on access to their loading bay in Market Square.
- It was felt that the proposals on Guildhall Street on the Lion Yard side of the Guildhall could have the potential to impede access for events in the small and large halls of the Guildhall.
- The number of proposed cycle stands in this location was also thought to impede the views and therefore linkage through to Market Square from Fisher Square.

- There was a much stronger objection to the proposals on the Peas Hill side of the Guildhall, based on the number of proposed cycle stands impacting on the views and linkage through to the Bene't St area and the available space for loading and disabled parking activity.
- Concern was also expressed by the Corn Exchange and Arts Theatre with regard to the potential for impact on their significant loading activity, which is already problematic and difficult to manage, based on the existing highway layout and traffic order restrictions.
- Activity around the clock at the junction of Bene't St and Kings Parade was also highlighted as an issue by many, on the basis that it could be further exasperated by the proposed additional cycle parking.
- The final main area of contention was around the proposal to redesign and extend the current cycle parking on Parker's Piece at the end of Regent Terrace.
- This involved the loss of approximately 72m² of existing green space, which was strongly objected to in some responses.
- Comments on the use of the high capacity style stands were also received, with the majority favouring the standard 'sheffield' style stand. The results of the high capacity stand trial on Christ's Lane can be found in Appendix C of this report. Some of the issues cited have been resolved by the new design of high capacity rack, however the outstanding perceived issues were;
 - Overly complicated
 - Ugly
 - Add time & effort to lock/unlock
 - Bad for wheel bending
 - Difficult for some to lift bike onto higher side
 - Issues for those with baskets or panniers

3.3 Alternative Suggestions

Suggestions for additional cycle parking locations were also received as result of this consultation.

These included;

- The loading bay to the north of Great St Mary's Church.
- Outside British Heart Foundation store on East Road.
- Area beside Jamie's Italian restaurant on Peas Hill
- Outside Police Station on Parkside
- At Queens Anne Terrace Car Park
- Castle Street
- Around the bus station

4 Summary

It is generally felt that the Cambridge City Centre Cycle Parking Project Public Consultation has been conducted successfully. The consultation reached a wide and varied audience, with over 200 responses received from the public and further responses received from identified key stakeholders. Every premise with a view of each of the proposed locations was also hand delivered a leaflet.

The consultation further highlighted the clear demand for additional cycle parking in the heart of the city centre, but also the need to balance provision against the conflicting demands for space from other users and the impact on the streetscape.

It was also highlighted that the proposed level of investment in this additional parking provision also needs to be backed up by appropriate levels of management and maintenance, to ensure that the improved parking facilities are sustainable and effective going forward. The emphasis being on the need to ensure that a robust process exists for the timely management of abandoned cycles. This will require further discussion and development with Cambridgeshire County Council, in order to agree what is feasible in terms of the highways act and within resources currently available to both authorities.

The design of the high capacity cycle stand, particularly the revised design, whilst being criticised by some was still welcomed by many of those responding. The negative points that were raised will have to be balanced by the need to achieve high density facilities, due to the significant lack of available space in a very compact city centre. Their expected benefits for disabled users of the highway were also reinforced by responses received from such users.

The locations that have raised the most concern will be reviewed following the outcome of this consultation, before any final proposals are put forward for implementation. These will include the areas around the Guildhall and Market Square and the narrow streets such as Sidney Street, St John's St and Trinity St.

Some of the other locations that have raised concern may also be dropped completely, as there is very limited scope for redesigning the cycle parking provision, such as the area on Parker's Piece at the end of Regent Terrace.

Further consultation will be necessary on any new additional locations or revisions to existing proposals that are deemed to have a significantly higher impact, before their implementation could be considered.

For further information relating to the content of this report please contact:

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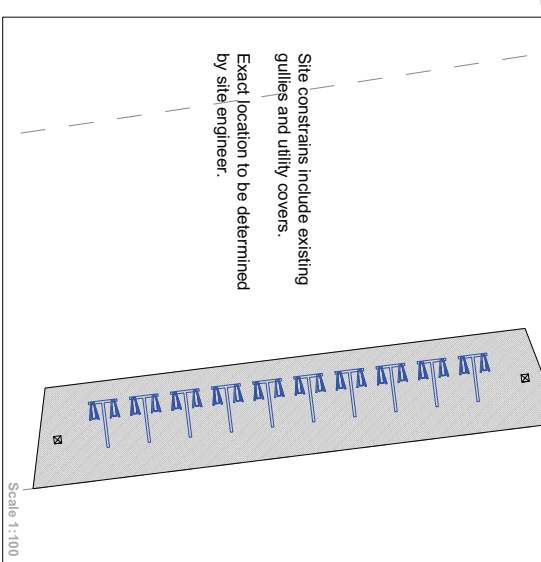
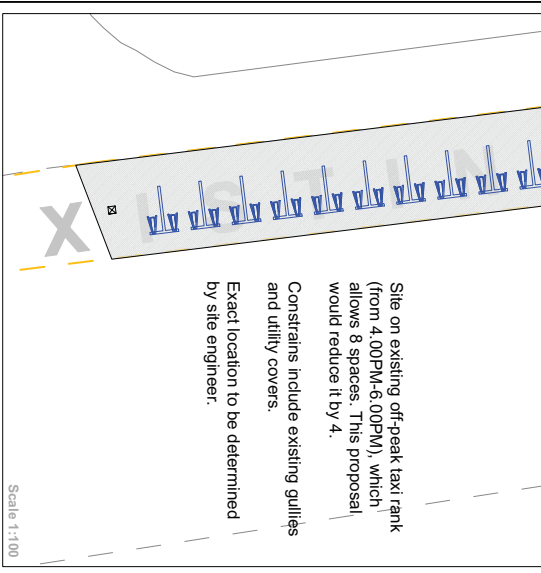
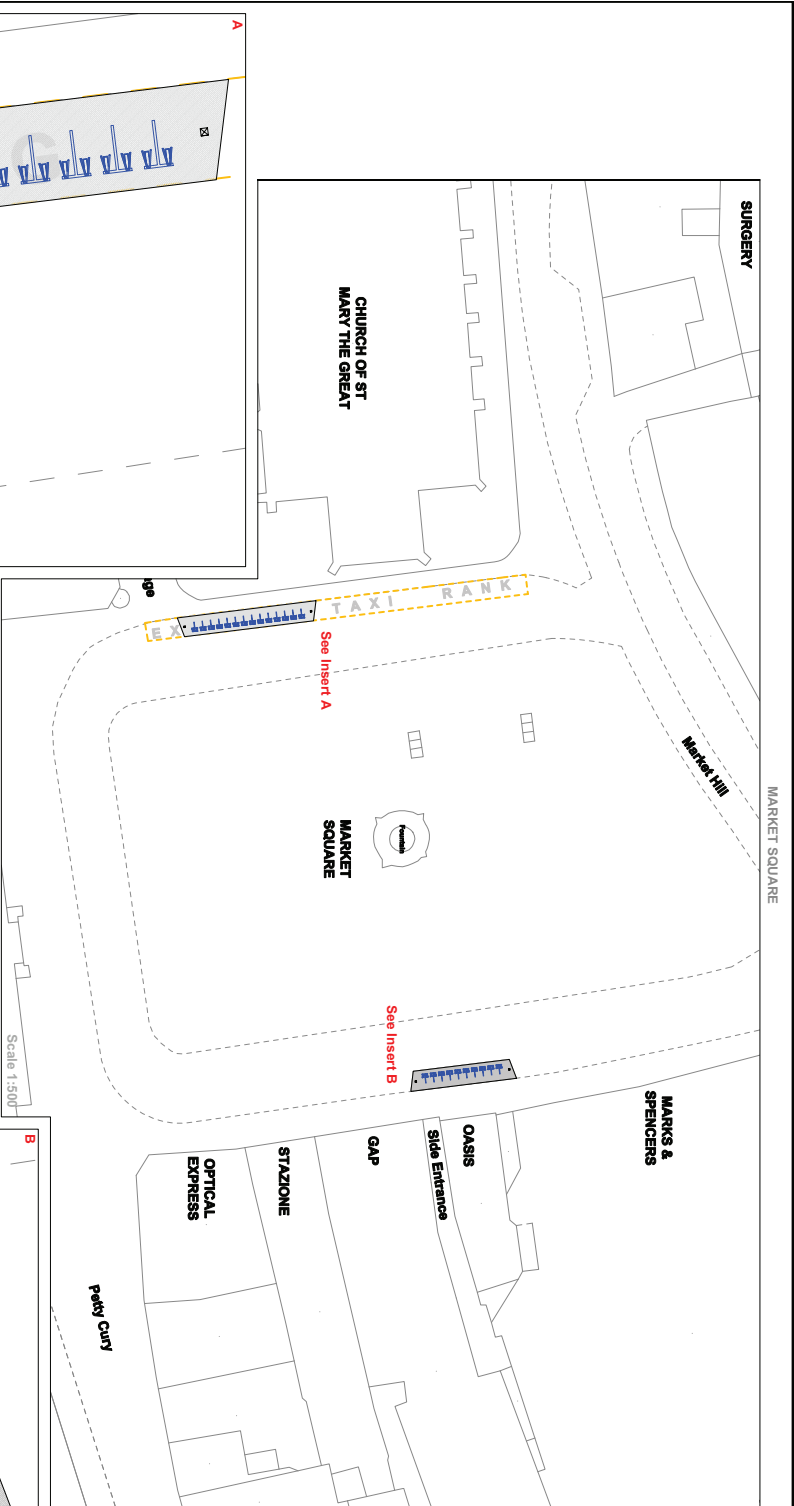
APPENDIX A

Consultation Drawing Package

CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

ON - STREET PROPOSALS

STREET NAME:	DRAWING NUMBER:
Bene't Street	014-018/000/004
Castle Street	014-018/000/019
Christ's Lane/Drummer Street	014-018/000/012
Christ's Pieces/Drummer Street	014-018/000/012
Eden Street	014-018/000/022
Fitzroy Lane	014-018/000/023
Free School Lane	014-018/000/014
Granta Place	014-018/000/016
Gulldhall Street	014-018/000/003
Jesus Lane	014-018/000/008
Kings Parade	014-018/000/004
Lion Yard	014-018/000/011
Market Square	014-018/000/002
Norfolk Street	014-018/000/024
Park Terrace	014-018/000/005
Peas Hill	014-018/000/003
Quayside	014-018/000/007
Regent Street	014-018/000/021
Regent Terrace	014-018/000/006 / 014-018/000/021
Round Church Street	014-018/000/018
Senate House Passage	014-018/000/017
Sidney Street	014-018/000/010 / 014-018/000/011
St Andrew's Street	014-018/000/011 / 014-018/000/020
St John's Street	014-018/000/009
Tennis Court Road	014-018/000/013
Trinity Lane	014-018/000/017
Trinity Street	014-018/000/009
Trumpington Street	014-018/000/004 / 014-018/000/015



Notes:

- Proposed high capacity cycle stands
- Proposed kerb build-out for high capacity cycle stands

Market Square

Proposed high capacity cycle stands at Market Square.

Location A:
Opposite Church of St Mary The Great: 14 cycle stands

Location B:
Opposite M&S/Oasis shop frontage: 10 cycle stands

Total possible capacity for cycle parking: 48

Environment

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DO NOT SCALE

Figured dimensions must be taken in preference to scaled dimensions. Contractors, sub-contractors and suppliers must verify all dimensions on site before commencing any work. Dimensions may vary slightly from those shown on drawings. Dimensions should be sought by the site engineer, administrator's / landscape architects attention.

REV	AMENDMENTS	DATE
B	Revised drawing of the site plan to show the proposed taxi rank	04 June 2013
A	Approved for public consultation	14 May 2013

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

CAMBRIDGE CITY COUNCIL

Simon Payne
Director of Environment
CAMBRIDGE CITY COUNCIL
PO BOX 700, Cambridge, CB1 0JH
Tel: (01223) 457200 or 457201

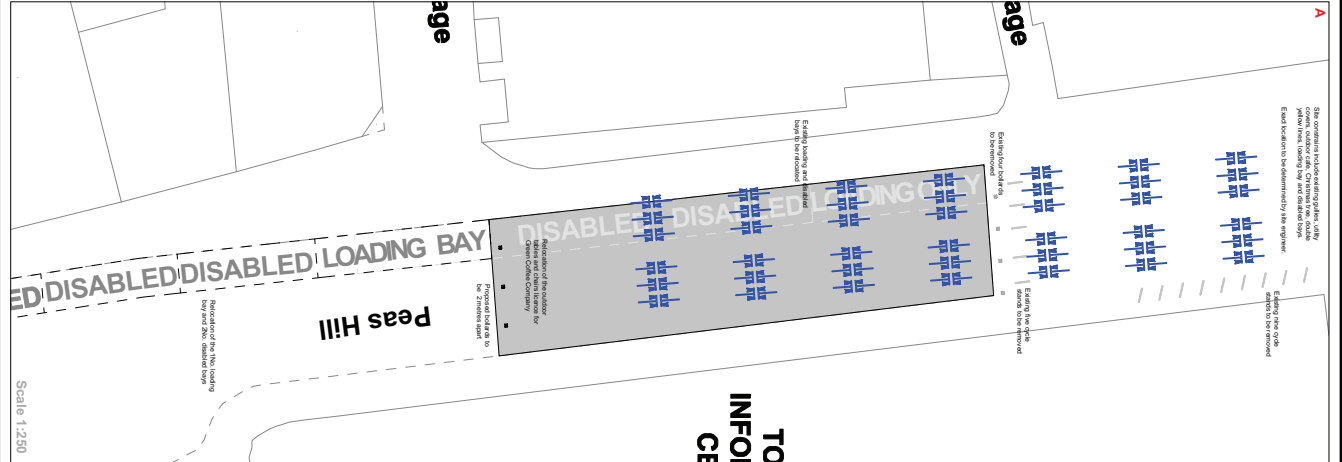
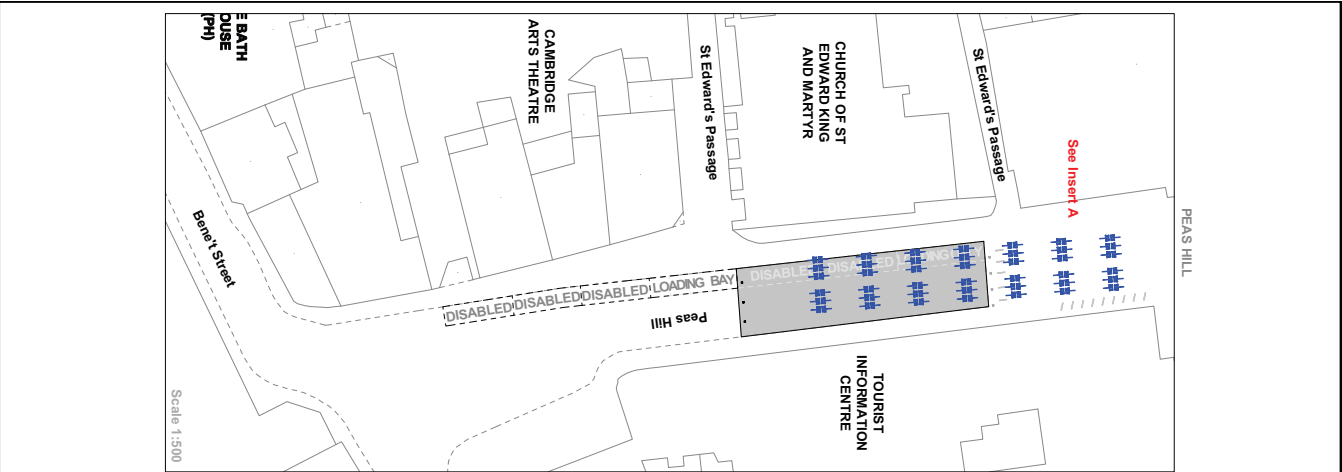
Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

PUBLIC CONSULTATION

Drawing
PROPOSED ON-STREET LOCATION
MARKET SQUARE

Scale:	VARIOUS @A3	Date:	14/05/2013
Drawn by:	SH	Checked by:	GR

Drawing No: 014-018/000/002 Rev B



Notes:

- Proposed high capacity cycle stands
- Proposed kerb build-out for high capacity cycle stands

Peas Hill

Location A:
Proposed high capacity cycle stands at Peas Hill opposite the Guildhall; 84 cycle stands
Total possible capacity for cycle parking: 168

Guildhall Street

Location B:
Proposed high capacity cycle stands at Guildhall Street.
Opposite the Guildhall; 40 cycle stands
Total possible capacity for cycle parking: 80

DO NOT SCALE

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ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

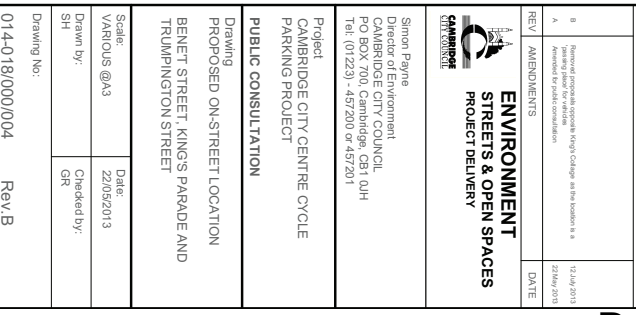
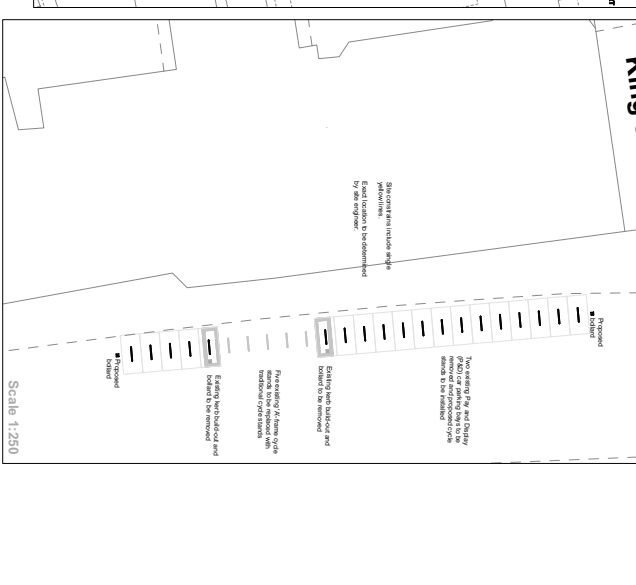
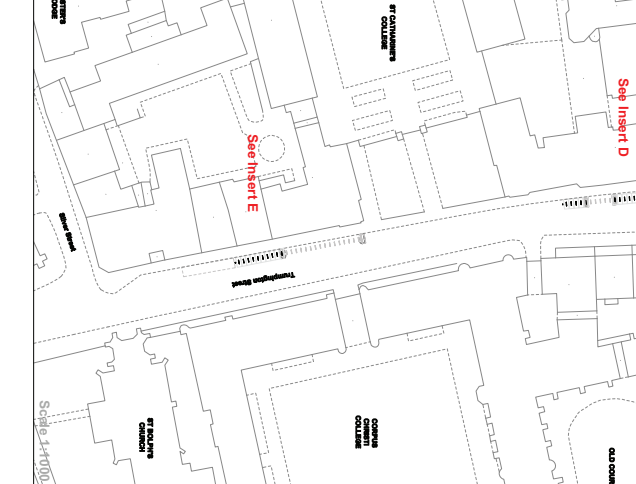
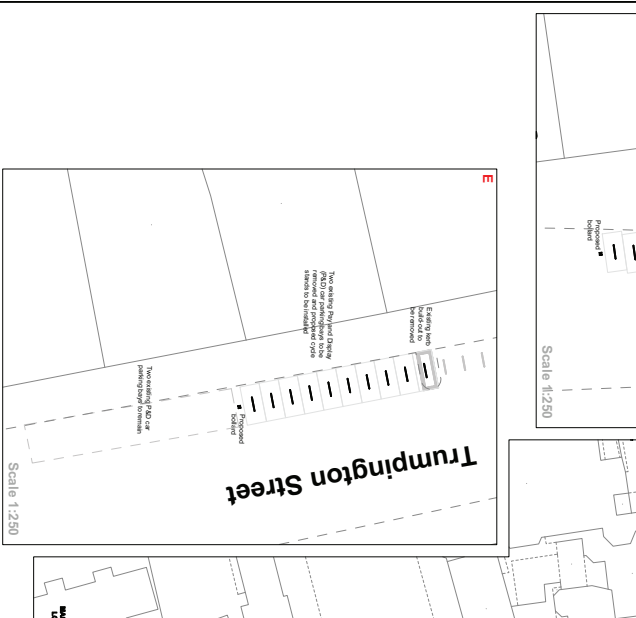
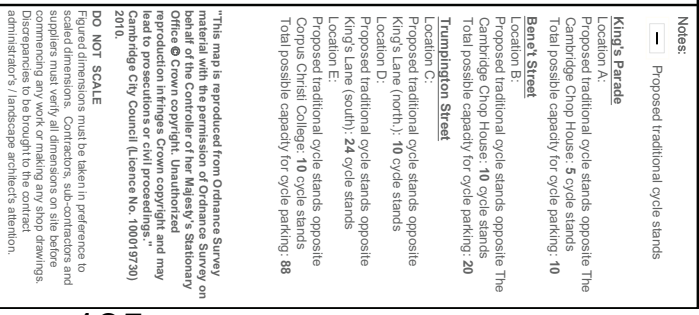
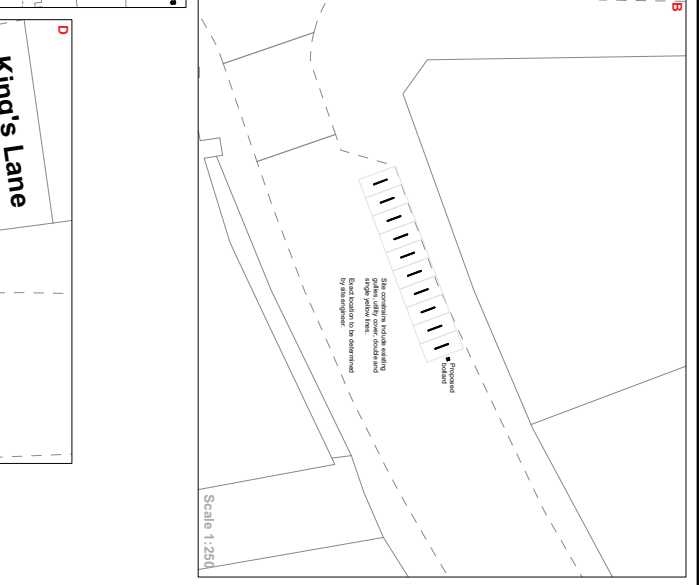
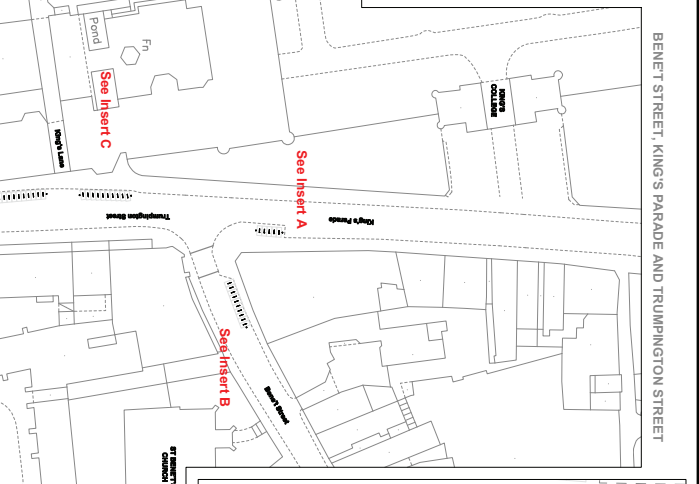
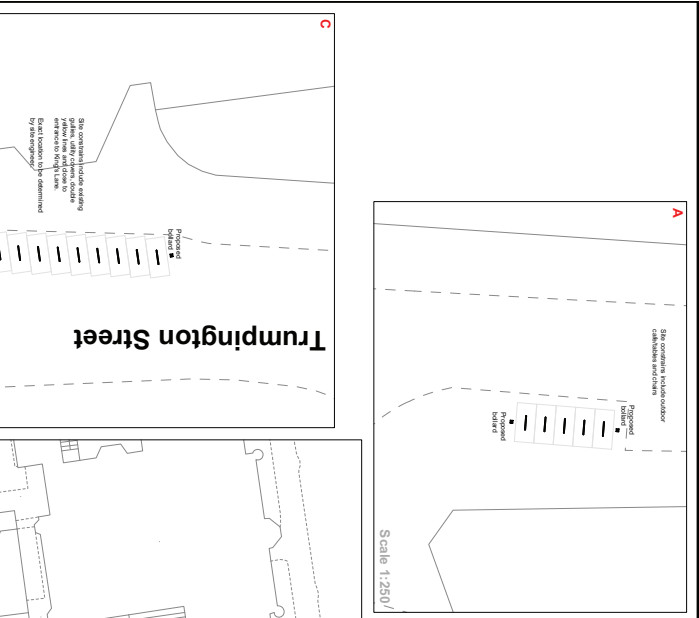
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Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

PUBLIC CONSULTATION

Drawing
PROPOSED ON-STREET LOCATION
GUILDHALL STREET AND PEAS HILL

Scale:	VARIOUS @A3	Date:	21/05/2013
Drawn by:	SH	Checked by:	GR
Drawing No:	014-018/000/003	Rev A	



- Notes:**
- Proposed traditional cycle stands
 - King's Parade
 - Location A: Proposed traditional cycle stands opposite The Cambridge Chop House: 5 cycle stands
Total possible capacity for cycle parking: 10
 - Benet's Street
 - Location B: Proposed traditional cycle stands opposite The Cambridge Chop House: 10 cycle stands
Total possible capacity for cycle parking: 20
 - Trumpington Street
 - Location C: Proposed traditional cycle stands opposite King's Lane (north): 10 cycle stands
Location D: Proposed traditional cycle stands opposite King's Lane (south): 24 cycle stands
Location E: Proposed traditional cycle stands opposite Corpus Christi College: 10 cycle stands
Total possible capacity for cycle parking: 88

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REV	AMENDMENTS	DATE
B	Remove proposed opposite King's College as the location is a reserved for public consultation	12 July 2013
A	Approved for public consultation	23 May 2013

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

CAMBRIDGE CITY COUNCIL

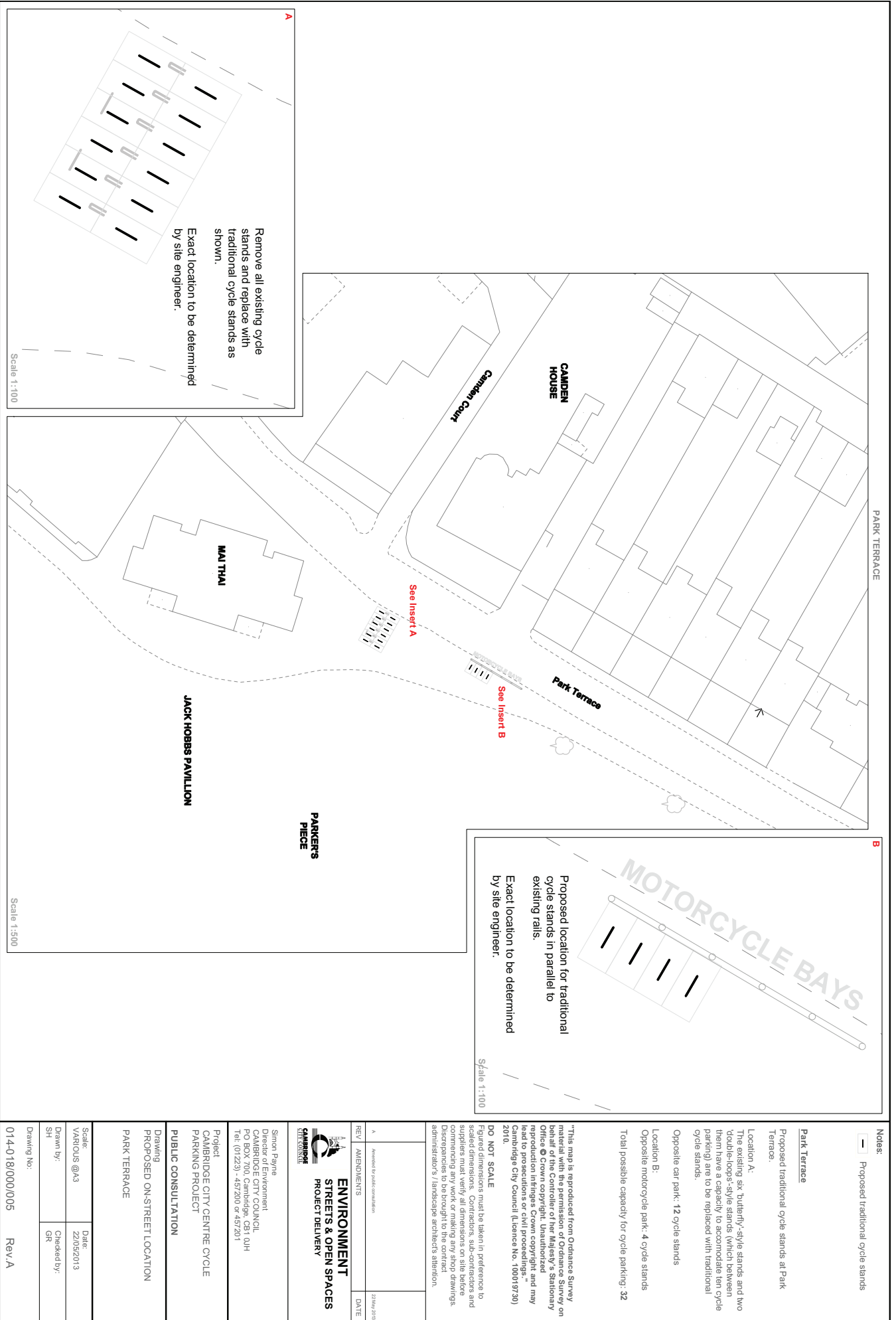
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Tel: (01223) 457200 or 457201

Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Public Consultation

Drawing: PROPOSED ON-STREET LOCATION BENET STREET, KINGS PARADE AND TRUMPINGTON STREET

Scale:	VARIOUS @A3	Date:	22/05/2013
Drawn by:	SH	Checked by:	GR
Drawing No:	014-018/000/004	Rev:	B



Notes:
 Proposed traditional cycle stands

Park Terrace

Proposed traditional cycle stands at Park Terrace.

Location A:

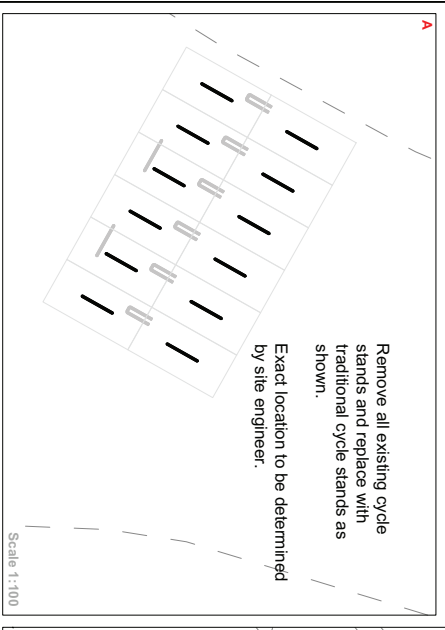
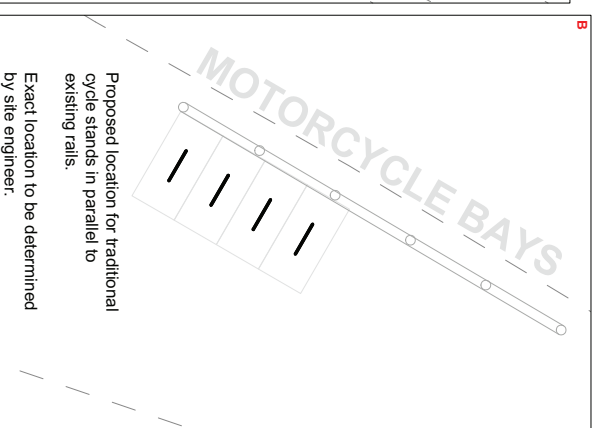
The existing six butterfly-style stands and two 'double-loops'-style stands (which between them have a capacity to accommodate ten cycle parking) are to be replaced with traditional cycle stands.

Opposite car park: 12 cycle stands

Location B:

Opposite motorcycle park: 4 cycle stands

Total possible capacity for cycle parking: 32



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REV	AMENDMENTS	DATE
A	Approved for public consultation	23 May 2013

**ENVIRONMENT
 STREETS & OPEN SPACES
 PROJECT DELIVERY**

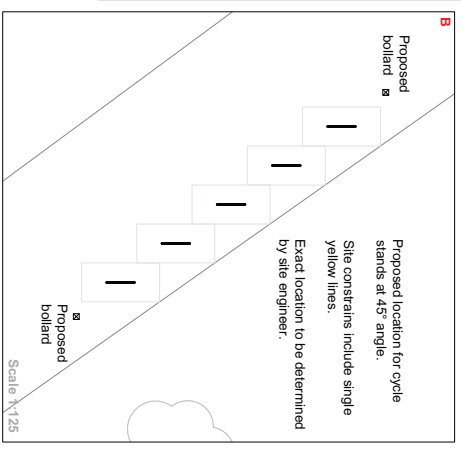
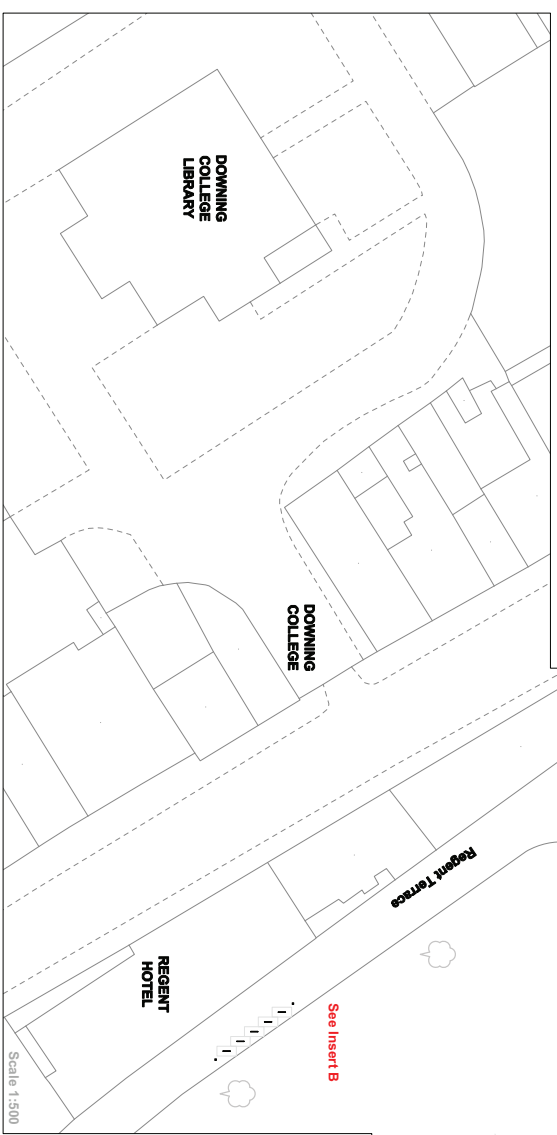
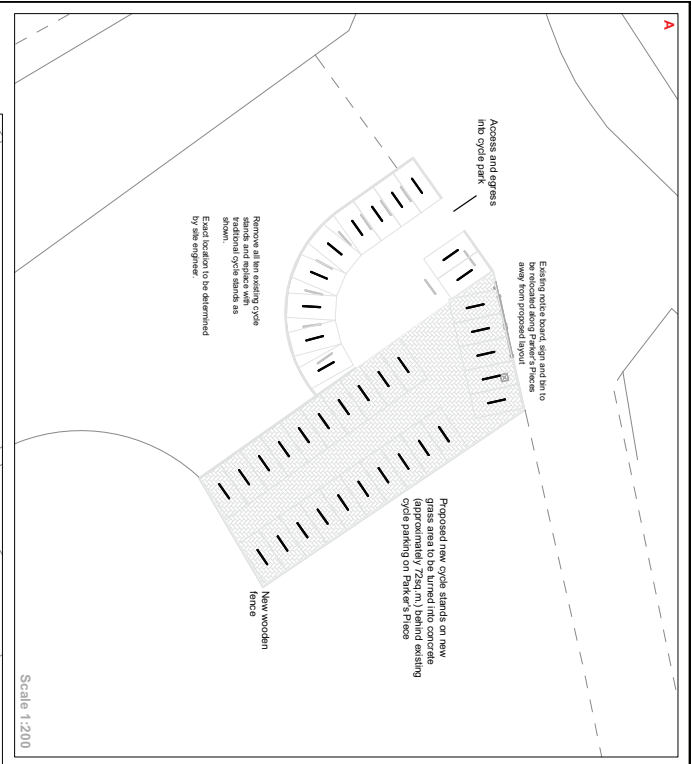
CAMBRIDGE

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Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
 PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
 PARK TERRACE

Scale:	VARIOUS @A3	Date:	22/05/2013
Drawn by:	SH	Checked by:	GR
Drawing No:	014-018/000/005	Rev A	



- Notes:**
- Proposed traditional cycle stands
 - █ Proposed land take-up for new cycle parking
 - Existing cycle stands to be replaced with new traditional cycle stands
- Regent Terrace**
- Location A:
Ten existing cycle stands will be replaced with new traditional cycle stands and rearranged to accommodate further stands.
- Proposed traditional cycle stands at Regent Terrace opposite the Pizza Hut on new land at Parker's Piece: **36** cycle stands
- Location B:
Proposed traditional cycle stands at Regent Terrace opposite the Regent Hotel: **5** cycle stands
- Total possible capacity for cycle parking: **32**

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REV	AMENDMENTS	DATE
B	Approved for public consultation	23/04/2013
A	Proposed location at Regent Terrace opposite Regent Hotel	01/04/2013

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

CAMBRIDGE CITY COUNCIL

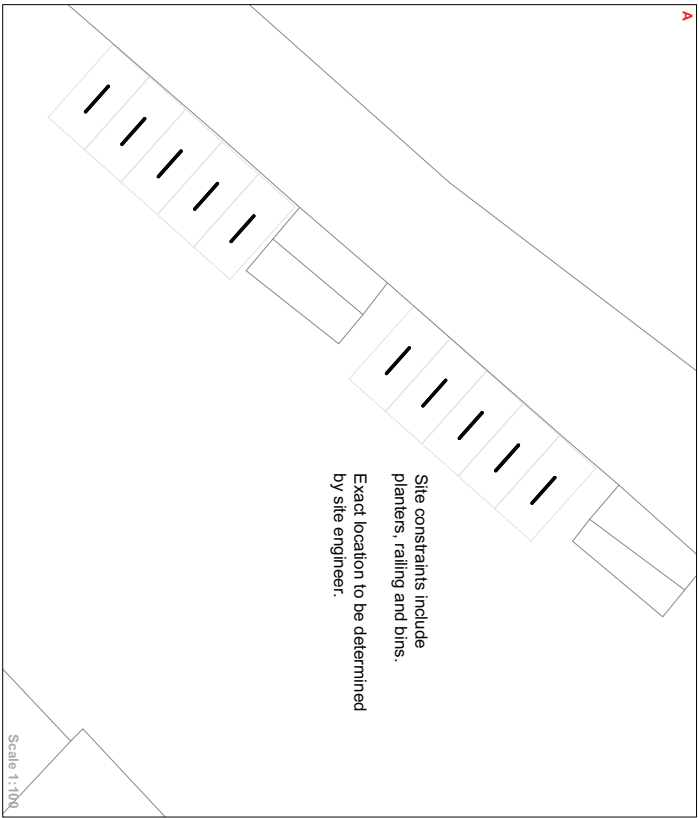
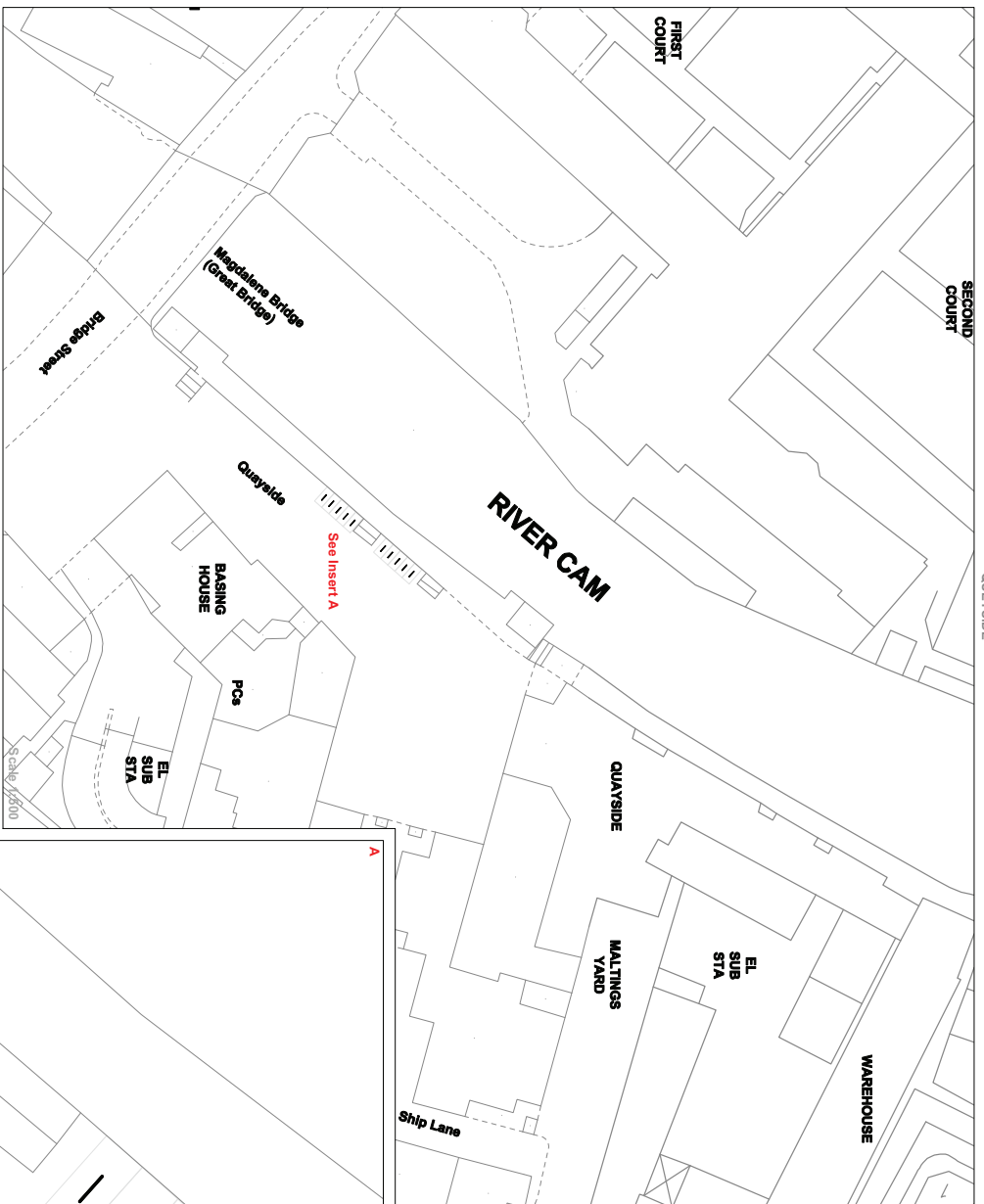
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Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
REGENT TERRACE

Scale:	Date:
VARIOUS @A3	23/05/2013
Drawn by:	Checked by:
SH	GR
Drawing No:	Rev B
014-018/000/006	



Notes

- Proposed traditional cycle stands

Quayside
 Location A:
 Proposed traditional cycle stands at Quayside opposite the River Cam: 10 cycle stands
 Total possible capacity for cycle parking: 20

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REV / AMENDMENTS	DATE
A Amended for public consultation	23/04/2013



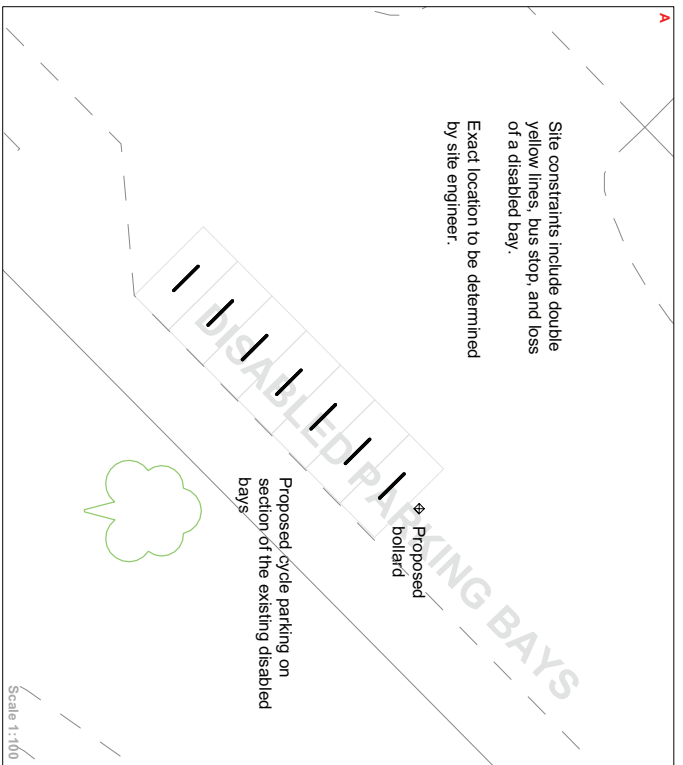
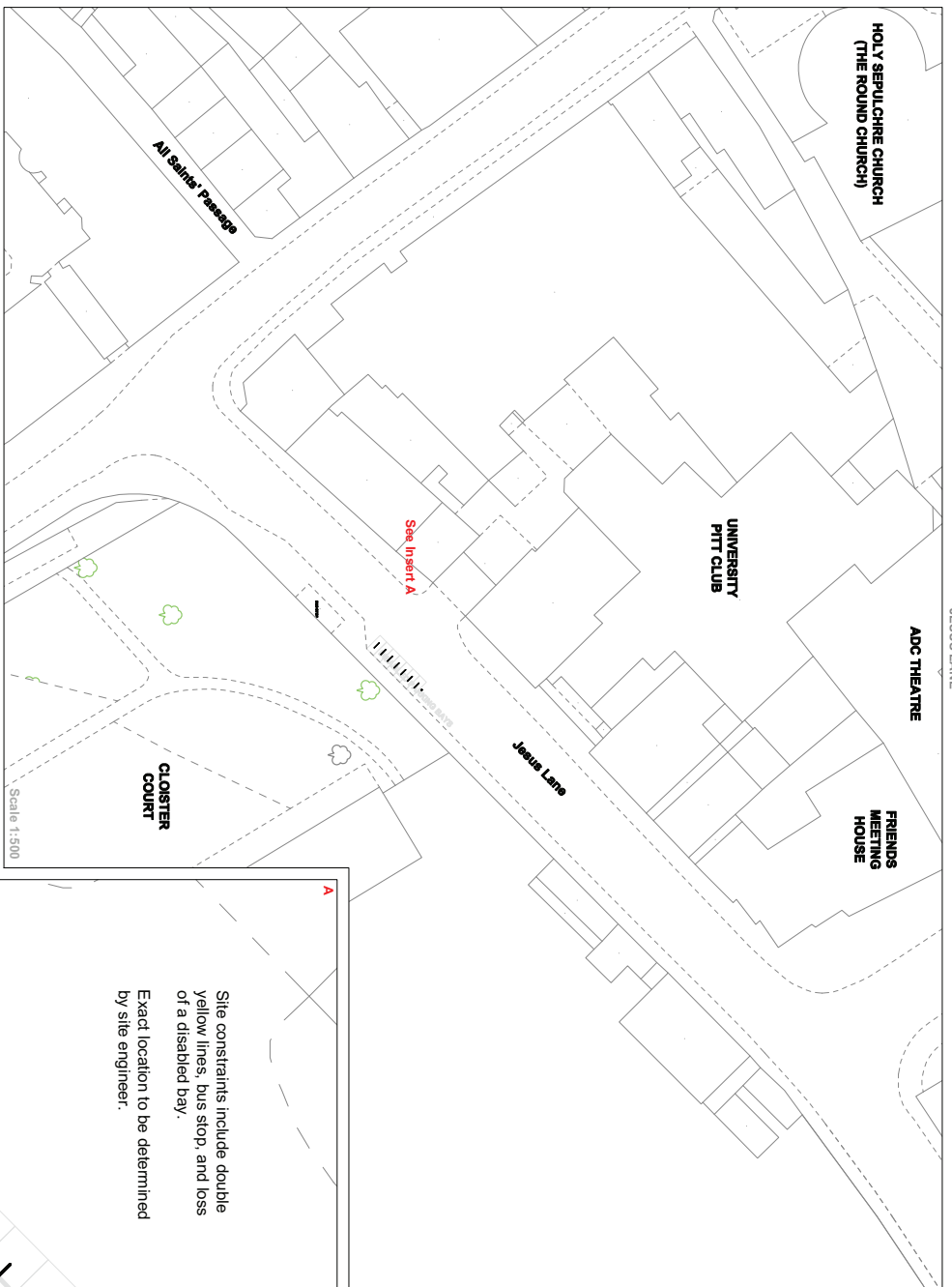
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Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
 PUBLIC CONSULTATION

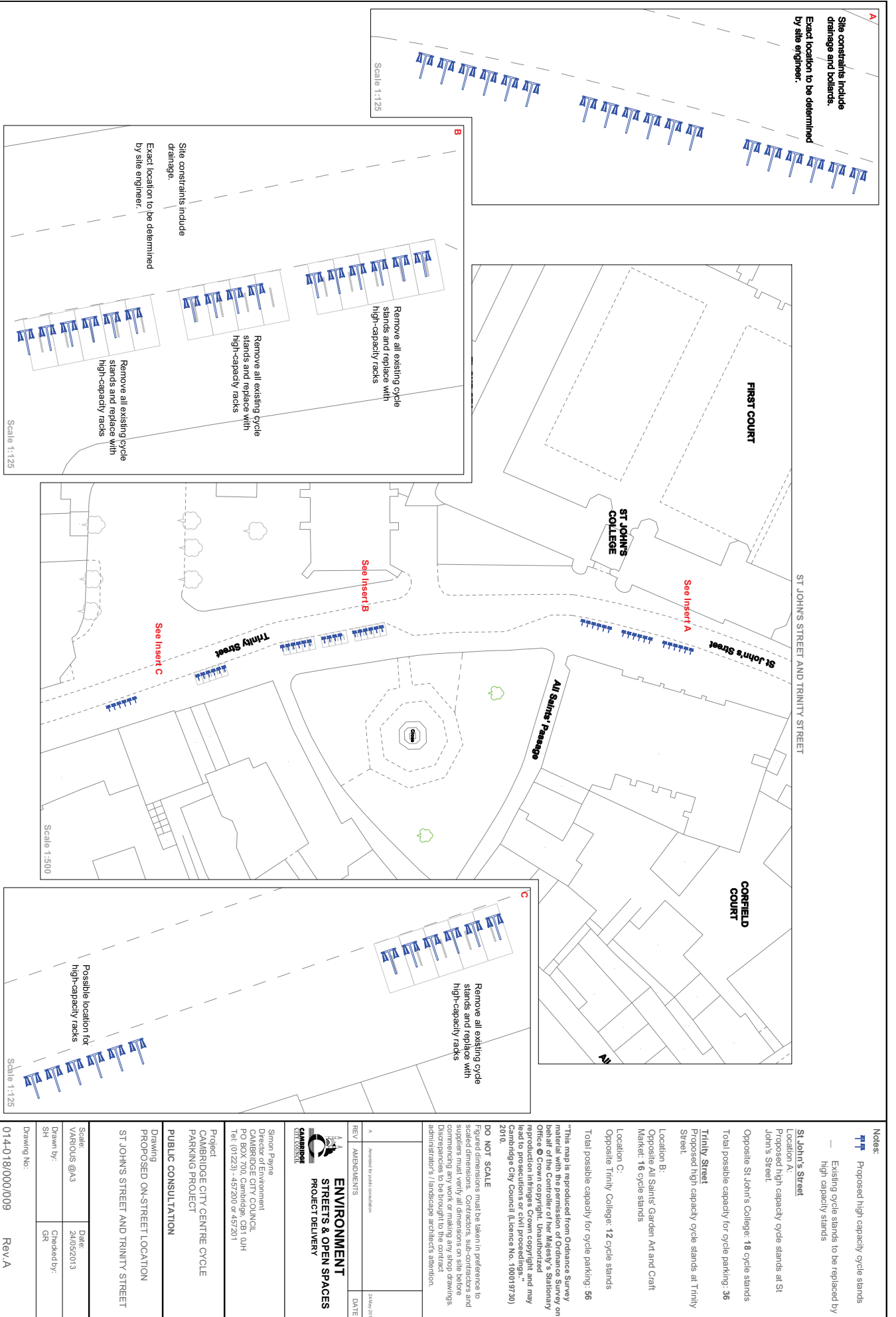
Drawing
 PROPOSED ON-STREET LOCATION
 QUAYSIDE

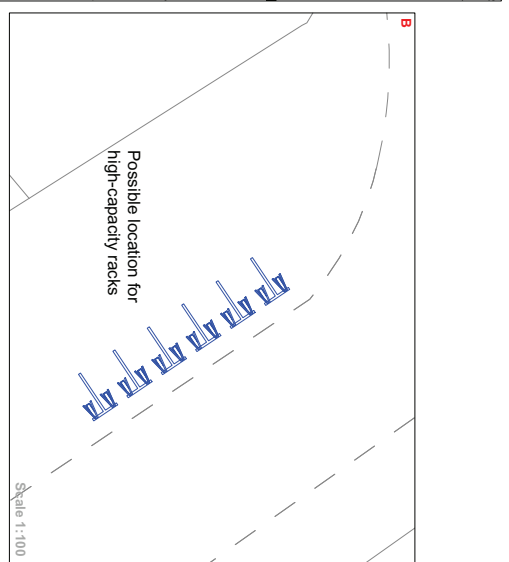
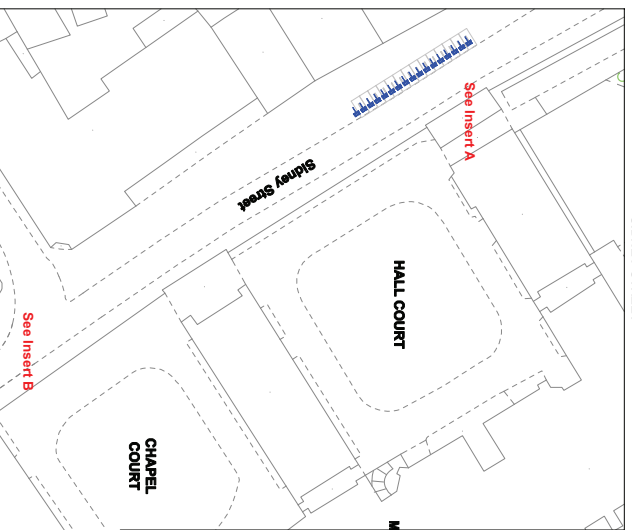
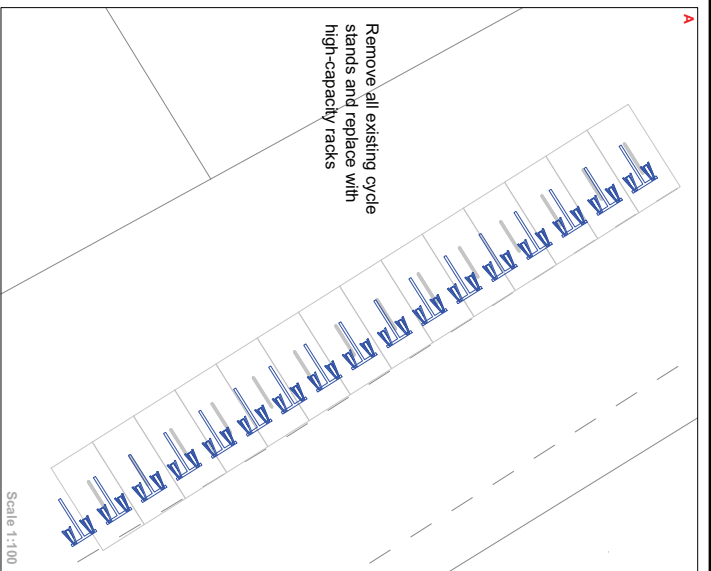
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Drawing No: 014-018/000/007 Rev.A

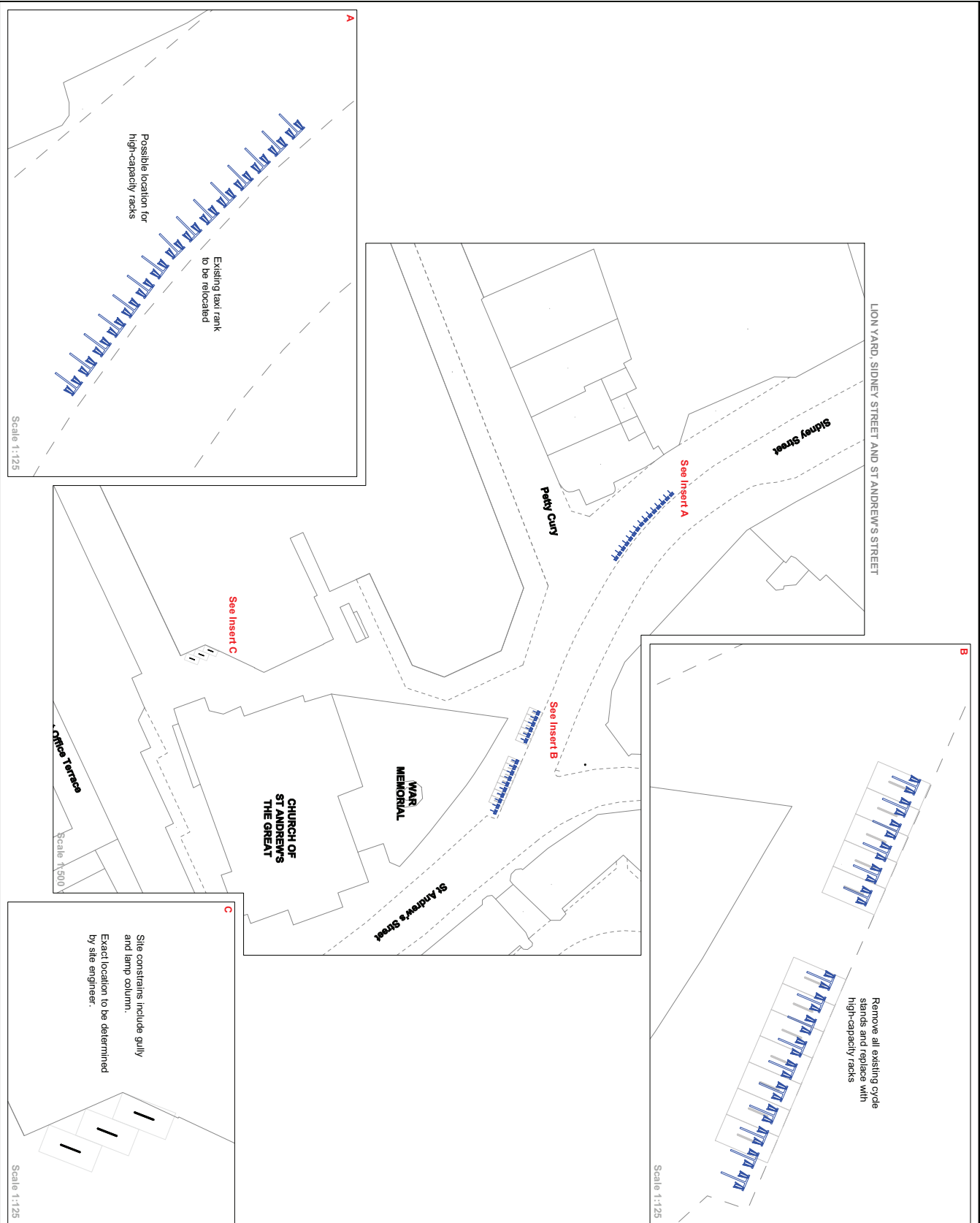


<p>Notes:</p> <ul style="list-style-type: none"> Proposed traditional cycle stands 	
<p>Jesus Lane</p> <p>Location A: Proposed traditional cycle stands at Jesus Lane: 7 cycle stands</p> <p>Total possible capacity for cycle parking: 14</p>	
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<p>Cambridge City Council Cambridge</p> <p>Environment Streets & Open Spaces Project Delivery</p>	
<p>Simon Payne Director of Environment CAMBRIDGE CITY COUNCIL PO BOX 700, Cambridge, CB1 0JH Tel: (01223) 457200 or 457201</p>	<p>31/01/2013</p>
<p>Project CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT</p>	<p>DATE</p>
<p>PUBLIC CONSULTATION</p>	<p>REVISIONS</p>
<p>Drawing PROPOSED ON-STREET LOCATION JESUS LANE</p>	<p>DATE</p>
<p>Scale: VARIOUS @A3</p>	<p>Checked by: GR</p>
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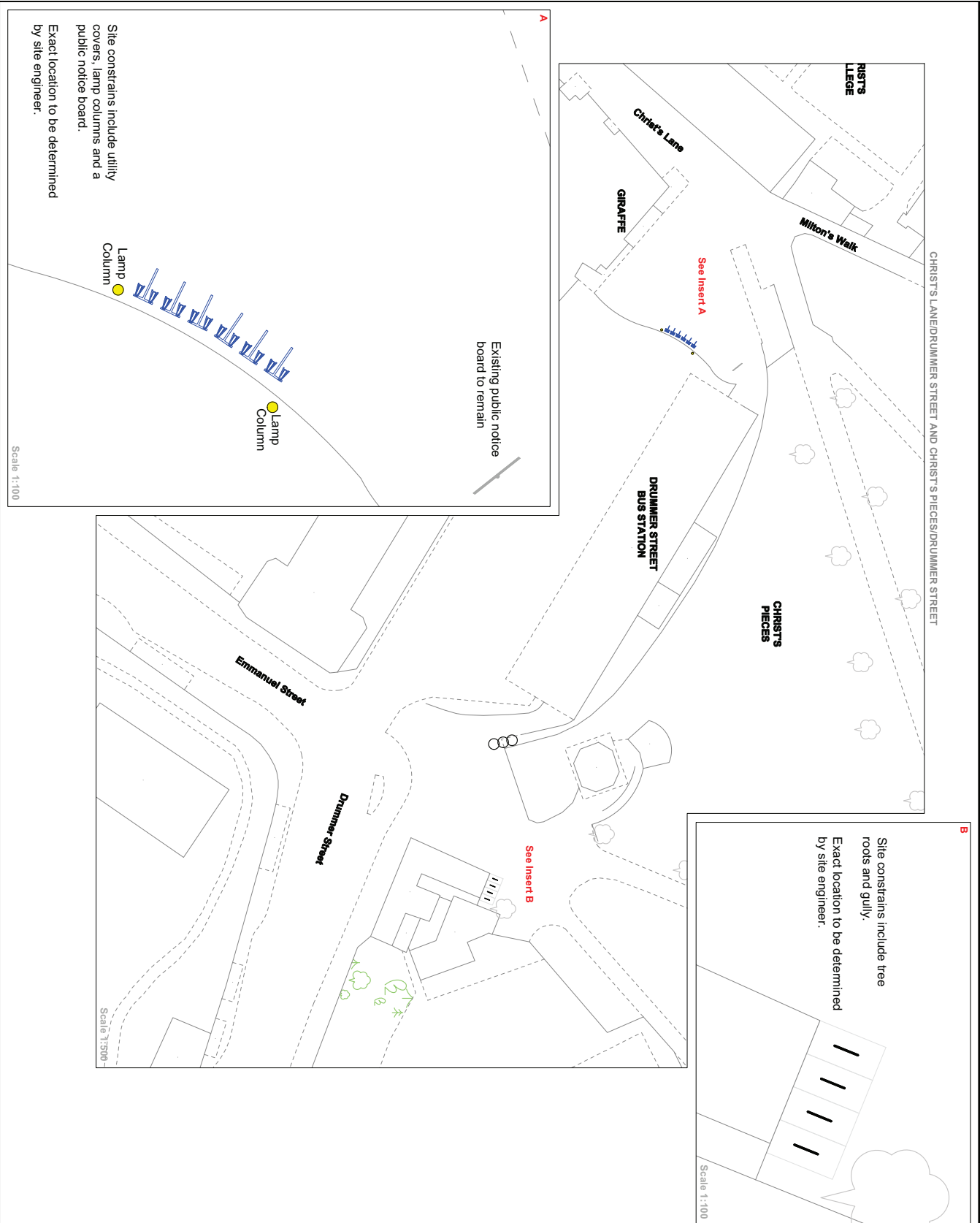




<p>Notes:</p> <ul style="list-style-type: none"> Proposed high capacity cycle stands Proposed traditional cycle stands 	
<p>Sidney Street</p> <p>Proposed high capacity cycle stands at Sidney Street.</p> <p>Location A: Opposite Sta Travel and Fopp (to replace the fourteen existing cycle stands); 17 cycle stands</p> <p>Location B: Opposite the Edinburgh Woollen Mill and Sander; 6 cycle stands</p> <p>Total possible capacity for cycle parking: 46</p>	
<p>DO NOT SCALE</p> <p>Figured dimensions must be taken in preference to scaled dimensions. Contractors, sub-contractors and suppliers must verify all dimensions on site before commencing any work. Dimensions shown on drawings are for information only and do not constitute an administrator's / landscape architects attention.</p>	
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<p>REV / AMENDMENTS</p> <p>A: Approved for public consultation</p>	<p>DATE</p> <p>29 May 2013</p>
<p>Scale: VARIOUS @A3</p> <p>Drawn by: SH</p>	<p>Date: 29/05/2013</p> <p>Checked by: GR</p>
<p>Drawing No: 014-018/000/010</p>	<p>Rev A</p>



<p>Notes</p> <ul style="list-style-type: none"> Proposed high capacity cycle stands Proposed traditional cycle stands 					
<p>Sidney Street</p> <p>Location A: Proposed high capacity cycle stands at Sidney Street opposite phone-booth. 15 cycle stands Total possible capacity for cycle parking: 30</p>					
<p>St Andrew's Street</p> <p>Location B: Proposed high capacity cycle stands at St Andrew's Street opposite Lion House/War Memorial (to replace the twelve existing cycle stands). 16 cycle stands Total possible capacity for cycle parking: 32</p>					
<p>Lion Yard</p> <p>Location C: Proposed traditional cycle stands at Lion Yard opposite Church of St Andrew's The Great: 3 cycle stands</p>					
<p>Total possible capacity for cycle parking: 6</p> <p>"This map is reproduced from Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office. © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings."</p> <p>Cambridge City Council (Licence No. 100019130) 2010</p>					
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<p>REVISED AMENDMENTS</p> <table border="1"> <tr> <th>REV</th> <th>DATE</th> </tr> <tr> <td>A</td> <td>30/04/2013</td> </tr> </table> <p>Approved for public consultation</p>	REV	DATE	A	30/04/2013	<p>ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY</p> <p></p> <p>Simon Parry Director of Environment CAMBRIDGE CITY COUNCIL PO BOX 700, Cambridge, CB1 0JH Tel: (01223) - 457200 or 457201</p>
REV	DATE				
A	30/04/2013				
<p>Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT</p> <p>PUBLIC CONSULTATION</p> <p>Drawing: PROPOSED ON-STREET LOCATION LION YARD, SIDNEY STREET AND ST ANDREW'S STREET</p>					
<p>Scale: VARIOUS @A3</p> <p>Drawn by: SH</p> <p>Checked by: GR</p> <p>Date: 30/05/2013</p>					
<p>Drawing No: 014-018/000/011</p> <p>Rev A</p>					



Notes:

- Proposed high capacity cycle stands
- Proposed traditional cycle stands

Christ's Lane/Drummer Street

Location A:
Proposed high capacity cycle stands at Drummer Street/Christ's Lane.

Opposite bus station: 6 cycle stands

Total possible capacity for cycle parking: 12

Christ's Pieces/Drummer Street

Location B:
Proposed traditional cycle stands at Drummer Street/Christ's Pieces.

Opposite public toilets: 4 cycle stands

Total possible capacity for cycle parking: 8

DO NOT SCALE

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ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

REV	AMENDMENTS	DATE
B	Approved public consultation	9/July/2013
A	Proposed to take place opposite Drummer Street Bus Station	01/July/2013

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Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
CHRIST'S LANE/DRUMMER STREET AND CHRIST'S PIECES/DRUMMER STREET

Scale: VARIOUS @A3
Date: 16/05/2013

Drawn by: SH
Checked by: GR

Drawing No: 014-018/000/012 Rev.B

TENNIS COURT ROAD

PEMBROKE COLLEGE

Foundress Court

Tennis Court Road

Tennis Court Terrace

See Insert A

HOPKINS BUILDING

UNIVERSITY OF CAMBRIDGE DOWNING SITE

Scale 1:500

Site constraints include existing gullies and double yellow lines. Exact location to be determined by site engineer.

Proposed bollard

Proposed bollard

Gated access to university building

Scale 1:100

Notes

Proposed traditional cycle stands

Tennis Court Road

Location A:
Proposed traditional cycle stands at Tennis Court Road.
Opposite University of Cambridge Downing Site: 8 cycle stands
Total possible capacity for cycle parking: 16

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REV / AMENDMENTS	DATE
A Approved for public consultation	30 May 2013

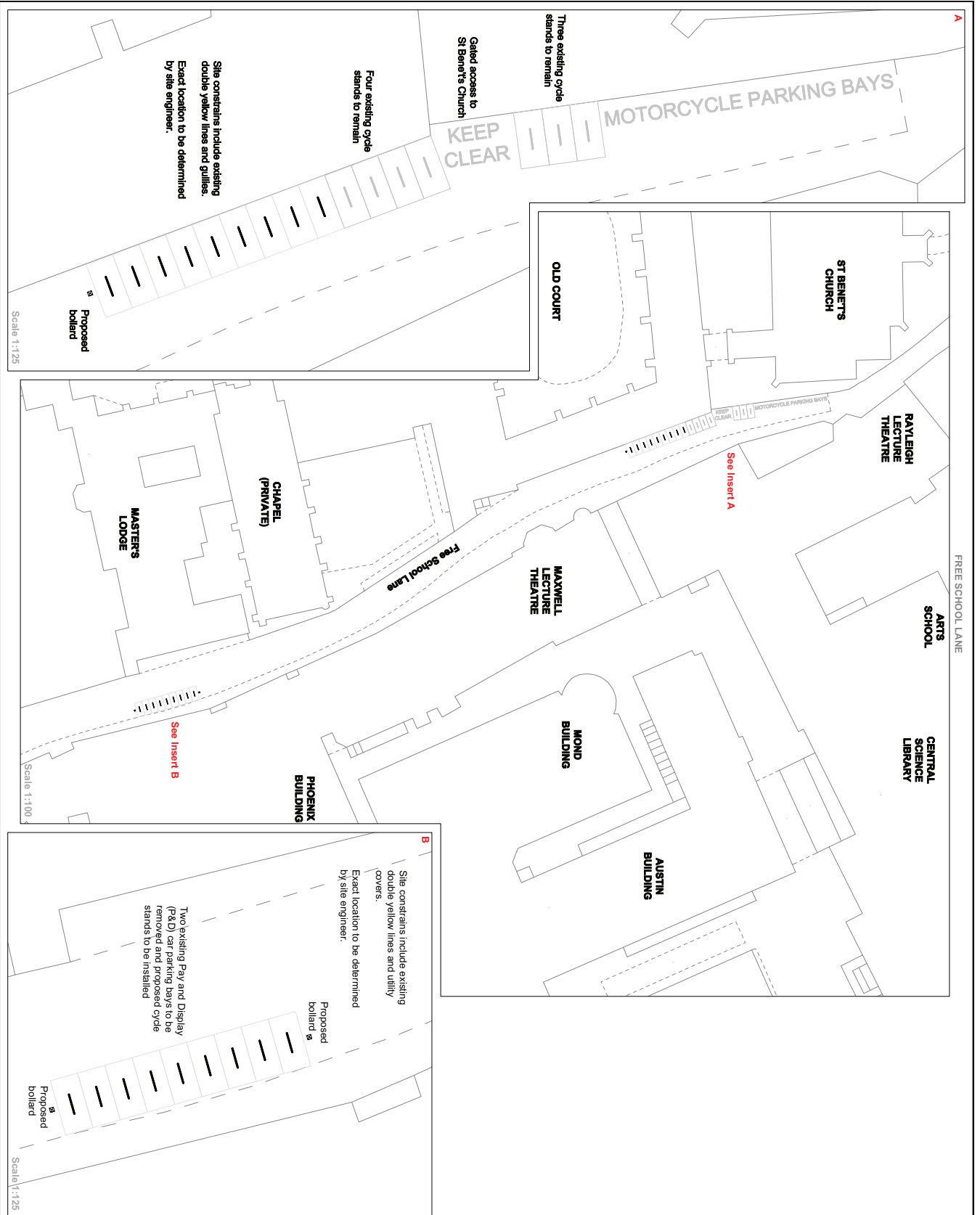
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Tel: (01223) 457200 or 457201

Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
TENNIS COURT ROAD

Scale: VARIOUS @A3	Date: 30/05/2013
Drawn by: SH	Checked by: GR
Drawing No: 014-018/000/013	Rev A



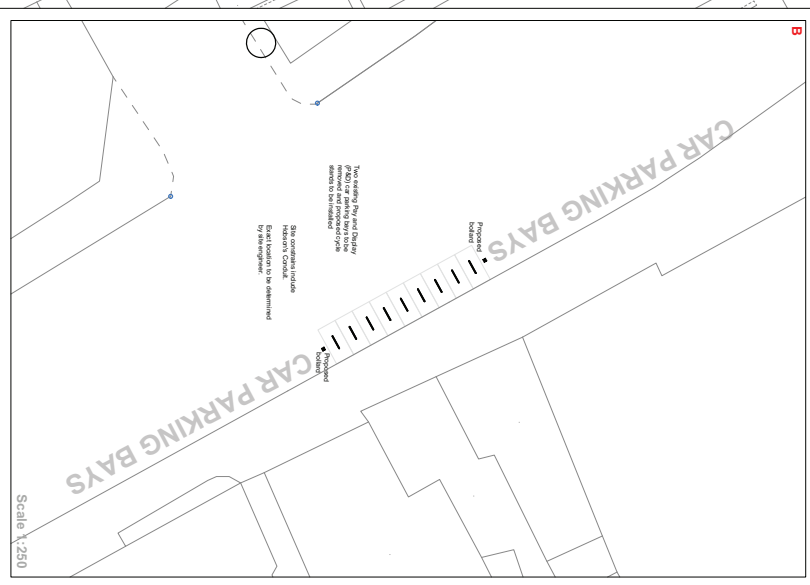
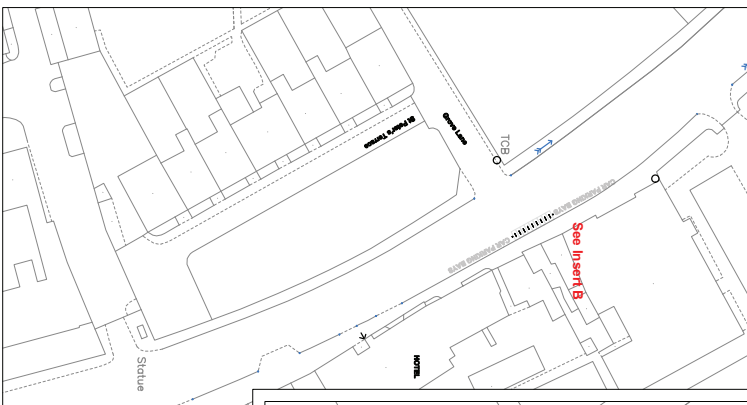
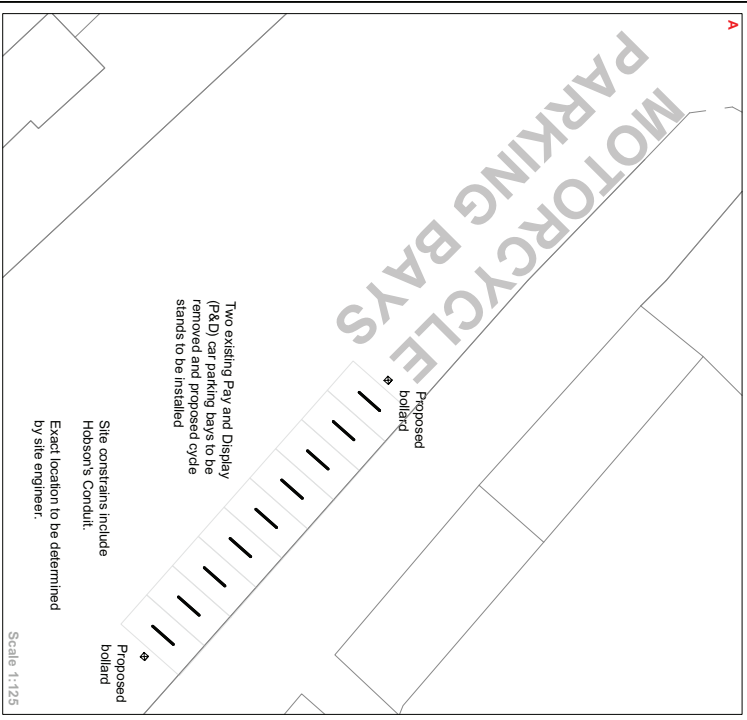
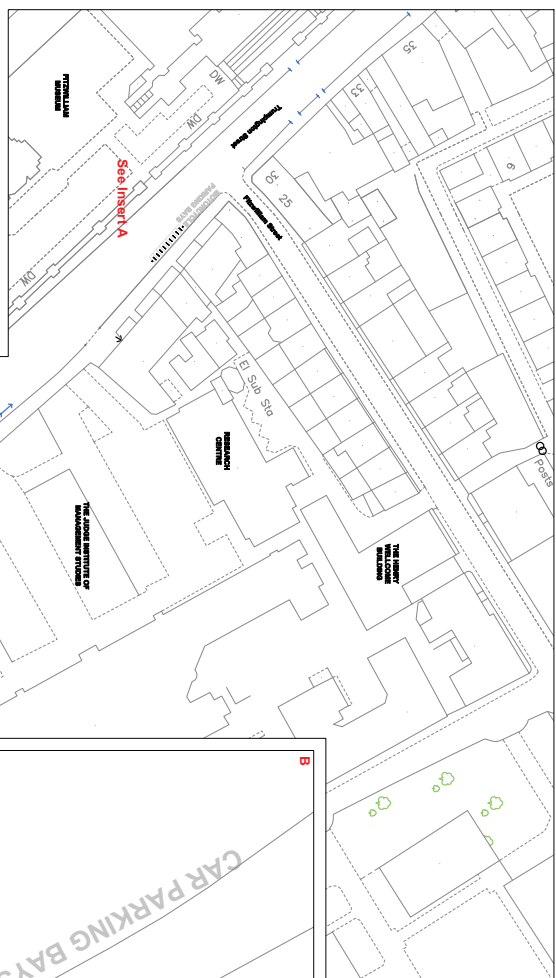
<p>Notes:</p> <ul style="list-style-type: none"> Proposed traditional cycle stands 	
<p>Free School Lane</p> <p>Proposed traditional cycle stands at Free School Lane.</p> <p>Location A: Opposite Corpus Christi College: 9 cycle stands</p> <p>Location B: Opposite Phoenix Building: 9 cycle stands</p> <p>Total possible capacity for cycle parking: 36</p>	
<p>Scale: VARIOUS @A3</p> <p>Drawn by: SH</p> <p>Drawing No: 014-018/000/014</p>	
<p>Date: 30/05/2013</p> <p>Checked by: GR</p> <p>Rev: A</p>	
<p>Drawing: PROPOSED ON-STREET LOCATION</p> <p>Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT</p> <p>Public Consultation</p>	
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<p>REVISED FOR PUBLIC CONSULTATION</p> <p>DATE: 30/05/2013</p>	<p>DATE: 30/05/2013</p>

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TRUMPINGTON STREET



Notes
 Proposed traditional cycle stands

Trumpington Street
 Proposed traditional cycle stands at Trumpington Street.
 Location A:
 Opposite Fitzwilliam Museum: 9 cycle stands
 Location B:
 Opposite Grove Lane: 9 cycle stands
 Total possible capacity for cycle parking: 36

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REV	AMENDMENTS	DATE
B	Car parking replaces the fire building removed as shown	05/12/2013
A	Approved for public consultation	30/04/2013

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

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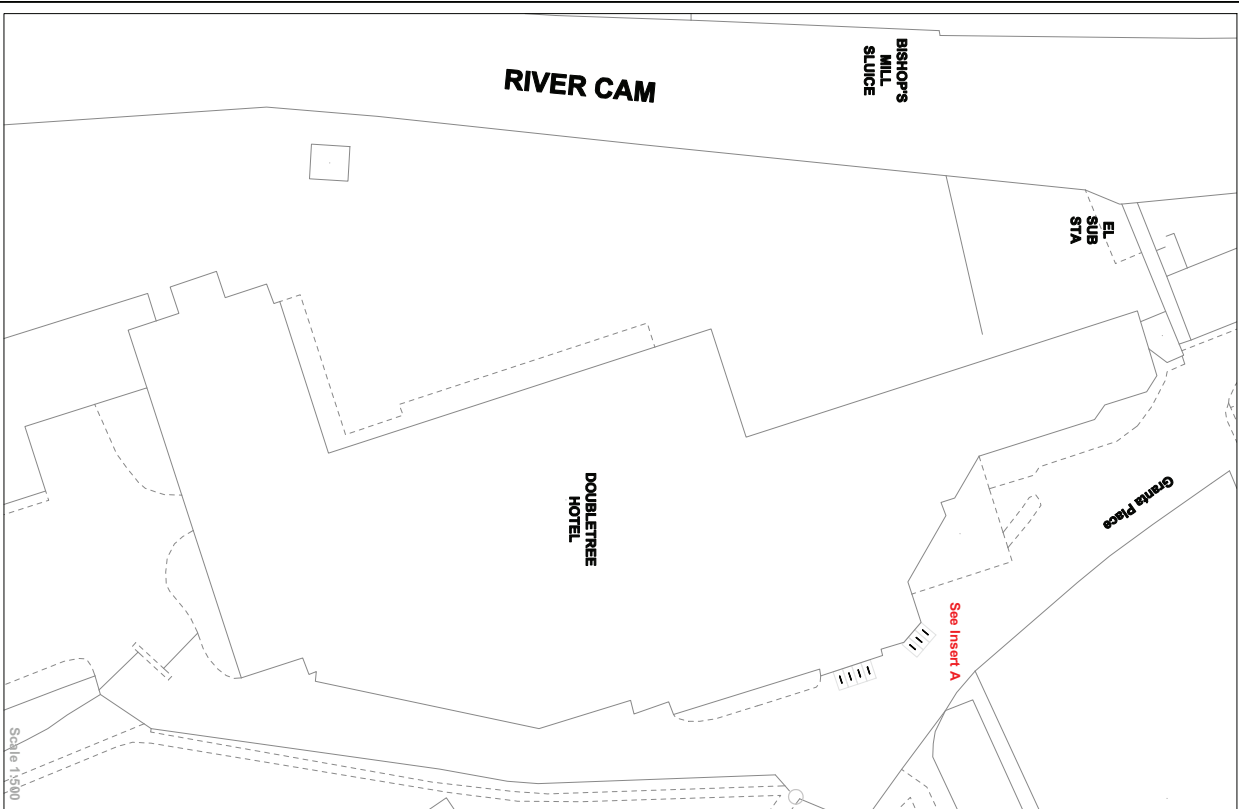
Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
 PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
 TRUMPINGTON STREET

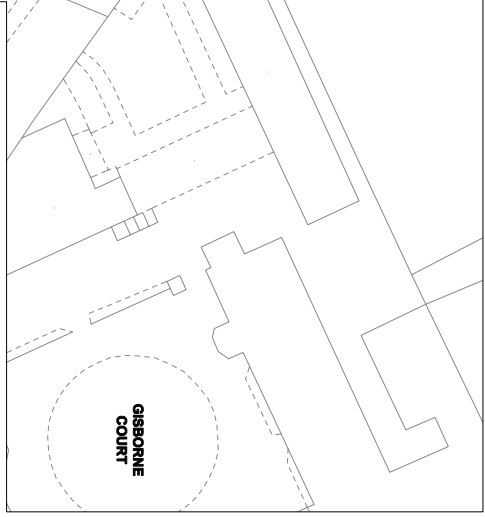
Scale:	VARIOUS @A3	Date:	30/05/2013
Drawn by:	SH	Checked by:	GR

Drawing No: 014-018/000/015 Rev B

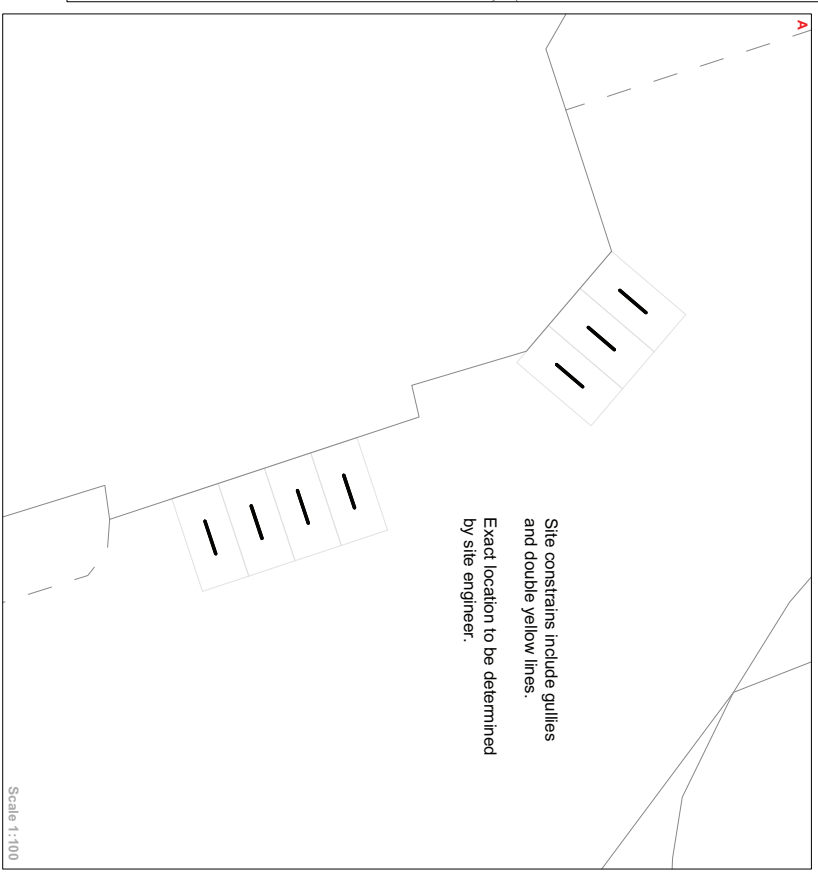
GRANTA PLACE



Scale 1:500



GISBORNE COURT



Site constraints include gullies and double yellow lines.
Exact location to be determined by site engineer.

Scale 1:100

Notes:
 Proposed traditional cycle stands

Granta Place
 Location A:
 Proposed traditional cycle stands at Granta Place opposite Doubletree Hotel: 7 cycle stands
 Total possible capacity for cycle parking: 14

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REV / AMENDMENTS	DATE
A Approved for public consultation	31 May 2013

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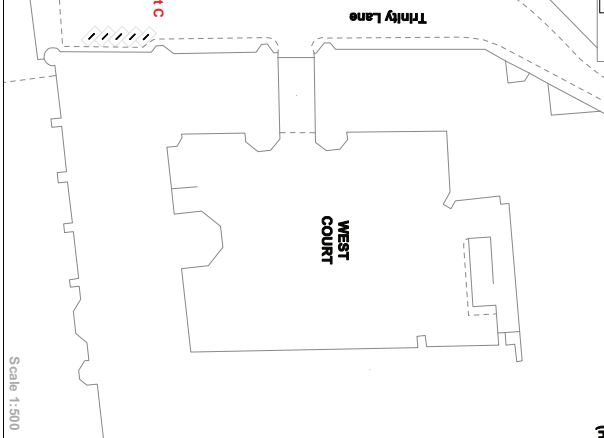
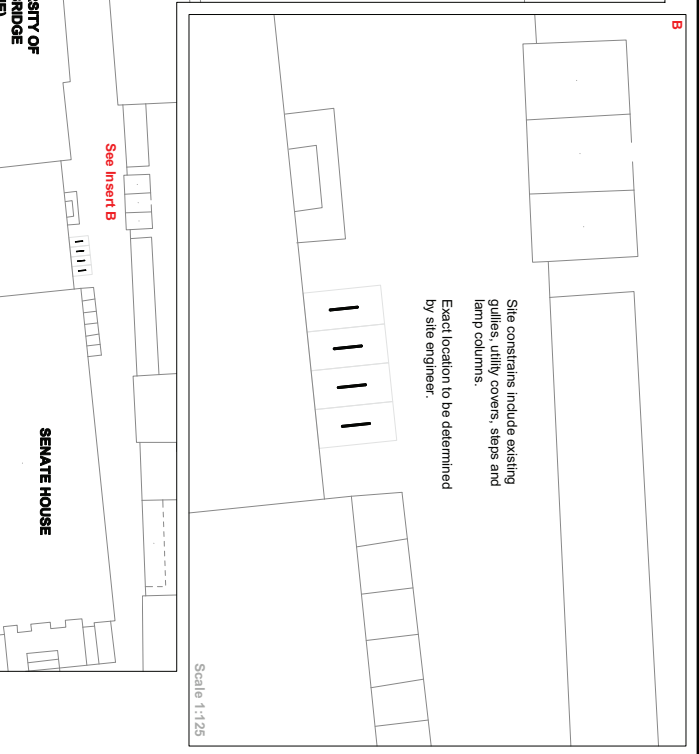
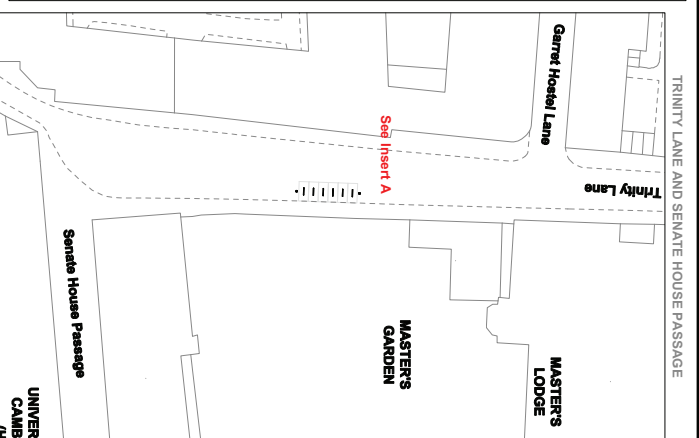
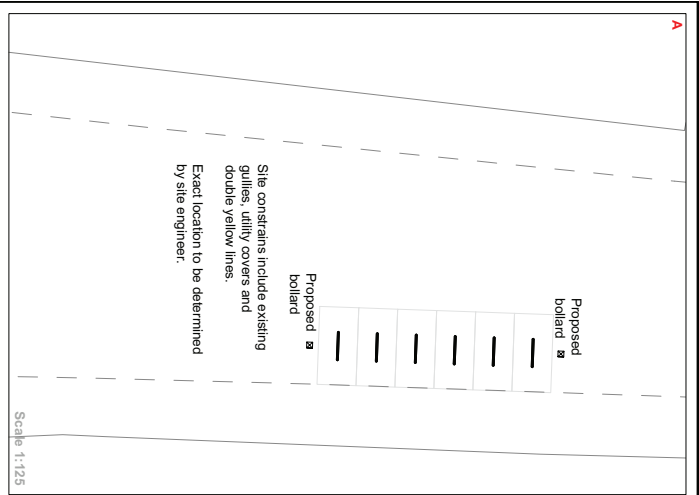
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Drawing: PROPOSED ON-STREET LOCATION
 GRANTA PLACE

Scale:	Date:
VARIOUS @A3	31/05/2013
Drawn by:	Checked by:
SH	GR

Drawing No: 014-018/000/016 Rev.A



Notes:
 Proposed location for traditional cycle stands

Trinity Lane
 Proposed traditional cycle stands at Trinity Lane.
 Location #1:
 Opposite Trinity Hall: 6
 Location #2:
 Opposite Kings Collage: 5
 Total possible capacity for cycle parking: 22

Senate House Passage
 Proposed traditional cycle stands at Senate House Passage:
 Opposite Senate House: 4 cycle stands
 Total possible capacity for cycle parking: 8

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REV	AMENDMENTS	DATE
A	Approved for public consultation	31 May 2013



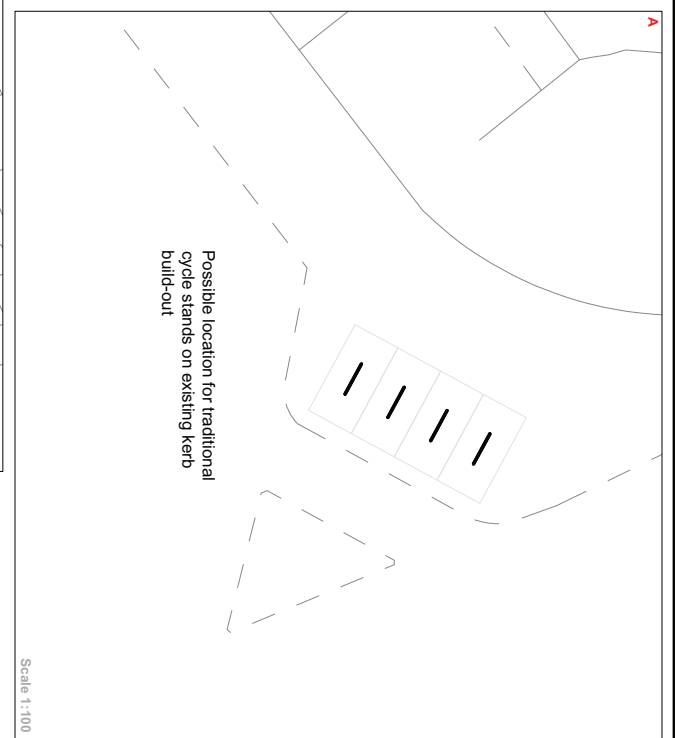
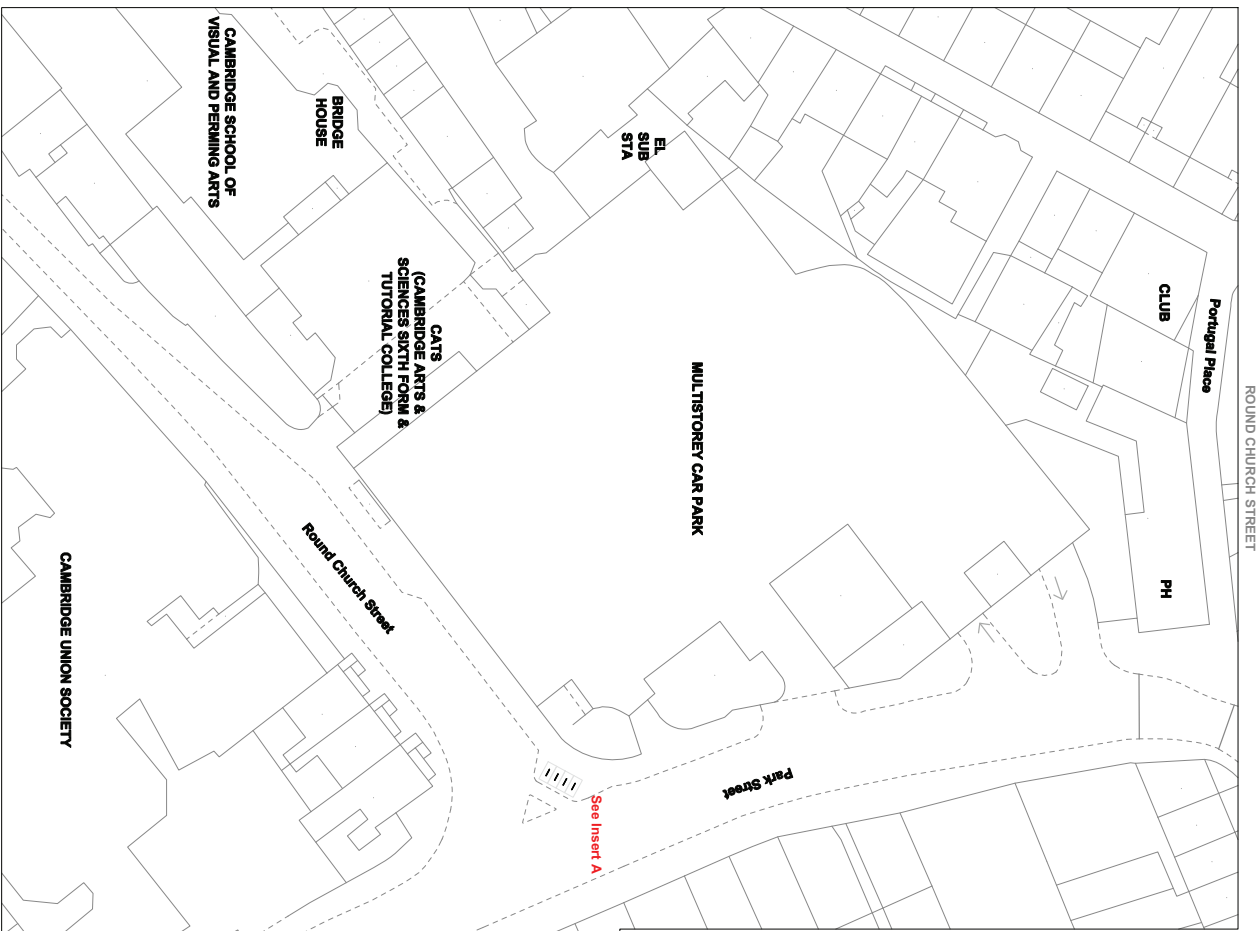
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Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
 PUBLIC CONSULTATION

Drawing
 PROPOSED ON-STREET LOCATION TRINITY LANE AND SENATE HOUSE PASSAGE

Scale:	Date:
VARIOUS @A3	31/05/2013
Drawn by:	Checked by:
SH	GR

Drawing No: 014-018/000/017 Rev.A



Notes

- Proposed traditional cycle stands

Round Church Street

Location A:
Proposed traditional cycle stands at Round Church Street.

Opposite Multistorey Car Park: 4 cycle stands

Total possible capacity for cycle parking: 8

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REV / AMENDMENTS	DATE
A Amended for public consultation	31 May 2013

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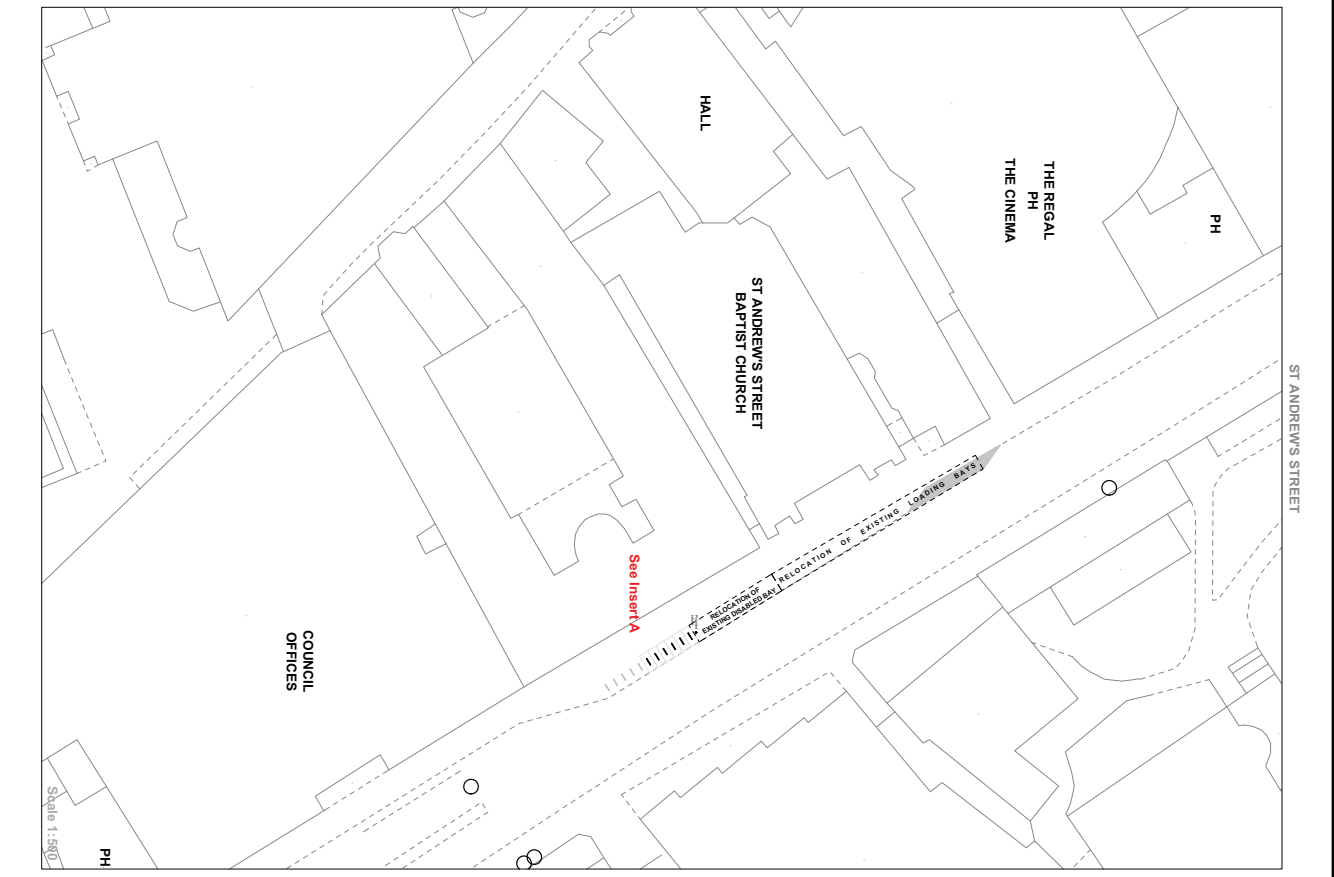
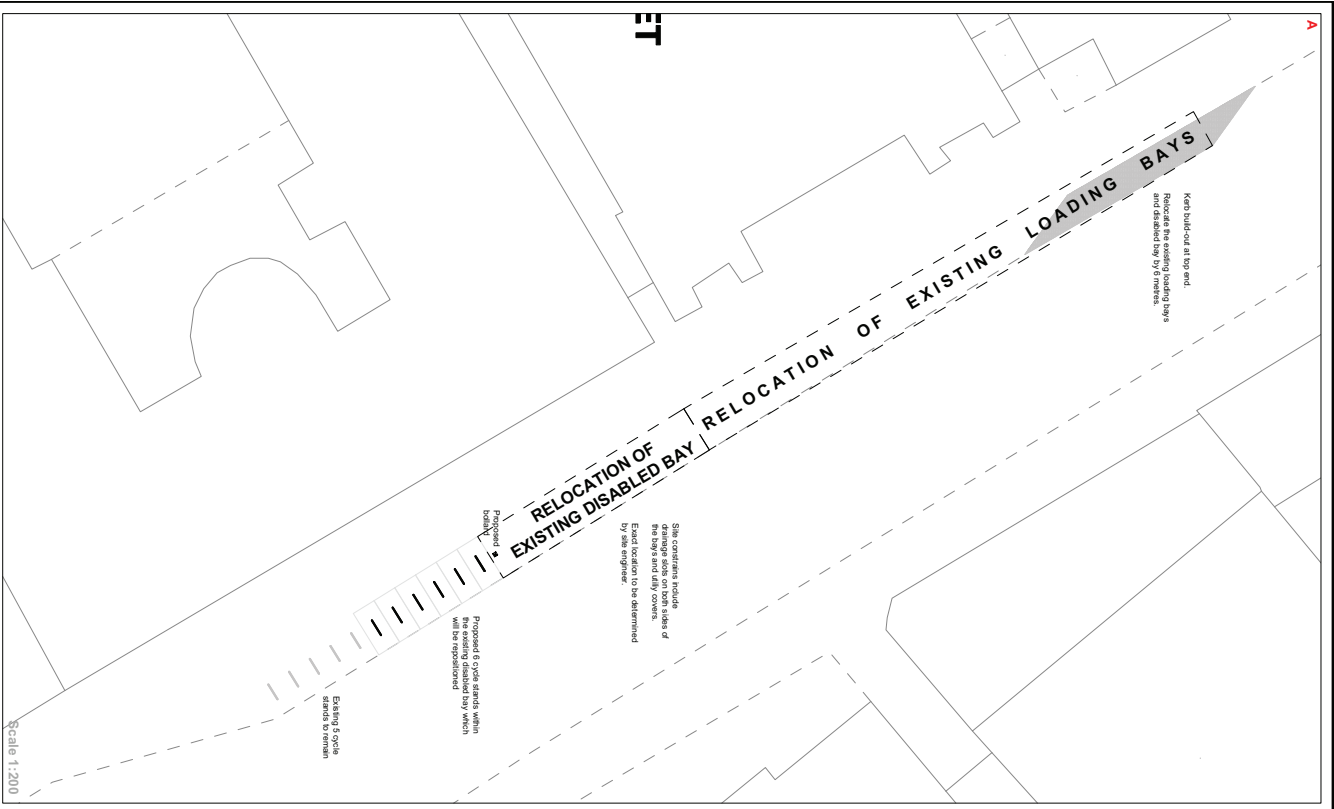
Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

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Drawing
PROPOSED ON-STREET LOCATION
ROUND CHURCH STREET

Scale:	Date:
VARIOUS @A3	31/05/2013
Drawn by:	Checked by:
SH	GR

Drawing No: 014-018/000/018 Rev.A



Notes

- Proposed traditional cycle stands

St Andrew's Street

Location A:
Proposed traditional cycle stands at St Andrew's Street opposite St Andrew's Street Baptist Church: 6 cycle stands

Total possible capacity for cycle parking: 12

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REV	AMENDMENTS	DATE
B	Check dimensions of proposed cycle stands removed as amended for public consultation	05/04/2013
A	Amended for public consultation	31/04/2013

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Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
ST ANDREW'S STREET

Scale:	VARIOUS @A3	Date:	31/05/2013
Drawn by:	SH	Checked by:	GR

Drawing No: 014-018/000/020 Rev B



Site constrains include double yellow lines and dropped kerbs. Exact location to be determined by site engineer.

Notes:
 Proposed traditional cycle stands

Eden Street
 Location A:
 Proposed traditional cycle stands at Eden Street.
 Opposite House No. 73. 4 cycle stands
 Total possible capacity for cycle parking: 8

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REV / AMENDMENTS	DATE
A Amended for public consultation	03 June 2013

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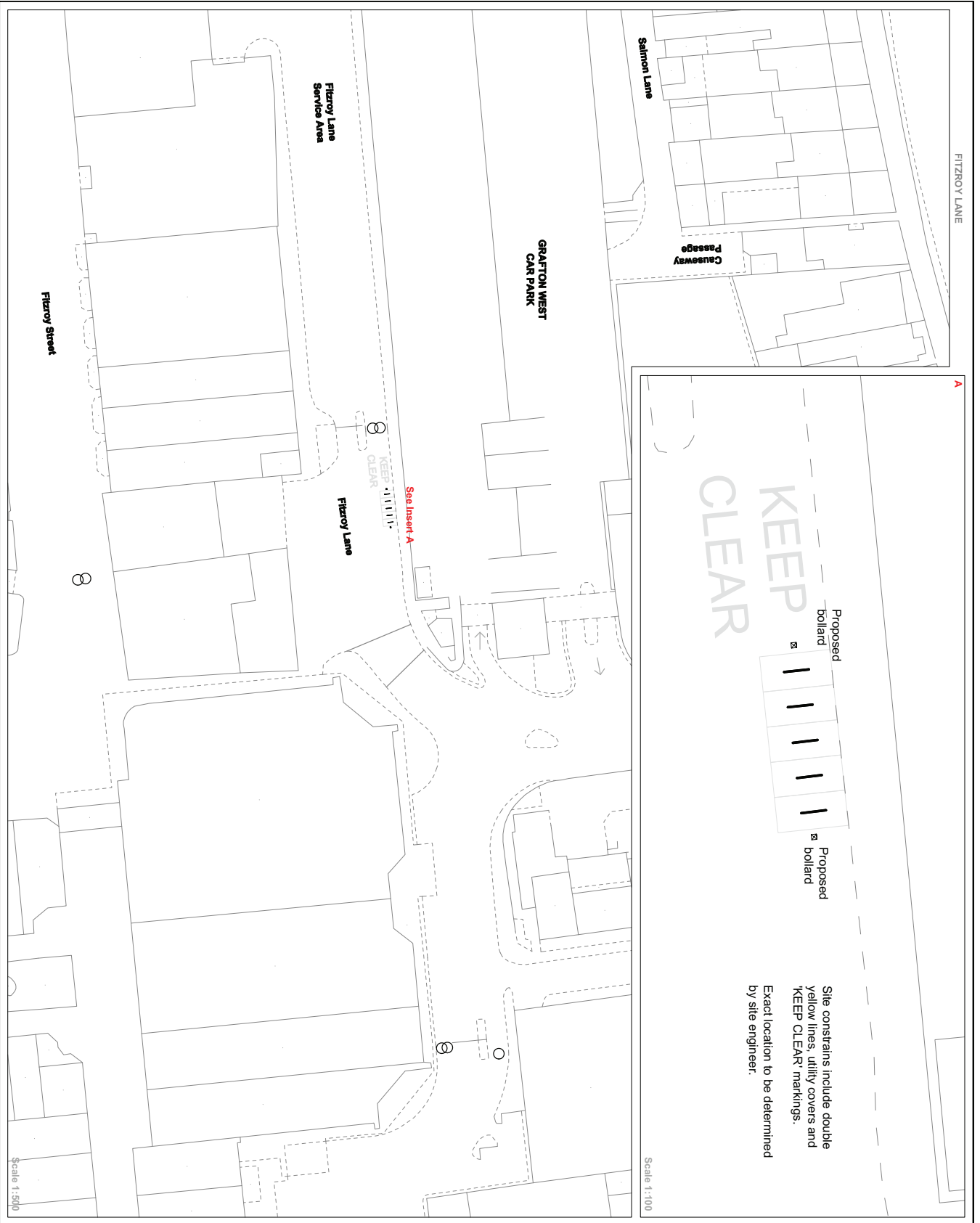
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Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
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Drawing: PROPOSED ON-STREET LOCATION
 EDEN STREET

Scale: VARIOUS @A3	Date: 03/06/2013
Drawn by: SH	Checked by: GR

Drawing No: 014-018/000/022 Rev A



Notes

- Proposed traditional cycle stands

Fitzroy Lane

Location A:
 Proposed traditional cycle stands at Fitzroy Lane.
 Opposite Grafton West Car Park: 5 cycle stands
 Total possible capacity for cycle parking: 10

DO NOT SCALE

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REV	AMENDMENTS	DATE
A	Amended for public consultation	03 June 2013

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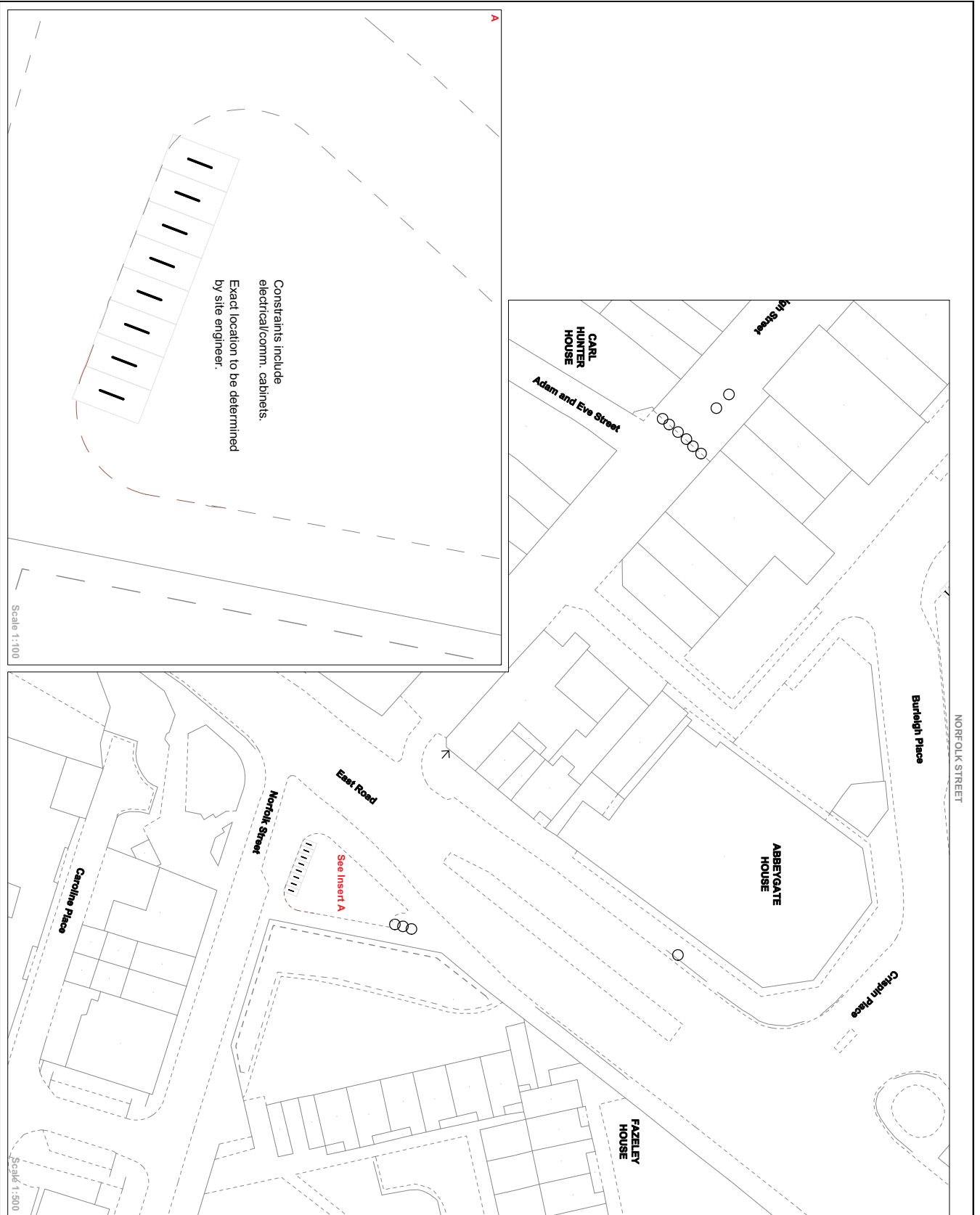
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Drawing: PROPOSED ON-STREET LOCATION
 FITZROY LANE

Scale: VARIOUS @A3
 Drawn by: SH
 Checked by: GR

Date: 03/06/2013

Drawing No: 014-018/000/023 Rev A



Notes

Proposed traditional cycle stands

Norfolk Street

Location C:
Proposed traditional cycle stands at Norfolk Street.

Opposite East Road: 8 cycle stands

Total possible capacity for cycle parking: 16

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REV / AMENDMENTS	DATE
B Revised Burreleigh Place as proposed in previous issue	12/04/2013
A Amended for public consultation	03/04/2013

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

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Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
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Drawing
PROPOSED ON-STREET LOCATION
BURRELIGH PLACE AND NORFOLK STREET

Scale:	Date:
VARIOUS @A3	03/06/2013
Drawn by: SH	Checked by: GR

Drawing No: 014-018/000/024 Rev B

APPENDIX B

Record of Detailed Comments Received

RECORD OF CONSULTATION RESPONSES TO CITY CENTRE ON-STREET CYCLE PARKING

Location: Bene't Street

From	Comments
Business	YES
Resident	YES
City Centre Management	This is one of the main exit routes from the Grand Arcade car park and opposite the Corpus Christi clock. It is already a very congested area and frequently there are people in the road at the top of Bene't St with the junction with Trumpington St.
College	The proposals in this location have had no consideration to the impact upon the tenant, The Chop House restaurant. The cycle stands will be directly in front of both their Bene't Street and Kings Parade entrances. Furthermore, the Kings Parade frontage of the premises has outside table seating which your proposals would impact upon. This could have far reaching consequences, particularly in respect of the College's interest at rent review. The Bene't Street door is a fire exit for the Chop House as well as for the College's student hostel and will no doubt impact on egress from the building during an emergency evacuation. I visited this site yesterday, and the areas in question are busy with tourist traffic a lot of the time. The proposed cycle stands will force tourists out into the roads as they try to get photos of the Corpus Clock. Clearly this will have health and safety implications, not to mention frustrating the traffic movements coming from Peas Hill end of Bene't Street
Resident	I have looked on your website and see that there are schemes to place additional cycle stands all over Cambridge. One other area I wish to comment on is Bene't Street. Tourists stopping to look at the Corpus clock often stand in the road. If the pavement was extended on the side of Corpus - and reduced on the side of the Chop House - then both the tourists and bicyclists would be safer. The cycle racks could then be put on the south side of Bene't Street, opposite the proposed site.
Resident	The general idea is great but King's Parade and Bene't Street are currently extremely cluttered however bikes are not the main culprits; they are parked cars and tables on pavements outside cafes. Reduce these first then add bicycle parking at least on King's Parade; the proposal for Bene't street may cause too much congestion to pedestrians. If something is not done to make it easier to walk on King's Parade someone will inevitably be run over by a car as he/she tries to find somewhere to walk. I am told the disabled parking facilities in Lion Yard are excellent; why do they need parking on King's
Resident	To be regretted as too close to Kings Parade.
	AGAINST Narrow access road used by many delivery vehicles. Concern about delivery vehicles being obstructed if cycle bays are over used with cycles parked carelessly.
Business	Cycle racks on Kings Parade will block the footpath where masses of tourists congregate especially to view the famous clock.
	Use high capacity stands opposite the Chop House / Corpus clock as it's a busy area
	Concerns over the installation of the cycles stands on the road, rather than on the pavement. Increased risk of damage to cycles by passing vehicles, and potential risk of accidents between dismounted cyclists and passing vehicles (for example, when locking or handling cycles).
	Would elongate a pinch-point on a contraflow. Makes road more dangerous for cyclists.
	Kings parade and benet st need this space left for large lorries turning for corn exchange and arts theatre productions . Already these vehicles have the need of police help and losing this space to bicycles would only make problem worse. Delivery lorries and brewery deliveries also need this space. Do not make it any more difficult for businesses to operate!
	With respect to Bene't Street, the proposed parking location would extend the current pinch-point at the junction with Kings Parade, increasing the distance with which bikes entering from Kings Parade are in direct conflict with oncoming vehicles (and particularly delivery lorries that are wide). The street layout (width and furniture) offers no protection to cyclists and hence any increase in this conflict is a very bad idea.
	At Bene't Street, these proposed stands would be firmly in the way of the contraflow cycle traffic, making it very difficult to turn into the road safely.
	Add to the danger of tourists standing on the road looking at the Corpus clock. Proposed area in Bene'ts St used by delivery lorries in mornings. Struggle to find space

Location: Castle Street

From	Comments
Resident	YES
Resident	the County council's land opposite offers better opportunities for cycle parking
	The Castle Hill area could really use bike parking venues.

Location: Christ's Lane

From	Comments
Resident	YES
Resident	YES Why not add high capacity cycle racks against wall all along Christs Lane.
City Centre Management	There is a new trading pitch adjacent to this location so close liaison with the Markets and Street Trading team will be important in implementing this location if approved.

Location: Christ's Pieces

From	Comments
Resident	YES
Resident	No comment. I would observe, however, that to re-organise all the cycle parking here and re-locate it together on the dog walking area, might be a good idea
	Christ's Pieces- think location could lead to thefts/dangerous for people (i.e attacks/mugging) late in evening. Sheltered location.

Location: Eden Street

From	Comments
Resident	MAYBE We have a big problem in this street with fast lorries driving in (sometimes by mistake by using sat nav; sometimes delivering furnitures etc) There is very little space to negotiate getting out (usually reversing). As I live on the corner I receive the full brunt of this and have had a lorry take a piece of the front wall on the corner of my house. After this the traffic people agreed that a bollard was needed to keep them off the pavement. I have to pay for the bollard myself in order to get it. so i feel abit annoyed naturally to see that for four cycle racks two bollards are to be allowed just to protect them from the lorries. Why do i have to pay to have my house protected then? however, this is nothing to do with the parking of cycles per se. i should say we do not have a big cycle parking problem here as we have good spaces up the street.
Resident	I do not agree with the proposals for cycle parking on Eden Street. As a car driver, I can state with confidence that the proposed cycle parking would seriously hinder the ability of cars to manoeuvre on Eden Street. As it stands, Eden Street is a very narrow cul-de-sac, due to the car parking bays, and the area currently proposed for cycle parking is an essential passing place. This area is often congested with cars waiting to pass as it is. This problem is worse for lorries and vans, which need more room. This is especially so given the blind corner onto Prospect Row, and the fact that if waiting cars back up too far, they will completely block the junction with Elm Street. Furthermore, rightly or wrongly, delivery vans and lorries (including Royal Mail, Tesco, couriers, etc.) often stop briefly in this area to complete their deliveries. If this area was not available due to cycle parking, then they would have nowhere to stop on Eden Street (most are to wide to get further down the road) - or worse, they would stop in any

	<p>The Kite Area is already a nightmare to drive around, with narrow streets and blind corners (I was involved in an accident a month ago, due to someone driving around these narrow streets at too great a speed) and so if bike parking is to be added, I would prefer it to be off-road to prevent further hazards. Perhaps expending the current provision at the other end of the street by the shops on the pedestrianised area would be a more sensible location.</p> <p>In any case, if this area is deemed to be safe for such a hazard. I would prefer it to be turned into residents' parking, given the known problems with Kite area residents' parking.</p> <p>Furthermore, I question how much of a problem there currently is with cycle parking on Eden Street. I rarely see bikes attached to fencing, and when I do it is minimal and tends to be on the corner by the Elm Tree pub outside Parkside School - here it does not block pavements, as there is ample room to pass on this quite wide passageway. Those going to town will use the facilities at the other end of the street, which means these would only be useful for those going to the pubs, whose bikes have never yet caused any great obstructions in the area.</p> <p>I would be most happy to provide you with further thoughts on the proposals.</p>
Business	Is the street really wide enough for this as delivery lorries such as removal vans must be able to pass. Could the racks be positioned parallel or diagonally to the footpath?
Resident	Will cause nuisance to households. Next to two pubs. Noise at night. Also encourage more bike thefts. Not a good place to put bike racks

Location: Fitzroy Lane

From	Comments
Resident	YES
	Think location could lead to thefts/dangerous for people (i.e attacks/mugging) late in evening. Sheltered location.
	At Fitzroy lane, I am uneasy about the traffic management around the stands - I feel that they impede the flow due to nearby island etc.. maybe move them a little further east?
	It's not clear what purpose the Fitzroy Lane location serves.

Location: Free School Lane

From	Comments
Resident	YES
Resident	YES
College	Free School Lane is dimly lit at both ends so cycle racking in this area is inappropriate without upgrading the lighting. The cycle racking will also cause delivery access problems to the College site which is of concern.
Resident	This is always very cluttered with cycles, especially around the bollards at the Bene't Street end. this arrangement seems to compound that. All "two wheeled" parking, inc. motor bikes, should be moved to a location, say opposite the Whipple Museum, where the carriageway is wider and parked vehicles will not obstruct the highway, as well as the narrow footways in the Lane.
Business	Is the street really wide enough for this as delivery lorries such as removal vans must be able to pass. Could the racks be positioned parallel or diagonally to the footpath?

Location: Granta Place

From	Comments
Resident	YES
	With regard to proposed parking at Granta Place, these should not be installed until the works at Pembroke College have been completed because of the regular presence of large delivery lorries that frequently use this access route. The placement of the loops on the corner of the Hilton places the bikes in conflict with large vehicles and with cars and taxis using the Hilton and overall I believe is a poor choice. The stands also require protection, by bollards at the corners.

Location: Guildhall Street

From	Comments
	Guildhall St will only be marginally disrupted, however, Peas Hill will be badly obstructed, for pedestrians, café clients, other cyclists and disabled parking. We do need more cycle parking, but not in such high density footfall areas
Resident	YES
City Centre Management	(for comments on Design and Scale and general access issues for area see Peas Hill entry) Access The new racks appear to extend beyond the side entrance of the Guildhall. This is the entrance that is most frequently used for access to events in the Halls and would cause difficulties for both loading and unloading of equipment and for access for visitors with mobility issues.
Resident	This will free up pavement space by the Guildhall entrances and must be welcomed.
Business	I believe the racks being both sides may be a block to Fire Engine access to the Market Square. It would also make fighting a fire in the guildhall or Lion Building (in Guildhall street very difficult.
	The proposals for Peas Hill and to an extent Guildhall St clearly haven't taken into account the requirements of the local business, in particular the Arts Theatre. This will also reduce parking for Blue Badge holders who frequently use the double yellow lines.
	On Guildhall Street it's going to cause conflict between cyclists and pedestrians (from cyclists wanting to get through rather than wanting to park their bikes). More sensible on Guildhall street would be to continue the existing cycle rank along the Guildhall itself and to widen the pavement out. (If the city was not so obnoxious then cyclists would already be able to lean their bikes against the Guildhall wall and that would be cheaper and more sensible.)

Location: Jesus Lane

From	Comments
Resident	YES
Theatre	YES The more parking at/around the theatre the better
Resident	No comment but this permanent obstruction, together with the bus stop, would be better positioned further east on Jesus Lane too permit traffic a better turning circle into Bridge Street.
	AGAINST Narrow access road used by many delivery vehicles. Concern about delivery vehicles being obstructed if cycle bays are over used with cycles parked carelessly.
	Concerns over the installation of the cycles stands on the road, rather than on the pavement. Increased risk of damage to cycles by passing vehicles, and potential risk of accidents between dismantled cyclists and passing vehicles (for example, when locking or handling cycles).
	The removal of Disabled bays on Jesus Lane should not be considered at any stage.
	Jesus Lane - taking over disabled parking space doesn't seem considerate, unless it's been proven that this space isn't occupied most of the time
	I am unsure if the Jesus lane modification is appropriate given the proximity to the bus stop, the width of the road, the large vehicles who use that section of road and the removal of a disabled parking bay.

Location: Kings Parade

From	Comments
Business	Great. Many thanks in advance.
Business	YES
Resident	YES

Business	I have reviewed the proposed cycle consultation. I am a bit concerned about the cycle racks due to be sited in Kings Parade outside Pitch Number 4. There would be very little space for pedestrians (particularly the disabled) in between my ice cream cart and the cycle racks.
Resident	These will be a disaster visually within this frontage. This street should have been closed to traffic 30 years ago and providing for more, official, cycle parking merely serves to underline the errors of yester-year.
	With regard to the Kings Parade proposal, unfortunately this location is used very often by large tour groups. Since it offers a large, off-road space for large groups to stand I believe it offers some protection to pedestrians from vehicular traffic and should be retained as such. Additionally, there is a good possibility that placing cycle parking here will unacceptably narrow the pedestrian access, particularly when restaurant establishments place tables outside in summer (refer to the Cambridge Wine Merchants recent planning application and comments received).
	On King's Parade there will not be enough space to walk down that footpath if a bike rack is put there because the restaurant puts chairs and tables in the footpath blocking half of it already.

Location: Lion Yard

From	Comments
Resident	YES
Resident	NO Location B: This is a particularly congested area and pedestrian space is at a minimum. Cycles leaning on the wall with railings add to the restriction. It is not viable to have cycle racks here and I propose their removal completely. Location A: The footway here is congested due to the 'burger stall' against the Church railings. The queues here obstruct pedestrian movement. It is proposed that the 'burger stall' is transferred elsewhere where there is more space. High capacity cycle racks to replace existing racks with access to the mounts from the carriageway.
	Welcome extra capacity. Find high density stands difficult to use (tend to load bike with shopping). Glad to see Sheffield hoops where room for cycle trailers - could they be labelled as such?

Location: Market Square

From	Comments
Business	NO Fixed Stands will make it impossible for suppliers and market traders' vans and lorries to negotiate the square. The road is narrow enough in that area already when there are vehicles parked on the opposite side.
Resident	YES
Resident	YES High security storage in town is needed
Business	No Because you already having a big problem with this road, people at the moment cant even move over easily and M&S lorry making the situation worse
Resident	YES More space for bikes will be a good thing for the Market Sq. as space is limited at present. Also it will stop cyclists parking against shop windows etc.
Market Trader	NO Object to proposed cycle parking in Market Square as they will cause an obstruction to the Highway between 7.30 - 10 am and 4 - 6pm every day whilst the Market Traders are setting and packing up. Agree for a need for increased cycle parking but object to having these located around Market Square.
Market Trader	NO Object to proposed cycle parking in Market Square as they will cause an obstruction to the Highway between 7.30 - 10 am and 4 - 6pm every day whilst the Market Traders are setting and packing up. Agree for a need for increased cycle parking but object to having these located around Market Square.

Market Trader	<p>As a market trader at All Saints Garden I was sent details of the consultation about new cycle stands in the centre of Cambridge by Emma Thornton. I have copied this to Cambridge Cycling Campaign, of which I am a member. Having more stands in the city centre would be wonderful, but on a brief inspection, there are two points that I would like to make immediately. I intend to come tonight to the exhibition, so there may be more comments coming your way.</p> <p>1. I am assuming that these stands are like the new ones outside Sainsbury's in Sidney St. I used to use the Sheffield stands here and after a terrible experience with the new ones I no longer use these stands. You can only get your bike into them one way - ie. from the pavement side. This is often full of pedestrians, so to get your bike in and out you cause lots of problems for pedestrians. This seems madness, since the road side is closed to traffic for most of the day and there are far less pedestrians there. It is also the natural direction for cyclists to approach the stand. There isn't that much traffic on the road at other times, and it is going slowly and most cyclist, including me accessed the stands from the road side in the past - why not again in the future? I refer back to my 2. Something that has been bothering me for a while is the use of bikes permanently propped up against lampposts/walls or parked in cycle stands which advertise events, shops, distribute leaflets etc. They are taking up much needed stands and the problem is proliferating, compounding the problem of cycle parking in the city centre.</p>
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City Centre Management	Market Traders have already expressed concern regarding restricted access for loading/unloading through reduction in carriageway on either side of market square. M&S also have large delivery vehicles accessing this area twice a day and are already challenged with access. Close consultation should be sought with Markets Management Team and M&S. Cycle racks on Great St Mary's side could restrict access for lorry collecting cardboard from market twice weekly.
Resident	YES Good idea as there are too many bikes and not enough racks at this time.
Resident	All these spaces will be an absolute disaster in Townscape terms and can only serve as a permanent difficulty/obstruction for Market traders. I observe that the views of Great St Mary's can hardly be improved, either, by siting even more bikes below it.
	YES Very glad to see the increased capacity around Sidney Street and Market Square in particular - badly needed!
	I think the ones outside M&S will cause obstruction
	AGAINST There is a lot of pedestrian traffic around the market square and I think this option will be frustrating for cyclists and dangerous for pedestrians
	It would be good to keep the most historic views of St Edward the Martyr, Great St Mary's, Trinity St & St John's St clear of the ugly looking high capacity stands.

	There are often complaints about the lack of Taxi ranking space so I can see no reason why the Council would want to reduce this further on Market Square. The fact that the short stay P&D bays in the city are constantly full shows there is a very high demand for them. It is not always convenient to use the multi-storey car parks.
	AGAINST On Market Square the proposed spaces will get in the way of everyone, especially the spot in front of Oasis, it's crowded enough there without more obstacles (and dangerous ones to trip over).
Business	AGAINST Impede loading/unloading of food to our shop (M&S). Currently 40ft articulated lorries park parallel to M&S or wait until safe to reverse into loading bay. Cycle park will stop lorry safely reversing.
	AGAINST Proposed bike racks are in front of major fire exit for 3-4 Market Street and M&S and Oasis. They are also where Council store rubbish bins so they would have restricted access. If on pavement they would hinder pedestrians, if on road would hinder traffic from market and deliveries.

Location: Norfolk Street

From	Comments
Resident	YES

Location: Park Terrace

From	Comments
Resident	YES
	Park terrace (replacing existing bays) nearest to Mai Thai should be high capacity stance - concern over bikes falling over and increases capacity. Sheffield stands adjacent to motorcycle bays can accommodate basket bikes if needed.
	On Park Terrace it's ok if it doesn't constrict the flow on the pavement further (otherwise more conflict between pedestrians and cyclists).

Location: Peas Hill

From	Comments
Resident	YES
	Guildhall St will only be marginally disrupted, however, Peas Hill will be badly obstructed, for pedestrians, café clients, other cyclists and disabled parking. We do need more cycle parking, but not in such high density footfall areas
Resident	YES Any initiative to encourage people into town and into this historic part of the city is welcomed
Business	NO Cambridge City Council is proposing to place cycling racks where we currently operate a licenced outside seating area. This facility makes our business financially viable and its loss would cause immediate closure of our shop. Many visitors congregate on Peas Hill, particularly outside the Tourist Information Centre (TIC). The number of cycle racks would be unattractive and act as a subliminal and physical barrier, keeping people in Market Square rather than encouraging them down Peas Hill. We welcome pedestrianisation of Peas Hill, but believe the cycle racks would 'plug up' entrance to Peas Hill and put pedestrians into direct contact with large numbers of cyclists, restricting pedestrian flow. The increased level of cyclists would also affect disabled access to TIC, St Edwards Church and to disabled parking bays. The proposals would have a negative affect on numbers visiting TIC directly impacting on numbers visiting shop and thus our turnover. Concern that this could cause Council to eventually close TIC. Also affected would be Cambridge Gift Shop and other businesses in Peas Hill, Wheeler Street and Bene't Street.
Business	The Peas Hill side has more impact on the Arts Theatre, although the racks appear to extend beyond the side entrance and as this is the main disabled entrance for the Halls it would be expected that a drop off area would be available directly adjacent to that entrance.
	AGAINST The proposals for Peas Hill clearly haven't taken into account the requirements of the local business, in particular the Arts Theatre. This will also reduce parking for Blue Badge holders who frequently use the double yellow lines.
Resident	The current size of the loading bay would be insufficient for the Arts Theatre requirements, and there may be concern with disabled bays located so far from Market Square. Locating the disabled bays here could cause operational challenges for Arts Theatre as area is very congested when theatre goers arrive and depart.
Resident	MAYBE I am unable to make comments regarding the plans (visually impaired), however I do find the section by the Tourist Information Office very confusing. It is not easy following the building line to the back of the Guildhall. I hope there will be clear and easy footway separate from any cycle racks here. I am also dubious about proposals for removing any disabled bays in favour of cycle racks.
Resident	The current plans significantly reduce the usable road area around the Guildhall - a concern given number of new cafes, restaurants and other businesses opening and inevitable increase in deliveries. Both Arts and Corn Exchange require 24 hour access for large trucks in order to remain in business. Restricting road space available will cause more congestion, further frustrating other businesses trying to survive in the area.
Business	Taking all concerns into account, with creative design-led approach, we believe it might be possible for some additional cycle rack to be accommodated, but on smaller scale. Careful consideration will need to be given to ensure good access and attractiveness is not compromised.
Business	AGAINST I have the Cambridge gift shop and this will have a adverse effect on my business I struggle to be seen as it is if this development were to go ahead it would make it even harder to survive, please take this into consideration. I hope that you will consider my comment life is hard enough without anything else causing a lack of customers I work 7 days a week to try and make this business viable Thank you for taking the above into consideration.
	AGAINST On Peas Hill it's going to cause conflict between cyclists and pedestrians (from cyclists wanting to get through rather than wanting to park their bikes).

	<p>AGAINST</p> <p>User of disabled bays. Removal of 3 of 6 disabled bays is very unjust. Why do racks have to take up such central position. Not against cyclists but will make it very hard for those who need access. Object on visual grounds. Area becoming magnet for restaurants and will be spoilt with forest of bike racks. The loading bay for Arts Theatre is too small - theatrical scenery lorries are huge.</p>
City Centre Management	<p>Design and Scale</p> <p>This area is developing into a very attractive area of the city with a rich cultural offer and a wonderful selection of restaurants, caes and independent retailers. As a result it is becoming a much busier area.</p> <p>In order to maximise footfall and provide a positive experience to users of this important part of the city (essential for the continued commerical success of the TIC, its tenants, the Arts Theatre and all the businesses in this area), we believe that it will be important to safeguard a clear vista looking down Peas Hill from the Market Square. In addition it will be important to maintain a clear and generous pedestrian walkway, in particular to the side of the Guildhall where it already gets very congested at times. This point has been raised regularly by businesses in the Wheeler St Benet St area and was fed back during the works on the Old Barclays Bank (now Hugo Boss) and every Christmas when the Christmas tree is in situ. During these times they have reported a noticeable reduction in footfall.</p> <p>The TIC team regularly received feedback of visitors having difficulty locating it - in spite of signage.</p> <p>Whilst moving the Green Coffee company external seating further down the carriageway could be beneficial, it would need to be aesthetically attractive - unlikely with the cycle</p> <p>Access</p> <p>The Peas Hill side has more impact on the Arts Theatre, although the racks appear to extend beyond the side entrance and as this is the main disabled entrance for the Halls it would be expected that a drop off area would be available directly adjacent to that entrance. The current size of the loading bay would be insufficient for the Arts Theatre requirements, and there may be concern with disabled bays located so far from Market Square. Locating the disabled bays here could cause operational challenges for Arts Theatre as area is very congested when theatre goers arrive and depart.</p> <p>The current plans significantly reduce the usable road area around the Guildhall - a concern given number of new cafes, restaurants and other businesses opening and inevitable increase in deliveries. Both Arts and Corn Exchange require 24 hour access for large trucks in order to remain in business. Restricting road space available will cause more congestion, further frustrating other businesses trying to survive in the area.</p> <p>Conclusion</p> <p>Taking all concerns into account, with creative design-led approach, we believe it might be possible for some additional cycle rack to be accommodated, but on smaller scale. Careful consideration will need to be given to ensure good access and attractiveness is not compromised.</p>
	<p>AGAINST</p> <p>Scheme will clutter with furniture. Good pedestrian circulation and leisure space. Ugly and poorly sited. Do not spend any of my Council Tax contribution on this scheme.</p>
Theatre	<p>AGAINST</p> <p>Need to regularly, weekly and twice weekly load/unload articulated lorries containing scenery, lighting and sound equipment. If loading and disabled parking areas are moved it will make it impossible to get visiting productions into the theatre.</p>
	<p>AGAINST</p> <p>Concern about loss of disabled parking near tourist information. A large bike stand in front of TIC will not help tourists find it - many of tours meet here.</p>
	<p>AGAINST</p> <p>Cycle racks will make this 'leisure area' feel very cluttered and act as physical barrier. Business takings will go down. Now three college hostels in Peas Hill. Cycle racks will just be filled permanently with college bikes. Where will Theatre lorries park? What about the disabled spaces?</p>

Location: Quayside

From	Comments
Resident	YES

College	<p>Magdalene College is like to have some concerns for the following reasons:</p> <p>1. Quayside offers some of the finest riverside views in Cambridge. A row of cycle racks in this location will obstruct these views and detract from the appearance of this attractive river frontage.</p> <p>2. The racking will have a negative effect on the amenity value of Quayside generally, not only blocking the view, but also leading to clutter. The existing racking facing Prezzo are a good example of this. Before long, it is likely that the racks will become filled with abandoned bikes.</p> <p>3. There is also the issue of congestion and circulation at different times of the day. This part of Quayside has to accommodate queues of people waiting to access Scudamore's pontoons as well as Cambridge Punting Company's booking desk. There are also the outside seating areas for the restaurants and cafes.</p> <p>As you know, the College is currently working in partnership with the Project Delivery Team to develop a coordinated scheme of environmental improvements at Quayside. It would make sense for cycle parking to be considered as part of this initiative.</p>
Resident	These racks, at any location in this most public of river-side locations will be an environmental disaster.
	<p>AGAINST</p> <p>This is one of the few places where people can sit and look at the river. Bike racks create clutter, will obstruct the view, and make it difficult for people to sit on the edge of Quayside overlooking the river.</p>
	At Quayside, I do not believe that we should be encouraging cycling or parking this close to the river and in a heavily pedestrianised area.
	Quayside is too crowded with cyclists using footpath to get to Jesus green, which is not designed for cyclists. This should probably be discouraged.

Location: Regent Street

From	Comments
Resident	Good idea (unlike earlier proposal for Regent Terrace)
Resident	<p>The provision of extra spaces is good, but certainly not on a scale which will remove or fill the need. Cyclists will continue to attach their bicycles to any available fixing therefore the only cure to obstruction is to remove the posts in the pavement and replace them with signs and lights which are attached to buildings, or in the case of the 50% which are superfluous just remove them. I enclose a photo of a typical street scene outside our building, this sign is one of 4 in the space of about 100m all with the same message, all close to other lamp posts or notices which could have been used. The poles attract cycles and thereby cause a considerable risk to pedestrians who go into the road or do not pay attention to emerging traffic, and to car drivers who may concentrate on circumnavigating the bikes rather than on pedestrians.</p> <p>Some maybe as possibly overkill (e.g. if have lots next to Pizza hut and opposite Avery on Regent Street then maybe don't need opposite Maplin as well).</p> <p>Regent Street (near sign) should be high capacity</p> <p>Decreases space on pavement on a hostile st. - worse for pedestrians.</p> <p>Regent street pavements are already congested with street furniture and "A" boards etc.</p>

Location: Regent Terrace --- opposite Pizza Hut

From	Comments
Business	YES
Resident	YES
Resident	<p>MAYBE</p> <p>While it is important that Cambridge has more bicycle facilities, it is important that the Council take the time to ensure these facilities are able for all people - disabled and elderly - to use also,</p>
	<p>AGAINST</p> <p>Don't use green space on cycle parking. Maybes - these are in the middle of historic city scenes - not sure about the aesthetics. I can see the attractions of the high capacity stands but as someone who does most of their shopping by bike I have a large basket and I need it to be stable and balanced which makes the Sheffield stand more attractive to me.</p>

	AGAINST Green spaces should not be encroached upon. they are precious. Businesses need access to the rear of their properties.
	Some of the suggestions around open spaces such as Parker's Piece need to be well thought out to ensure suitable lighting and general security for those parking their bikes. I myself would not feel comfortable around this area of town when dark which is an important consideration in the winter months in particular.
	AGAINST Loss of grass at Park Terrace. There are plenty of on street car parking spaces that can be removed to put cycle parking instead.
	AGAINST Should not be creating more hard surfaces on city centre green space.
	AGAINST There are enough roadside sites for potential bike parks without using grassed areas.
	AGAINST I object to any structures encroaching on the green spaces of the city including Parker's Piece.
	AGAINST We suggest that this is very undesirable as it will use up more precious green space rather than tarmac areas or even re-use of car parking spaces. Alternative locations for additional bike parking could include the Park Terrace area, or the Police Station on Parkside.
	AGAINST Don't sacrifice green (i.e. grassed) space from Parker's Piece; reclaim more tarmaced space from Park Terrace instead.
	Parkers' Piece - new space on grass should be on hard standing
	The additional stands are welcomed however the traffic flow around the cycle park and single access point look to cause 'jams'.
	More racks! In nice weather it proves difficult to park; many people use the fence round Parker's Piece to secure their bikes

Location: Regent Terrace --- opposite Hotel

From	Comments
Business	Two fire exits and two garages will be compromised by location of cycle racks as shown. Health and Safety issue. Please refer to conversation with Clare Rankin of June 2012 and subsequent emails. Installation trials were never conducted.
	Concerns over the installation of the cycles stands on the road, rather than on the pavement. Increased risk of damage to cycles by passing vehicles, and potential risk of accidents between dismounted cyclists and passing vehicles (for example, when locking or handling cycles).

Location: Round Church Street

From	Comments
Business	Our opinion of the Round Church Street proposals are the site is possibly too small judging by the amount of locked cycles one sees around that area. Possibly more provision nearer to the existing car park wall? Provision might also be provided for keeping cyclists off the pavement, riding the wrong way, particularly when busy with pedestrians.
Resident	YES
Resident	Although these are located near the cycles in the adjacent multi-storey car park it is too conspicuous. The racks would be better located over the metal car park ventilation grilles, where no one wants to walk anyway, and subsume their impact by the scale of the multi-storey car park itself. Senate House Passage. Proposals for racks here would be a "Townscape Disaster". A street which remains un-cluttered and un-spoilt by any street furniture at all. This is perfect as it is. Let the textures and colours of the opposing walls and the floorscape below exist un-compromised. Don't ruin it, please. St Andrews Street. I cannot imagine what chaos this will create. This area, together with Emmanuel Street, is a bus station. What are bike racks being inserted in the midst of it for? Won't it be dangerous for all? And, wouldn't pedestrian crossings restored here, be better?
	AGAINST Narrow access road used by many delivery vehicles. Concern about delivery vehicles being obstructed if cycle bays are over used with cycles parked carelessly.
	AGAINST Not for Round church area as this gets very busy already with buses and narrow road and pavements. Would cause more congestion.

Location: Senate House Passage

From	Comments
College	I have looked at the drawings and would raise the point that the location of the cycle racks proposed for Senate House Passage (drawing 17) may be unpopular or even controversial as this where all the Fellows and Tutors of all Colleges gather to congratulate the students following graduation ceremonies in the Senate House. The installation of cycle racks would then force those gathered to receive the students out onto the main passageway thereby causing considerable congestion for pedestrians and cyclists wishing to travel along the passageway .
College	We are nervous about the particular plan for Senate-House Passage shown on Drawing 014-018/000/017. This places four traditional 'Sheffield' hoops opposite the Gate of Honour, which will obstruct the Doctors' Door exit from the Senate-House. I suspect that this compromises its safe use as a fire escape. It would also make for congestion along the route for emerging graduates heading to the Senate-House lawn at General Admission.
	AGAINST Some of the locations do not seem sensible based on their current usage for example Senate House Passage. This is already a nightmare whether a pedestrian or cyclist and parking racks will only exacerbate the issue.
	AGAINST Senate House Passage is already very narrow and difficult to get through.
Business	Only OK if placed diagonally
	Senate House Passage is often a tight squeeze as it stands, for pedestrians & cyclists alike; bike racks here would be a glaring hazard.
	In summer with tourists a very busy thoroughfare for pedestrians and cyclists.
	location in senate house passage would interfere very adversely with graduation ceremonies; the exit door for the senate house during graduation is immediately adjacent to the proposed location.

University	As Dr Secher says, the 'Doctors' Door' which leads from the dais of the Senate-House down a set of steps into Senate-House passage is a fire-exit (there are three possible exits from the House at ground-floor level, but effectively only two available from the gallery, of which one is the Doctors' Door). The route out via the Doctors' Door is likely to be our slowest exit anyway, because of the relatively narrow door and the steps down, so anything that might make movement away from the building more difficult would be undesirable. As far as Degree Congregations are concerned, we also have Congregations in October, November, January, February, March (2 days), April, May and July as well as the four days of General Admission in late June which he mentions. Large numbers of new graduates (1,000+ per day at some Congregations) pass out through the Doctors' Door and then walk down the steps to enter Senate-House Yard via the North Gate (the gate opposite the Gate of Honour). At General Admission some Colleges have a line of Tutors and College Officers standing in the Passage between
	AGAINST Senate house location is in regular use by the university. This will make it inconvenient on affected weekends.
	AGAINST Hoops here would cause serious difficulties for pedestrians and cyclists trying to share a space much frequented by visitors and students

Location: Sidney Street

From	Comments
College	YES Additional cycle parking is always welcome but this must be implemented with the prevention and removal of bikes that clutter pavements forcing pedestrians into the path of traffic
Resident	YES
Resident	Outside Sainsbury's and on Sidney Street is a major area of confusion with high congestion of shoppers, pedestrians and cyclists riding on the footway. At the junction of Green Street visibility is restricted and cyclists turning into Green Street are obscured. I propose that the 2 cycle rack areas be transferred to the opposite side of the road and placed next to the wall of Sidney College. The pavement here is narrow for pedestrians going in both directions especially when bikes are parked against the wall. Also it would be easier for cyclists to mount their bikes from the carriageway.
Resident	I know that this is where everyone wants to be but I believe that all these racks bring too many cyclists into the centre and that they, together with taxis, delivery lorries, and "permitted" vehicles make Sidney Street more akin to a fifties shopping environment than a modern, pedestrian, shopping street. All traffic, including cycles, should be removed from here and a principal shopping street allowed to function as a 21st century environment.
	YES Very glad to see the increased capacity around Sidney Street and Market Square in particular - badly needed!
Business	Is the pavement really wide enough for this. It is a very busy footpath and already overcrowded on many occasions especially by tour groups looking at Sidney Sussex and other college buildings in the area. If we must have them here, how about along the footway to narrow the space they occupy. Sidney Street – Locations C Is the pavement really wide enough for this on the right. The racks by Phones 4 U might be OK but it is a very busy pavement.

Business	<p>We do not agree with the proposals shown on the leaflet. The pavements are narrow for the numbers of pedestrians who use Sidney Street particularly at peak times. The existing racks cause congestion particularly outside Sainsburys (especially when bicycles are being put in or taken out of the existing racks or when push chairs are passing by); and at the south end of the street adjacent to the alley leading to Lion Yard where the path narrows as it joins St Andrews Street by the taxi rank and the volume of pedestrians is squeezed into a tight space. We note that the racks outside Sainsburys are proposed to be removed and relocated outside the Edinburgh Woolen Mill. This will move the congestion to a narrower section of pavement, increasing congestion of the footpath there. As Sidney Street is one way (although this not recognised by many cyclists) going north, the site line for vehicles and bicycles turning into Green Street and pedestrians crossing Green Street will be obscured by the repositioned racks, increasing risk of injury to users. The pavement outside Edinburgh Woolen Mill is used by vehicles for deliveries to all the adjacent shops and business premises (including our own) for both sides of the road at this part of the street. The council is currently relaying the pavement outside our office with block paving, presumably recognising that this is a necessary function of the pavement here. We note that Sainsburys have their deliveries made to the back of their premises which does not interfere with pavement usage. Our entrance door opens directly onto the street and does not have the benefit of set back doors as has Sainsburys and some other premises adjacent. At busy times this is already a disadvantage for us with the volume of people passing, particularly during the middle of the day rush, and we ourselves can cause obstruction to the pedestrian flow whilst unlocking the door to enter our office and making deliveries. One of the reasons the roads are not truly pedestrian between 10am and 4pm because of the volume of bicycle traffic and other vehicles so that pedestrians need to stick to the pavements for their safety. Thus the width of the pavements is critical. We question the desirability of parking bicycles in such a busy through route. Car parking has already been moved away to more neutral areas. Why is the same policy not followed for parking bicycles? Now that the pavement is being relaid with a reinforced concrete base and new block paving, which for us has been a noisy and disruptive operation, we are surprised to hear that the council is considering altering this again for new bicycle racks.</p>
	positions will obstruct pedestrians
	Next to Lloyds bank - the existing racks obstruct pedestrians at a very narrow entrance between the taxi rank and the gates so a bigger rack here will aggravate the problem.
	There are often complaints about the lack of Taxi ranking space so I can see no reason why the Council would want to reduce this further on Sydney St. The fact that the short stay P&D bays in the city are constantly full shows there is a very high demand for them. It is not always convenient to use the multi-storey car parks.
	With regard to the Sidney Street proposals, particularly at the northern end, I would suggest that the cycle parking be interspersed with loading bays (since delivery lorries tend to park on the pavement here) to formally delineate the area (and include bollards at all corners of the parking areas).
	On Sidney Street I don't think there should be any in front of Edinburgh Mill again because it's going to cause problems for pedestrians.
	<p>AGAINST</p> <p>I don't think it's appropriate to have cycle racks on existing footpaths in areas where large numbers of pedestrians walk and the footpaths are quite narrow. Particularly along Sidney Street, where taxis frequently drive far too fast down that road for pedestrians to safely walk down it to get around the bikes.</p>
	<p>AGAINST</p> <p>The position of the racks there seems to make an already narrow road even worse, making cyclists locking their bikes up in some danger?</p>
	<p>AGAINST</p> <p>Cycle rack in front of 47 Sidney Street would cause major health and safety concerns when delivering and our lorries would have problems parking.</p>

Location: St Andrew's Street

From	Comments
Resident	YES
Church	We will be affected by the new cycle parking facilities planned outside the council offices on St Andrews Street and the relocation of the existing disabled bay and loading bays. The disabled bay is often in use by people who are using the church both on weekdays and at the weekends.
Business	As a group of shops and colleges on the corner of Trumpington Street and Silver Street we have recently thought about different ways of improving our little corner of Cambridge to make the Street more appealing to local shoppers and tourists. At the moment the pavement outside our shops is narrow and we have pay and display bays directly outside all the shops meaning that on some days we have large vans and cars parked outside blocking any view of the shop fronts from the other side of the road. During the summer months a lot of tourists turn into Trumpington Street and fight their way along this narrow pavement to get to Kings Parade. As this is their first impression of Cambridge we feel that this corner can be improved. We are in discussion with Edward Quigley at the Cambridge Bid and will at the beginning of September put together a proposal to try and improve this stretch of pavement and Road to benefit all. The initial ideas are: 1. Making Trumpington Street one way from Kings Parade to Silver Street (there are restriction on entering Trumpington Street from the Silver Street end but they are never enforced). 2. Improving the junction with Silver Street and Trumpington Street to make it safer for cyclists and pedestrians crossing. 3. Creating dedicated cycle lanes on either side of the one way road.
	You are removing racks from an overused space without indicating where alternative increased space is available
	The removal of Disabled bays on St Andrews St should not be considered at any stage, surely removing Disabled spaces for Mandela House would be against policy.

Location: St John's Street

From	Comments
Resident	YES I cycle to work most days and when heading into town to shop/socialise and constantly struggle to find a spot to securely lock my bike, so I strongly agree there should be an increased amount of facilities
Resident	YES
Resident	NO - St John's College uses this layby for deliveries, as it is also used by market traders at All Saint's Passage.
City Centre Management	This is a very congested area first thing in the mornings and the proposed location for the cycle racks could cause access problems if vans and lorries cannot pull in to unload. Tailbacks of traffic can at times go as far back as the Round Church blocking the main bus route. The area is also close to the area used by the market traders from All Saint's Market for loading/unloading.
Resident	No no. This is private land anyway.
Business	Why not place the racks next to the building leaving the footway clear?
	It would be good to keep the most historic views of St Edward the Martyr, Great St Mary's, Trinity St & St John's St clear of the ugly looking high capacity stands.
	St John's Street scheme drawings appear to show the wrong / ambiguous stands. The key says one thing, the detail says another.

College	<p>NO (as property consultant for St John's College)</p> <p>The College is particularly concerned at the proposal to position new cycle stands within the lay-by on (Bridge Street) St John's Street opposite St John's College. This lay-by is used not only by the College, but also by a number of retailers and traders. St. John's Street / Trinity Street can become very busy with early morning deliveries and it is essential to have provision for vehicles to park when making deliveries to prevent the street becoming blocked during these restricted delivery periods.</p> <p>The College objects to this specific part of proposals and suggests that these cycle stands would be more appropriately relocated just several metres to the south where there would appear to be room on the pavement in Trinity Street.</p>
College	<p>NO</p> <p>The College objects to the use of the lay-by for cycle parking as St John's Street and Trinity Streets are key thoroughfares for the delivery of goods to the colleges in the area, shops and businesses and stall-holders in All Saints Garden. The street is narrow at the point and already heavily congested with cyclists in morning rush hour. Forcing delivery lorries and vans to park in the road will increase congestion and prevent vehicles getting south. It seems perverse to adversely affect ability of cyclists to enjoy the road at such a busy time.</p> <p>The College owns part of the pavement area outside the Divinity School, so any proposal to site cycle racks away from the lay-by will need specifically to take account of such ownership.</p>

Location: Tennis Court Road

From	Comments
University	YES
Resident	I have just read your leaflet outlining the plans for extra bike racks on Tennis Court Road. As a daily cyclist I fully support these proposals. A couple of additional thoughts: - is there scope to fit more racks in here? - given the location is there a risk that they simply get used by the staff and students on the Downing Site, rather than by people visiting the town centre?
Resident	Having bollards at both ends is a very good idea but the problem is that cycles will stick out into the road - cycle parking in Cambridge is very messy - and there is no protection against being hit by oncoming cars, especially on days when there is a queue towards the city and there are many impatient drivers who turn around to escape via Fitzwilliam Street. Perhaps a raised pavement could be created between the bollards to demarcate the cycle stands more clearly.
University	I agree with the proposals. It would be better if more cycles could be parked in that space, hopefully with the new style stands instead of the Sheffield type. More cycle parking is
Resident	YES
Resident	NO There are already congestion problems on Tennis Court Road. At peak times queues on this road, primarily waiting to get to the Grand Arcade parking, make access to the main gate of the Downing Site very difficult. Extending the current parking bays by adding cycle parking will exacerbate this and also impede 2-way traffic flow on this part of Tennis Court Road.
	NO Not sure why Tennis Court Road would need the provision - the university has ample bike parking on the Downing Site and Old Addenbrooke's, and even if not should provide it for staff/students in such a location
	Cycle park will exacerbate stationary traffic in narrow road. Not really central so mainly be used by students not general cyclists.
	Cycle park will exacerbate stationary traffic in narrow road. Addition of cyclists would be additional hazard and distraction.

Location: Trinity Lane

From	Comments
Resident	Those located at the rear gate of King's College will be, at best unfortunate, but insulting to Clare's Main gate; the second group are simply to be regretted.
	Trinity Lane is often a tight squeeze as it stands, for pedestrians & cyclists alike; bike racks here would be a glaring hazard. slightly less often a squeeze, perhaps, than Senate House Passage, but when it *is* busy, bike racks would be hazardous here too.
	AGAINST Busy thoroughfare with pedestrians, cyclists and delivery lorries. Already dangerously short on space in mornings for HGVs manoeuvring around vulnerable road users.
	AGAINST With regard to Trinity Lane location A, I believe the proposals would create a pinch-point for pedestrians on this street which could lead to conflict with vehicular traffic, particularly delivery vans (since the kerbs are not wide enough for the pedestrian traffic that use this route under current circumstances). With Trinity Lane location B and Senate House Lane, my opinion with the number of tourists using that space in summer, is that the locations are inappropriate.
	AGAINST Hoops here would cause serious difficulties for pedestrians and cyclists trying to share a space much frequented by visitors and students

Location: Trinity Street

From	Comments
Resident	YES I work on Trinity St and commute by bike!
Resident College	YES MAYBE Support for cycle racks, but problems with proposal. Cobbled area between Great Gate and Trinity Street in College property. The lay-by areas in St John's Street and Trinity Street are used every day (in particular before 10am and after 4pm) by delivery vehicles to businesses in Trinity Street. There are already problems with parking on the cobbles or in road/pavement and blocking College access. Proposed locations and loss of lay-by space will exacerbate problems. Will cause congestion by delivery vehicles in Trinity Street, and increased risk of accidents with cyclists, especially between 8.30-9am.
College	I am writing on behalf of Trinity College, regarding the proposed cycle parking facilities, specifically along Trinity Street opposite Great Gate and also opposite Fopp Records on Sidney Street. We wish to formally object to these proposals. Not only will this have a detrimental effect on the attractive historic streets (already overrun with cycle parking restricting pedestrian movement) but also significantly decrease the loading bay areas for all shops along the street. On Trinity Street, it is likely to have a knock on affect for loading vehicles to park on the cobbled street opposite the main entrance, on Trinity's land.
Business	Our main concern with the proposed facility on Trinity Street is that it will severely reduce the parking spaces for delivery lorries which at times is already difficult. Whilst we appreciate that cycle parking needs to be improved it is important that it is not it does not interrupt the general flow of traffic along the narrow street. Although deliveries usually take place before 10a.m. rather than after 4p.m. when possibly there will be few bikes around, the static nature of the stands doesn't take this into account.
Resident	Comments as per Sidney Street (I know that this is where everyone wants to be but I believe that all these racks bring too many cyclists into the centre and that they, together with taxis, delivery lorries, and "permitted" vehicles make Sidney Street more akin to a fifties shopping environment than a modern , pedestrian, shopping street. All traffic, including cycles, should be removed from here and a principal shopping street allowed to function as a 21st century environment.). Architecturally, this is even more
Business	The pavement here is comparatively narrow and racks will not only block very busy paths but also cause bunching of tour groups in areas that will not hold them and cause them to spill into the road making cycling dangerous. Why not place the racks next to

	It would be good to keep the most historic views of St Edward the Martyr, Great St Mary's, Trinity St & St John's St clear of the ugly looking high capacity stands.
	In my opinion, the proposals for Trinity Street to the north of All Saints Passage may lead to greater conflict between pedestrians and vehicular traffic as the kerb on that side is quite narrow. The proposals to the south of All Saints Passage are acceptable.
	Trinity Street scheme drawings appear to show the wrong / ambiguous stands. The key says one thing, the detail says another.

Location: Trumpington Street --- opposite Kings's Lane/Corpus Christi College

From	Comments
Resident	YES
Resident	As a group of shops and College (Sam Smiley, Ben Hayward, Eve and Ravencroft and St Catharines College) we have been thinking of improvements in this area. Pay and display bays directly outside the shops mean large vans and cars block any view of shop fronts. Pavement is too narrow for all the tourists. In discussion with Edward Quigley at Cambridge Bid and will be putting together a proposal for improvements including: - making Trumpington Street one-way from Kings Parade to Silver Street - improving junction with Silver Street and Trumpington Street for the safety of cyclists and pedestrians - dedicated cycle lanes on either side of one-way road - increasing width of pavement from Silver Street to Kings Parade - restricting parking, but including loading/unloading bays. Please can a decision on cycle racks be made after talked to relevant parties.
	With regard to the Trumpington Street proposals, it would be beneficial to narrow the road, mark lanes and widen the pavement on the western side in addition to providing more parking, so that pedestrian access is not further restricted.
	Very useful to have additional cycle parking here. Existing stands are often full and encourage anti-social parking.

Location: Trumpington Street --- opposite Fitzwilliam Meuseum and Browns/Bistro

From	Comments
Resident	YES
	Please do not remove any motorcycle bays in order to place bicycle stands.
Church	Important for elderly/disabled members of congregation to park near church. Already very few parking spaces. Don't want to loose more to cycle bays.

Location: various

From	Comments
Resident	Having looked at the proposed sites for new cycle racks I am astonished at the quantity and position of many of them. As a Tour Guide of many years standing I find it harder and harder to find places to position my groups without blocking the paths. These proposals are going to make it almost impossible in some places. Most of the streets are going to be lined with bicycles which cause trip hazards, look unsightly and will clutter up many of the historic parts of Cambridge. You really don't seem to care about the image of Cambridge anymore; the beautiful streetscape ruined by a clutter of street signs, rubbish and bicycles. Many of these proposed sites are in prime locations including right outside the Tourist Information Centre. Why is everything turned upside
	Sheffield stands are far superior to the high capacity stands which are impossible to use if you have a large basket and mostly cycle into town to go shopping.
	I have lived in Cambridge all my life and cycled in Cambridge for 46 years but am still appalled by the behaviour of a not insignificant number of fellow cyclists nor the amount of chaos and disruption cause in a failed effort to "make it safer" for them. Yet cycle routes which I and many others use every day are poorly maintained, overgrown and full of potholes.

Resident	I trust that Members will also adopt measures of enforcement which might free up pavements for people. Enforcement which could ensure that narrow pavements, are free for prams and wheelchairs, pedestrian streets such as Sussex Street, Petty Cury and the recently restored/ relocated Christ's Lane, as well as inconsiderately parked bikes, are controlled by the Police, PCSO's or Traffic Wardens to allow them to be reclaimed by pedestrians. Such measures, at least, could placate shoppers most common complaint about cyclists in the City.
Resident (hearing and visually impaired)	High-capacity cycle racks appear more favourable than standard Sheffield cycle racks - with cycles encased with tighter control. Therefore they will not fall over or stick out thus causing obstruction to pedestrian footways. The Sheffield cycle racks are extremely hazardous particularly when overloaded. They are moreover rather unsightly in what is a historic, beautiful city. It is advisable that access to the high capacity racks is made from the carriageway rather than the pedestrian footway. Cyclists are prone to ride to and from the racks on the footway thus impeding movement of pedestrians, particularly making it awkward for those with mobility problems and disabilities. - 'Crossing' near to Emmanuel St / St Andrews junction. Many times there have been bikes on the tactile paving which is dangerous for the visually impaired. There seems to be no enforcement of removal of such dangers. No racks should be placed here. All isolated bikes should be removed. - Entrance to Christs Lane from St Andrew St. This is a difficult area to negotiate with street furniture and isolated bikes and cycle rack. High capacity racks should replace the Sheffield ones with access from carriageway. The tactile paving 'pedestrian crossing' is not safe. Controlled crossings (or zebra crossings) should be somewhere along this road. - Pettie Curie. I understood that riding in pedestrian zones was prohibited. But signage indicates cyclists should be 'considerate' of pedestrians. This is a mixed message. - In front of Round Church. Access here is difficult due to numbers of pedestrians and inappropriate bike parking. Bikes inappropriately parked should be regularly removed by cycle wardens. - Parker's Piece by Coach Stops. High capacity cycle racks separate from bus stop area is suggested - perhaps on corner of East Rd, Mill Rd and Gonville Place. Also cycle racks opposite Parkside School for students. - Christs Pieces. Suggest high capacity racks next to tennis courts near alleyway leading - Wardens should be given power to remove obstructive bikes. Funds should be provided for regular monitoring out of £8.2 million allocated to Cambridge City to promote cycling. - More Park-and-Ride sites, leading to conversion of multi-storey car-parks to bike parks. Cycling be banned in immediate city centre making freer and safer movement for
	High density cycle stands are only really useful for certain types of bikes. For town bikes which are popular around Cambridge thin wheels make it difficult to be held adequately and baskets and pannier racks pose additional hassles. I have these types of secure racks available at my place of work and actively choose not to use them. They can be very awkward to get bikes onto and handle bars regularly get tangled. With Sheffield stands bikes can be parked opposite ways round to avoid clashing handlebars.
	Presume there has been a site survey re demand – where are the people who leave their bikes in these areas now going? Are these sites full? Maybe get rid of all car parking in Regents Terrace and line it with bike racks? Is there a need for car parking here given Queen Ann Car park so close? Or create bike parking in Queen Anne? Increase bike parking in front of police station, and look for far more bike parking on this site when redeveloped.
	There should be no encroachment onto green spaces. Parking bicycles on grass is not a good idea. In a very short time the grass under them will be worn away and in wet weather, turned into mud then someone will have the bright idea to tarmac the area and a little bit of green space will be lost. I cycle into town a lot and always find somewhere to leave my bike.
	I generally approve of the increase in cycle racks. Cambridge should be an exemplar Cycling City for the rest of the UK!
	I would find it difficult to use the high density racks because of physical disability (RA in my hands) but appreciate that they will allow more people to park their bikes.
	Definitely encourage more secure (i.e. fixed to ground) parking so that bike isn't wheeled off. Some areas are particularly poorly provided for at the moment (e.g. Castle Street and around the bus station).
College	AGREE as too much congestion at prime spots - Clare College supports these improvements.

	<p>My greatest concern is that your plans are 'Not to scale' I believe this gives a deceptive view of the proposed cycle rack placing and width of roadway and footpaths. In many places 'diagonally placed racks would work better. The length of many cycles is greater than a car, especially when cycles are badly attached to a rack. They will block the roadway in narrow streets. Similarly, footpaths in Cambridge are regularly blocked by tour groups and in some place by just a couple standing talking without thought for others. It must be remembered that many people (especially families or foreign student groups) double or triple park on cycle racks and take more space than a perfectly placed single cycle will take. Have any tests with 'temporary' racks placed in the suggested positions been tried? I believe such a trial for a few days would test the viability of the schemes. Temporary freestanding racks, possibly lightly bolted down would be a relatively inexpensive way to avoid making costly mistakes should racks</p>
	<p>A better solution is to build specific cycle parks like the ones in Park St & Grand Arcade. Plenty of places for these to be sited. Under Market Place, empty cinema in Hobson St, more space in Park St car park, under New Square near Grafton Centre, King St etc. Colleges to be required to build stores to remove pavement obstruction such as on Sidney St. Excessive footway parking creates obstructions & inconveniences pedestrians & disabled. Encourages antagonism from motorists, probable vandalism & subsequent abandonment. This many proposed stands will be an eyesore & detract from pleasant College surroundings & deter tourists. It may be cheap but it will be money wasted in the long term. Follow the Netherlands example - that works.</p>
	<p>I am absolutely in favour of increased cycle parking availability. The areas I have said yes to are the ones where I spend the most time in the city centre and where I find existing cycle parking to be full to capacity. I hope increased cycle parking across the city centre will become a reality soon.</p>
	<p>About time we have greater capacity for secure bike parking in town!</p>
	<p>Because I don't use these streets so am not sure whether they are needed or not. Some already have cycle parking. Include some larger racks capable of taking bikes with child seats or Tagga attachments. Not quite city centre, but station could do with some spaces near the travel office and bus stops.</p>
	<p>In addition to facilitating easier cycle parking additional provision as suggested by the Council will help discourage motorists from entering the city centre and reduce the opportunistic and dangerous parking and manoeuvring that takes place. Please do be bold about this.</p>
	<p>Disabled parking spaces should not, in general, be lost to cycle parking. Relocated nearby, maybe, but not lost.</p>
	<p>I recently visited Cork in Ireland. The bike racks there along St Patrick's Street are excellent, and are far more attractive than either of the options presented above. An advantage, that you didn't list, of the Sheffield Stand over the High Capacity Stand is that the former typically allows for the attachment of two regular bicycles AND up to two folded Bromptons, i.e. FOUR bicycles simultaneously.</p>
	<p>on the whole these are good ideas. but still more stands required in the city centre</p>
	<p>I tried the new style racks and found them far preferable to regular Sheffield stand. I applaud the council on finding so many proposed sites for extra cycle racks, and I very much hope that you get the necessary approvals to go ahead with all of them.</p>
	<p>Seems strange to opt for only two types of stand (Sheffield type and High capacity stand) - although, I admit that I've not seen the public display at the Guildhall (which may have explained the reasons of this). The high capacity stands will create neater parking, only if users can be bothered use them correctly (and are physically and cognitively able to do so). Personally, I prefer the simplicity and robustness of the Sheffield stand, and there are other ways in which neat parking can be achieved with these (for example, grooves or gullies in the pavement to align the bikes/wheels).</p>
	<p>More cycle parking desperately needed, glad this is being addressed. High capacity stands don't keep bikes in straight row if your lock can't reach stand from frame. Already a problem on Sidney St outside Sainsbury's - I have a standard size D-lock.</p>
	<p>It is either is restrictive to pedestrians or could slow down traffic flows in congested areas. I would hope that the introduction of new cycle parking will lead to enforcement and removal of cycles that litter our beautiful city in numerous locations.</p>
	<p>The more cycle parking the better.</p>
	<p>I am very pleased to see that the Council is continuing to plan for cycle parking provision. However, I have long believed that many of the new racks provided are soon cluttered by abandoned bikes, which can be hard to identify, and take time to clear. Are there any other systems to deter this frequent problem other than reporting to the rangers? Also, I was alarmed to find that this afternoon, early August which is a very quiet time in the city, apart from tourists, the Grand Arcade cycle park was entirely full, which I have only previously encountered on Saturdays. It looks like Cambridge needs another high capacity bike park already rather than the piecemeal approach to on-street</p>

	Fully support more cycle parking. Is much needed.
	Great that you are planning more cycle parking.
	<p>Conducting walking tours as an official guide, I am aware of pedestrian congestion pinch points and feel some of these proposals will drive pedestrians into the roadway - which in itself will be added frustration to cyclists who already face danger from pedestrians who do not look before crossing a road.</p> <p>Please bear in mind how much space is required for the motion of parking and retrieving a bicycle. Usually the cyclist will pull the cycle in a backward motion from the stand before turning in the appropriate direction. In a place like Bene't St this means backing towards large delivery vehicles or other service vehicles which already fill the roadway as they pass. In a place like Senate House passage this will be nigh on impossible when large numbers of pedestrians are passing in either direction and cyclists too. It will add to congestion here and further limit standing space for tourist groups with their guide or even individual photographers.</p>
	It is important to be able to lock the bike frame to the rack. This is less easy on the high capacity racks.
	<p>Some locations seem too far out of the way to be useful. On King's Parade, Lion Yard (location D), Norfolk St, Quayside, Regent St and St Andrew St, I think the high-capacity stands would be a better choice because they get a lot of pedestrian traffic, and parked bikes would be in the way.</p> <p>I think a site should be found for another bike park (ideally with CCTV) like those at the Grand Arcade and Park St Car Park. I prefer to park my bike in this sort of place because it's less likely to get damaged by passers-by and because it's protected from the elements.</p>
	would much prefer cycle stand with central bar (bar across centre) in preference to plain U-shaped Sheffield stand as this can help deter vandals and thieves who loosen the foundations of the stand in order to steal bicycles. many thanks!
	As the city expands, it is sensible to discourage residents from using cars. More cycle parking can only help this.
	Can shops be encouraged /supported to put rails outside their windows instead of writing signs that say 'No Cycles?' (only where it is appropriate and safe of course) - eg Arjuna and Al Amin do this, but very few shops do
	Delighted that these plans are being made and hope to see them in place before too long.
	Wonderful that more cycle parking is proposed - simply, the more the better.
	<p>I don't believe more cycle parks in the Historic centre will have a positive impact on living in Cambridge. As a resident, pedestrian, cyclist and car driver, I would rather see safe cycling parks(use of car parks), in a 5-7 min walking distance from the centre that do not impose on pedestrians, so to encourage walking both by those with full mobility but also those who may not be as mobile as they could be and struggle getting around cycle obstacles. Above all please do not let Cambridge turn into a cycle scrap yard, Sydney Sussex Street and St Andrews Street is already starting to feel like this. As a relocator to Cambridge I love the character, architecture and spacious feel it has, I would not wish to change this at all. I think if you targeted locations in the city people could commute to by bike and then walk the last 5-10 minutes this would be a fine balance to have achieved. There is no reason why a cyclist should be any more idoll/expectant that a car driver, and should not expect to walk a short distance to and from their bikes. Keep the charm of Cambridge, encourage fitness for all, cyclists and pedestrians, and</p>
	Great to see this initiative. Maybe: I might find them occasionally useful, but not
	Thanks for putting this forward; please, please sort this out ASAP, it's so difficult to get into Cambridge and park my bike that it often puts me off, as you can't find any bike parking. Plus I certainly agree that unwieldy cycles can and do often block the way for wheelchairs, mobility scooters and pushchair users, as people are so desperate to park their bike securely that they often block the way.
	I'd really like you to consider having bike areas where vans cannot drive up alongside to steal your bike quickly. Combined with an effective ban on all traffic from the centre of town would largely solve mass theft incidents for many!
	The 'high capacity' stands are difficult to access and dangerous for wheel bending. Every possible location should be used. Dumped bicycles must be removed regularly. There are now times that it is impossible to park securely in the town centre.
	In favour. Please add cycle parking outside pubs which are otherwise car parking only. It is frustrating that I have nowhere safe to leave my bike outside for example The Cambridge Blue and the Kingston Arms. One or two car parking spaces could be easily converted. It would also reduce the annoyance to local residents by reducing the number of people who chain bikes to their drainpipes.

	I strongly support more cycle parking using the simple Sheffield hoops rather than the ugly high capacity stands. Increasing the public cycle parking area in the Grand Arcade car park would be preferable to cluttering the most historic Cambridge views.
	Cambridge City Centre desperately needs more cycle parking, so these proposals are very welcome. What about other areas of Cambridge, however? Mill Road parking for bicycles (particularly at popular locations like the Co-op) is also inadequate.
	I don't often cycle into the city centre due to the lack of secure cycle parking, and due to the high risk of theft and vandalism.
	Excellent idea. Dedicated parking is better than bikes locked to railings etc. A further bigger cycle park like that at the Car Parks would be useful too. Extra provision is still needed at the railway station, despite improvements. thank you.
	Against - Potential loss of disabled parking bays
	For all marked 'maybe', I favour having cycle parking in the designated location, but strongly prefer Sheffield stands. The high-capacity stands are overly complicated, and add time and effort to locking, unlocking, etc.
	A general comment on nearly all of the proposed cycle parking sites. The bollards, where shown, do not sufficiently protect parked cycles. I have parked a bike in the last "Sheffield stand" type hoop adjacent to the kerb and had a car or van hit it and destroy the wheel. This can only be prevented by placing the bollard on the outside corner of the parking area (not the centre as shown on the plans). And bollards need to be placed at every parking area, including those on kerbs as kerbstones do not deter all drivers from driving over them.
	Overall many of these proposals are well thought out and welcomed. Thank you for your hard work so far. However, in all instances where 'high capacity cycle stands' have been proposed I am against the scheme because I am against the use of these stands. They are more trouble than they are worth.
	Just too congested already in those areas - more people messing around with bikes, scratching each other, passers-by, etc. would be bad. PLEASE can we keep the lovely cycle park at Park Street parking garage - it's safe, has a roof on it, is just lovely. In fact, expand it! We need more cycles in the city, not more car drivers (and I speak as a car driver!). You should also publicize the grand arcade cycle park more - lots of people still don't know it exists.
	I rarely have trouble parking my bike in the city and the city should at all cost avoid creating potential cyclist / pedestrian conflicts just to try and pander to the cycling lobby (who of course only care about cyclists and not about anyone else). And I hate those high capacity stands.
	Why the obsession with high capacity stands? Any kind of stand which attempts to hold a wheel is liable to end up bending the wheel and I avoid this kind of stand at all times, finding an alternative place to park. Also, there is precious little space between stands as it is, so scrambling around even closer packed bikes with baskets, wide handlebars, child seats and so on makes locking/unlocking bikes very difficult, often dirty and sometimes painful. Please try to balance parking space with some common sense about usage - i.e. try some of the stands out yourself when they are full of the assortment of bikes we have in Cambridge and see how easy it is to use them.
	I'm in favour of more on-street cycle parking in the city centre, and I'm less bothered about the details (such as exact location and type of stand). I think it could also be useful to have "culls" every now and again (e.g., termly) whereby bikes identified as abandoned can be removed.
	Historic old streets/narrow/ too cluttered/ existing car parking p an d lost
	It would be great if the cycle racks could have signs to say that if bikes left for long periods of time will be removed to the Depot and then periodically bikes removed by officers so that the racks are available for people to use them.
	Please squeeze in as much as possible, but have some spaces where trailers can be accommodated
	Please consider adding more parking in Jesus Lane near the Friends Meeting House/Theatre. Please also consider installing cycle parking further out of the city centre in Mill Road, and near popular pubs such as the Kingston Arms, Cambridge Blue, Devonshire, etc. Please consider adding cycle parking on Devonshire Road by the Station car park, or in that corner of the Station car park itself. These plans are fantastic - well done! Please add more and more though...
	Any additional parking space would be welcome. I often take the bike simply because there is nowhere to park the car even if I needed it and the traffic makes timing impossible to predict. Therefore to encourage cyclists it is essential to have places to safely and easily secure a bike. I don't like stands that you have to lift the bike onto, as am not usually strong enough to do that and my bike has a basket.
	Less likely to use these so don't have a strong opinion. Definitely need more cycle parking in town. Be good to remove abandoned bikes where possible.

	In favour. Keep looking for opportunities for cycle parking...
	I am looking forward to the possibility of locking up my bike in Cambridge closer to where I am going without having to hunt for a parking space.
	A good start, not nearly enough. Is this around 1000 extra places, for something like 50,000 cycles in Cambridge? Also, much of the nearby ring of the centre (so up to mile from the city centre) desperately needs spaces. We know that Newtown suffers greatly from theft, and there's a big lack of spaces there. People ride bikes there as well, although obviously not quite as much as the very centre.
	Not sure there is room
	Several locations would be better served with plain Sheffield-style stands. These are much more cycle-friendly than other designs.
	This is a very good start! Let's have this every year!
	Sheffield bars are simple to use, and suitable for all types of bikes (some grooves are too narrow for knobby tyres, for example). Admittedly, women's bikes or any bikes with very low crossbars, and bikes with baskets are difficult to accommodate on any bars, and make it difficult for other users.
	A VERY STRONG emphasis needs to be made to cyclists: 1. wear reflective clothing and have bicycle lights on in the dark 2. NOT hold and speak on their mobiles when cycling, which distracts them from their safety and of others 3. NOT to be talking to fellow cyclists side by side on a road ignoring other traffic, and holding up the flow of traffic 4. To remain in the cycling lanes and not to weave in between vehicles on a road, the driver is unable to predict where the cyclist will cycle next and it is difficult to keep an eye on them constantly whilst being weary of other sensible cyclists, pedestrians and other vehicles. 5. to cycle safely, NOT to cycle along in their cycle lanes and then cut across a zebra crossing without due notice, care or attention for other traffic 6. To stick to road safety and understand other vehicles also use the roads. I am also a cyclist as well as driver, and the lack of road safety and care cyclist have is almost always beyond belief. Understand there are bad drivers, but being a bad cyclist can mean the end of one's life. Any promotion of greater cycling NEEDS a greater attention to road safety -

APPENDIX C

High Capacity Cycle Stand Trial Survey Results

**CAMBRIDGE CITY CENTRE CYCLE PARKING
PROJECT HIGH CAPACITY CYCLE STAND TRIAL:
USER SURVEY**



How would you rate the use of the high capacity cycle stands?			
		Response Percent	Response Count
Easy to use		34.8%	8
Moderately easy		30.4%	7
Difficult to use		34.8%	8
If you have answered 'Difficult to use' please tell us why and how we may improve it?			9
answered question			23
skipped question			0

**CAMBRIDGE CITY CENTRE CYCLE PARKING
PROJECT HIGH CAPACITY CYCLE STAND TRIAL:
USER SURVEY**



How secure do you feel about locking your bicycle on these stands?			
		Response Percent	Response Count
Very secure		31.8%	7
Relatively secure		54.5%	12
Not secure		13.6%	3
answered question			22
skipped question			1

**CAMBRIDGE CITY CENTRE CYCLE PARKING
PROJECT HIGH CAPACITY CYCLE STAND TRIAL:
USER SURVEY**






Using a scale of 5 to 1 how would you rate the appearance of the high capacity cycle stands? (5 = very attractive, 1 = least attractive)

		Response Percent	Response Count
5		31.8%	7
4		9.1%	2
3		27.3%	6
2		9.1%	2
1		22.7%	5
answered question			22
skipped question			1

**CAMBRIDGE CITY CENTRE CYCLE PARKING
PROJECTHIGH CAPACITY CYCLE STAND TRIAL:
USER SURVEY**



Do you feel the cycle stands are suitable to the environment of Cambridge?			Response Percent	Response Count
Yes			68.2%	15
No			27.3%	6
No Opinion			4.5%	1
			answered question	22
			skipped question	1

**CAMBRIDGE CITY CENTRE CYCLE PARKING
PROJECT HIGH CAPACITY CYCLE STAND TRIAL:
USER SURVEY**



Overall do you prefer this particular type of cycle stand over other types of stands you have previously used?

		Response Percent	Response Count
Yes		28.6%	6
No		52.4%	11
No Opinion		19.0%	4
answered question			21
skipped question			2

I think this may be the best that could be done locally in order to get high capacity and OAPs will simply have to hope to be able to find a space at a lower level.

9/9/2013 11:57 AM [View Responses](#)

the stands installed at Sidney St, which are high capacity, are very difficult to use. I haven't been able to try those at Drummer st, but there are 2 problems with those in Sidney St which must not be replicated elsewhere. 1. the stands are accessed from the pavement/shop side and not the street. that means bikes are mixing with pedestrians - very difficult to get your bike out after having used the stands. 2. the bike can not be placed close enough to the rack/bar if you have a short/medium D-lock. short/medium length D-locks are the best type of lock for security as it makes it harder for thieves to break the lock by twisting. But the bike can not be located close enough to the rack in Sidney St. to enable the bike to be locked to the rack. the design of this new high capacity racks look a little different, but they must be installed and checked to avoid these 2 problems.

9/8/2013 4:12 PM [View Responses](#)

I do not like the high capacity stands. The tyre holder makes it very difficult for me to securely lock my bicycle. I have a D Lock and prefer to lock through the frame and the front wheel of my bicycle as this reduces the likelihood of theft of the front wheel. The tyre holder holds the cycle away from the stand and makes it difficult to lock through all parts of the cycle. I also do not like having less space to stand next to my cycle when trying to lock and unlock it. Please do not use these in future developments around Cambridge.

8/30/2013 10:51 AM [View Responses](#)

I want to lock the frame of my bicycle to the main part of the stand. But the part of the frame that holds the front wheel forces the whole bicycle to be slightly too far away from the frame. The part of the stand that holds the front wheel should be closer to the central main part of the stand.

8/30/2013 9:40 AM [View Responses](#)

When using the 'high level' space, the handlebars of the bike in the 'low level' space is level with your frame, when they remove their bike, their handlebar scratches your frame.

8/30/2013 9:32 AM [View Responses](#)

They're utterly unsuitable for use with disc brakes, which are increasingly common even on cheap bikes

8/30/2013 8:59 AM [View Responses](#)

Because they are always full

8/26/2013 10:34 AM [View Responses](#)

It's a bit difficult to use shorter D locks around the bike frame and the stand, as the bike is held some distance away from the main body of the stand. (Locking through the wheel only is insecure.)

8/20/2013 10:08 PM [View Responses](#)

They are useless for locking. The central bar is too far from the frame. I fail to see how they increase lockable capacity. They are also impossible for any non-standard bike, of which there are many in Cambridge.

8/9/2013 12:21 AM [View Responses](#)

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APPENDIX C

Proposals for Implementation

CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

PROPOSALS FOR IMPLEMENTATION

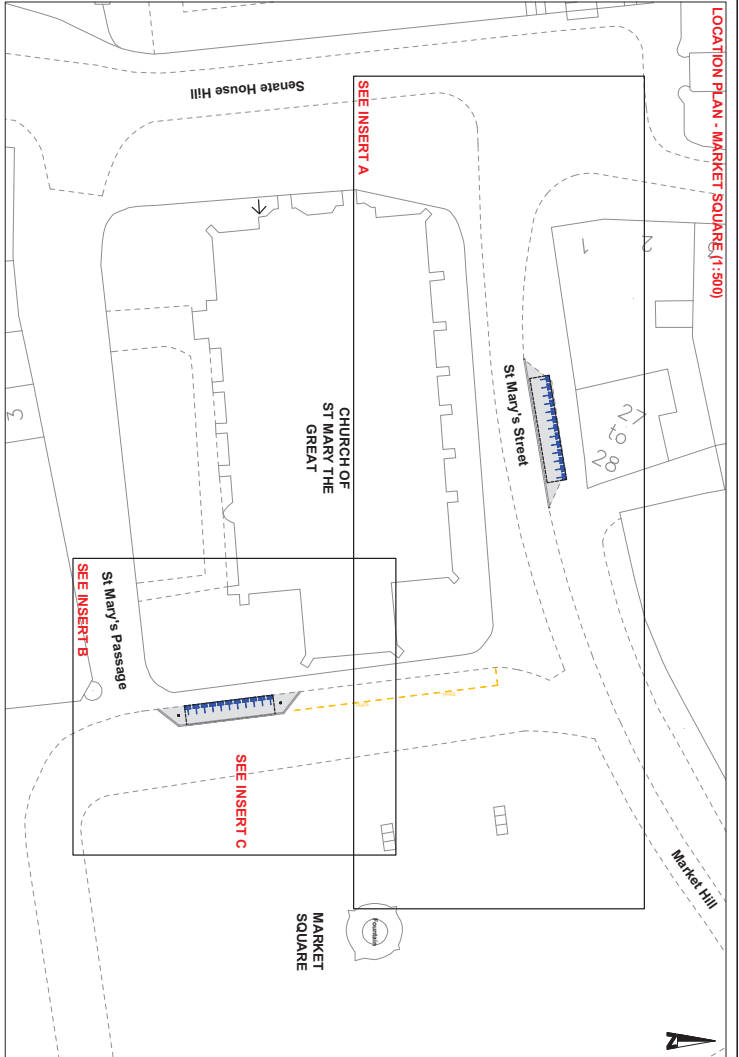
DRAWING INDEX

Market Square	014-018/000/101
Peas Hill and Edward's Passage	014-018/000/102
Guildhall Street	014-018/000/003
Bene't Street, King's Parade and Trumpington Street	014-018/000/004
Park Terrace	014-018/000/005
Jesus Lane	014-018/000/008
St John's Street and Trinity Street	014-018/000/009
Sidney Street	014-018/000/010
Lion Yard, Sidney Street and St Andrew's Street	014-018/000/011
Christ's Lane, Drummer Street and Christ's Pieces	014-018/000/012
Tennis Court Road	014-018/000/013
Free School Lane	014-018/000/014
Trumpington Street	014-018/000/015
Granta Place	014-018/000/016
Round Church Street	014-018/000/018
Castle Street	014-018/000/019
St Andrew's Street	014-018/000/020
Regent Street	014-018/000/021
Eden Street	014-018/000/022
Burleigh Place and Norfolk Street	014-018/000/024

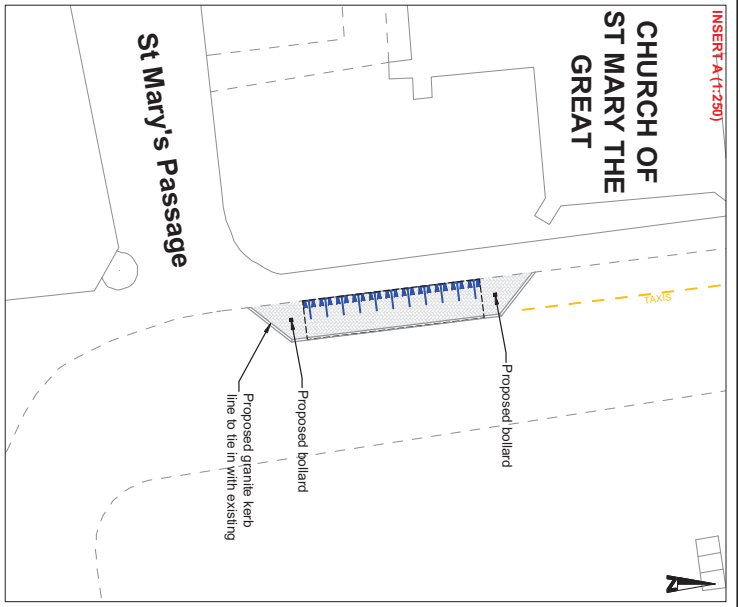


ENVIRONMENT
STREETS & OPEN SPACES
PROJECT DELIVERY

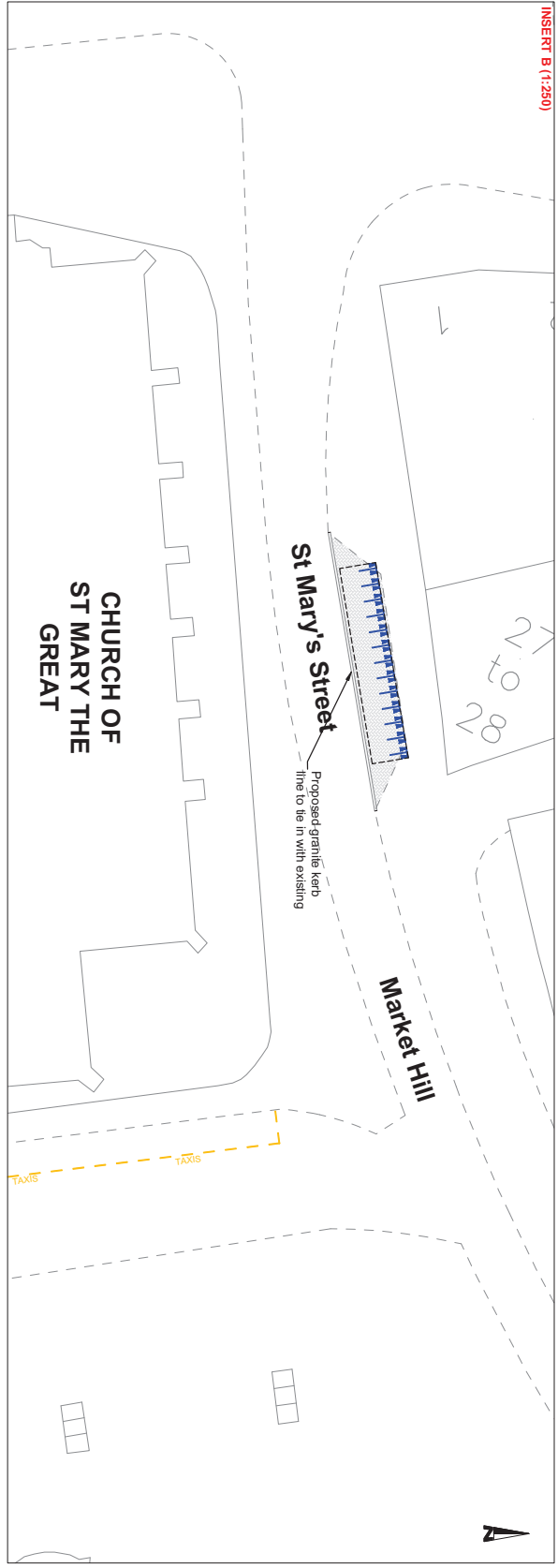
LOCATION PLAN - MARKET SQUARE (1:500)



INSERT A (1:250)



INSERT B (1:250)



Notes:
 Proposed high capacity cycle stands

Market Square
 Proposed high capacity cycle stands at Market Square.

North side (outside 27 to 28 St Mary's Street):
 13 cycle stands

Western side (outside church): 11 cycle stands

Total cycle stands: 24

Total possible capacity for cycle parking: 48

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REV / AMENDMENTS	DATE

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

Simon Payne
 Design Development
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 Tel: (01223) 457200 or 457201

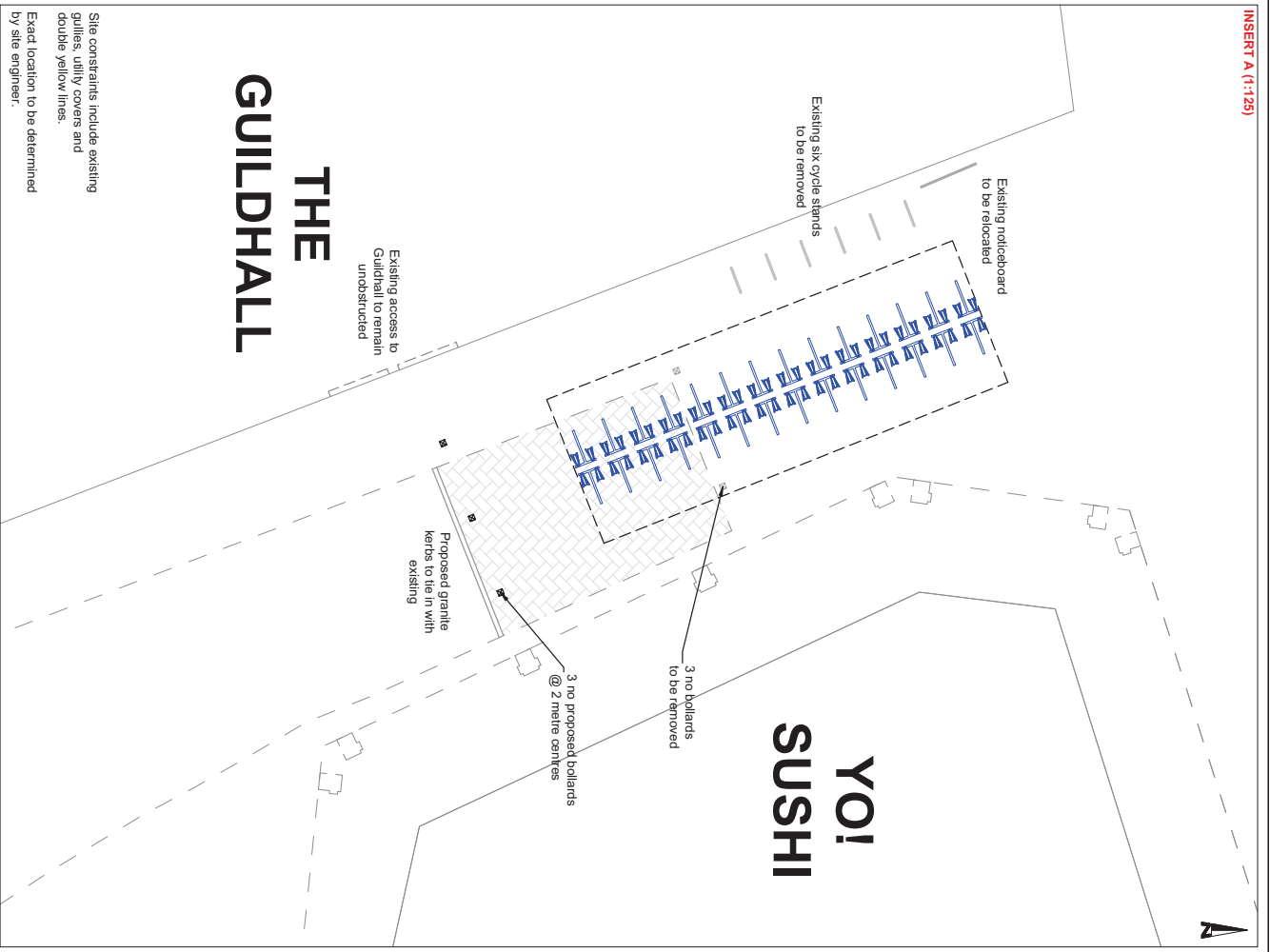
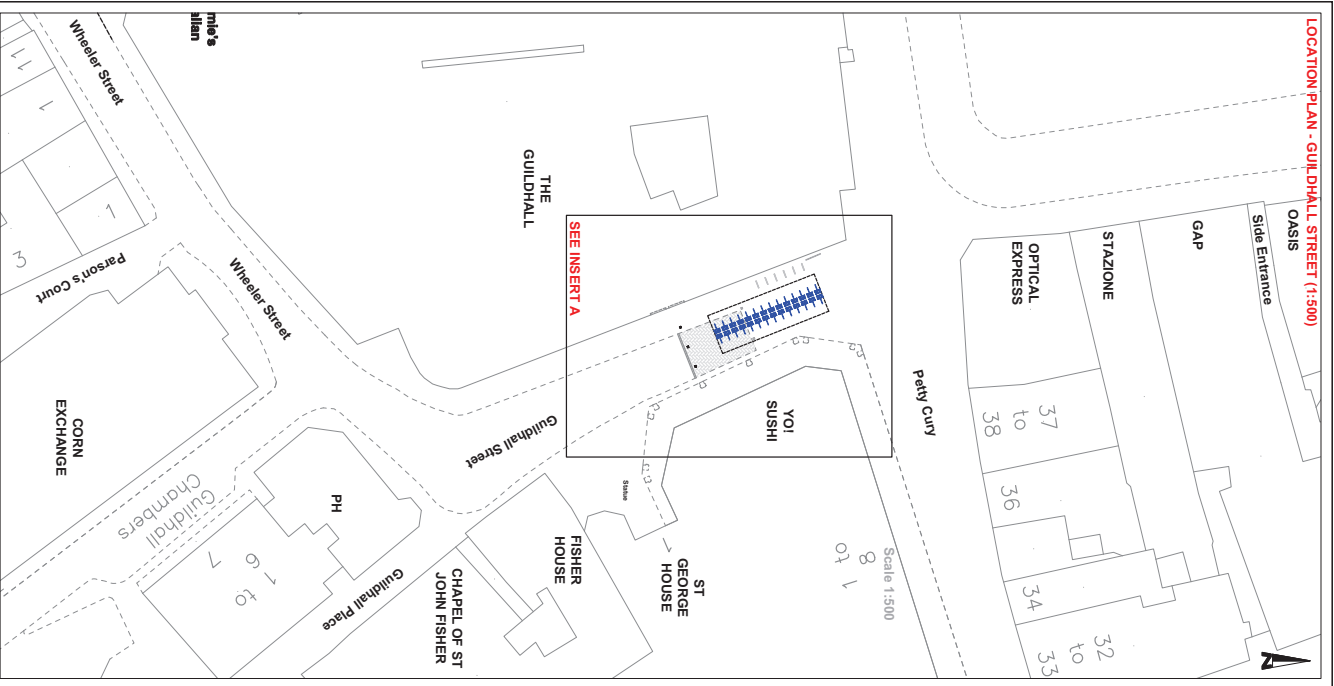
Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 MARKET SQUARE

Scale:
 As shown @ A3

Drawn by: HHJ
 Checked by:

Drawing No:
 014-018/000/101



Site constraints include existing gullies, utility covers and double yellow lines.
Exact location to be determined by site engineer.

Notes:

- Proposed location for high capacity cycle stands
- Proposed kerb build-out for high capacity cycle stands

Guildhall Street
Proposed high capacity cycle stands at Guildhall Street.
28 cycle stands: total possible capacity for cycle parking: 56.

YOI SUSHI

Existing six cycle stands to be removed

Existing noticeboard to be relocated

3 no bollards to be removed

3 no proposal bollards @ 2 metre centres

Proposed granite kerbs to tie in with existing

Existing access to Guildhall to remain unobstructed

THE GUILDHALL

Scale: As shown @A3
Date: As shown @A3
Drawn by: HHJ
Checked by: HHJ
Drawing No: 014-018/000/103

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

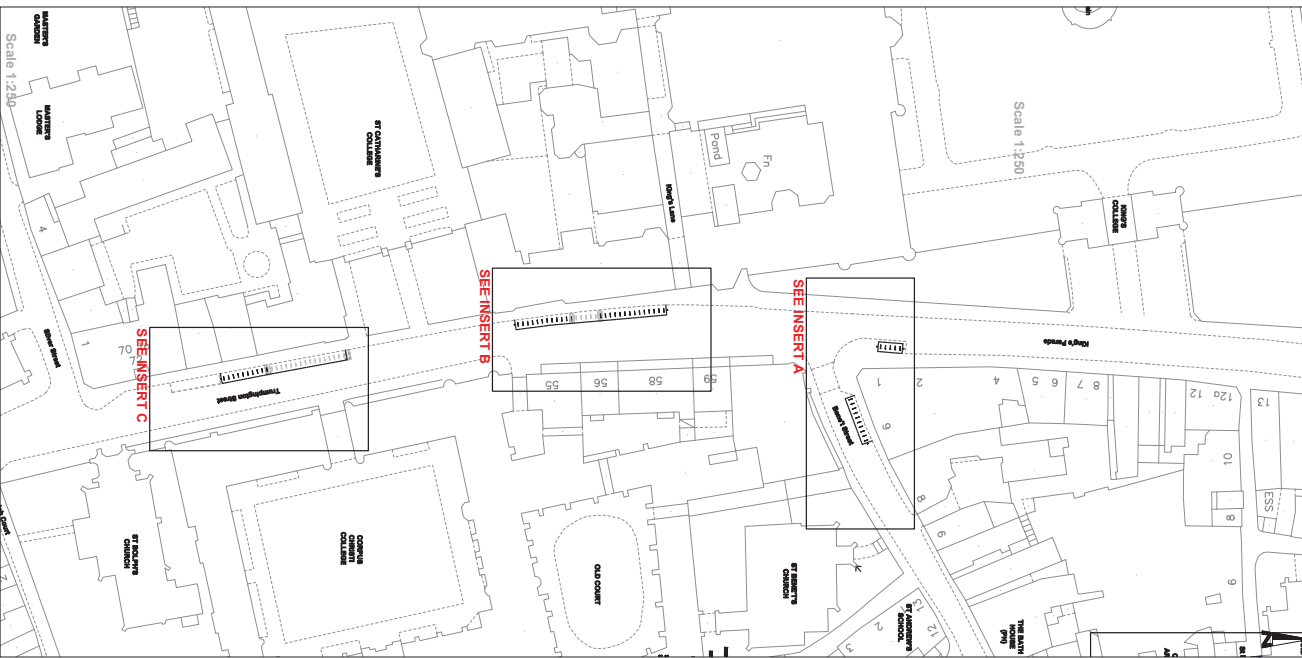
Shonit Payne
Development
CAMBRIDGE CITY COUNCIL
PO BOX 700, Cambridge CB1 0JH
Tel: (01223) - 457200 or 457201

Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT
PUBLIC CONSULTATION

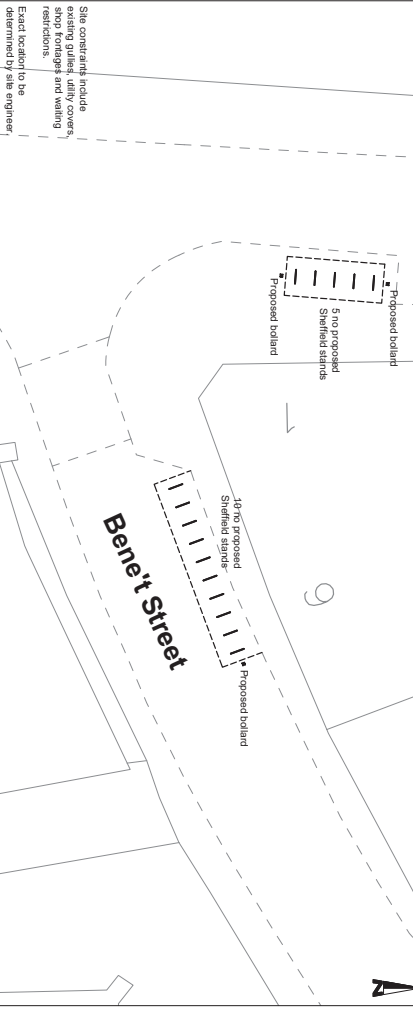
REV / AMENDMENTS	DATE

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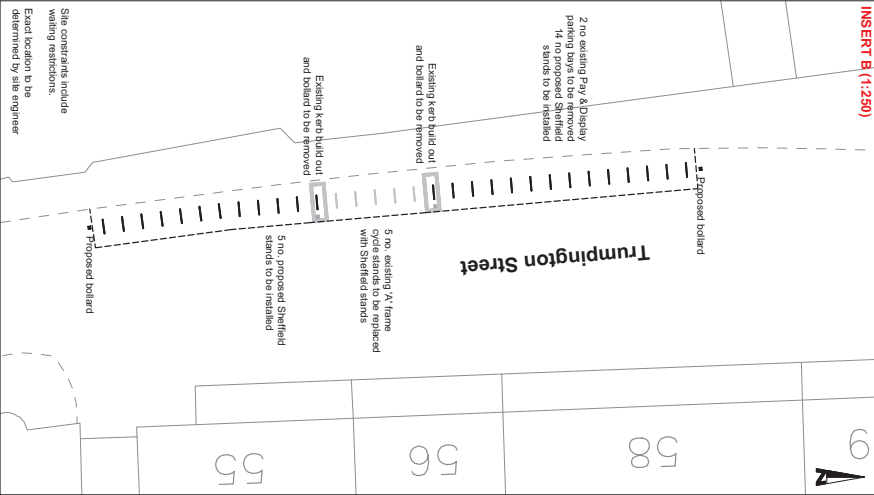


INSERT D (1:250)



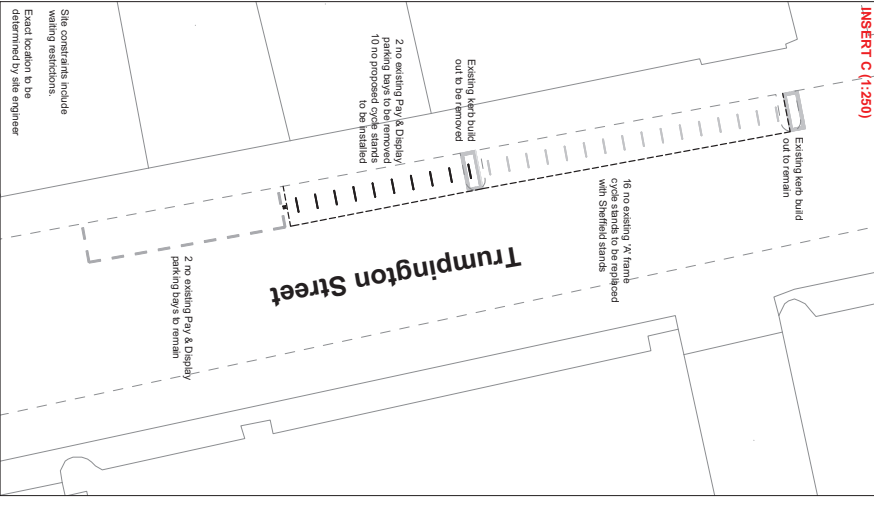
Site constraints include existing grass, utility covers, existing footpaths and existing restrictions.
Exact location to be determined by site engineer

INSERT B (1:250)



Site constraints include waiting restrictions.
Exact location to be determined by site engineer

INSERT C (1:250)



Site constraints include waiting restrictions.
Exact location to be determined by site engineer

Notes:
 Proposed location for traditional cycle stands
 Proposed traditional cycle stands on the carriageway: 41 cycle stands
 Total possible capacity for cycle parking: 82

Benet Street
 Proposed traditional cycle stands on the carriageway: 10 cycle stands
 Total possible capacity for cycle parking: 20

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REV	AMENDMENTS	DATE

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

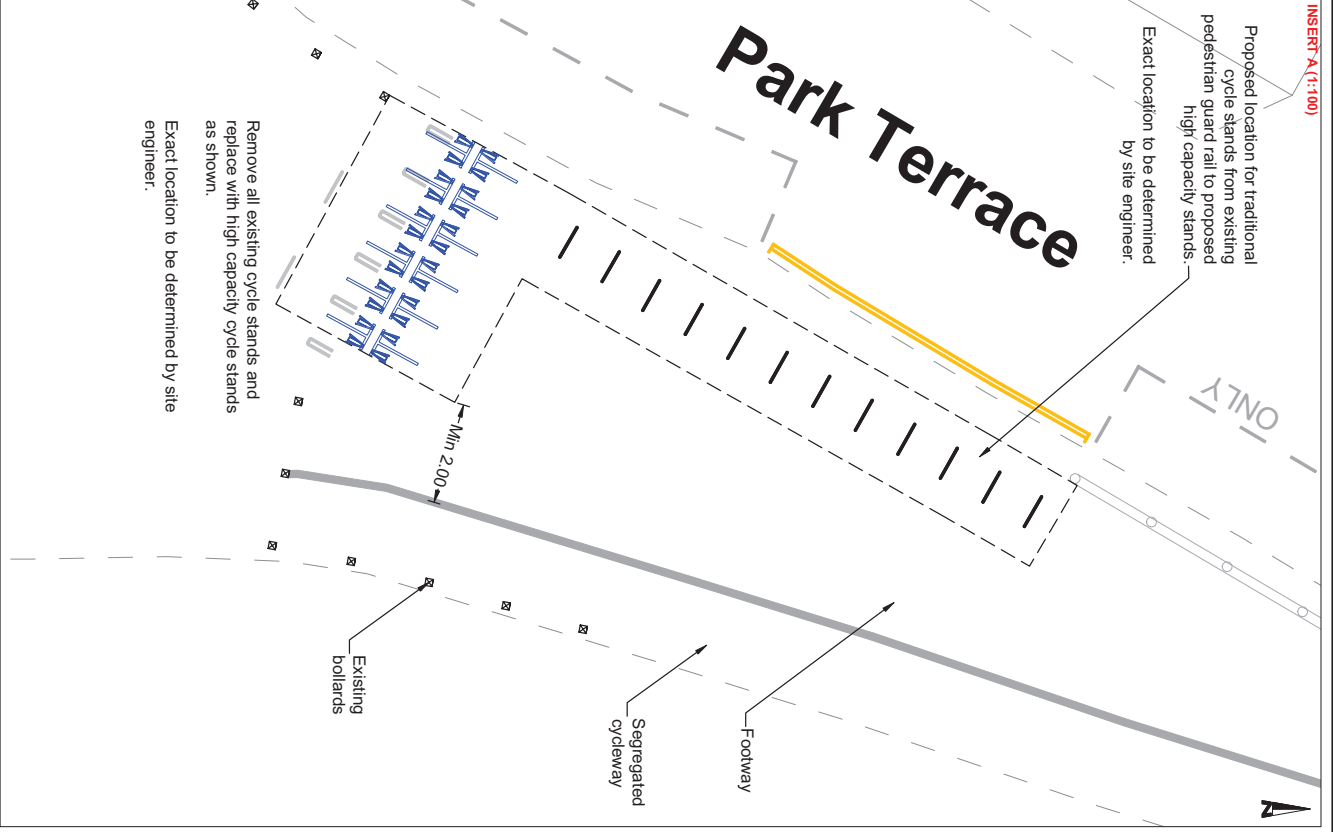
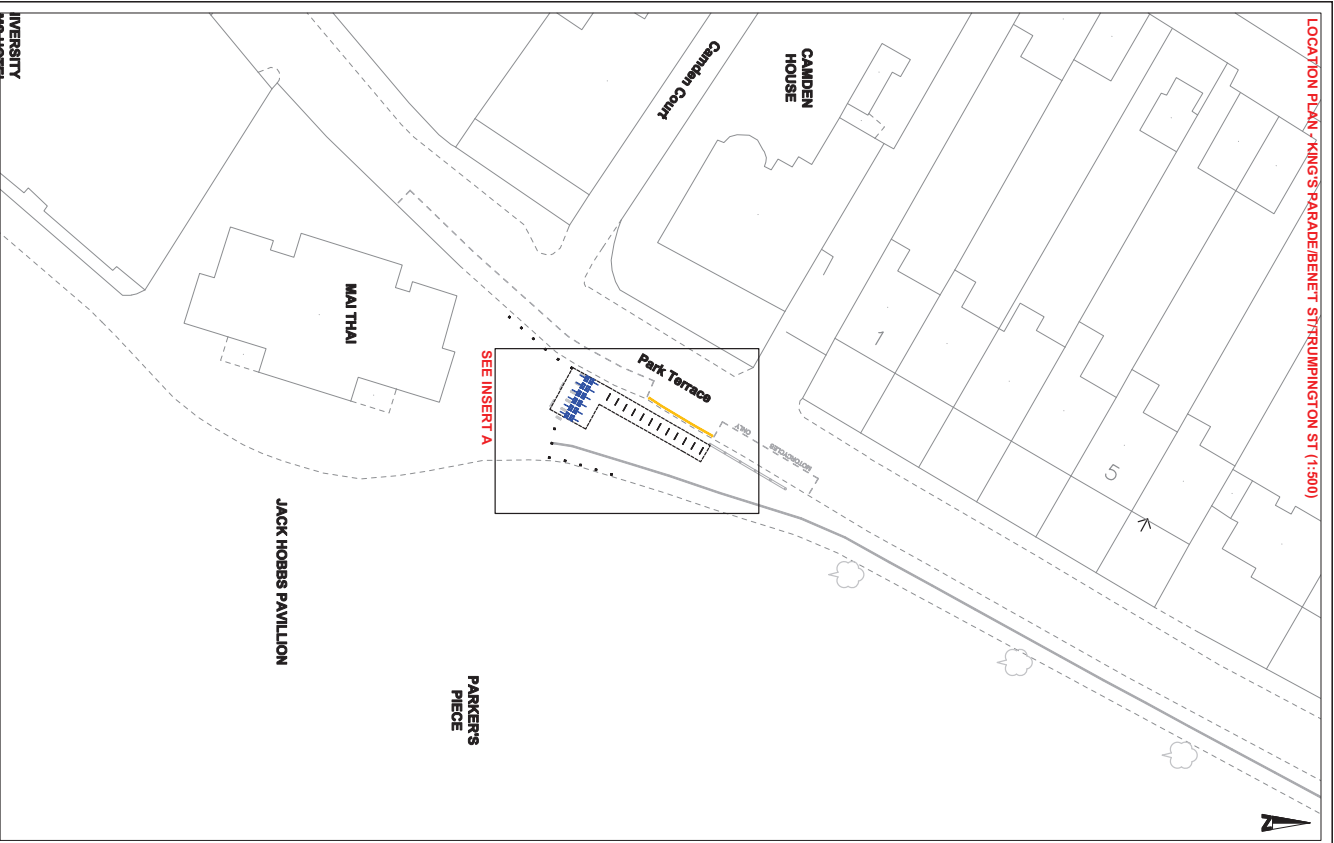
Simon Payne
 Design Development
 CAMBRIDGE CITY COUNCIL
 PO BOX 700, Cambridge CB1 0UH
 Tel: (01223) 457200 or 457201

Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 KING'S PARADE, BENET STREET AND TRUMPINGTON STREET

Scale: As shown @A3
 Date:
 Drawn by: HHJ
 Checked by:
 Drawing No: 014-018/000/004

REV A



Notes:
 Proposed location for high capacity cycle stands
 Proposed location for traditional cycle stands

Park Terrace
 Location #1:
 Existing six 'butterfly'-style stands and two 'double-loops'-style stands (capacity for 10 cycles) to be replaced with 12 high capacity stands.

Location #2:
 Proposed traditional cycle stands at Park Terrace adjacent to motorcycle parking: 12 cycle stands

Total possible capacity for cycle parking: 48

DO NOT SCALE
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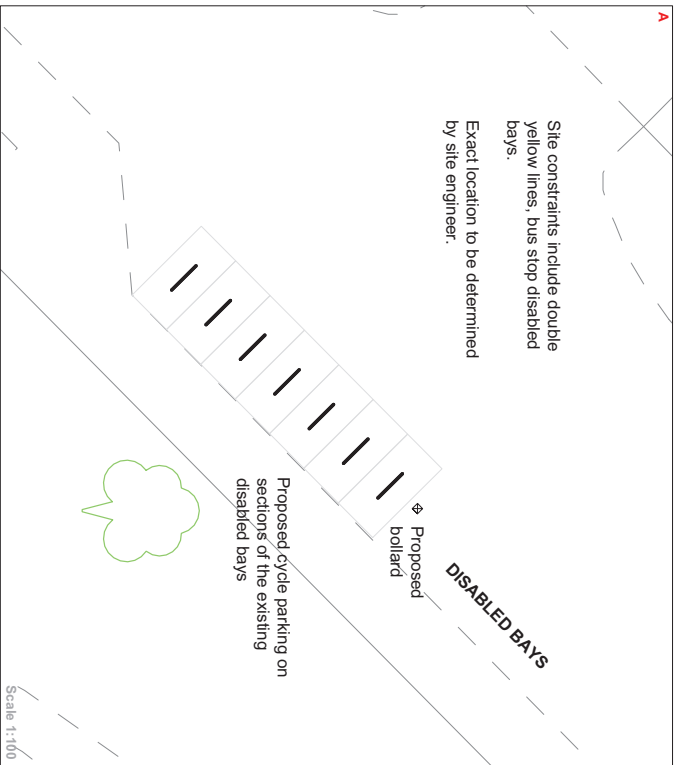
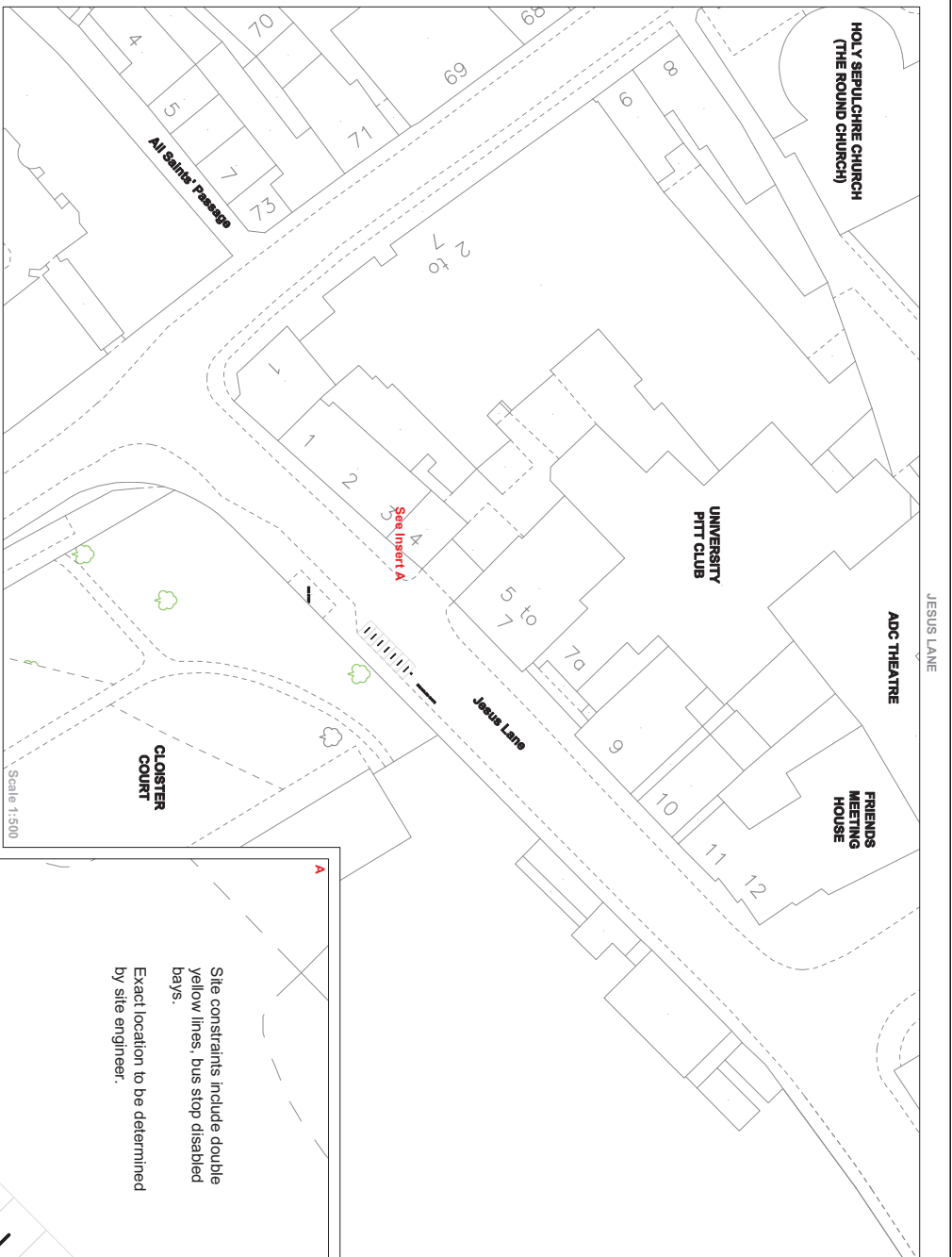
Small Payne Development
 CAMBRIDGE CITY COUNCIL
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 Tel: (01223) -457200 or 457201

REV / AMENDMENTS	DATE
 ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY	

Project
 CAMBRIDGE CITY CENTRE CYCLE
 PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 PARK TERRACE

Scale: As shown @A3	Date:
Drawn by: HHJ	Checked by:
Drawing No: 014-018/000/005	REV A



Notes:
 Proposed location for traditional cycle stands

Jesus Lane
 Proposed traditional cycle stands at Jesus Lane: 7 cycle stands
 Total possible capacity for cycle parking: 14

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REV / AMENDMENTS	DATE
A. Approved for public consultation	24 Aug 2010

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

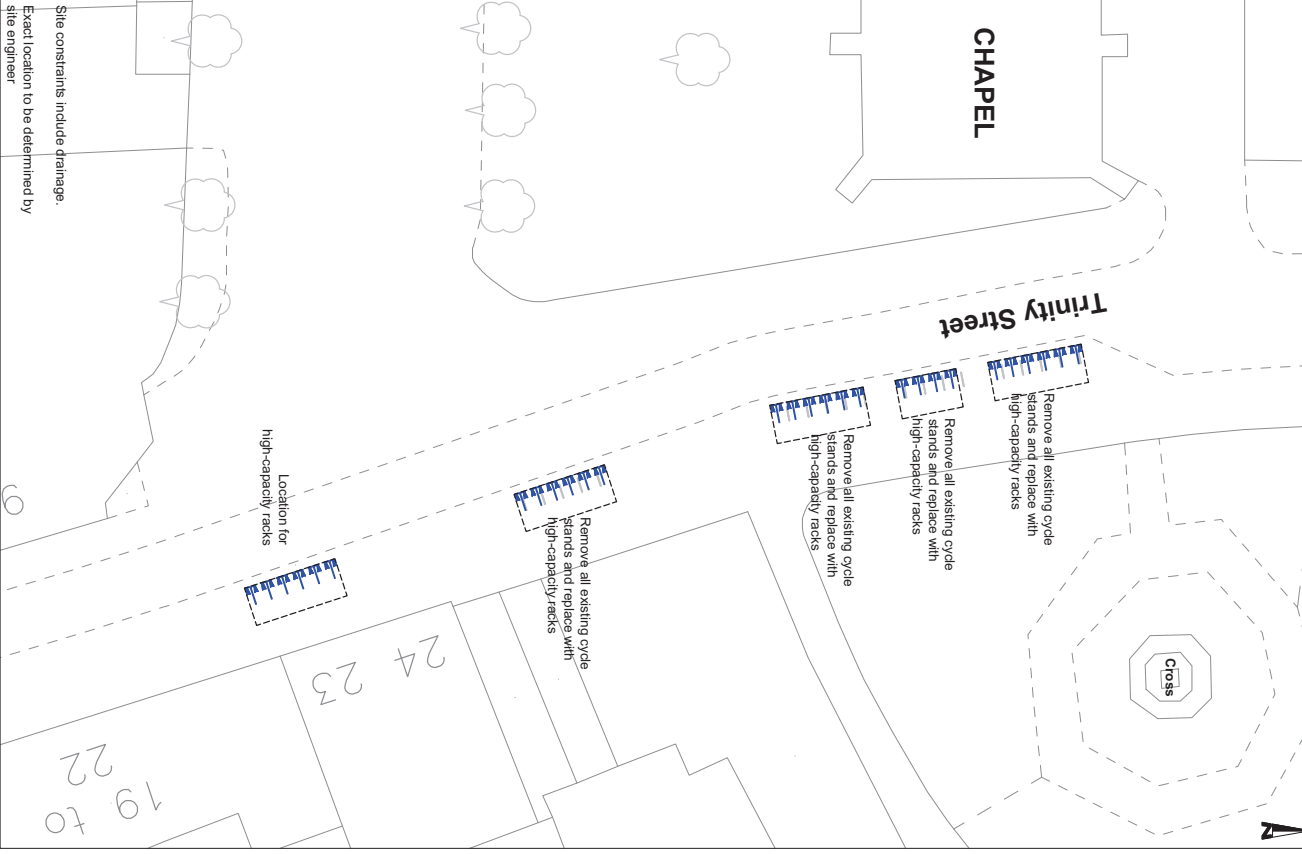
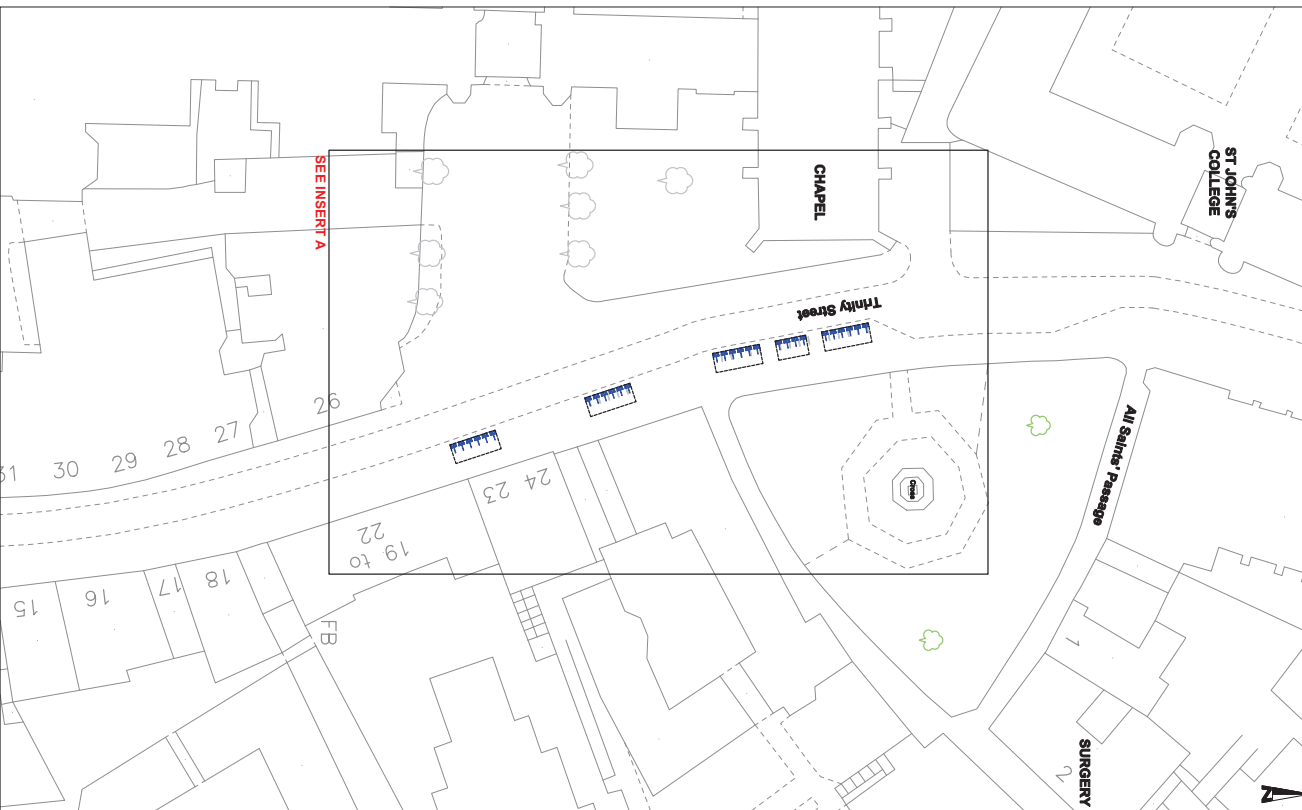
Simon Payne
 Director of Environment
 CAMBRIDGE CITY COUNCIL
 PO BOX 700, Cambridge, CB1 1QH
 Tel: (01223) 457200 or 457201

Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 JESUS LANE

Scale: VARIOUS @A3
 Drawn by: SH
 Checked by: GR

Drawing No: 014-018/000/008
 REV A



Site constraints include drainage.
Exact location to be determined by site engineer.

Notes:

- Proposed high capacity cycle stands
- Trinity Street
- Proposed high capacity cycle stands at Trinity Street.
- Opposite All Saints' Passage: 28 cycle stands
- Total possible capacity for cycle parking: 56

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REV / AMENDMENTS	DATE

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

Cambridge

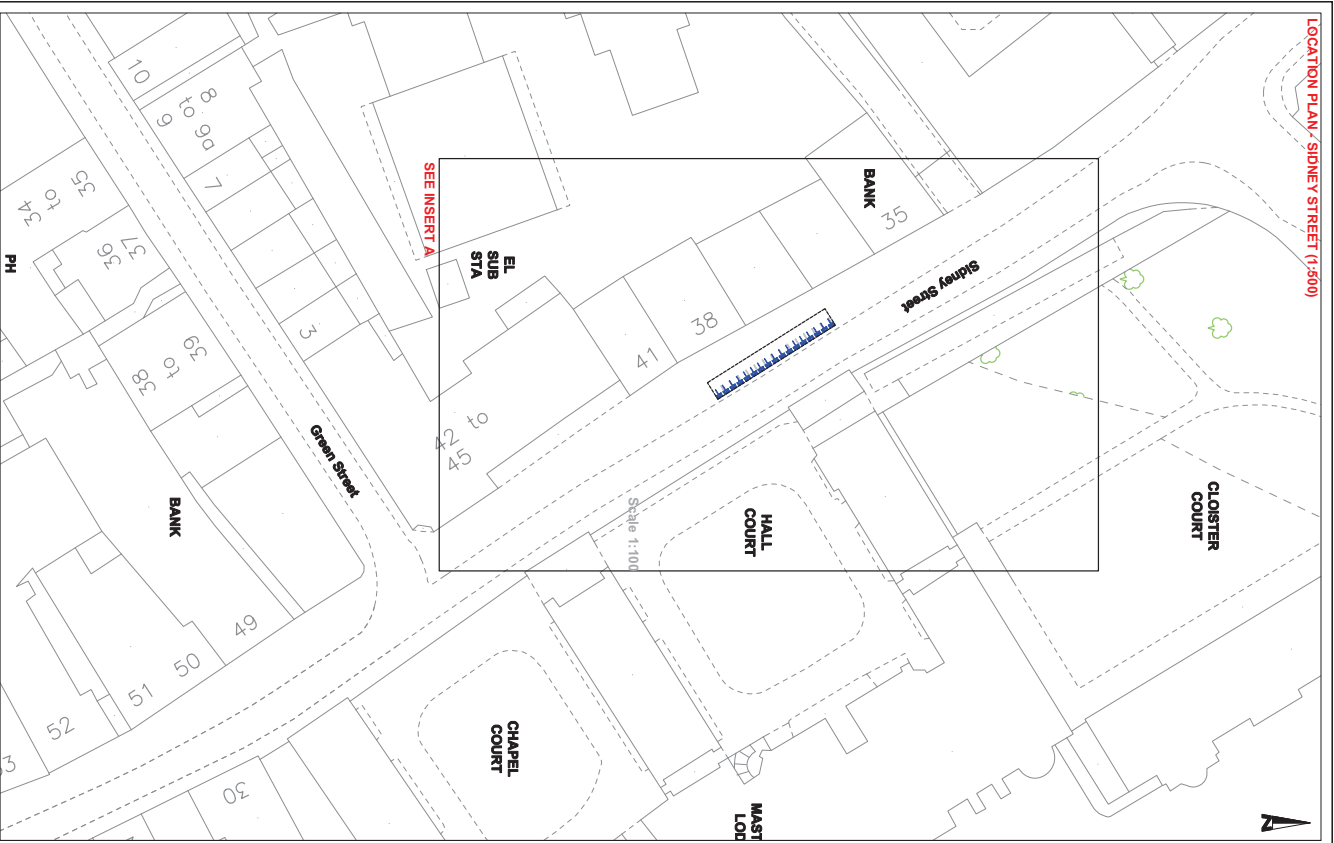
Simon Payne
Director of Environment
CAMBRIDGE CITY COUNCIL
PO BOX 700, Cambridge CB1 0JH
Tel: (01223) 457200 or 457201

Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
PROPOSED ON-STREET LOCATION
TRINITY STREET

Scale: As shown @A3
Date:
Drawn by: HHJ
Checked by:
Drawing No: 014-018/000/009
REV A

LOCATION PLAN - SIDNEY STREET (1:500)



INSERT A (1:250)



Notes:
 Proposed location for high capacity cycle stands

Sidney Street
 Proposed high capacity cycle stands at Sidney Street.
 Opposite Sia Travel and Fopp, to replace the fourteen existing cycle stands. 17 cycle stands
 Total possible capacity for cycle parking: 34.

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REV / AMENDMENTS	DATE



Simon Payne
 Director of Environment
 CAMBRIDGE CITY COUNCIL
 PO BOX 700, Cambridge CB1 1QH
 Tel: (01223) 457200 or 457201

Project
 CAMBRIDGE CITY CENTRE CYCLE
 PARKING PROJECT

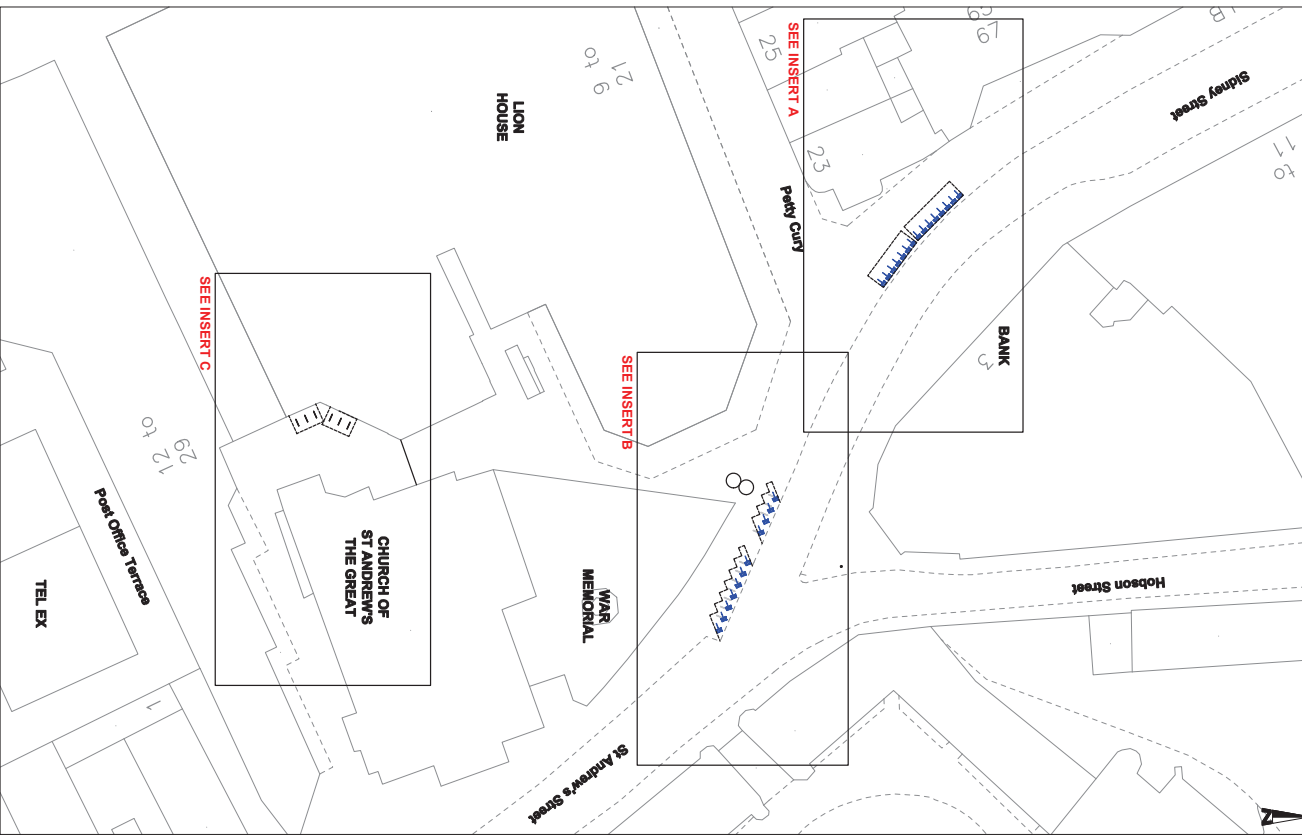
Drawing
 PROPOSED ON-STREET LOCATION
 SIDNEY STREET

Scale: As shown @A3	Date:
Drawn by: HHJ	Checked by:

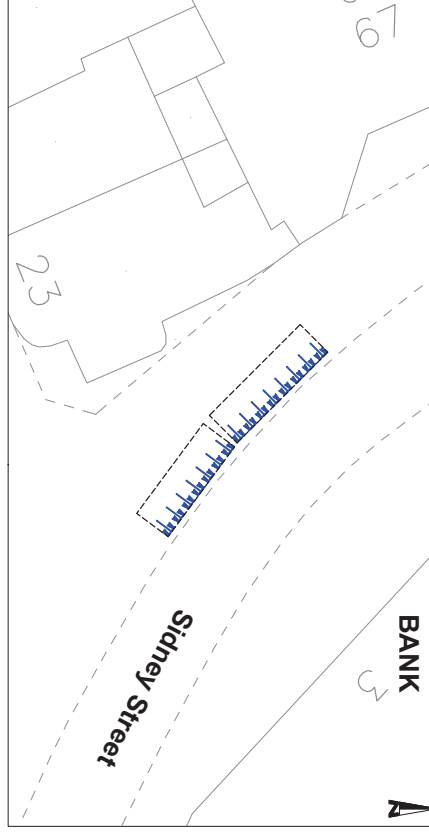
Drawing No:
014-018/000/010

REV A

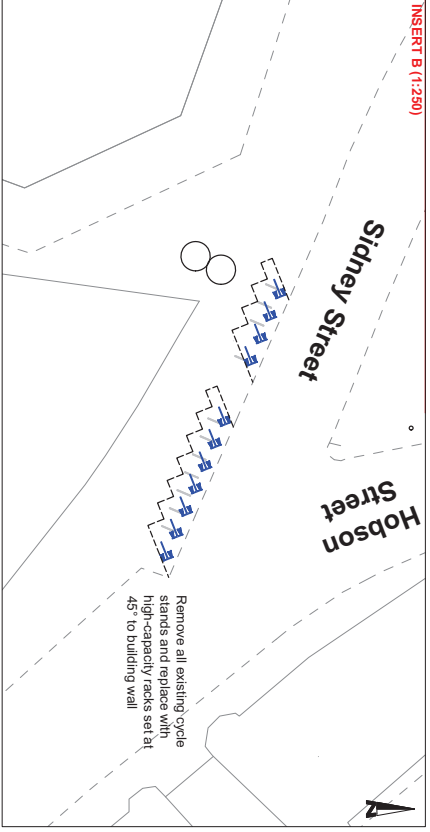
LOCATION PLAN - SIDNEY STREET/ST ANDREW'S STREET/LION YARD (1:500)



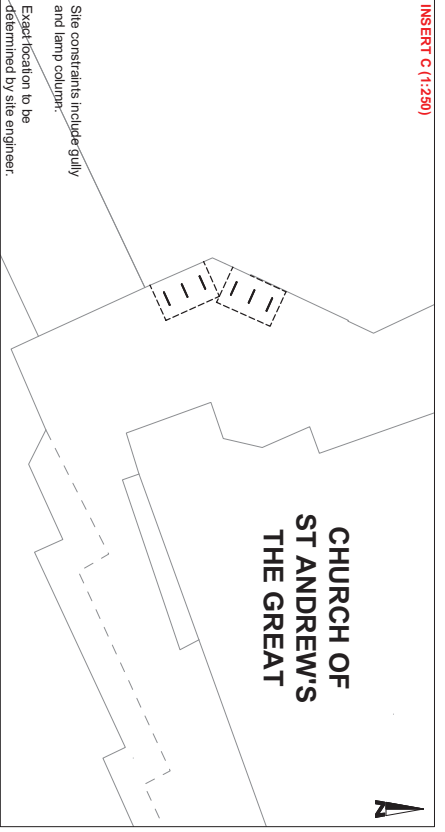
INSERT A (1:250)



INSERT B (1:250)



INSERT C (1:250)



Site constraints include gully and lamp column. Exact location to be determined by site engineer.

Notes:

- Proposed location for high capacity cycle stands
- Proposed location for traditional cycle stands
- Sidney Street**
Proposed high capacity cycle stands at Sidney Street and St Andrew's Street.
- Sidney Street outside no 23 Palfy Curv. 15 cycle stands
- Sidney Street/Si Andrew's Street opposite Lion House/War Memorial (to replace the twelve existing cycle stands): 11 cycle stands
- Total possible capacity for cycle parking: 52.
- Lion Yard
Proposed traditional cycle stands at Lion Yard
- Opposite Church of St Andrew's The Great: 6 cycle stands
- Total possible capacity for cycle parking: 12

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REV	AMENDMENTS	DATE
<p>ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY</p>		

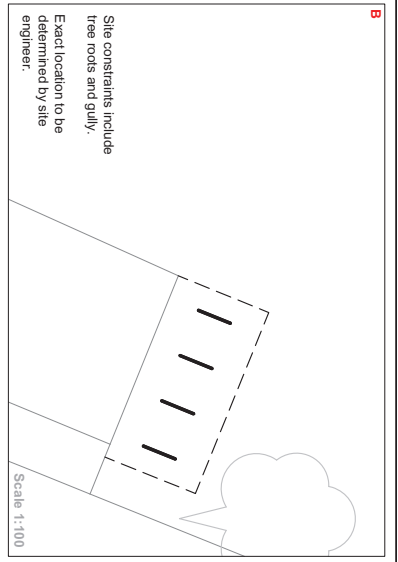
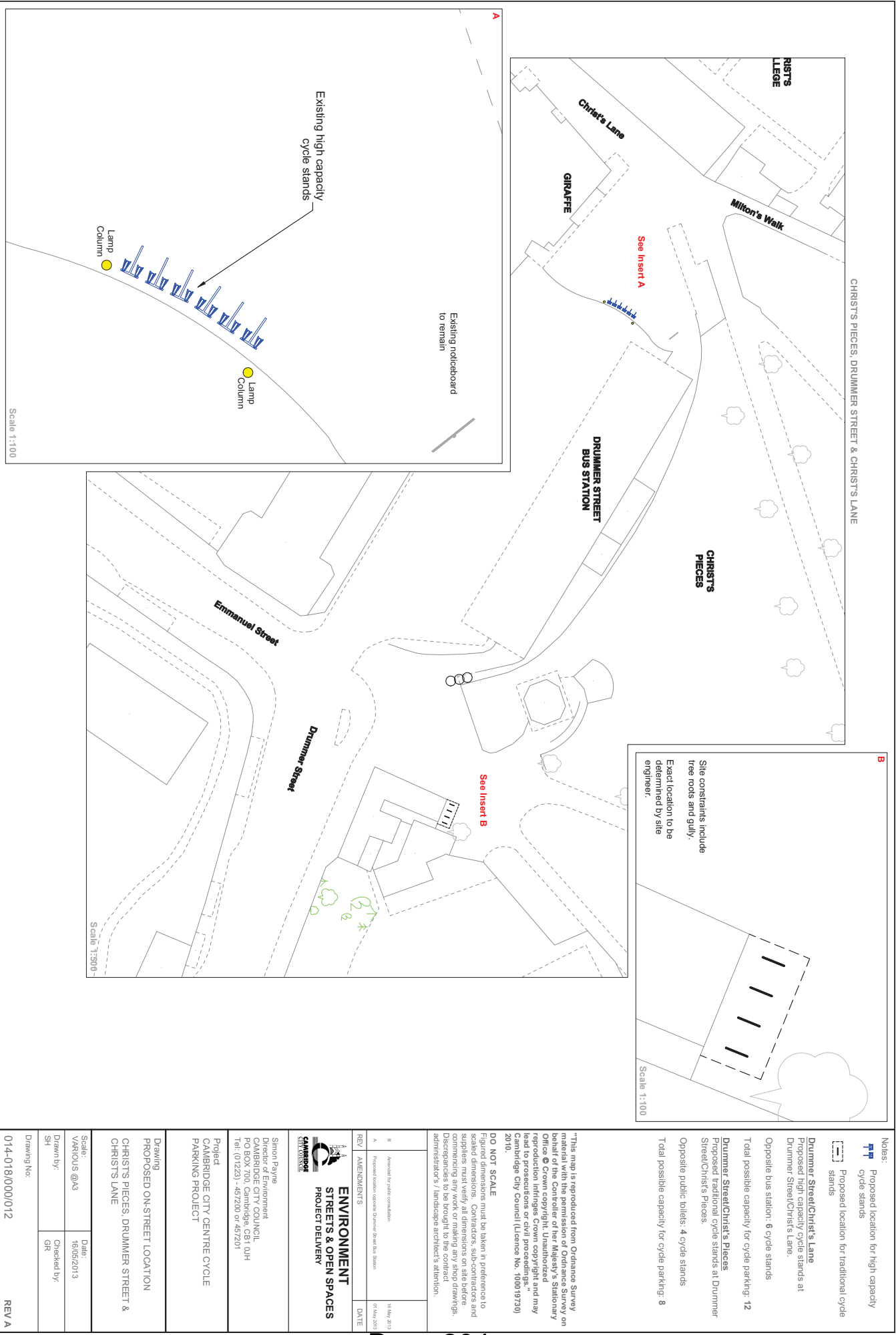
Simon Payne
Director of Environment
CAMBRIDGE CITY COUNCIL
PO BOX 700, Cambridge CB1 0JH
Tel: (01223) 457200 or 457201

Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
PROPOSED ON-STREET LOCATION
LION YARD, SIDNEY STREET AND ST ANDREW'S STREET

Scale: As shown @A3
Date:
Drawn by: HHJ
Checked by:

Drawing No: 014-018/000/011
REV A



Notes:

- Proposed location for high capacity cycle stands
- Proposed location for traditional cycle stands
- Drummer Street/Christ's Lane Proposed high capacity cycle stands at Drummer Street/Christ's Lane.
- Opposite bus station: 6 cycle stands
- Total possible capacity for cycle parking: 12
- Drummer Street/Christ's Lane Proposed traditional cycle stands at Drummer Street/Christ's Lane.
- Opposite public toilets: 4 cycle stands
- Total possible capacity for cycle parking: 8

DO NOT SCALE

Figured dimensions must be taken in preference to scaled dimensions. Contractors, sub-contractors and suppliers must verify all dimensions on site before commencing any work or making any shop drawings. Dimensions are to be taken to the centre of walls, unless otherwise stated. All dimensions are subject to the architect's / landscape architect's attention.

REV / AMENDMENTS	DATE
B Approved for public consultation	16 May 2013
A Proposed location opposite to ground level bus station	01 May 2013

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

Cambridge

Simon Payne
 Director of Environment
 CAMBRIDGE CITY COUNCIL
 PO BOX 700, Cambridge, CB1 0JH
 Tel: (01223) 457200 or 457201

Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

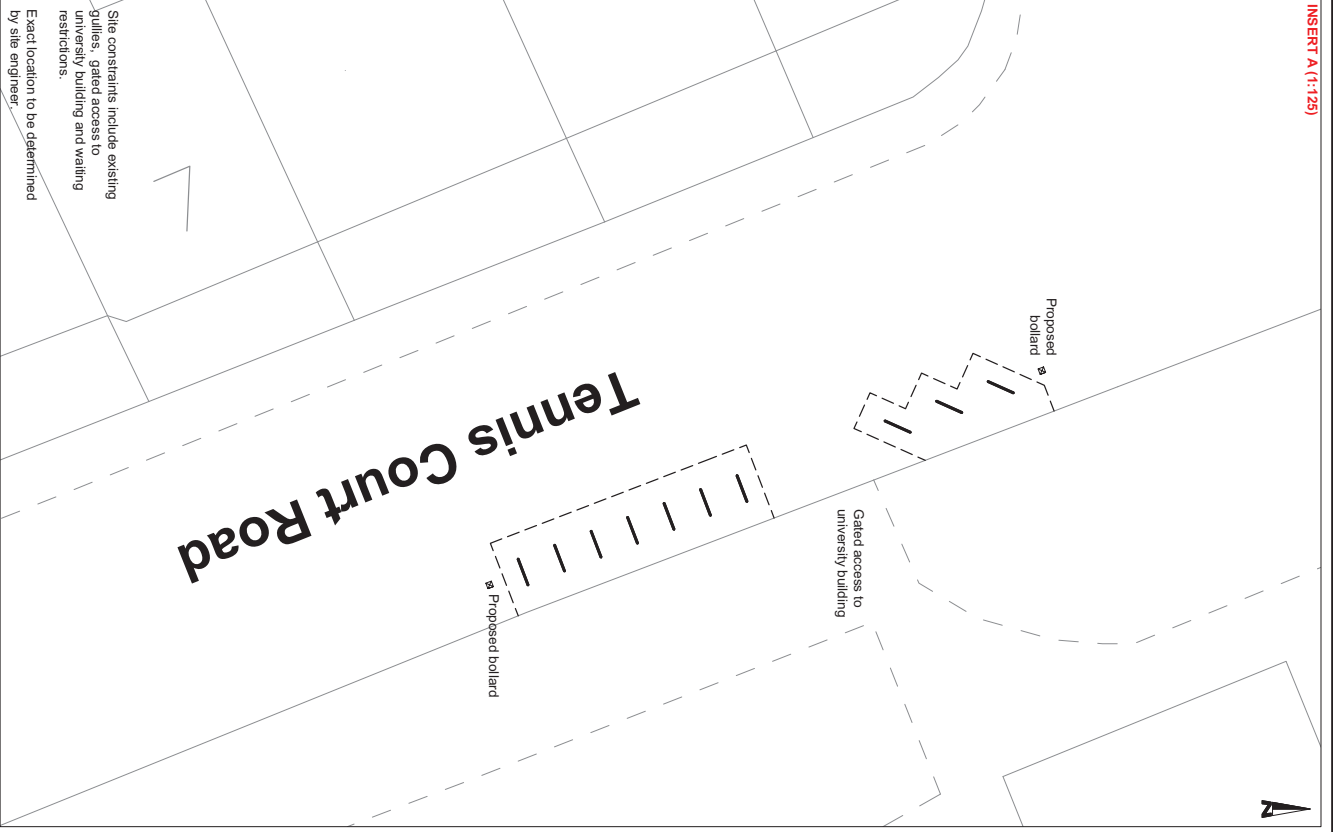
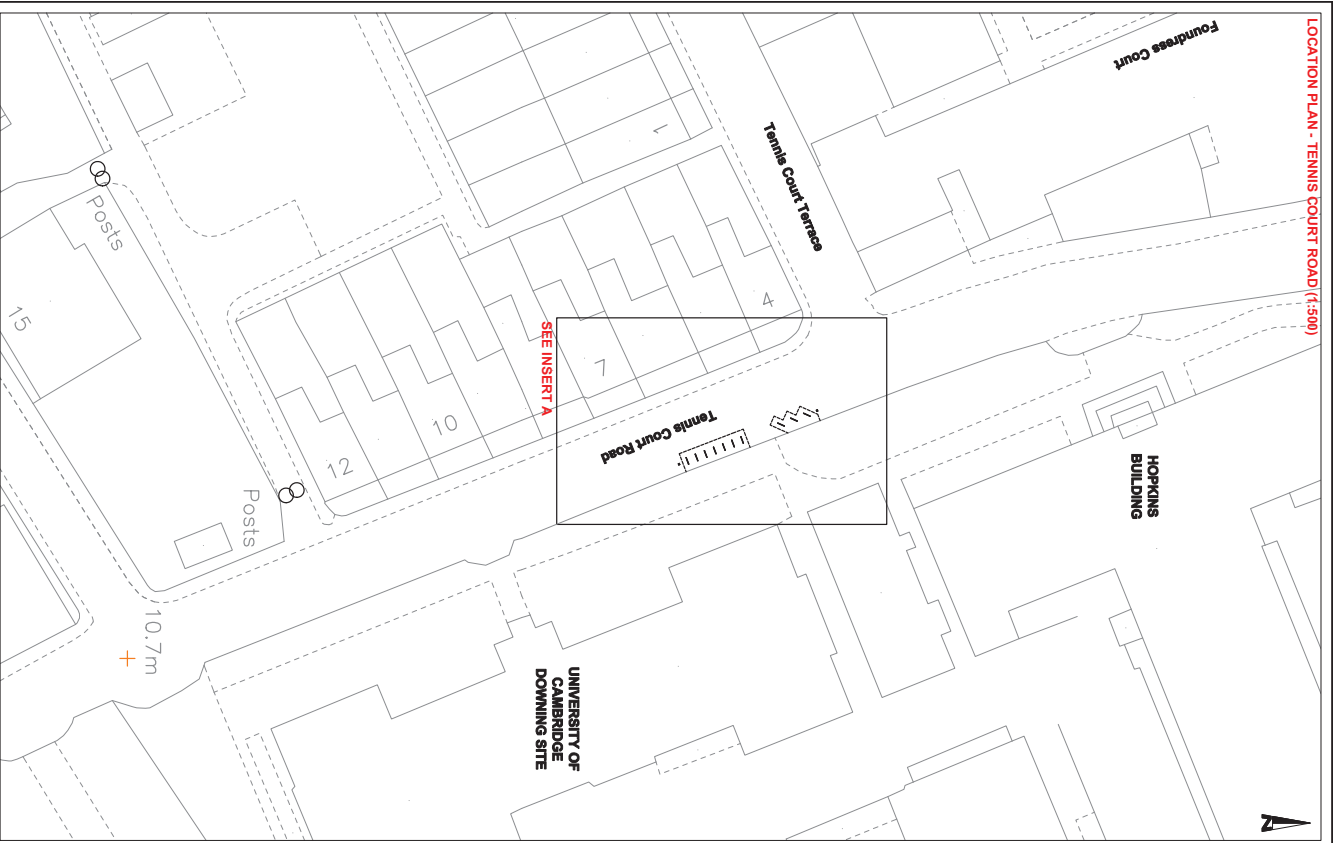
Drawing: PROPOSED ON-STREET LOCATION CHRIST'S PIECES, DRUMMER STREET & CHRIST'S LANE

Scale: VARIOUS @A3
 Drawn by: SH
 Checked by: GR

Date: 16/03/2013

Drawing No: 014-018/000/012

REV A



Site constraints include existing gullies, gated access to university building and waiting restrictions.
Exact location to be determined by site engineer.

Notes:
 Proposed location for traditional cycle stands
Tennis Court Road
 Proposed traditional cycle stands at Tennis Court Road.
 Opposite public bollards: 10 cycle stands
 Total possible capacity for cycle parking: 20

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REV / AMENDMENTS	DATE

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

Simon Payne
 Director of Environment
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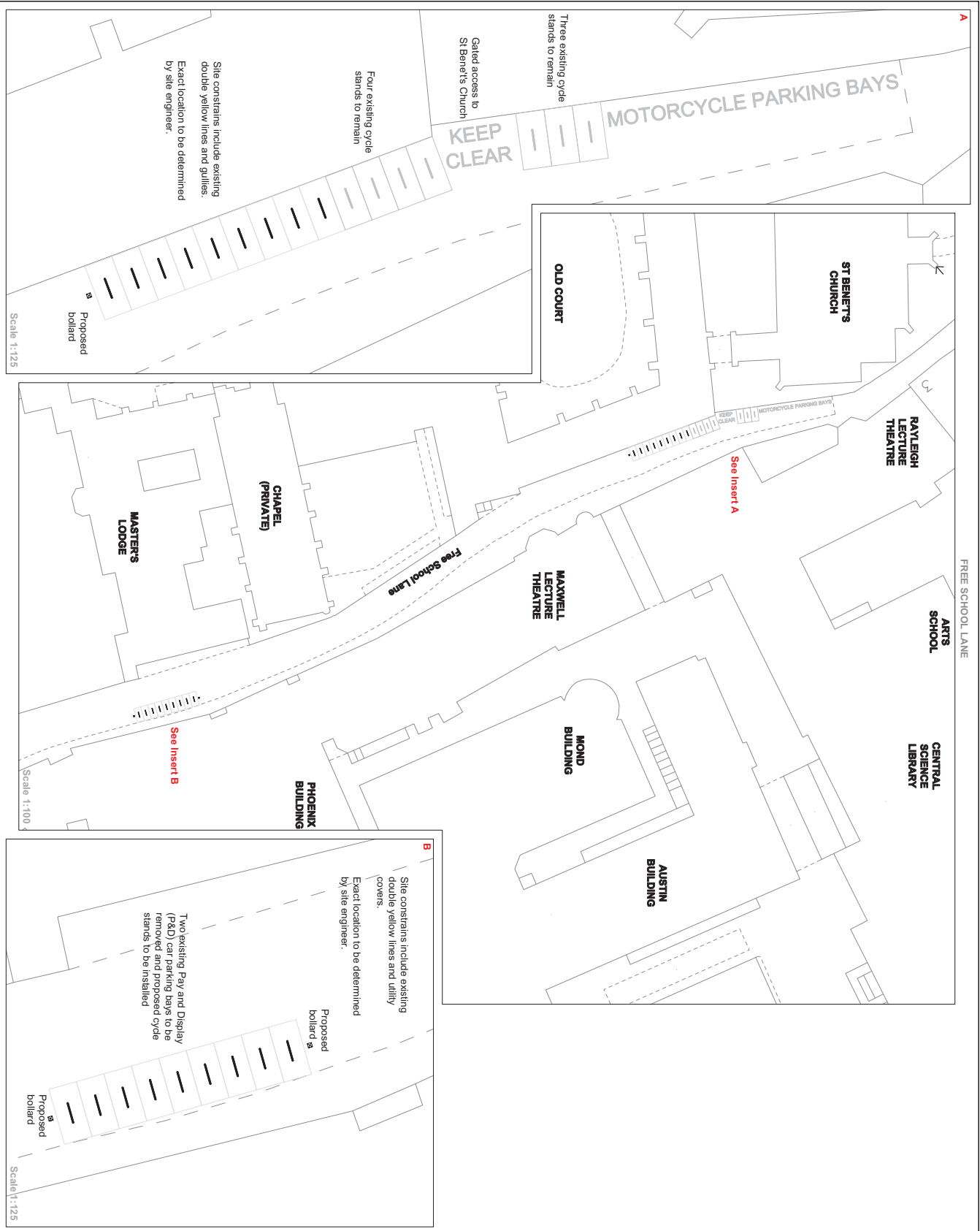
Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 TENNIS COURT ROAD

Scale: As shown @A3	Date:
Drawn by: HHJ	Checked by:

Drawing No:
014-018/000/013

REV A



Notes:
 [Symbol] Proposed location for traditional cycle stands

Free School Lane
 Location #1:
 Proposed traditional cycle stands at Free School Lane opposite Corpus Christi College: 9 cycle stands

Location #2:
 Proposed traditional cycle stands at Free School Lane opposite Phoenix Building: 9 cycle stands

Total possible capacity for cycle parking: 36

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REV	AMENDMENTS	DATE
A	Issued for public consultation	30 July 2010

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

CAMBRIDGE

Simon Payne
 Director of Environment
 CAMBRIDGE CITY COUNCIL
 PO BOX 700, Cambridge, CB1 0JH
 Tel: (01223) 457200 or 457201

Project: CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

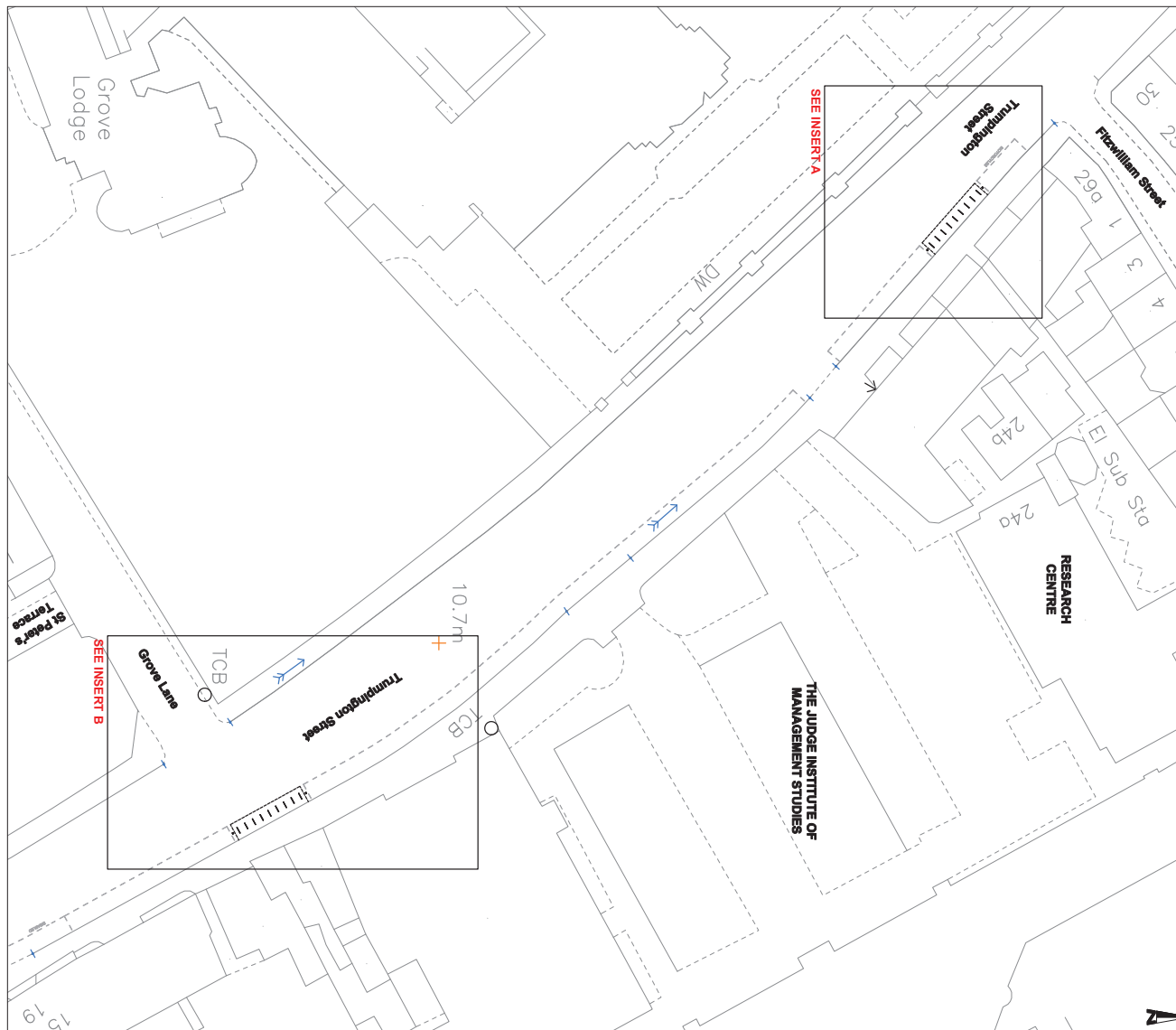
PUBLIC CONSULTATION

Drawing: PROPOSED ON-STREET LOCATION
 FREE SCHOOL LANE

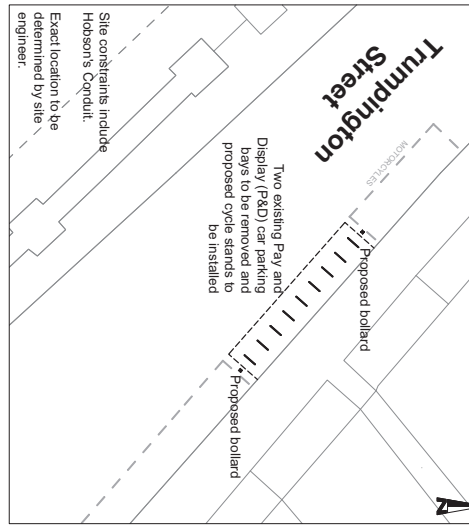
Scale: VARIOUS @A3	Date: 30/07/2010
Drawn by: SH	Checked by: GR

Drawing No: 014-018/000/014

REV A

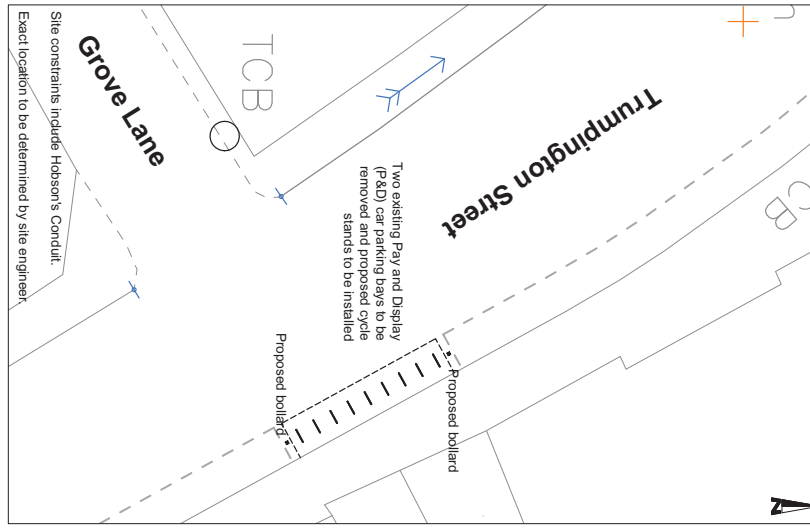


A



A

Site constraints include Hobson's Conduit. Exact location to be determined by site engineer.



A

Site constraints include Hobson's Conduit. Exact location to be determined by site engineer.

Notes:
 Proposed location for traditional cycle stands

Trumpington Street
 Proposed traditional cycle stands at Trumpington Street opposite Fitzwilliam Museum: 9 cycle stands
 Proposed traditional cycle stands at Trumpington Street opposite Grove Lane: 9 cycle stands
 Total possible capacity for cycle parking: 36

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REV	AMENDMENTS	DATE
A	Approved for public consultation	31 May 2010

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

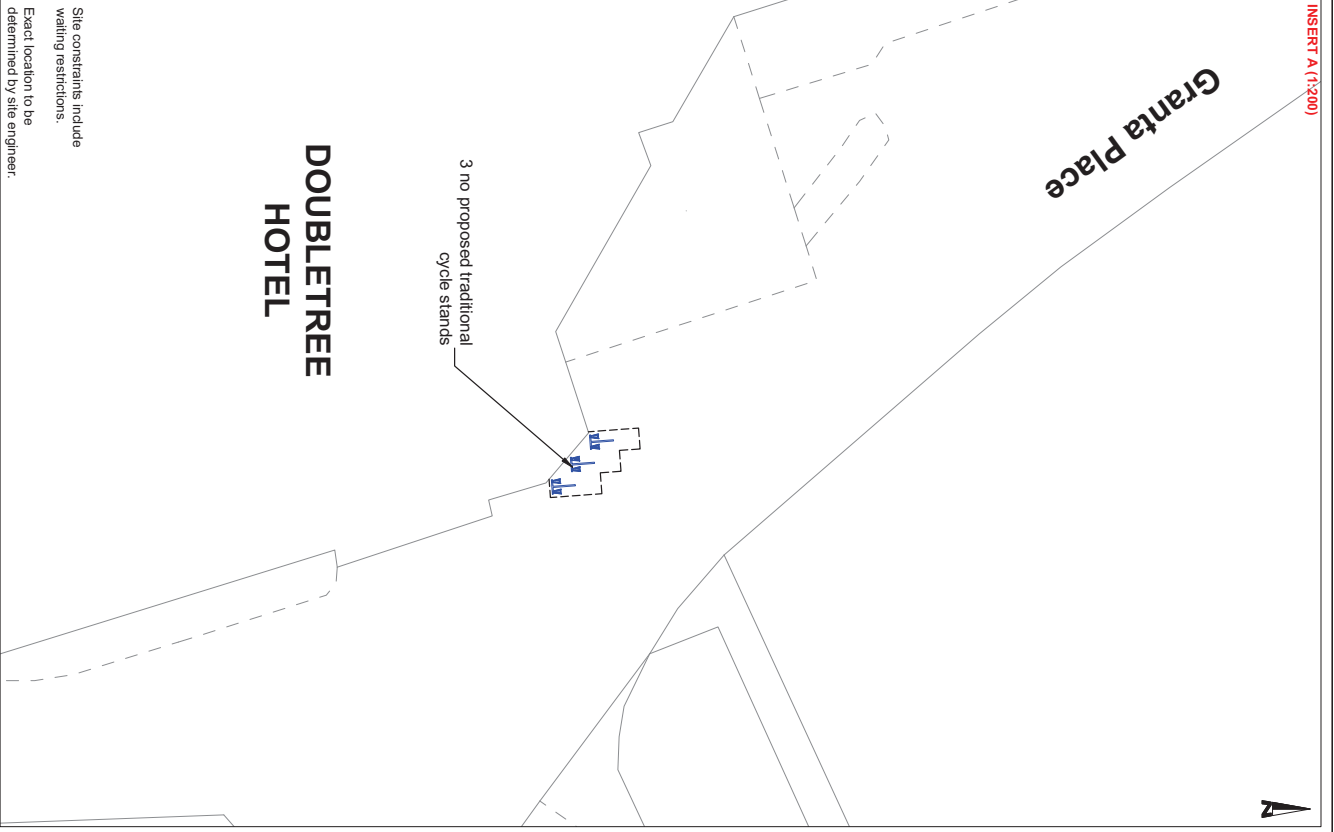
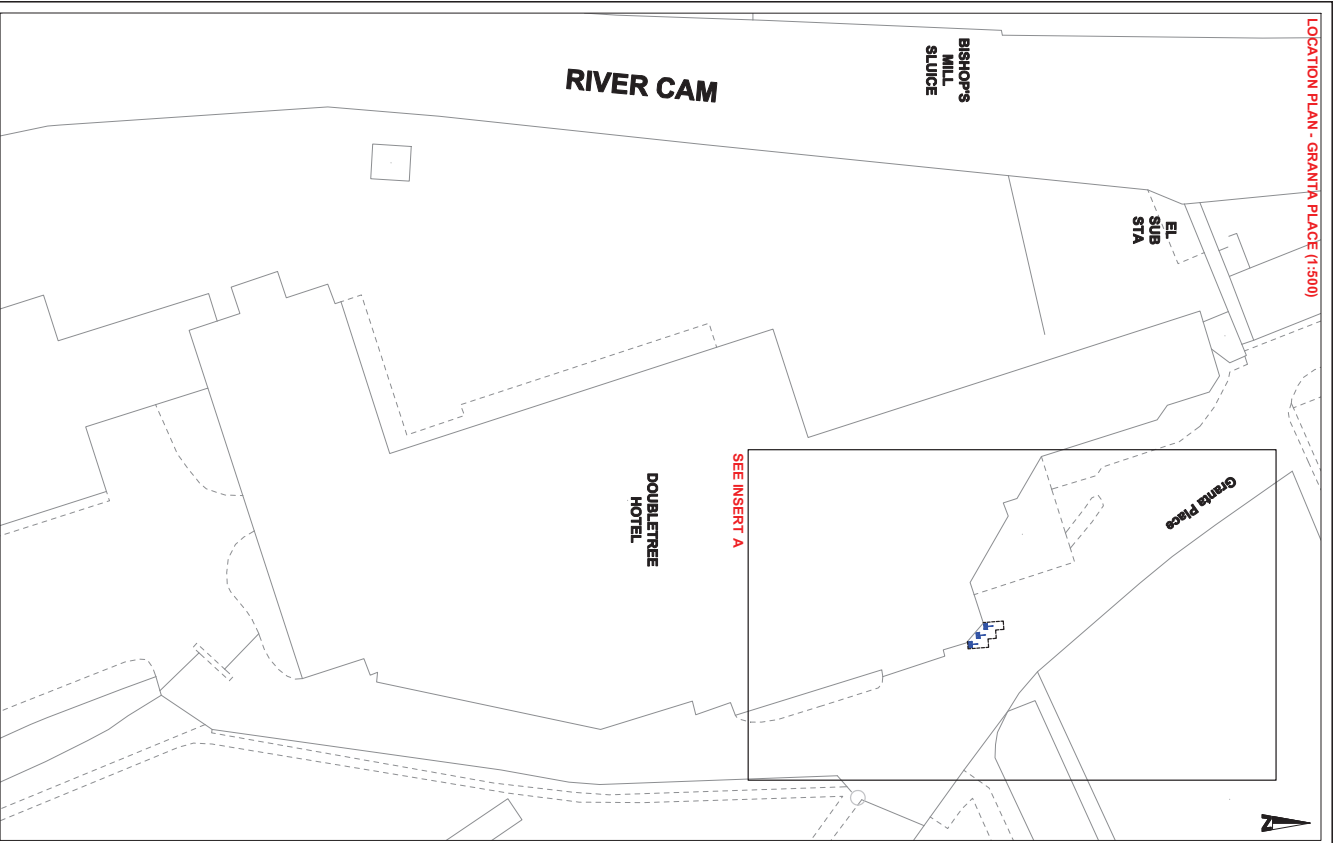
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Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 TRUMPINGTON STREET

Scale: As shown @A3	Date:
Drawn by: HHJ	Checked by:

Drawing No:
014-018/000/015
REV A



Notes:
 Proposed location for high capacity cycle stands

Granta Place

Proposed high capacity cycle stands at Granta Place opposite Doubletree Hotel: 3 cycle stands

Total possible capacity for cycle parking: 6

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REV / AMENDMENTS	DATE

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

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Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 GRANTA PLACE

Scale: As shown @A3	Date: 31/03/2013
Drawn by: HHJ	Checked by:

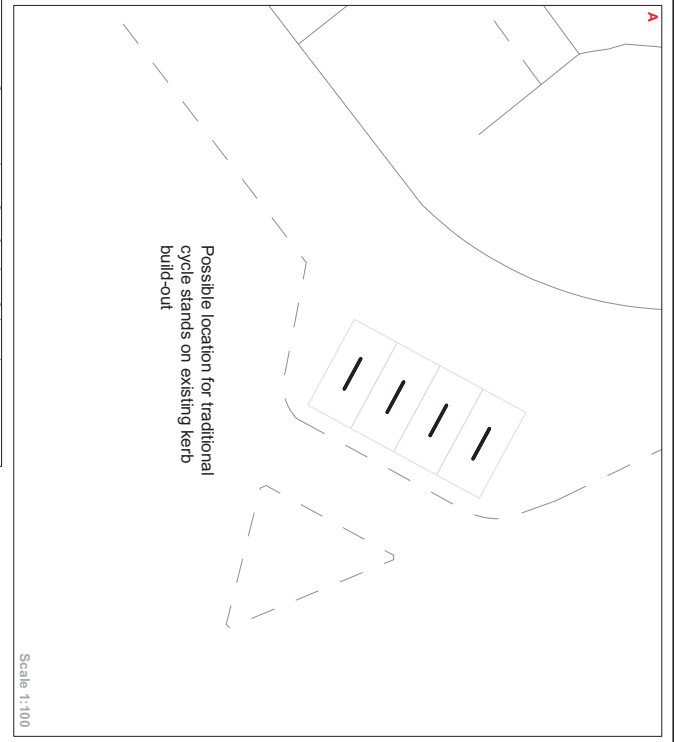
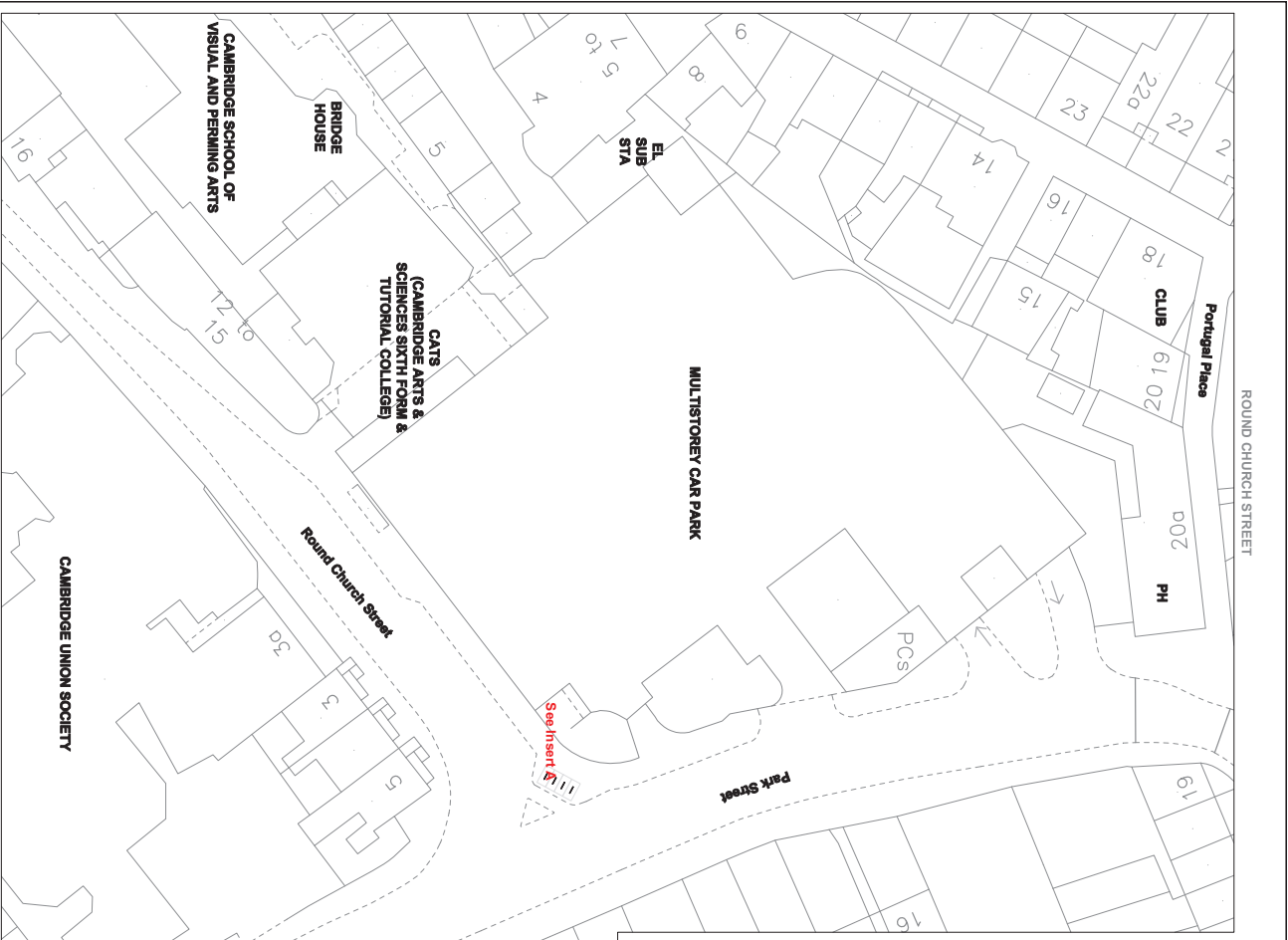
Drawing No:
014-018/000/016

REV A

Site constraints include
 waiting restrictions.
 Exact location to be
 determined by site engineer.

DOUBLETREE HOTEL

3 no proposed traditional cycle stands



Notes:
 Proposed location for traditional cycle stands

Round Church Street
 Proposed traditional cycle stands at Round Church Street.
 Opposite Multistorey Car Park: 4 cycle stands
 Total possible capacity for cycle parking: 8

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REV / AMENDMENTS	DATE
A Revised for public consultation	31 Aug 2010

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

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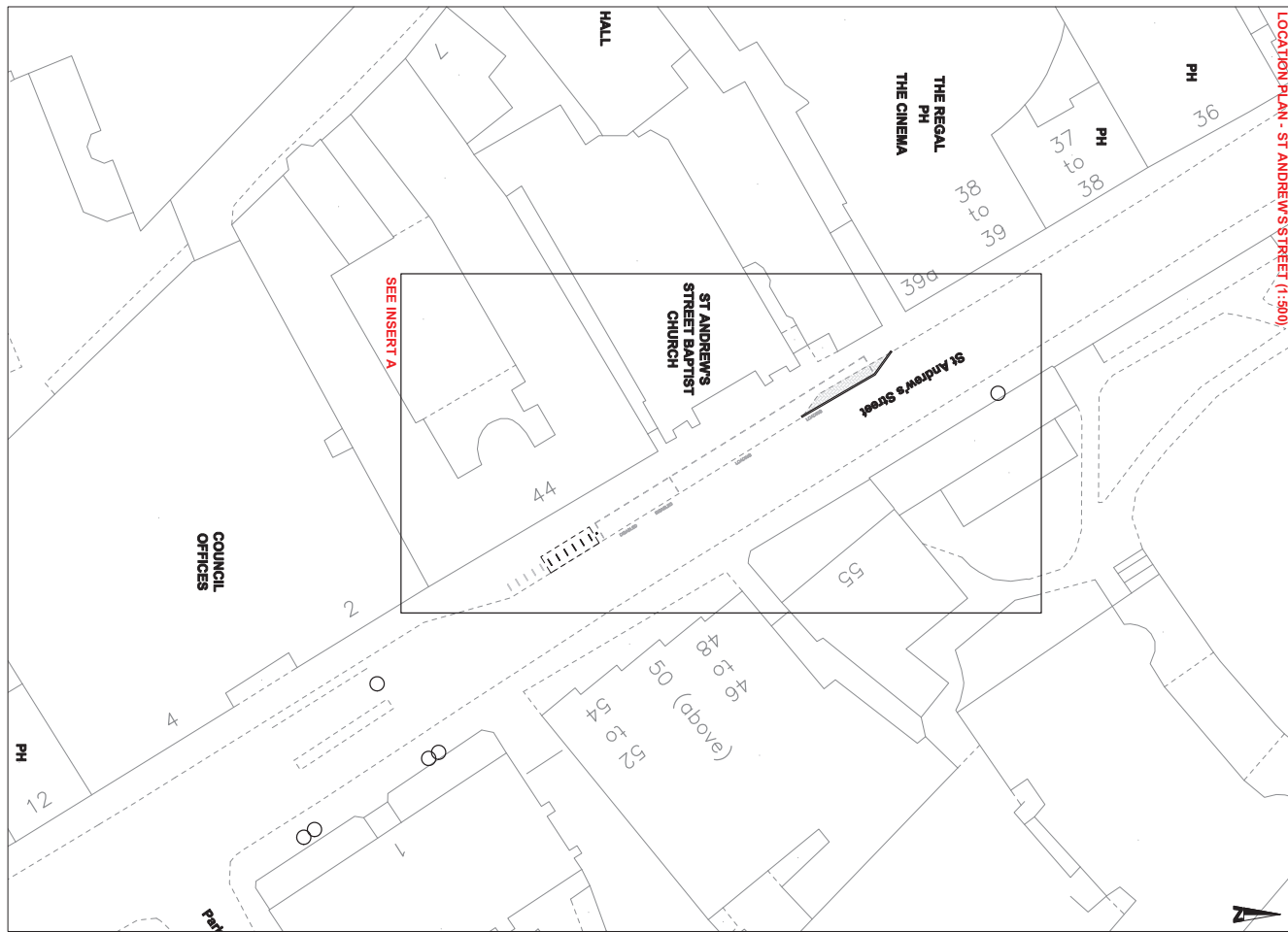
Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 ROUND CHURCH STREET

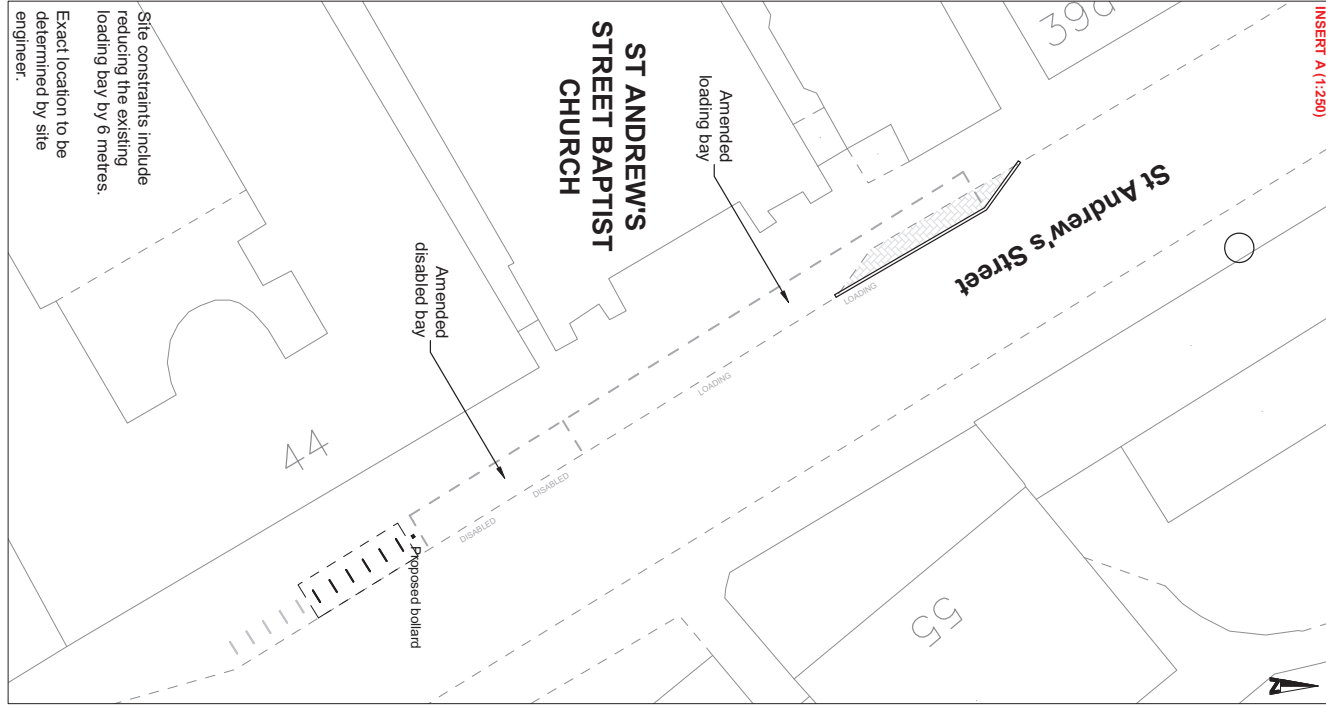
Scale: VARIOUS @A3	Date: 31/08/2010
Drawn by: SH	Checked by: GR

Drawing No:
014-018/000/018
 REV A

LOCATION PLAN - ST ANDREW'S STREET (1:500)



INSERT A (1:250)



Site constraints include reducing the existing loading bay by 6 metres. Exact location to be determined by site engineer.

Notes:

- Proposed location for traditional cycle stands
- Proposed kerb build-out for relocated loading bay

St Andrew's Street

- Proposed traditional cycle stands at St Andrew's Street
- Opposite St Andrew's Street Baptist Church: 6 cycle stands
- Total possible capacity for cycle parking: 12

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REV / AMENDMENTS	DATE
A. Approved for public consultation	31 May 2010

ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY

Cambridge

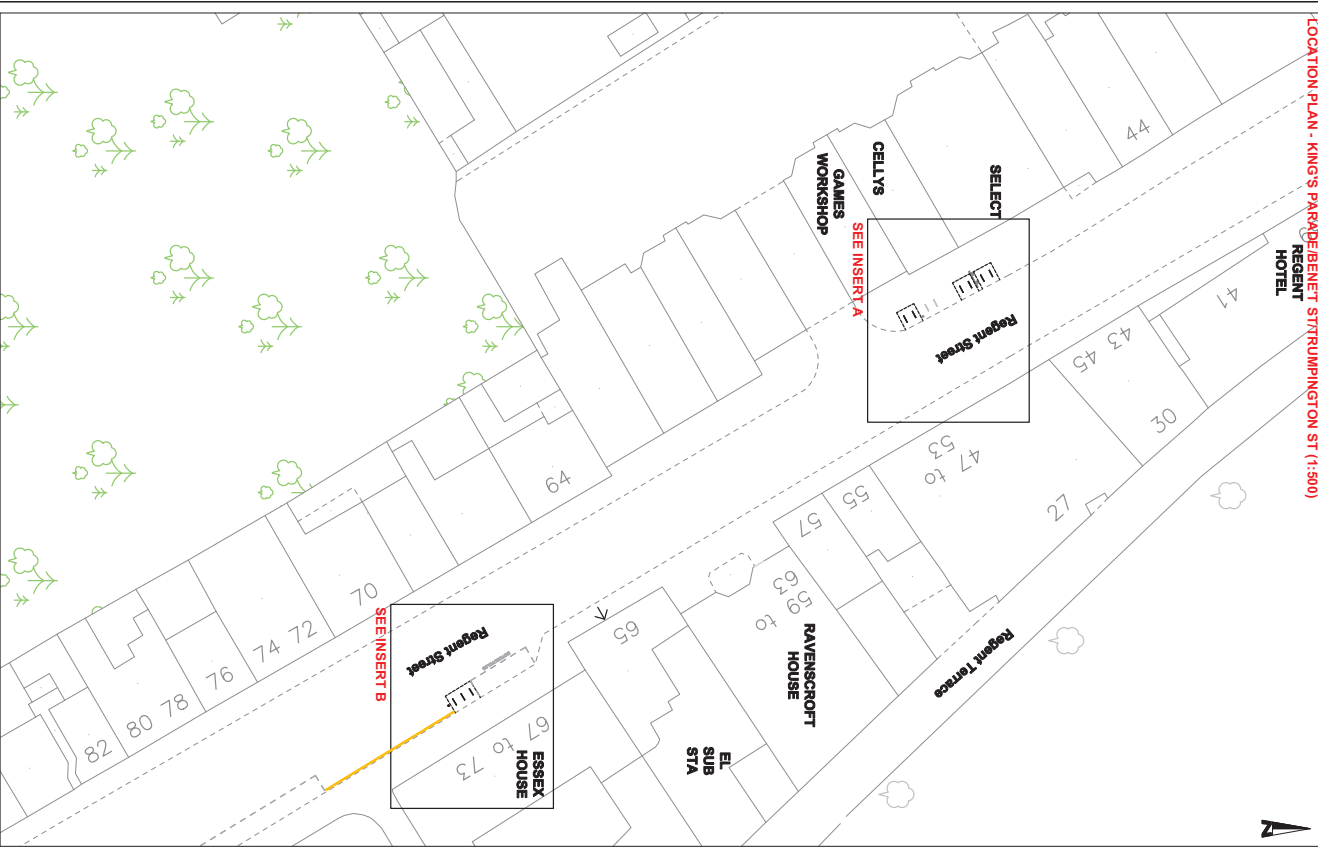
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Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

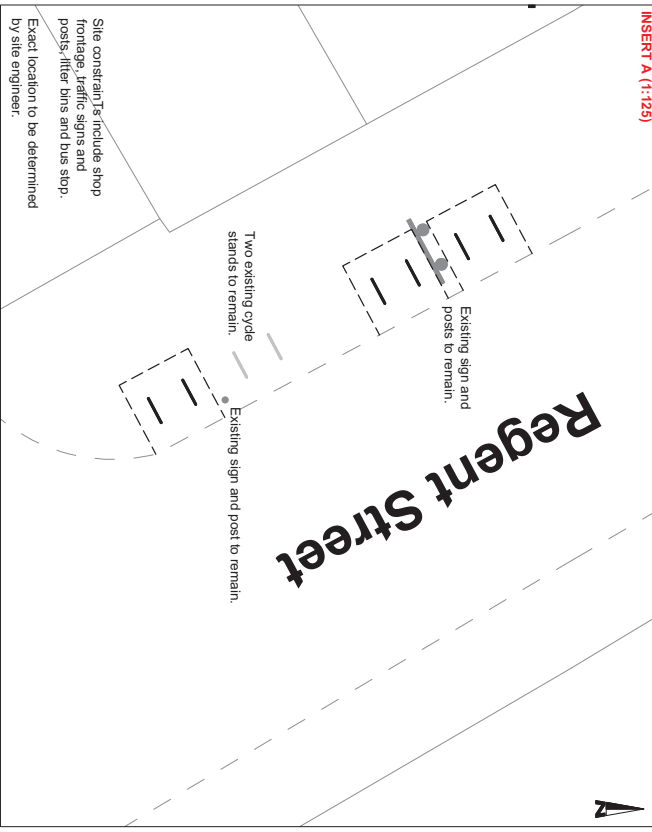
Drawing
PROPOSED ON-STREET LOCATION
ST ANDREW'S STREET

Scale: As shown @A3	Date:
Drawn by: HHJ	Checked by:

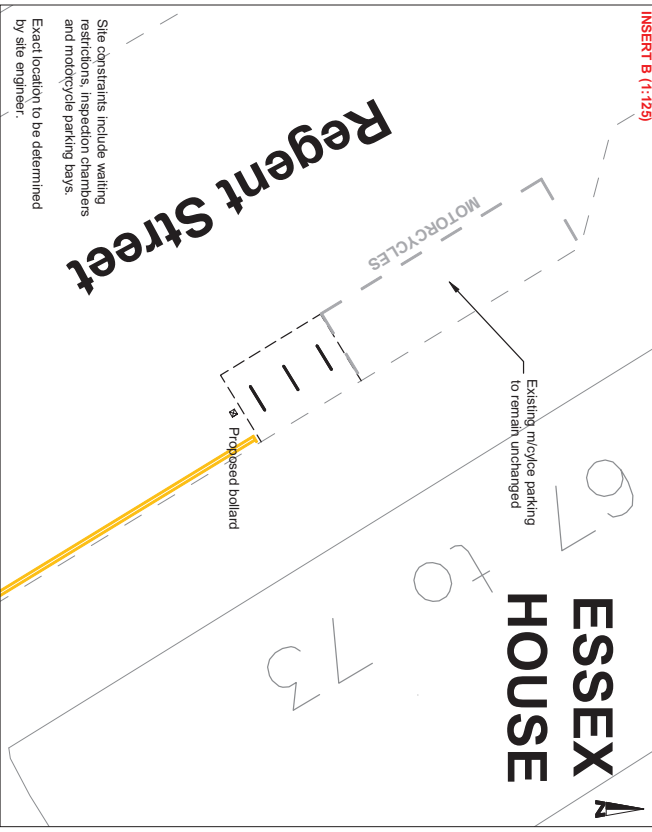
Drawing No: 014-018/000/020 REV A



INSERT A (1:125)



INSERT B (1:125)



Notes:
 Proposed location for traditional cycle stands

Regent Street
 Location #1:
 Proposed traditional cycle stands at Regent Street opposite Select; 6 cycle stands
 Location #2:
 Proposed traditional cycle stands at Regent Street outside Essex House; 3 cycle stands
 Total possible capacity for cycle parking: 18

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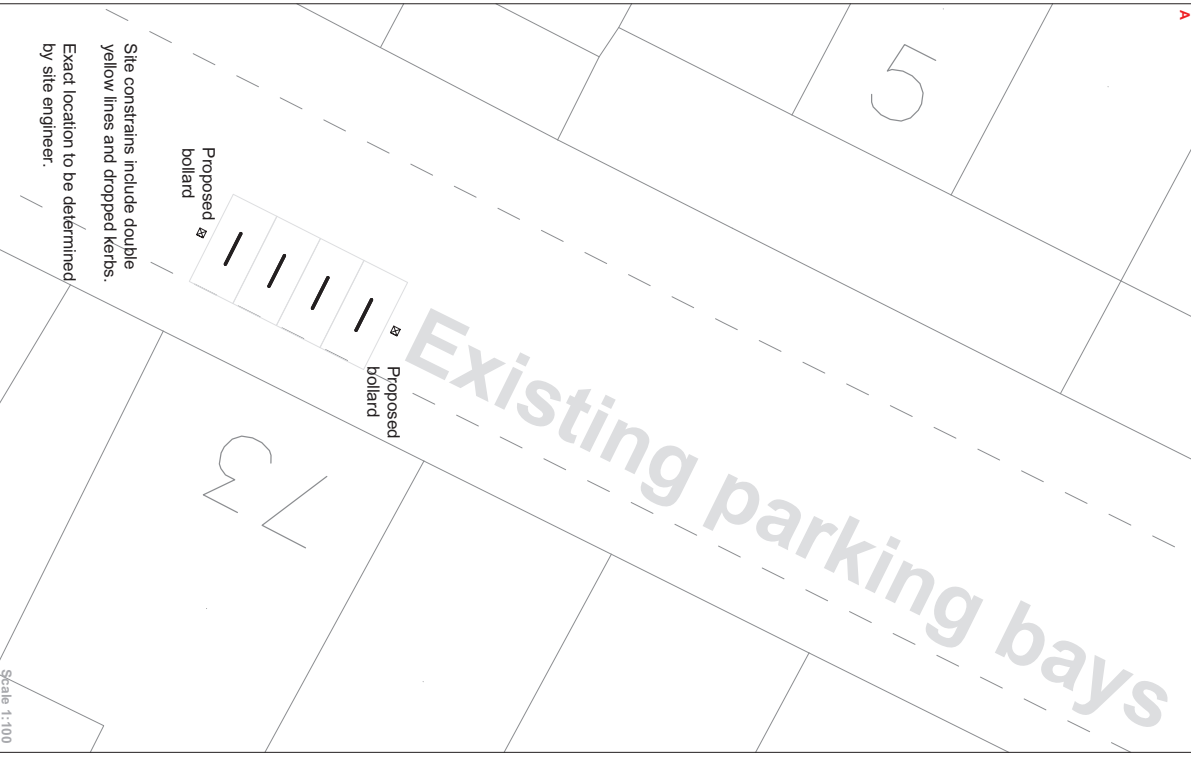
REV / AMENDMENTS	DATE
<p>ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY</p>	

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Project
 CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
 PROPOSED ON-STREET LOCATION
 REGENT STREET

Scale: As shown @A3
 Date:
 Drawn by: HH
 Checked by:
 Drawing No: 014-018/000/021
 REV A



Site constraints include double yellow lines and dropped kerbs. Exact location to be determined by site engineer.

Notes:
 Proposed location for traditional cycle stands

Eden Street
 Proposed traditional cycle stands at Eden Street.
 Opposite House No. 73: 4 cycle stands
 Total possible capacity for cycle parking: 8

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REV / AMENDMENTS	DATE
A. Approved for public consultation	03 June 2013



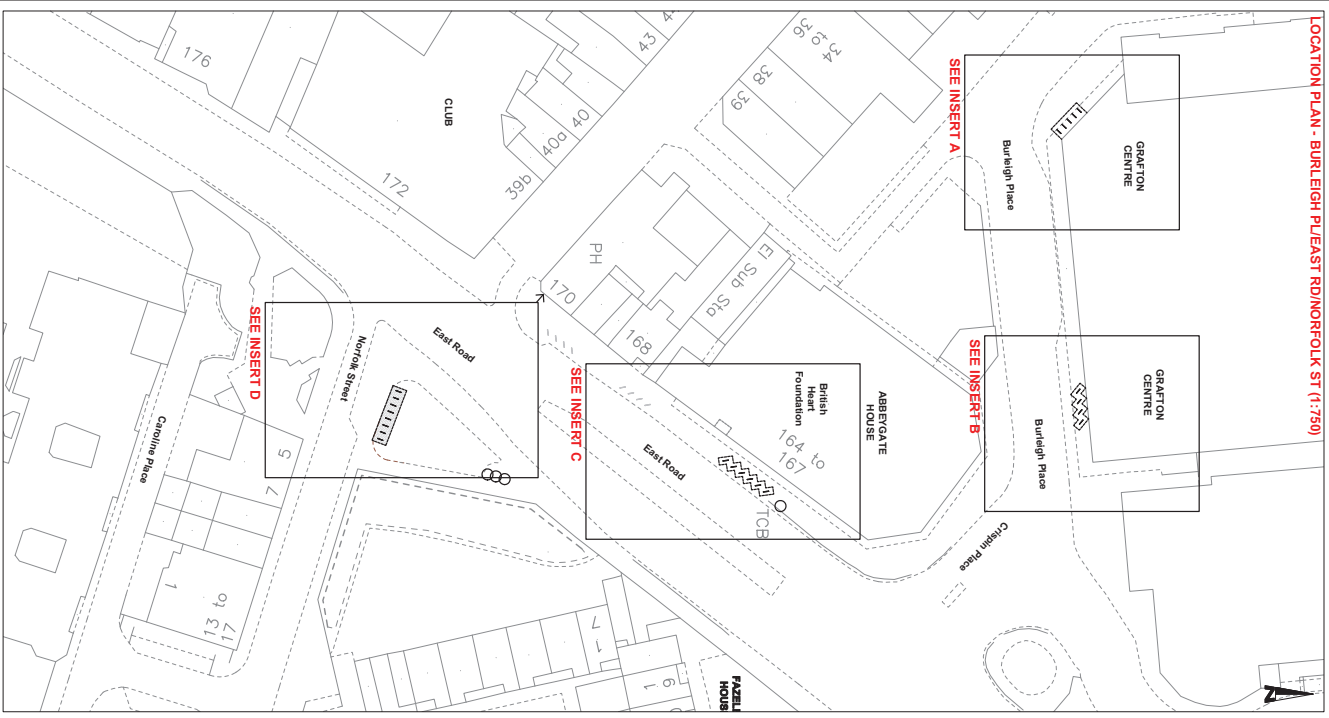
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Project
 CAMBRIDGE CITY CENTRE CYCLE
 PARKING PROJECT

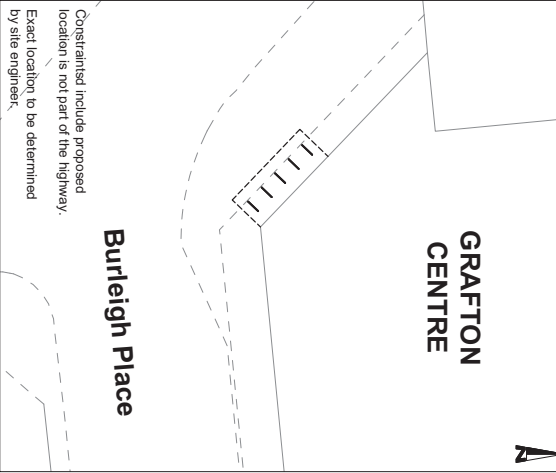
Drawing
 PROPOSED ON-STREET LOCATION
 EDEN STREET

Scale: VARIOUS @A3	Date: 03/06/2013
Drawn by: SH	Checked by: GR

Drawing No: 014-018/000/022
 REV A



INSERT A (1:250)

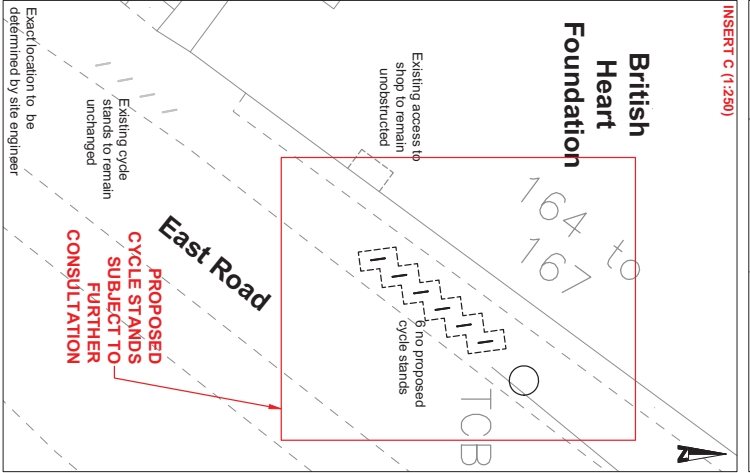


Constraints include proposed location is not part of the highway.
Exact location to be determined by site engineer.

Burleigh Place

GRAFTON CENTRE

INSERT C (1:250)



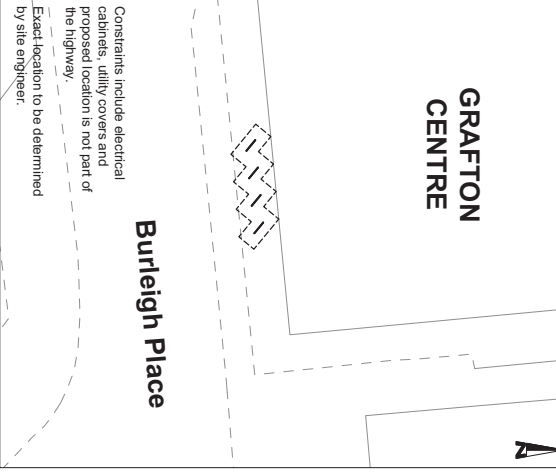
Existing access to shop to remain unobstructed
no proposed cycle stands
Existing cycle stands to remain unchanged

British Heart Foundation

PROPOSED CYCLE STANDS SUBJECT TO FURTHER CONSULTATION

Exact location to be determined by site engineer.

INSERT B (1:250)

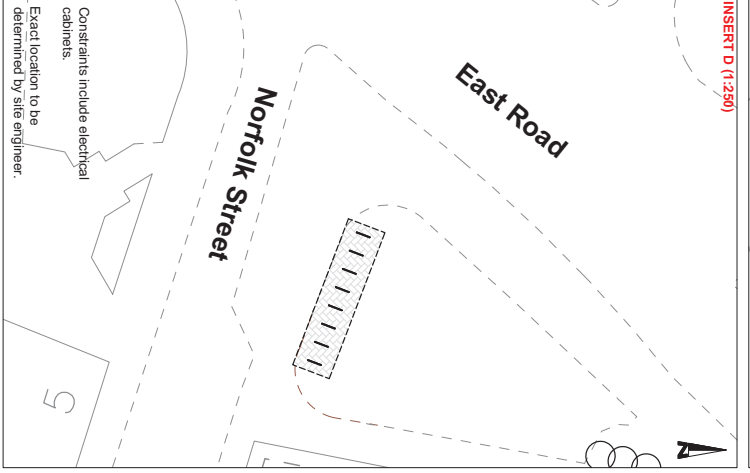


Constraints include electrical cabinets, utility covers and proposed location is not part of the highway.
Exact location to be determined by site engineer.

Burleigh Place

GRAFTON CENTRE

INSERT D (1:250)



Constraints include electrical cabinets.
Exact location to be determined by site engineer.

NOTES:
Proposed location for traditional cycle stands
Proposed hard stand area for cycle stands

Burleigh Place
Location #1:
Opposite staff entrance: 5 cycle stands
Location #2:
Opposite Debenhams: 4 cycle stands
Total possible capacity for cycle parking: 18

Norfolk Street
Opposite East Road: 8 cycle stands
Total possible capacity for cycle parking: 16

East Road
Outside British Heart Foundation: 6 cycle stands
Total possible capacity for cycle parking: 12

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REV / AMENDMENTS	DATE
<p>ENVIRONMENT STREETS & OPEN SPACES PROJECT DELIVERY</p>	

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Project
CAMBRIDGE CITY CENTRE CYCLE PARKING PROJECT

Drawing
PROPOSED ON-STREET LOCATION
BURLIEGH PLACE AND NORFOLK STREET

Scale:
VANIOUS @A3
Drawn by:
SH

Date:
03/06/2013
Checked by:
GR

Drawing No:
014-018/000/024

REV A

APPENDIX D

Equality Impact Assessment

Equality Impact Assessment

General Information	
1.	<p>Title of strategy, policy, plan, project, contract, major change in service or decision:</p> <p>Cambridge City Centre Cycle Parking Project</p>
2.	<p>What is the objective or purpose of the strategy, policy, plan, project, contract, major change in service or decision?</p> <p>The purpose of this project is to introduce, up to, one thousand (1,000) new cycle parking spaces located within the city centre of Cambridge.</p> <p>This will be carried out in two phases:</p> <p>Phase one will be to provide localised on-street cycle parking throughout the city centre where space is available and where demand is high.;</p> <p>Phase two will be to provide a dedicated secured undercover off-street cycle parking facility.</p>
3.	<p>Who will be affected by this strategy, policy, plan, project, contract, major changes in services or decision? <i>(Please tick those that apply)</i></p> <p><input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Staff</p> <p>A specific client group or groups (please state):</p>
4.	<p>What type of strategy, policy, plan, project, contract, major change in service or decision is this? <i>(Please tick)</i></p> <p><input checked="" type="checkbox"/> New <input type="checkbox"/> Revised <input type="checkbox"/> Existing</p>

Equality Impact Assessment

5.	Responsible department, section, service manager and Head of Service.	<p>Department: Environment</p> <p>Service: Streets and Open Spaces</p> <p>Section: Project Delivery and Environment</p> <p>Head of Service: Toni Ainley – Head of Streets and Open Spaces</p> <p>Section Manager: Andrew Preston – Project Delivery and Environment Manager</p>
6.	Are other departments or partners involved in delivering this strategy, policy, plan, project, contract, major change in service or decision?	<p><input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Yes (please give details):</p> <p>Corporate Marketing (Web Team); Specialist Services; Cambridgeshire County Council (as Highway Authority).</p> <p>The Project may involve other partners, including the private sector, voluntary and community sector groups.</p>

Equality Impact Assessment

Gathering Performance Data	
<p>7. How do you (or how will you) monitor the impact of the strategy, policy, plan, project, contract, major change in service or decision? <i>(Please tick any that apply and give examples e.g. bench marking with the Housing Quality Network)</i></p>	<p><input checked="" type="checkbox"/> Performance indicators/targets</p> <p><input type="checkbox"/> Benchmarking with other organisations</p> <p><input type="checkbox"/> User satisfaction survey results</p> <p><input checked="" type="checkbox"/> Consultation results</p> <p><input type="checkbox"/> Complaints information</p> <p><input type="checkbox"/> Freedom of Information requests</p> <p><input type="checkbox"/> Service uptake data</p> <p><input type="checkbox"/> External verification e.g. inspection results, views of organisations representing equalities groups</p> <p><input type="checkbox"/> Staff survey results</p> <p><input type="checkbox"/> Workforce monitoring data</p> <p><input checked="" type="checkbox"/> Partnership consultation</p> <p><input type="checkbox"/> Other (please state:)</p> <p><input type="checkbox"/> None</p>

Equality Impact Assessment

8.	Which of the equalities groups does this monitoring data relate to? <i>(Please tick any that are relevant)</i>	<input checked="" type="checkbox"/> Age <input checked="" type="checkbox"/> Disability <input type="checkbox"/> Gender/transgender <i>(inc gender re-assignment, pregnancy and maternity)</i> <input type="checkbox"/> Marriage and Civil Partnership <input type="checkbox"/> Race <input type="checkbox"/> Religion/belief <input type="checkbox"/> Sexual orientation <input type="checkbox"/> None	<p>Other factors that may lead to inequality e.g. social class, income or financial exclusion, children in care, ex-offenders <i>(please state)</i>:</p> <p>N/A</p> <p>If you collect different monitoring data for different groups for different aspects of your service please give details here:</p> <p>N/A</p>																												
Analysing Performance Data																															
9.	Using the monitoring information that you have or will be collecting, please indicate if the impact of the strategy, policy, plan, project, contract, major change in service or decision is/is likely to be the same for the equalities groups as it is for the population or the workforce as a whole.	Age Disability Gender <i>(Inc pregnancy and maternity)</i> Transgender <i>(inc gender re-assignment)</i> Marriage and Civil Partnership Race	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Same impact</th> <th style="width: 25%;">Not same impact</th> <th style="width: 25%;">Positive (P) / Negative(N)</th> <th style="width: 25%;">Insufficient evidence</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/> P</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/> P</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>	Same impact	Not same impact	Positive (P) / Negative(N)	Insufficient evidence	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> P	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> P	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Same impact	Not same impact	Positive (P) / Negative(N)	Insufficient evidence																												
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																												

Equality Impact Assessment

		Religion/belief <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Sexual orientation <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. List and explain any negative impacts identified in Qu 9. State which equalities group is/may be affected, what the negative impact is/may be and give details of any evidence of this impact/potential impact e.g. document titles, web links. If you have no evidence of the negative impact but believe it may exist, please say so.		Other factors that may lead to inequality (please state): 1. Income <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Equalities Group Affected N/A	What the potential negative impact is		Evidence of potential negative impact if there is any.	

Equality Impact Assessment

11.	Are or will people from equalities groups take up services associated with the strategy, policy, plan, project, service, contract, major change in service or decision at the same rate as the population or the workforce as a whole?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Insufficient evidence	If no, please provide details....
12.	Is your strategy, policy, plan, project, service, contract, major change in service or decision likely to exclude or disadvantage equalities groups in the longer term? <i>(Please tick)</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Insufficient evidence	If yes, please indicate which groups will be affected and what the impact will be....

Equality Impact Assessment

		Checking Delivery Arrangements				Reason
		Yes	No	Insufficient evidence		
13.	Please check the delivery arrangements for the strategy, policy, plan, project, service, contract, major change in service or decision against these criteria:					
	Are any premises involved accessible to all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Is any ICT software and equipment accessible to all?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
	Is consultation and participation inclusive of all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Are public events and meetings accessible to all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Do public meetings and events avoid conflict with religious events?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Is electronic, web based and paper information accessible for all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Are images and text in documents and publicity campaigns representative of all?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Conclusions and Next Steps						
14.	a) The evidence has not identified any disadvantages or negative impacts.	No further action required. Sign off this form and send to Andrew Limb, Head of Corporate Strategy, Andrew.limb@cambridge.gov.uk who will arrange for it to be published on the Internet and Intranet.				

Equality Impact Assessment

	<p>b) The evidence indicates that there are no disadvantages or negative impacts that cannot be easily addressed.</p>	<p>Complete the Action Plan</p>
	<p>c) It has not been possible to say whether or not there is a disadvantage or negative impact e.g. there is insufficient evidence.</p>	<p>Go to Question 15</p>
	<p>d) The evidence indicates potential disadvantages or negative impacts that cannot be easily addressed.</p>	<p>Complete Action Plan</p>

Equality Impact Assessment

Gathering additional information	
15. What additional evidence are you going to gather? <i>(Please tick any that apply)</i>	<p>Other <i>(please state)</i>:</p> <p><input type="checkbox"/> Advice from experts</p> <p><input type="checkbox"/> Demographic profile e.g. Census</p> <p><input type="checkbox"/> Existing consultation results</p> <p><input type="checkbox"/> Existing user data</p> <p><input type="checkbox"/> External verification e.g. expert views of people/organisations representing equality group(s)</p> <p><input type="checkbox"/> Local needs analysis e.g. Joint Strategic Needs Assessments</p> <p><input type="checkbox"/> National best practice information e.g. Audit Commission reports</p> <p><input type="checkbox"/> New consultation with a specific equality group(s)</p> <p><input type="checkbox"/> Research reports</p> <p><input type="checkbox"/> Relevant staff group expertise</p>
16. If you have any additional comments please add them here.	None
Completion	
17. Name and job title of assessment lead officer:	Shah Hussain – Project Officer

Equality Impact Assessment

	Date of completion:	04 January 2013
	Names of other assessment team members and people consulted:	N/A
	Date of next review of the EqIA <i>This should be within three years of the date of completion of the original EqIA.</i>	04 January 2014

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APPENDIX E

Environmental Impact Assessment

Environmental Impact Assessment

Assigning a Climate Change Rating to Your Proposal or Recommendation

The purpose of assigning a climate change rating to your proposal or recommendation is to ensure that, wherever possible, key decisions help to strengthen the ability of the Council to reduce carbon emissions and manage the negative impacts of climate change on Cambridge.

Step 1: Impact on carbon emissions

Using the prompts in the Table 1 below, consider whether your proposal/recommendation will:

- Help to reduce carbon emissions: if so, assign it a positive (+) impact rating;
Or
- Increase carbon emissions: if so, assign it a negative (-) impact rating;
Or
- Have no (nil) impact on emissions of carbon dioxide.

Where you have identified a positive or negative impact, consider whether this impact is likely to be High, Medium or Low. The Impact Classification provided in Table 2 may help with this.

Table 1: Carbon Emissions		Is Impact +, - or Nil?	Is Impact H, M or L?	Comments
1.	Reduce the City Council's energy consumption	Nil		
2.	Reduce energy consumption by others in Cambridge	+	High	The introduction of more cycling stands will promote cycling within Cambridge. This will help promote a greener form of transport, thereby helping to decrease the city's carbon footprint
3.	Increase the proportion of the City Council's energy consumption from solar, wind, biomass or other renewable sources	Nil		
4.	Increase the proportion of energy consumption by others in Cambridge from solar, wind, biomass or other renewable sources	Nil		
5.	Reduce the level of motor vehicle traffic by City Council staff commuting or operations	+	Medium	The implementation of a centralised secure cycle parking facility within the historic core of Cambridge will provide a favourable condition for more cycling
6.	Reduce the level of motor vehicle traffic by others in	+	Medium	The implementation of a centralised secure

Environmental Impact Assessment

Table 1: Carbon Emissions	Is Impact +, – or Nil?	Is Impact H, M or L?	Comments
Cambridge			cycle parking facility within the historic core of Cambridge will provide a favourable condition for more cycling
7. Increase the proportion of the City Council's vehicles powered by biofuel, electricity, LPG or other low-carbon fuels	Nil		
8. Increase the proportion of other vehicles in Cambridge powered by biofuel, electricity, LPG or other low-carbon fuels	Nil		
9. Reduce the amount or increase the level of recycling of the City Council's own waste	Nil		
10. Reduce the amount of waste or increase the level of recycling by others in Cambridge	Nil		

Table 2: Impact Classification	Description
Low (L) Impact	<ul style="list-style-type: none"> • No publicity • No energy related infrastructure or vehicles • Capital assets with lifetime <3 years • Few risk management benefits
Medium (M) Impact	<ul style="list-style-type: none"> • Local publicity • Affects delivery of corporate/regulatory commitments • Affects service energy/transport/waste performance by >10% • Capital assets with lifetime >3 years • Management of identified service risk
High (H) Impact	<ul style="list-style-type: none"> • Regional/national publicity • Essential for meeting corporate/regulatory commitments • Affects corporate energy/transport/waste performance by >10% • Capital assets with lifetime >6 years • Management of identified corporate risk

Step 2: Helping to manage the impacts of climate change

Using the prompts in Table 3 below, consider whether your proposal/ recommendation is likely to:

- Increase the ability of Cambridge City to withstand the impacts of climate change (such as hotter summers or more heat waves): if so, assign it a positive (+) impact rating;

Or

- Decrease the ability of Cambridge City to withstand the impacts of climate change: if so, assign it a negative (-) impact rating;

Environmental Impact Assessment

Or

- Have no (nil) impact on the ability of Cambridge City to withstand the impacts of climate change.

Again, where you have assigned a positive or negative impact, refer to Table 2 to determine whether this impact is High, Medium or Low.

Table 3: Managing the Impacts of Climate Change	Is Impact +, – or Nil?	Is Impact H, M or L?	Comments
1. Hotter summers	Nil		
2. Drier summers	Nil		
3. Warmer winters	Nil		
4. Wetter winters	Nil		
5. Heavier downpours	Nil		
6. Heat waves	Nil		
7. Drier soils (subsidence)	Nil		

Step 3: Assign an overall rating and provide an explanation

Taking account of Step 1 and Step 2 above, assign a single, overall climate change rating to your proposal/ recommendation. You are required to provide a brief explanation of the rating that you have given.

If you have identified that your proposal/ recommendation is likely to have a negative climate change impact, take time to consider whether the project or course of action that you are proposing could be designed and delivered differently, so as to reduce or avoid this impact. If 'doing things differently' brings additional cost implications, then consider whether you may be able to apply to the Climate Change Fund, which invests in initiatives that help to reduce the carbon emissions and climate change risks of City Council operations. Full details of what the Climate Change Fund is able to support, as well as how to make an application, can be found on the Council intranet site at <http://intranet/sustainability/climate-change-fund.html>

Help and Advice

For help and further information, contact a member of the Sustainability Team:

- Sally Pidgeon, Climate Change Officer (Job Share), ext. 7174;
- Clare Palferman, Climate Change Officer (Job Share), ext. 7176.

Overall Climate Change Rating:					
Positive	<input checked="" type="checkbox"/>	Negative	<input type="checkbox"/>	Nil	<input type="checkbox"/>
Explanation:	<p>The implementation of secured off-street cycle parking, and on-street cycle parking, will provide a safe and attractive environment that will promote the move from motor vehicles to an active, healthy and sustainable mode of travel.</p> <p>As such the project would help to increase the number of motorists opting to cycle. This will help to reduce the number of journeys undertaken by motor vehicles within Cambridge, further reducing the carbon footprint within the city.</p>				



Cambridge City Council

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Cambridge 20mph Project – Phase 1 Implementation and Phase 2 Consultation

To: Cllr Tim Ward, Executive Councillor for Planning and Climate Change

Report by: Simon Payne – Director of Environment

Scrutiny committee: ENVIRONMENT 08.10.13

Wards affected: Arbury, East Chesterton, King's Hedges and West Chesterton

Recommendations

Financial recommendations –

- The Executive Councillor is asked to approve the commencement of phase 1 of this scheme, which is already included in the Council's Capital & Revenue Project Plan
- The total cost of phase 1 is £158,700 funded from the 20mph project capital allocation SC532.
- There are no on-going revenue costs for the project.

Procurement recommendations:

- The Executive Councillor is asked to approve the carrying out and completion of the procurement of:
 - § Phase 1 Safety Audit - £4000
 - § Phase 1 traffic order making process including street notices - £8000
 - § Implementation of Phase 1 (in line with the roads recommended for inclusion by North Area Committee on 01/08/13, see list below) - £131,500

- § Phase 1 post implementation automatic traffic count (ATC) monitoring - £3700
- § Phase 2 pre-consultation ATC monitoring - £3500
- § Phase 2 consultation and public engagement including exhibitions - £8000
- Subject to:
 - The permission of the Director of Resources being sought prior to proceeding if the quotation or tender sum exceeds the estimated contract.
 - The permission from the Executive Councillor being sought before proceeding if the value exceeds the estimated contract by more than 15%.

Recommendations from North Area Committee

- Inclusion of all unclassified roads in the north phase area
- Inclusion of the following C class roads: Chesterton High Street, Green End Road, Arbury Road
- Exclusion of the following C class roads: Kings Hedges Road, Gilbert Road
- For the provision of 20mph on Victoria Road (an A class road) to be investigated and progressed. See Appendix D for further information.

Project Name: Cambridge 20mph Project – Phase 1 Implementation and Phase 2 Consultation

1 Summary

1.1 The project

To provide infrastructure (signs and lines) for a new 20mph speed limit on the public highway in the north area of the city, and to undertake public consultation activities for a proposed similar limit in the east area of the city. The new 20mph infrastructure would include repeater signs mounted on existing lamp columns, and white coloured 20mph roundel road markings. Entry into new 20mph limits would be via entry points highlighted by larger 20mph terminal signs, roundel road markings and on more main roads, patches of coloured road surface material.

Target Dates:	
Start of procurement	October 2013
Award of Contract	November 2013
Start of project delivery	January 2014
Completion of project	March 2014
Date that project output is expected to become operational (if not same as above)	

1.2 Anticipated Cost

Total Project Cost	£ 158,700
--------------------	-----------

Cost Funded from:

Funding:	Amount:	Details:
Reserves	£158,700	SC532-39149
Repairs & Renewals	£	
Developer Contributions	£	
Climate Change Fund	£	
Other	£	

1.3 Procurement process

- 1.3.1 Procurement for the implementation of Phase 1 will be through the Braintree District Framework Agreement, which includes six contractors and is in accordance with the requirements of the City Council's Contract Procedure Rules.
- 1.3.2 Following receipt of tenders, the winning tender will be identified following assessment by a skilled officer panel.
- 1.3.3 Other elements (ATCs, consultation printing etc. will be procured through consideration of tenders from a minimum of three service suppliers and identified following considerations by a skilled officer panel.

2 Project Appraisal & Procurement Report

2.1 Project Background

- 2.1.1 In July 2011, a motion to Council was agreed that requested the Executive Councillor for Planning and Climate Change (Cllr Tim Ward) to evaluate existing 20mph schemes in Cambridge and where appropriate, consult on expansion of schemes. Support and commitment from Cambridgeshire County Council was secured, and potential project scope and resourcing were investigated, which culminated in Council Budget funding bids for 'the Cambridge City 20mph Zones Project'. A capital bid for £400,000 to cover works was agreed in February 2012. A further revenue Priority Policy Fund bid for £59,800 to cover initial staffing costs was also approved.
- 2.1.2 Both funding bids stipulate that the project should have a citywide approach. As such the project considers all appropriate roads within the Cambridge City Boundary where it is appropriate/feasible to introduce a self-enforcing 20mph limit. Works will be subject to agreement with the Highway Authority (Cambridgeshire County Council).
- 2.1.3 Due to the size of the project, it has been divided into four separate phases, reflecting existing area committee boundaries. Each phase is being progressed separately and

brought to the relevant area committee for recommendation. Further information is available on the project web page: <https://www.cambridge.gov.uk/20mph-speed-limit>

2.2 Aims & objectives

2.2.1 Project aims:

- provide conditions that are conducive to an increase in active travel modes such as walking and cycling and encourage a modal shift towards these modes
- reduce the severity of personal injury accidents (PIAs) that occur on the city's road network
- reduce noise and air pollution levels
- rationalise the existing number of isolated 20mph zones
- create clarity for motorists with regard to speed limits in residential areas.

2.2.2 The project will help to achieve the council's Medium Term Strategic objectives, including: 'Improve facilities for pedestrians, cyclists and public transport users, including consideration of extending areas with a 20mph limit'. 20mph zones are included within the Council's Annual Statement and 'Vision for the City'. The project is reflected in strategic objective PST4.4 of the Planning and Sustainable Transport Portfolio Plan 2012-13.

2.2.3 To include within the project roads that are suitable for the introduction of a new 20mph limit and that are in line with the outcomes of consultation, as set out in sections 2.2.3 to 2.3.7 below. The outcomes of officer investigation into the suitability of specific C class roads for a new 20mph limit are in line with consultation outcomes. Specifically as set out below, consultation has provided an overall positive response to the inclusion of Chesterton High Street and Green End Road. Both these roads have existing traffic calming, suitable geometry (with bends and reduced width), numerous attractors such as shops, and parks adjacent with associated pedestrian and cycle movements, and existing low traffic speeds. As such these have been identified as suitable to a 20mph limit. Similarly Kings Hedges Road and Gilbert Road, due to existing traffic speed, geometry, and

directly adjacent land use have been identified as not currently suitable for a 20mph limit. Arbury Road received no overall positive or negative response at public consultation. However, as set out in 2.3.6 below, members at North Area Committee have recommended for its inclusion. Officer investigation has indicated that due to existing traffic calming, relatively narrow road geometry, and adjacent land use, including parks with play areas, shops and three schools, Arbury Road is suitable for a 20mph limit. In addition the suitability of Arbury Road to a 20mph limit will be further enhanced following a programmed County Council cycle improvements project, set out in 2.12 below. Consultation outcomes are in favor of the introduction of a 20mph limit on Unclassified Roads within the phase area and officer investigation agrees with this outcome.

2.3 Major issues for stakeholders & other departments

2.3.1 Impact on police – The local police have highlighted that the project may result in additional pressure/requests from the public for enforcement activities. The police have highlighted that their resources are limited and this will impact on their ability to undertake additional enforcement activities.

2.3.2 Impact on Cambridgeshire County Council – The infrastructure placed on the public highway will become property of the county council once it is installed. As such the responsibility for maintenance of the new infrastructure will pass to the county.

Consultation undertaken:

2.3.3 **Public** - Public consultation for Phase 1 took place between 13/05/13 and 05/07/13 (8 weeks). The consultation was undertaken via the delivery of a consultation pack containing an explanatory leaflet and freepost return questionnaire to all addresses located within the Phase 1 area along with statutory consultees (17,321 addresses). A total of 4245 responses were received. The public consultation outcomes are summarised at Appendix C. These include a 66% overall response in favour of the principle of 20mph speed

limits in Cambridge, and an overall 63% response in favour of 20mph on unclassified roads within the north phase area.

2.3.4 **Members** - The project was taken to the Environment Scrutiny Committee on 15/01/13, at which approval was provided for the project:

- Programme
- Governance/Decision making process
- Board terms of reference
- Phasing
- Engagement/Consultation to commence for the first phase

Approval was also provided for the following estimated initial project spending:

- Automatic Traffic Counts (ATCs) for project baseline data collection – < £12,000
- Project wide Engagement/Consultation Activities – < £50,000

2.3.5 Prior to Phase 1 public consultation, the project was taken to North Area Committee on 21/03/13, to request comments on the consultation arrangements.

2.3.6 Following the closure of Phase 1 public consultation, the project was taken once again to the North Area Committee for member recommendation on the consultation outcomes. The outcomes are summarised at Appendix D.

2.3.7 **Other e.g. Trade Associations, National Bodies** - As part of project governance, a project board has been convened on which local police, bus and taxi operators, local cycle and 20mph campaigns and the local Health service are represented. The views of these groups are being taken into account throughout the project development. The project has also been taken to the Cambridge disability consultative panel which has commented: 'Providing the signage is clear and there is sufficient awareness over a wide enough area, then the Panel welcome this proposal and hope it achieves its objectives'.

2.4 Summarise key risks associated with the project

- 2.4.1 Should the project be implemented, the risk of severe personal injury resulting from traffic collisions, where these occur, is reduced. This reduced level of risk is particularly relevant to more vulnerable road users such as the young or elderly and those using sustainable and active transport modes such as walking or cycling.
- 2.4.2 Due to a predicted 10% growth in the population Cambridge over the next decade, there is going to be increased pressure on the local road network. With greater numbers of motor vehicles using the roads, increased delay to traffic and wear to highway infrastructure, resulting in potential negative economic impacts. The provision of 20mph limits would help to mitigate this by providing conditions under which an increased proportion of the population feel comfortable adopting active and sustainable modes of transport such as walking or cycling. These modes provide economic, health, and wellbeing benefits.
- 2.4.3 As the local traffic authority, Cambridgeshire County Council's Cabinet will have to consider the project and approve the commencement of a statutory traffic regulation order process, as well as determine any objections that are subsequently received.
- 2.4.4 The traffic order making process will have to be undertaken by Cambridgeshire County Council prior to implementation in order for the speed limit to be legal. This process will require further consultation with various statutory consultees including public service operators. It is possible objections to the project will be raised at this stage which could have an impact on project delivery.
- 2.4.5 Following implementation it is possible the new legal limit will not be complied with by the majority of drivers. This may result in a negative public reaction to the project, leading to the need for further measures to improve compliance. Such measures have been identified. These include the use of movable vehicle activated signs which can be programmed to flash up a message such as slow down 20mph to drivers

of vehicles approaching the sign in excess of a pre-defined set speed. Through being movable the signs could be installed at locations where a compliance issue was identified, and relocated prior to drivers becoming too accustomed to the sign. This would help to maintain the signs impact and effectiveness. Should compliance continue to be an issue, physical traffic calming measures may be considered. For the purposes of the project, a lack of compliance would be defined as mean traffic speed in both directions in excess of 27mph.

2.5 Financial implications

2.5.1 Appraisal prepared on the following price base: 2013/14

2.5.2 Specific grant funding conditions are:

- None

2.5.3 Other comments:

This appraisal refers to the implementation of Phase 1 and consultation for Phase 2 of the Cambridge 20mph Project. There are 4 phases and a total of £460,000 available for the project in total. On the basis of the costing associated with Phase 1, it is likely the current allocation will not be sufficient to complete the entire project. The current total estimated cost to complete the project inclusive of all professional fees is: £600,000 However there are opportunities for cost savings within this, and as such this total cost estimate should be viewed as a maximum figure.

2.6 Net revenue implications (costs or savings)

Revenue	£	Comments
Maintenance	0	Once implemented maintenance of the infrastructure will be the responsibility of the County Council as the traffic authority
R&R Contribution	0	
Developer Contributions	0	
Energy savings	(0)	To the highway authority - See below
Income / Savings	(0)	
Net Revenue effect	0	Cost/(Saving)

2.7 VAT implications

TBC

2.8 Energy and Fuel Savings

(a) Is this project listed in the Carbon Management Plan?	No
	If 'No', move to Section 2.9.

2.9 Climate Change Impact

Positive Impact			No effect	Negative Impact		
		+L				

2.9.1 The implementation of a 20mph limit would provide a safer and more attractive environment for active sustainable transport modes such as walking and cycling. As such it would help to increase the number of road users opting to use these modes, and potentially reduce the number of journeys undertaken in by private car. In addition where motor vehicles are used, research has found that at lower,

smoother speeds, PM10 particulate emissions from brake and tire wear can be reduced. A 20mph limit can also help to reduce the level of traffic noise pollution.

2.9.2 In addition the project would allow for a number of illuminated signs to be disconnected and removed which will provide an energy saving to the highway authority.

2.10 Other implications

An Equality Impact Assessment (EqIA) has been prepared for this project and is attached at Appendix E

2.11 Staff required to deliver the project

Service	Skills	Total Hours
<i>Streets and Open Spaces, Project Delivery team</i>	<i>Project management Procurement Traffic scheme design Contract management Project Quality Control</i>	<i>Project Officer - 4200 (0.8 of full time until project is complete) Project Leader – 100 Project Delivery and Environment Manager - 75</i>

2.12 Dependency on other work or projects

The designs for any County Council funded traffic safety schemes on roads included in the 20mph project may be affected by, or have an affect on the 20mph project. This is specifically relevant to the implementation of Phase 1 on Arbury Road, where a County Council cycle improvements project is programmed. This project is due to provide improvements to the existing traffic calming measures along Arbury Road, and as such would increase the suitability of this stretch for a 20mph speed limit. Other programmed County Council projects, such as potential improvements to Cherry Hinton High Street may have a similar impact on future phases of the project.

2.13 Background Papers

- Responses to Cambridge 20mph Project, North Phase Public Consultation
- Cambridge City Council, Environment Scrutiny Committee Report – Cambridge 20mph Project
<http://democracy.cambridge.gov.uk/documents/g714/Public%20reports%20pack%2015th-Jan-2013%2017.00%20Environment%20Scrutiny%20Committee.pdf?T=10>
- Department for Transport Local Transport Note 1/07 – Traffic Calming
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/3811/ltn-1-07.pdf
- Department for Transport Draft Speed Limit Circular July 2012 – Setting Local Speed Limits –
<http://assets.dft.gov.uk/consultations/dft-2012-32/setting-local-speed-limits.pdf>
- Cambridge City Council Budget Setting Report
http://mgsqimh01/documents/s8599/BSR%20Version%20Ver%201.1%2021%20Dec%202011_1.pdf
- Planning and Sustainable Transport Portfolio Plan 2012-13
http://mgsqimh01/documents/s8526/PST_Planning_and_Sustainable_Transport_Portfolio_Plan_2012-13.pdf
- Cambridge City Council Medium Term Financial Strategy 2011/12 – 2015/16
http://mgsqimh01/documents/s13580/MTS_Version_2_Executive_FINAL_2.pdf
- Cambridge City Council Climate Change Strategy 2012-2016
[http://mgsqimh01/documents/s13710/Appendix A Cambridge City Council Climate Change Strategy.pdf](http://mgsqimh01/documents/s13710/Appendix_A_Cambridge_City_Council_Climate_Change_Strategy.pdf)

2.14 Inspection of papers

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Date prepared:	09.08.13

Appendix A

	2013/14	2014/15	2015/16	2016/17	2017/18	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	131,500					
Purchase of vehicles, plant & equipment						
Professional / Consultants fees	4,000					Safety Audit
Other capital expenditure:						
<i>Phase 2 Consultation costs</i>	8,000					
<i>Traffic orders</i>	8,000					
<i>Phs 1 post implementation Auto. Traffic Counts</i>	3,700					
<i>Phs 2 pre consultation Auto .Traffic Counts</i>	3,500					
Total Capital cost	158,700	0	0	0	0	
Capital Income / Funding						
Government Grant						
Developer Contributions						
R&R funding						
Earmarked Funds						
Existing capital programme funding	392,000					SC532-39149
Revenue contributions						
Total Income	392,000	0	0	0	0	
Net Capital Bid	(233,300)	0	0	0	0	

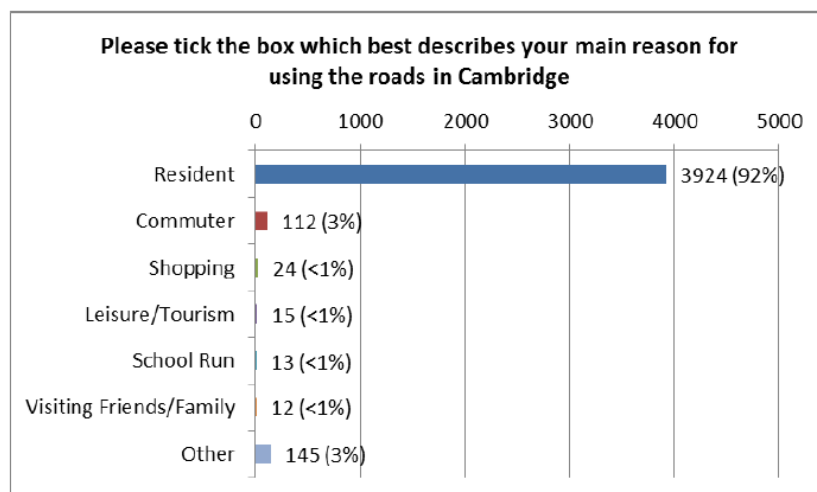
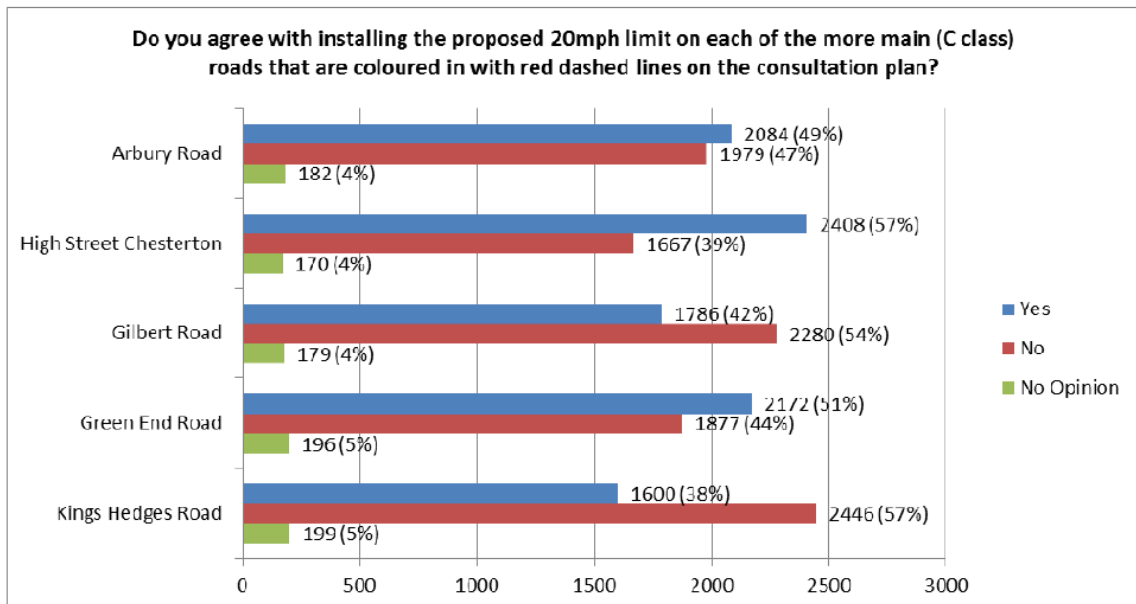
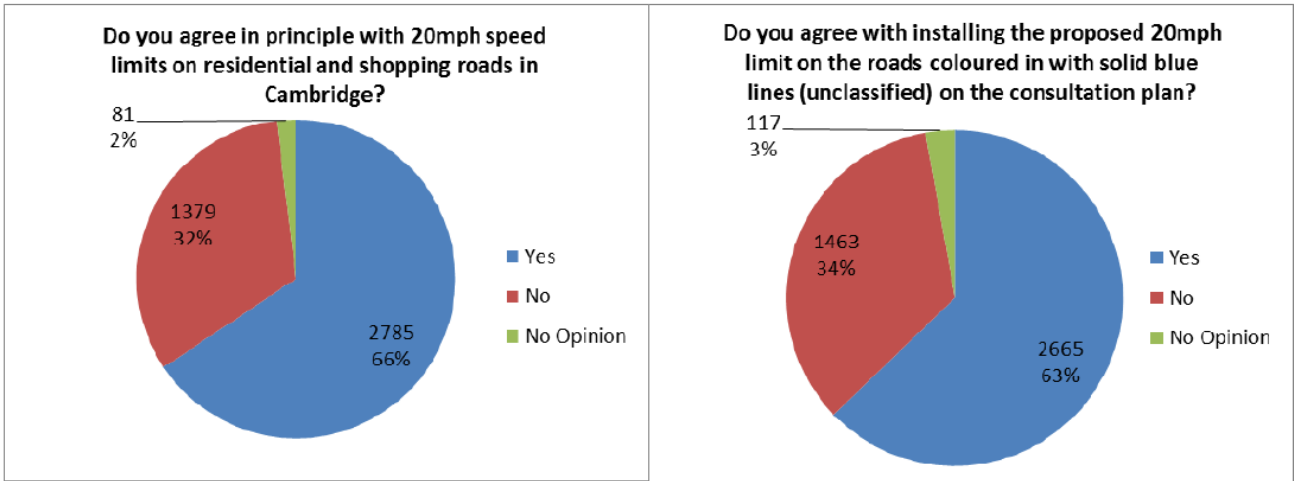
Appendix B

Energy/ Fuel:	Energy Savings Per Year:	Details:	References:	Unit Energy Cost (£ per kWh or litre)	Estimated Annual Cost Savings (£ per year)
Electricity	<i>n/a</i>				
Gas	<i>n/a</i>				
Diesel	<i>n/a</i>				
Petrol	<i>n/a</i>				
Other (please specify)	<i>n/a</i>				
TOTAL ENERGY COST SAVINGS (£ per year):					

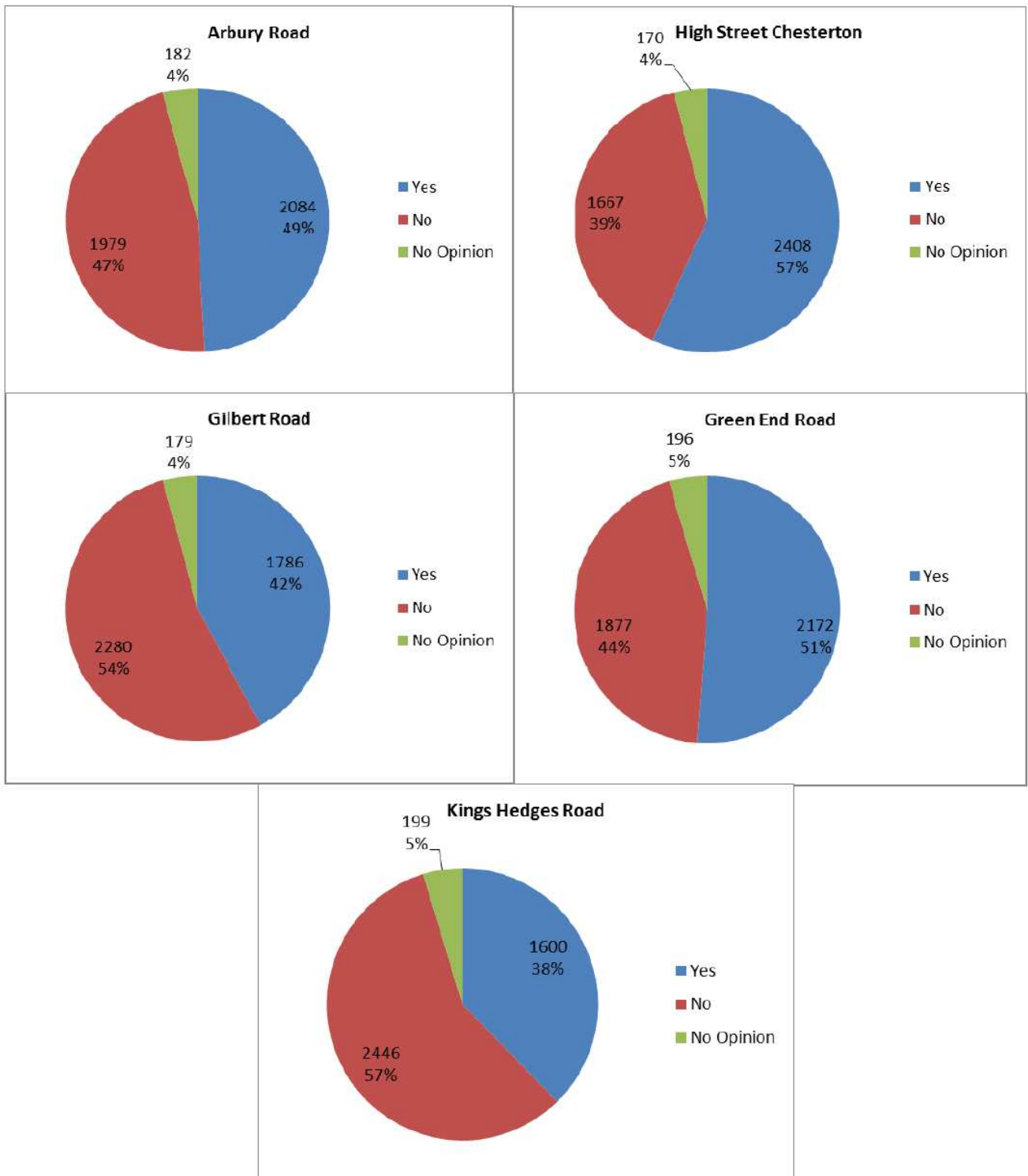
Key Assumptions:

Appendix C

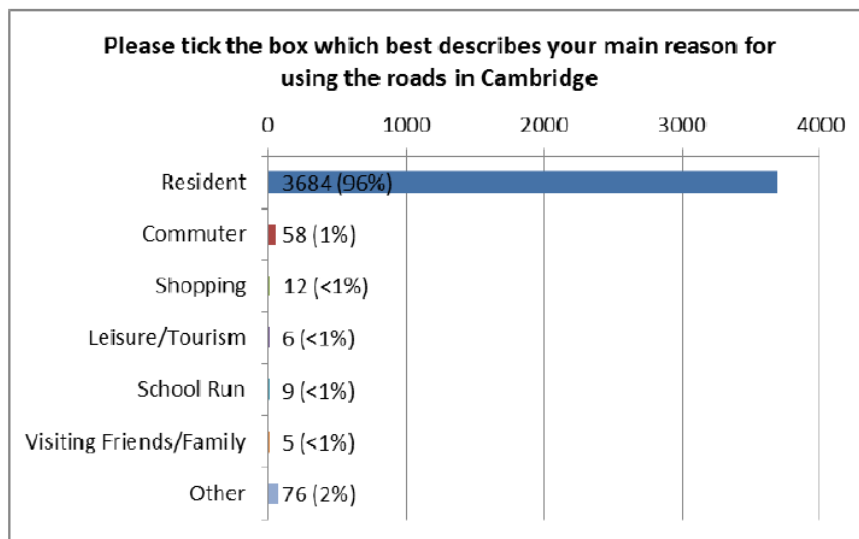
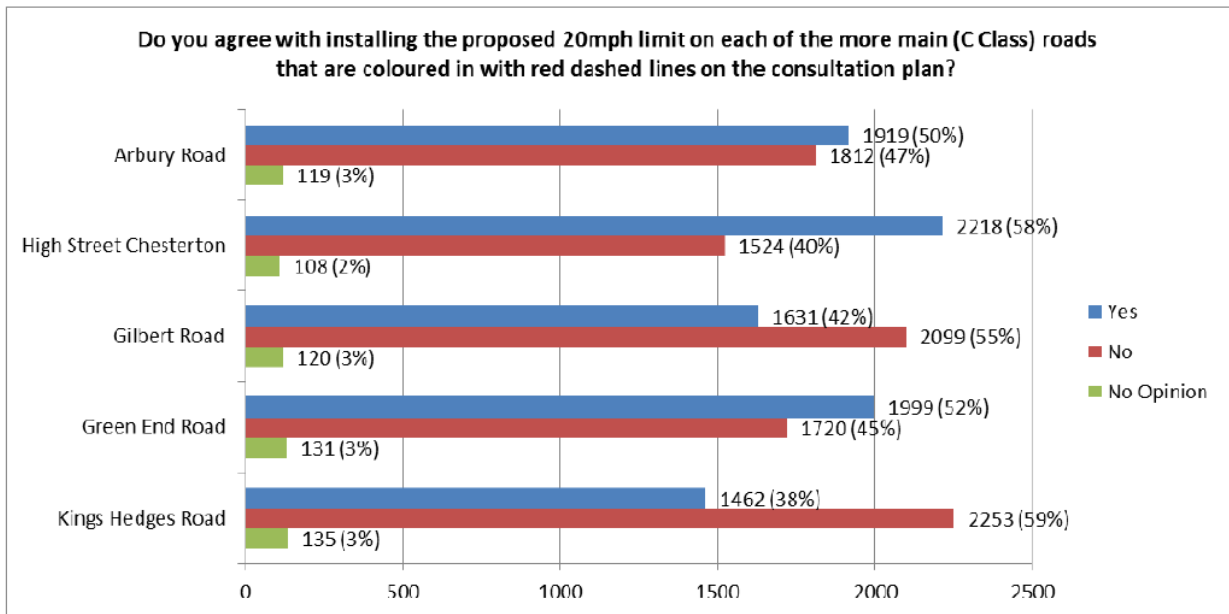
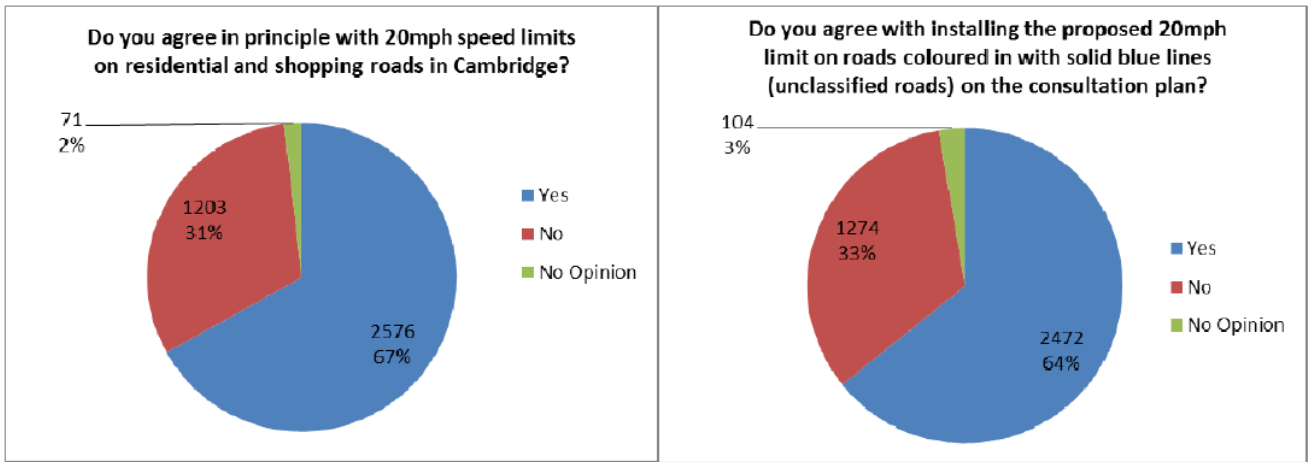
Overall Consultation Results – 4245 responses received in total



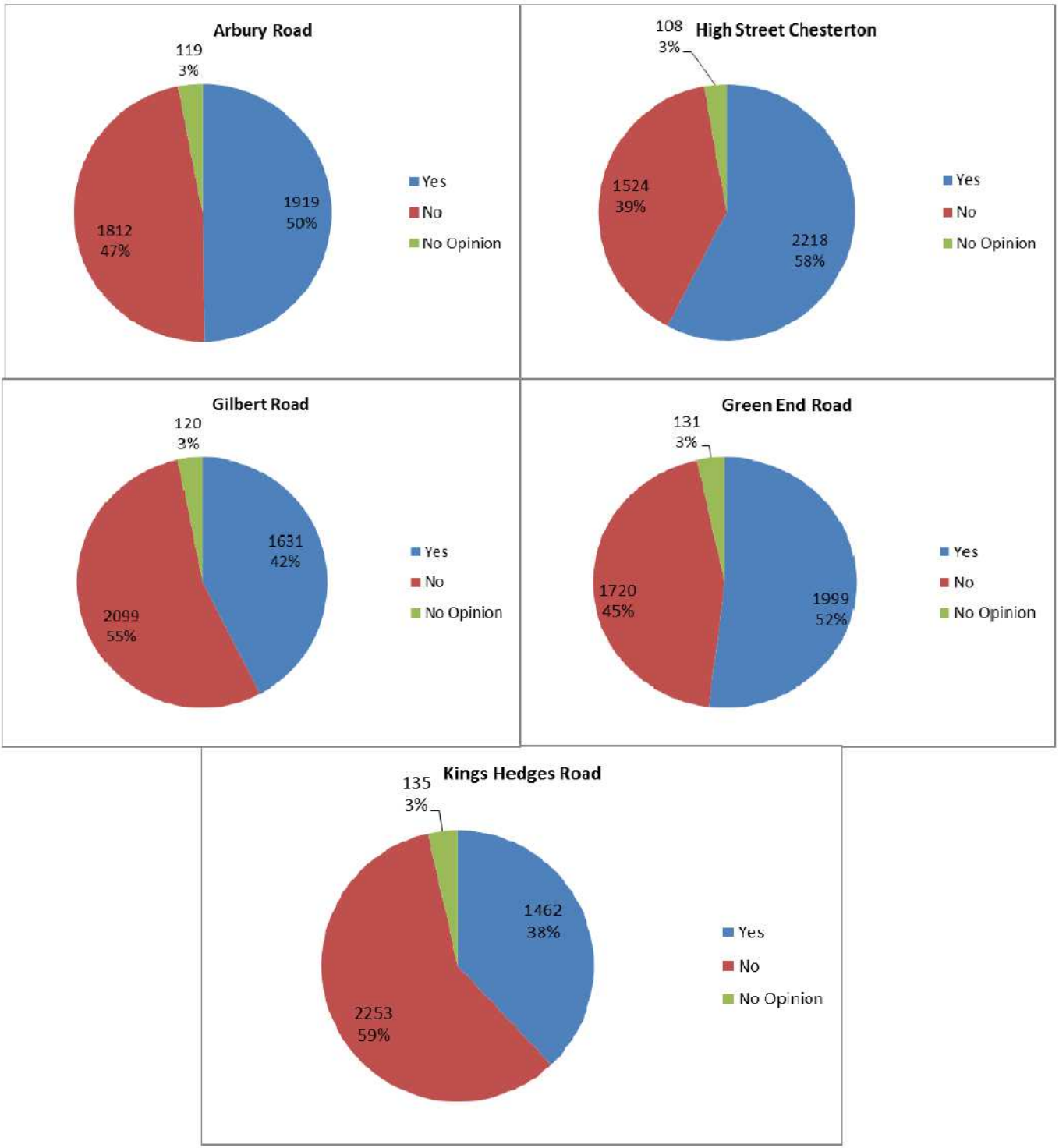
Pie Charts for question: "Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?"



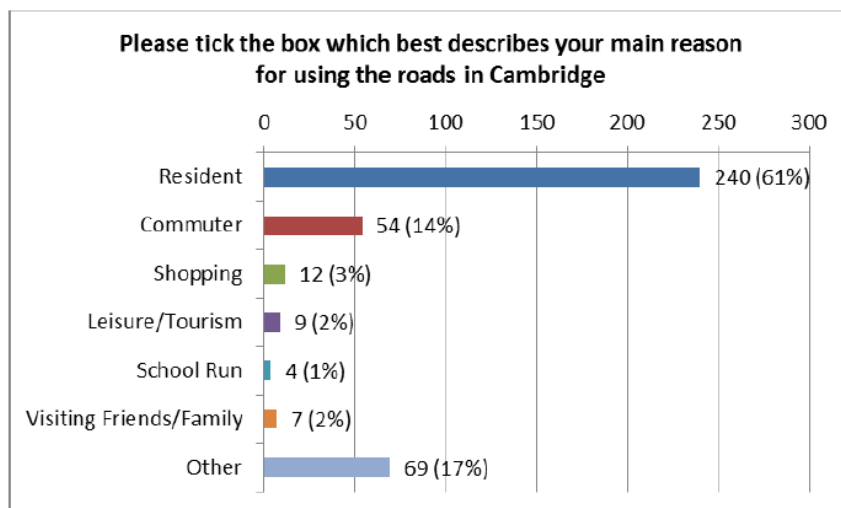
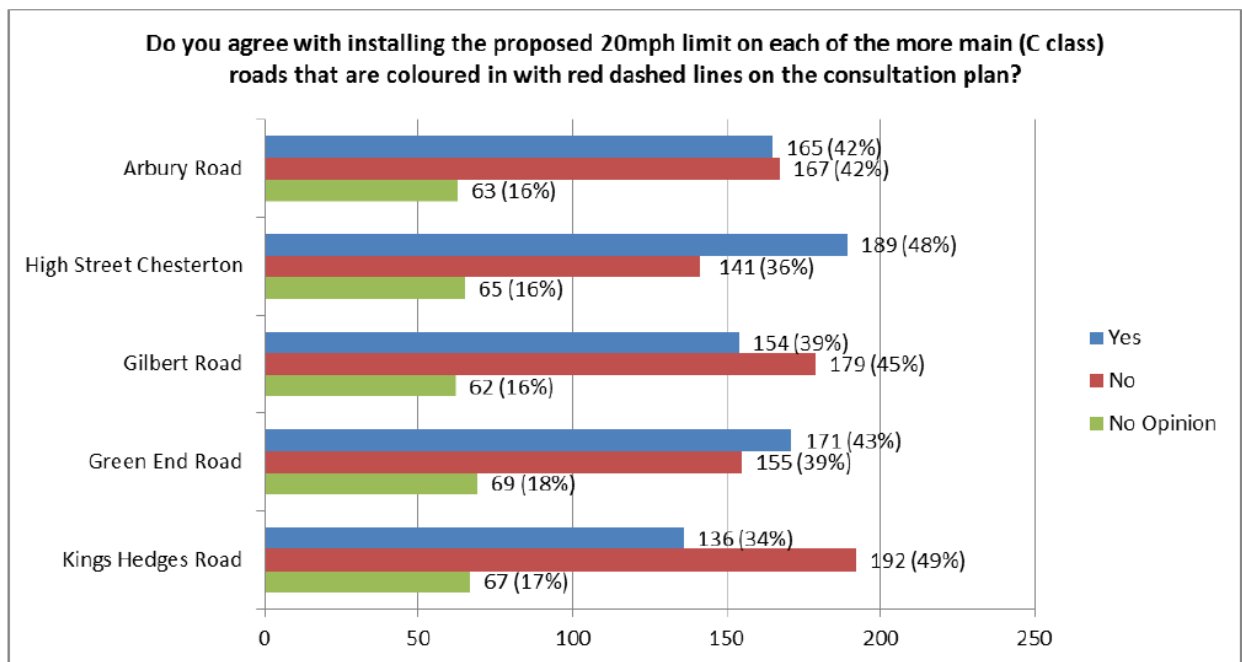
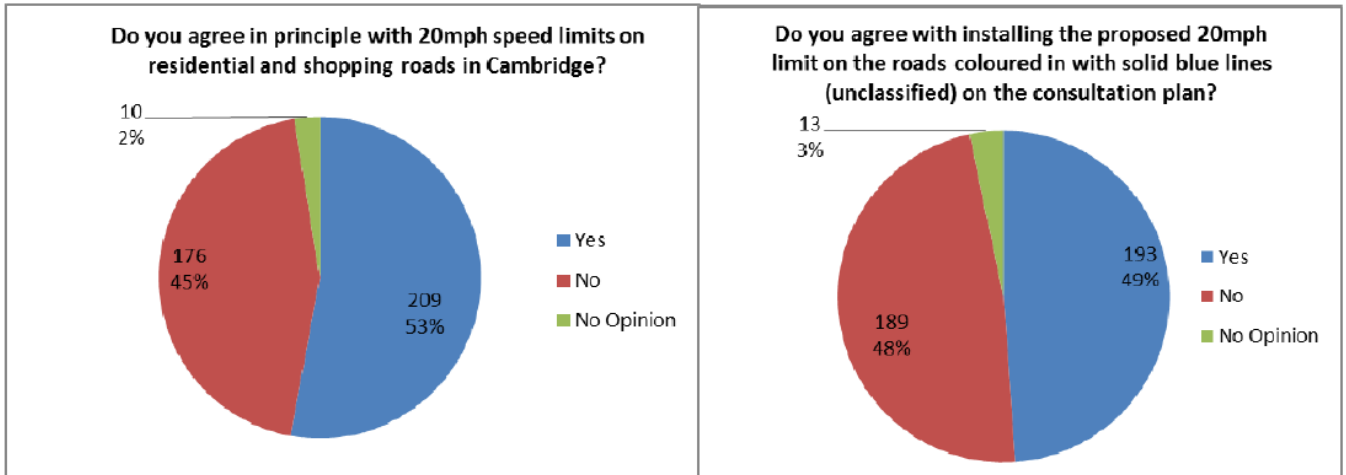
Consultation results from inside the consultation area – 3850 responses received in total. Of these 3752 from individual addresses (21.7% response rate from 17,321 consultation letters posted)



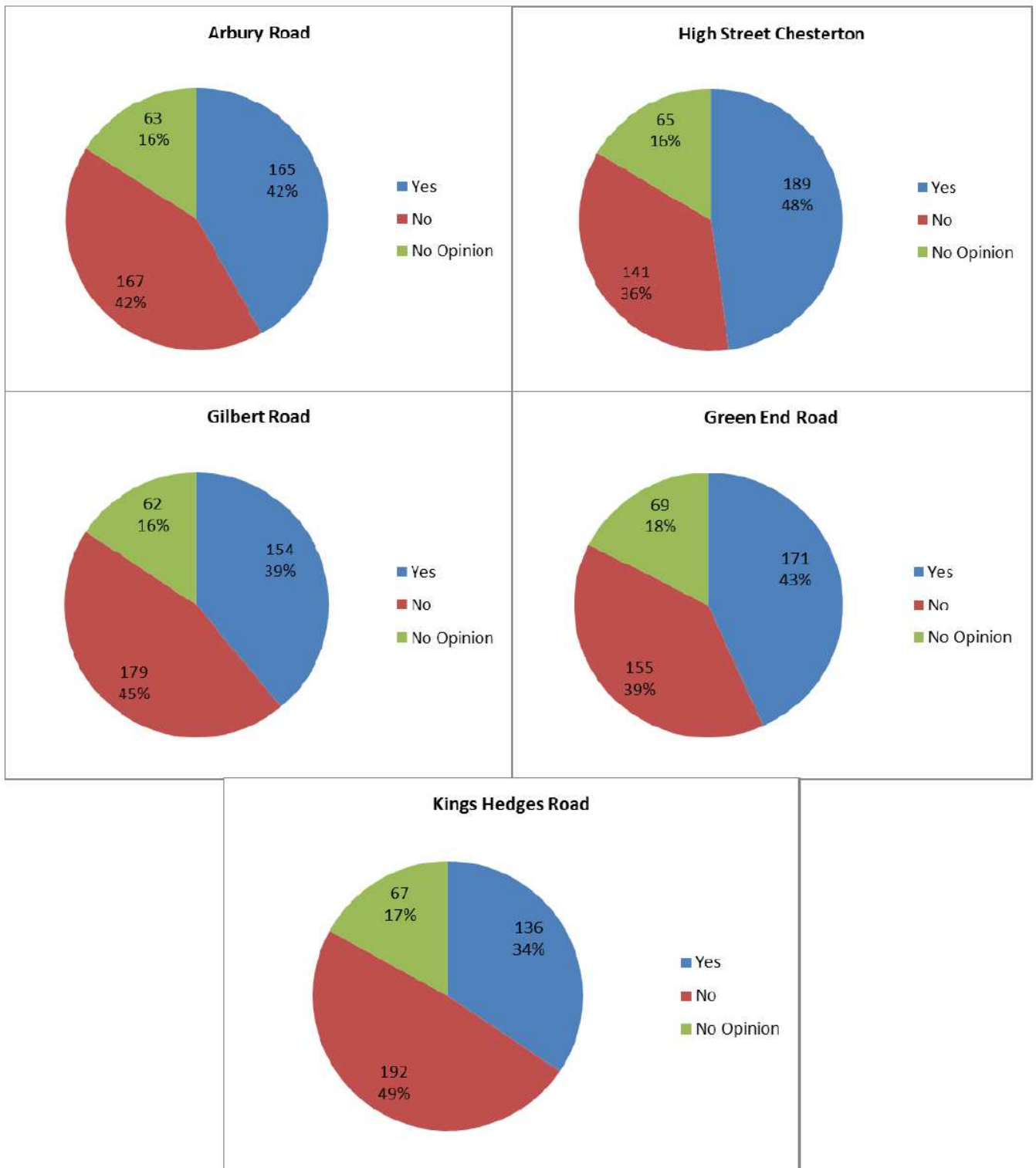
Pie Charts for question: "Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?"



Consultation results from outside the consultation area – 395 responses received in total



Pie Charts for question: "Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?"



Numerical Tables

Cambridge 20mph Project Phase 1 - Consultation results summary

Overall Responses

	Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?	Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines (unclassified) on the consultation plan?	Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?				
			Arbury Road	High Street Chesterton	Gilbert Road	Green End Road	Kings Hedges Road
Yes	2785	2665	2084	2408	1786	2172	1600
No	1379	1463	1979	1667	2280	1877	2446
No Opinion	81	117	182	170	179	196	199
Totals	4245	4245	4245	4245	4245	4245	4245

Responses from inside consultation area

	Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?	Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines (unclassified) on the consultation plan?	Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?				
			Arbury Road	High Street Chesterton	Gilbert Road	Green End Road	Kings Hedges Road
Yes	2576	2472	1919	2218	1631	1999	1462
No	1203	1274	1812	1524	2099	1720	2253
No Opinion	71	104	119	108	120	131	135
Totals	3850	3850	3850	3850	3850	3850	3850

Responses from outside consultation area

	Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?	Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines (unclassified) on the consultation plan?	Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?				
			Arbury Road	High Street Chesterton	Gilbert Road	Green End Road	Kings Hedges Road
Yes	209	193	165	189	154	171	136
No	176	189	167	141	179	155	192
No Opinion	10	13	63	65	62	69	67
Totals	395	395	395	395	395	395	395

Cambridge 20mph Project Phase 1 - Consultation results summary (%)

Overall Responses (4245 in total)

	Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?		Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?				
	Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines (unclassified) on the consultation plan?		Arbury Road	High Street Chesterton	Gilbert Road	Green End Road	Kings Hedges Road
Yes	65.6%	62.8%	49.1%	56.7%	42.1%	51.2%	37.7%
No	32.5%	34.5%	46.6%	39.3%	53.7%	44.2%	57.6%
No Opinion	1.9%	2.8%	4.3%	4.0%	4.2%	4.6%	4.7%
Totals	100%	100%	100%	100%	100%	100%	100%

Responses from inside consultation area (3850 in total)

	Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?		Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?				
	Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines (unclassified) on the consultation plan?		Arbury Road	High Street Chesterton	Gilbert Road	Green End Road	Kings Hedges Road
Yes	66.9%	64.2%	49.8%	57.6%	42.4%	51.9%	38.0%
No	31.2%	33.1%	47.1%	39.6%	54.5%	44.7%	58.5%
No Opinion	1.8%	2.7%	3.1%	2.8%	3.1%	3.4%	3.5%
Totals	100%	100%	100%	100%	100%	100%	100%

Responses from outside consultation area (395 in total)

	Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?		Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan?				
	Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines (unclassified) on the consultation plan?		Arbury Road	High Street Chesterton	Gilbert Road	Green End Road	Kings Hedges Road
Yes	52.9%	48.9%	41.8%	47.8%	39.0%	43.3%	34.4%
No	44.6%	47.8%	42.3%	35.7%	45.3%	39.2%	48.6%
No Opinion	2.5%	3.3%	15.9%	16.5%	15.7%	17.5%	17.0%
Totals	100%	100%	100%	100%	100%	100%	100%

Appendix D

Results of councillor vote on 20mph proposal for north Cambridge North Area Committee 01/08/13

Question	Agreed	Disagreed
Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?	11	0
Do you agree with installing the proposed 20mph limit on the roads(unclassified roads) coloured in with solid blue lines on the consultation plan?	11	0
Do you agree with installing the proposed 20mph limit on each of the more main (C class) roads that are coloured in with red dashed lines on the consultation plan? (listed below)		
Arbury Road	10	0
Chesterton High Street	11	0
Gilbert Road	0	8
Green End Road	10	0
King's Hedges Road	0	5

The councillors also commented that implementing a 20mph limit on Victoria Road should be taken forward as a separate project (10 agreed, 0 disagreed, 1 abstained)

The inclusion of Victoria Road has been the subject of numerous requests received as part of the consultation process in addition to e-petitions on the City and County Council web sites. Victoria Road is not included in the current project as it is an A Class road and therefore County policy precludes changes to its speed limit. In addition as an A class road it may not be suitable to such a limit. However, 20mph on Victoria Road is due to be investigated further as part of a separate work stream.

Cambridge City Council Equality Impact Assessment

Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from David Kidston, Strategy and Partnerships Manager on 01223 457043 or email david.kidston@cambridge.gov.uk, or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Cambridge 20mph Project

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

To reduce the speed of traffic on non-classified roads within the city of Cambridge to 20mph in order to provide a safer, greener and less threatening road environment for all road users.

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

- Residents
- Visitors
- Staff

A specific client group or groups (please state):

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- New
- Revised
- Existing

5. Responsible directorate and service

Directorate: Environment
Service: Streets and Open Spaces

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

- No
 Yes (please give details):
Cambridgeshire County Council (as traffic authority)
Cambridge City Web Team
Local Police (enforcement)
Local public transport providers

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

(a) Age (any group of people of a particular age, including younger and older people)

The project should have a positive impact on the more vulnerable younger and older road users, by providing a less threatening road environment. In addition, at 20mph the number of Personal Injury Accidents (PIAs) is reduced and where they do occur they result in less severe injury, which is of particular importance to more vulnerable road users.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

In certain cases road users with a disability such as sensory or physical impairment would be classed as vulnerable road users. As such the scheme will provide a positive impact by providing a safer road environment.

It is possible that those with a visual impairment will be negatively impacted as a result of being unable to read the consultation material provided as part of the project.

(c) Gender

No specific impact

(d) Pregnancy and maternity

No specific impact, other than in providing reduced levels of air born pollution, which may be of particular significance to those who are pregnant.

(e) Transgender (including gender re-assignment)

No specific impact

(f) Marriage and Civil Partnership

No specific impact

(g) Race or ethnicity

Studies suggest that minority groups are underrepresented as users of active travel modes. Through providing a less threatening road environment, the project is likely to have a positive impact by reducing the barriers to walking and cycling that these groups encounter.

(h) Religion or belief

No specific impact

(i) Sexual orientation

No specific impact

(j) Other factor that may lead to inequality (please state):

Given the scheme is sign and line based it is possible there will be a negative impact on those who have difficulty reading or interpreting the signage such as those who do not read English or who are illiterate. This may also apply to the consultation documentation.

8. If you have any additional comments please add them here

None

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to David Kidston, Strategy and Partnerships Manager, who will arrange for it to be published on the City Council's website. Email david.kidston@cambridge.gov.uk.

10. Sign off

Name and job title of assessment lead officer: Ben Bishop - 20mph Project Officer

Names and job titles of other assessment team members and people consulted: N/A

Date of completion: 08.10.12

Date of next review of the assessment: 08.10.13

Action Plan

Equality Impact Assessment title: Cambridge 20mph Project

Date of completion: 08.10.12

Equality Group	Age – N/A
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Equality Group	Disability
Details of possible disadvantage or negative impact	Those with visual disability may not be able to read consultation material produced as part of the project
Action to be taken to address the disadvantage or negative impact	All Consultation material will be produced in accordance with council consultation policy to include options for large versions of the documentation to be provided. In addition plans will be produced to be as clear as possible for those with reduced visual perception.
Officer responsible for progressing the action	Ben Bishop
Date action to be completed by	During Project Consultation phase

Equality Group	Gender – N/A
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Equality Group	Pregnancy and maternity – N/A
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Equality Group	Transgender – N/A
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Equality Group	Marriage and Civil Partnership – N/A
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Equality Group	Race or ethnicity – N/A
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Equality Group	Religion or belief – N/A
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Equality Group	Sexual orientation – N/A
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Other factors that may lead to inequality	
Details of possible disadvantage or negative impact	Those who do not read English may not be able to understand the consultation documentation and signs and lines provided as part of the project.
Action to be taken to address the disadvantage or negative impact	All consultation documentation to be produced in accordance with council consultation policy. The signs and lines implemented will be based on national signs and line design standards and as such should be easily understood by all road users.
Officer responsible for progressing the action	Ben Bishop
Date action to be completed by	During scheme design and consultation phases



To: Executive Councillor for Planning and Climate
Change: Councillor Tim Ward
Report by: Head of Planning Services
Relevant scrutiny Environment 8/10/2013
committee: Scrutiny
Committee
Wards affected: All

Community Infrastructure Levy – Draft Charging Schedule Key Decision

1. Executive summary

- 1.1 The purpose of this report is to update members on the work that is being undertaken to prepare a Community Infrastructure Levy (CIL) for Cambridge and seek approval that a Draft Charging Schedule is published for public consultation in November 2013.
- 1.2 Consultation took place on a Preliminary Draft Charging Schedule between 18 March and 29 April 2013, the results of which are reported at Appendix 2. They have influenced a Draft Charging Schedule (Appendix 1) which must be independently examined before it can be brought into effect.

2. Recommendations

2.1 The Executive Councillor is recommended to:

- Approve the publication of the Cambridge Draft Charging Schedule (the Draft Charging Schedule is included within the Draft Charging Schedule Consultation Document which is attached at Appendix 1 to this report) for a six-week consultation period starting in November 2013.
- Approve, for publication alongside the Draft Charging Schedule, a statement outlining how S.106 policies will be varied following the adoption of CIL
- Approve, for publication alongside the Draft Charging Schedule, a draft Reg.123 List (Appendix B of the Draft Charging Schedule Consultation Document) which illustrates the Council's intention

with regard to what infrastructure items will or may be funded via CIL.

- Approve, for consultation alongside the Draft Charging Schedule, a draft Instalment Policy (Appendix D of the Draft Charging Schedule Consultation Document).
- Agree that, once the period of consultation has closed and all comments collated, arrangements be made for the Draft Charging Schedule to be subject to independent examination in accordance with the appropriate Regulations

3. Background

- 3.1 Members will recall that on 12 March 2013 you received a report on the introduction of a Community Infrastructure Levy (CIL) for Cambridge. Further, as a first step in introducing a CIL, you agreed at that meeting that the Cambridge Preliminary Draft Charging Schedule be consulted upon for a six-week period between 18 March 2013 and 29 April 2013. A Statement of Consultation of the key issues raised is contained at Appendix 2 to this document.
- 3.2 As a reminder, CIL is a charge that local authorities can levy on all new development in their area to fund infrastructure improvements related to new development. The Planning Act (2008) and the Community Infrastructure Levy Regulations (2010) [as amended in 2011, 2012 and 2013, and likely to be amended again before the end of 2013] sets the legislative framework. The Planning Act 2008 provides a broad (not exhaustive) definition of infrastructure projects which can be funded by the levy, including transport, flood defences, schools, hospitals and other health and social care facilities. Affordable housing is an obvious example of a type of 'infrastructure' explicitly excluded from the process.
- 3.3 The CIL is intended to supplement (not entirely replace) other funding streams. For example, a number of contributions will still be acquired through S.106 Planning Obligations. These include affordable housing requirements and site specific infrastructure. However, the range and monetary value of S.106 Planning Obligations will fall with the introduction of a CIL because an authority is not permitted to charge a developer twice (i.e. via S.106 and via CIL) for the same thing. Indeed, it is essential that Cambridge City make it clear what infrastructure it intends to deliver via CIL and what will be delivered by S.106 – see later for more commentary on this aspect.
- 3.4 The government considers that the CIL is a more transparent and simpler method of collecting non-site specific funds for infrastructure to support development than the current system of using S.106 Planning Obligations. As such, **current regulations** restrict from April

2014 the use of tariff based S.106 Planning Obligations, which means, for example, our current approach to collecting contributions for education improvements will become unlawful. Regulations state that post April 2014 a local planning authority may only enter into five planning obligations to secure funding for the same item of infrastructure. This seriously limits the ability of a Council to raise funds from S.106 post April 2014, and as such implementing a CIL becomes essential.

- 3.5 The CIL Regulations are constantly in a period of flux, which makes preparing a CIL a challenge. Nevertheless, the latest **draft Regulations** suggest that Government intends to push back the cut-off date described above from April 2014 to April 2015, which is helpful.
- 3.6 The CIL takes the form of a charge per square metre of additional floorspace (new build or extensions) and can be charged on most new developments. The Council (and other beneficiaries of CIL funds) has flexibility over what the funds are spent on, provided it is on 'infrastructure'. Unlike S.106, CIL does not require the authority to say precisely where every £1 collected from a specific developer will be spent. Each £1 simply goes into a CIL 'pot', and then the Council determines what infrastructure to spend it on and when.
- 3.7 Another important element of the CIL is that it is non-negotiable. Once a CIL is in place, a developer / landowner must pay the set rate. There is no room for negotiation, either higher or lower, irrespective of whether the Council or developer/landowner would like to. This gives developers and businesses more certainty at the start of the process as to the overall amount of money a development will be required to pay in order to mitigate the wider impacts of their development (though, of course, developers will get less certainty as to exactly when, where and on what the money they contribute will be spent on; and where a development scheme becomes unviable due to the CIL charge that would arise, there is nothing the Council or the developer can do to 'relax' the levy).
- 3.8 Before the Council can start charging CIL, it first needs to prepare and adopt a CIL Charging Schedule. Publication of the Preliminary Draft Charging Schedule (March 2013) was the first step in an 18-24 month statutory process towards adopting and bringing into force a sound CIL charging schedule. We are now approaching the second step, as the following table outlines:

Preliminary Draft Charging Schedule Consultation	March 2013
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Draft Charging Schedule Consultation	November 2013
Submission of the Charging Schedule to government	February or March 2014 (same time as the Local Plan)
Examination by an independent inspector	March – September 2014 (same time as the Local Plan)
An Inspector's Report	October 2014
Adoption (subject to the Inspector's Report)	Late 2014
Commencement of CIL	1 April 2015 (likely date)

Results of the Consultation

3.9 The results of the consultation are reported in the Consultation Statement at Appendix 1. A total of 22 respondents made representations to this consultation and raised a total of 107 comments. The following is a broad summary of the issues raised in response to the consultation:

- Further work is required to relate the list of infrastructure projects and the delivery of the levels of growth proposed;
- Detailed comments on the viability testing and assumptions used, including; professional fees; finance costs; build costs; S106; and fees;
- Concerns were raised that the coloured tables used in the Viability Assessment are misleading. Request further explanation of the analysis of the results that was undertaken to arrive at CIL rates;
- A single residential charging rate could jeopardise the delivery of housing in low value areas. There is no clear case for a single rather than a zoned level of CIL;
- The residential CIL rate proposed is too high, especially when composed with neighbouring districts;
- The retail rate should be zero;
- The student accommodation rate is too high;
- A nil rate on commercial premises is unrealistic given the buoyancy of the Cambridge market and the fact that S.106 monies have been received from commercial/office development in the past. All other uses should be making a sensible CIL contribution;
- A Draft Instalment Policy should be published for comment at the Draft Charging Schedule Consultation Stage;
- The Council should review its approach to discretionary relief for charities. A discretionary policy would encourage investment and development;

- The interrelationship between CIL and S.106 including the connection between the proposed charges and infrastructure requirements – potential issues of ‘Double counting’ of S.106 contributions and CIL, which is not permitted by law;
- The Council should consult on a Draft Regulation 123 list as soon as possible to ensure the views of landowners and developers are taken on board;
- The Council should have a clear defined review mechanism; and’
- The Council should have an exceptional circumstances policy.

3.10 Detailed responses to all comments received are provided in the Statement of Consultation (Appendix 2). This is accompanied by further analysis below and in the Draft Charging Schedule Consultation Document.

Evidence Base and Wider Issues

3.11 The CIL Regulations require that in order to set a CIL Charging Schedule, the Council must have an appropriate evidence base to support the proposed levy. In order to adopt a sound charging schedule the Council either must or is recommended to:

- Have an up to date **Local Plan** for the area (and ideally prepare an updated Local Plan alongside a CIL, which is exactly what we are doing in Cambridge);
- Identify a local **infrastructure funding gap** and quantify its extent and demonstrate the proposed CIL rates will not unduly affect the **viability** of planned development across the city (see below);
- Produce a list of **infrastructure projects** (known as a R.123 List) it intends to fund in whole or in part through the CIL, and review more generally the Council’s wider existing policies for collecting developer contributions (see below);
- Consider whether to offer **discretionary relief** from the CIL and/or put in place a CIL **instalments policy** (see below).

An Infrastructure Funding Gap

3.12 The Council has, in collaboration with South Cambridgeshire District Council, produced the Cambridge and South Cambridgeshire Infrastructure Delivery Study (IDS). The IDS, and any subsequent updates, serves a dual purpose as it is a key part of the evidence base for both the Cambridge City and South Cambridgeshire Local Plans.

- 3.13 The IDS, which is based on appropriate and available evidence, considers what additional infrastructure is needed in Cambridge City and South Cambridgeshire to support development and what other funding sources are available (for example, core Government funding for infrastructure, anticipated section 106 agreements and anticipated necessary highway improvement schemes funded by non-CIL sources).
- 3.14 In September 2012 the IDS was endorsed by the Council as an evidence base document for the Cambridge Local Plan Review and the Cambridge Community Infrastructure Levy. It was agreed as a 'live' document that can be updated over time to reflect changing circumstances such as changes in the planned level of provision of housing and employment.
- 3.15 To reflect comments made on the Preliminary Draft Charging Schedule and the now agreed, planned levels of provision emerging through the Cambridge City Council and South Cambridgeshire District Council Local Plan Reviews' the IDS has been updated .
- 3.16 The Infrastructure Delivery Study and subsequent update provide an overview of infrastructure required to support new development, an overview of who is responsible for delivery, and a broad indication of phasing, costs and funding mechanisms. It acts as a focus for delivery but should not be seen as a detailed investment programme.
- 3.17 The updated IDS includes summary tables related to CIL eligible infrastructure. Infrastructure requirements related to existing planning permissions or projects that have any S.106 allocated to them are not included in this list. The CIL Eligible Infrastructure Schedule provides evidence of the aggregate funding gap required to levy a CIL charge. It also provides a starting point for future prioritisation of CIL funding.
- 3.18 The Council endorsed the updated IDS for use as an evidence base document for both the review of the Cambridge Local Plan and the Cambridge Community Infrastructure Levy (CIL) at Development Plan Scrutiny Sub Committee on 09 July 2013.
- 3.19 The table below provides a summary of the aggregate infrastructure funding gap associated with CIL eligible infrastructure.

CIL Eligible Infrastructure Funding Gap

	Infrastructure Requirements	Infrastructure Funding Gap
Infrastructure requirements within Cambridge	£161.5m	£161.5m

Infrastructure Requirements (Fringe Sites)*	£121.3m	£121.3m
Strategic Infrastructure *	£209m	£95.5m

*Both Local Authorities

4.1.1 The aggregate funding gap for Cambridge City and Fringe sites has been outlined above. To summarise, the aggregate funding gap for Cambridge City (excluding fringe sites) is £161.5m, for fringe sites it is £121.3m and for strategic infrastructure it is £95m. The potential income from residential development from CIL is £21.9m to 2031 (see paras 4.3.8 to 4.3.25 of the consultation document). There is therefore, a significant residual funding gap which justifies the introduction of a CIL.

Viability Evidence - CIL rates should not unduly affect the viability of planned development across the city

3.20 Under CIL Regulation 14 a charging authority must aim to strike what appears to the charging authority to be an appropriate balance between – the desirability of funding infrastructure from CIL and the potential effects (taken as a whole) of the imposition of CIL on the economic viability of development across its. The NPPF states (para 175) that where CIL is to be introduced, the development and consideration of the rate should be undertaken as part of the same exercise of viability testing as the Local Plan wherever possible.

3.21 Viability consultants Dixon Searle LLP (DSP) were commissioned to undertake the viability modelling work. The charges proposed are considered to be reasonable and will enable the majority of development to come forward. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment; and, the Cambridge City Council Local Plan – Student Housing Affordable Housing Study (Summer 2013).

Community Infrastructure Levy Viability Assessment

3.22 This report was put to Members at Environment Scrutiny Committee on 12 March 2013 and is available on the website. To summarise, the consultants found that it is viable at the current time to levy a CIL charge of £125 per sq.m on new residential development and new

student accommodation development and a charge of £75 per sq.m on new retail development. These are the rates the Council consulted on at Preliminary Draft Charging Schedule Stage.

- 3.23 Since then this viability work has been bolstered by a number of other studies, carried out by DSP on behalf of the Council, which provide evidence for emerging Local Plan policies as well as the CIL.
- 3.24 The **SHLAA and Potential Site Allocations High Level Viability Assessment**, which was endorsed by members as part of the supporting evidence for the emerging Local Plan at Development Plan Scrutiny Sub-Committee on 29 May 2013, assumed a CIL residential rate of £125 per square metre in all appraisals found that 'on the whole good levels of sales values are available to support development viability, so that schemes can proceed and frequently still bear planning obligations at significant levels as promoted by existing and proposed policies'.
- 3.25 The **Student Accommodation – Affordable Housing Contributions Viability Study**, which was endorsed by members as part of the supporting evidence for the emerging Local Plan at Development Plan Scrutiny Sub-Committee on 29 May 2013, provides further evidence of the viability of both a residential and student accommodation CIL charge of £125 per sq.m.
- 3.26 The **Small Sites Affordable Housing Viability Study** was completed in 2013 to inform the Council's development of affordable housing policy. It was endorsed by members at Development Plan Scrutiny Sub-Committee on 9 July 2013 and informed the Council's decision to pursue a lower affordable housing threshold in the emerging Cambridge Local Plan. This study provides evidence that a residential CIL charge of £125 per sq.m is viable alongside the proposed reduced affordable housing threshold.
- 3.27 Detailed comments were received on the viability testing and assumptions used, including; professional fees; interpretation of results; finance costs; build costs; S106; and fees. Detailed responses to all these comments can be found at Appendix 2.
- 3.28 Having considered the comments we received at the previous consultation, having taken advice from our viability consultants and having reviewed Reports by Inspectors conducting examinations into CILs being set elsewhere in the country, it is recommended that we carry forward the rates which were consulted on at Preliminary Draft Charging Schedule Stage.
- 3.29 The charges proposed are considered to be reasonable charges, which will still enable the majority of development to come forward

within the city. In addition to the comprehensive approach to considering viability, the potential CIL rates were set out as %s of Gross Development Value (GDV)(CIL Viability Assessment section 3.10 / Figures 12 & 13) to further inform the Council’s consideration of the level(s) to be set. At the levels envisaged, the CIL charging rates are a modest proportion of overall scheme value.

3.30 Allied to this, there are recent and current evidence for the continued strength of the City’s housing market, with a range of indications that house prices are increasing strongly; more so than in locations other than central London and to a degree that looks likely to have already out-stripped the above noted %s of GDV.

Recommended Draft Charging Schedule

3.31 It is therefore recommended that the Council consults, and defends at a subsequent examination, the following CIL Draft Charging Schedule:

DRAFT CHARGING SCHEDULE

Use	Charge £/sq.m
Residential (C3; C4 including sheltered accommodation)	£125
Retail (A1 – A5 and sui generic uses akin to retail*)	£75
Student Accommodation	£125
All other development including B, C1, C2 and D Class Uses.	£0

* sui generis akin to retail includes petrol filling stations; shops selling and/or displaying motor vehicles; retail warehouse clubs.

The relationship between CIL and S.106

3.32 Although CIL replaces some elements of planning obligations, they will still have an important on-going site-specific role. Planning Obligations will still be used for site-specific infrastructure or mitigation required to make a development acceptable in planning terms. The principle is that all eligible developments must pay a CIL as well as, any site specific requirement to be secured through Section 106 Agreements.

3.33 Added to this, CIL Guidance advises that, for transparency, charging authorities should have set out at CIL Examination how their S.106 policies have been varied and a number of representations received

on the Preliminary Draft Charging Schedule asked for clarification of the relationship between S.106 and the CIL.

- 3.34 It has therefore been necessary to commence a parallel review of the Council's procedures for S.106 Planning Obligations, and in particular a review of its Planning Obligations Supplementary Planning Document (SPD), Adopted March 2010, is required. A revised draft SPD is proposed to be put to Members in early 2014, consulted upon for six weeks, and then adopted and brought into force at the same time as the CIL.
- 3.35 The table at Appendix A of the Draft CIL Charging Schedule Consultation Document sets out how CIL might work alongside S.106 once CIL is adopted. This table will form the basis for a revised Planning Obligations Strategy SPD. The CIL/S.106 interaction table does not form part of the charging schedule consultation but it is proposed to take comments received on the table into account when drafting the Council's revised Planning Obligations Strategy SPD.
- 3.36 Some examples of how other authorities are dealing with the interaction between CIL and S.106 are attached at Appendix 3 to this report.

What will CIL funds be spent on?

- 3.37 CIL will not generate sufficient funding to pay for the entire infrastructure needs across the City. Nevertheless, the Council needs to agree and publish its intentions for how revenue raised from the levy will be spent. This is done through the publication of an infrastructure project list known as the 'Reg.123 list' (this title being taken from the Regulation number which requires publication of such a list). It should be noted, however, that simply because a project or infrastructure theme goes on the Reg.123 list it does not mean the project will definitely happen or get paid for through CIL funds. However, it does mean that the said project must not receive any funds from a S.106.
- 3.38 The **current regulations** do not require such a list to be published until the CIL charge comes into place, though it is encouraged to be published in draft alongside the draft Charging Schedule. However, the **draft regulations** are suggesting a draft version of it must be published alongside the consultation on the Charging Schedule. At the point of preparing this agenda report, the new regulations are due for publication imminently. To avoid any risk of not meeting the 'new' regulations, it is therefore considered appropriate to agree and publish a draft Reg.123 list with the next consultation stage on the Charging Schedule, whether or not it is strictly required at that point of consultation. The need to publish a Draft Reg.123 list was also one of

the key issues raised during the consultation on the Preliminary Draft Charging Schedule.

- 3.39 The Reg.123 list does not have to be a comprehensive detailed list of specific infrastructure projects. Indeed experience nationally is showing that they do not. Instead, a common approach is one whereby the Reg.123 list identifies both broad areas of infrastructure (and as such, anything which falls under that broad area would be able to be funded by CIL, but not by S.106) and some selected specific infrastructure items (such as a named specific highway improvement or specific named new school, which again would mean that developer contributions for these specific items could not be sought from S.106 Planning Obligations).
- 3.40 There is a tricky judgement to be taken as to what goes on the Reg.123 list. First, it needs to be comprehensive enough so that it is demonstrable that there is sufficient infrastructure needed with a 'funding gap' to justify the imposition of a CIL. Second, it needs to be not so comprehensive (or broad) as to list (or cover) every single piece of infrastructure that is needed, because in such circumstances this would mean the Council would not be able to negotiate any S.106 funding even when it would otherwise be perfectly sensible or reasonable to do so
- 3.41 The starting point for the prioritisation of projects, or broad areas of infrastructure, to go on the Draft Reg.123 list is the Infrastructure Delivery Study. The subsequent decision as to which infrastructure projects receive CIL funding from the finalised Reg.123 List will ultimately lie with the City Council. However, input from the County Council and other key stakeholders will be essential on all these matters. As such, sound governance arrangements around maintaining the Reg.123 list, the prioritisation of CIL spend and the policy mechanism around developer contributions in general are essential.
- 3.42 Thus, at Appendix B of the Draft Charging Schedule Consultation Document is the recommended draft Reg.123 List. This sets out recommendations as to which sorts of infrastructure will be delivered via CIL or other public funds, and therefore NOT funded by S.106 Planning Obligations.
- 3.43 Some examples of other authorities Regulation 123 lists are attached as part of Appendix 3 to this report.

Discretionary Relief from CIL

- 3.44 The regulations allow Charging Authorities to permit discretionary relief from CIL (e.g. where a reduced or nil payment may be accepted,

provided these 'exceptional cases' met the Regulations). These cases are likely to be rare but could include the following:

- Development by charities for investment activities (as defined by Regulation 44)
- Development by charities where relief would normally constitute State Aid (as defined in Regulation 45)
- Where the city council considers there are exceptional circumstances to justify relief (as defined in Regulation 55).

Discretionary Charitable Relief

3.45 The Council is not obliged to introduce discretionary charitable relief policies. Indeed there has been limited take up of these options from other authorities implementing a CIL. At this stage the need for a discretionary relief in addition to mandatory relief is not considered justifiable and moreover, would impose an additional level of complexity in the administration and management of the CIL charge. Even if it was offered, the instances of it being used would be very low indeed. A policy of this kind could be introduced at any stage though and this is something the Council will keep under review as the CIL system beds in.

Exceptional Circumstances

3.46 Exceptional Circumstances relief, if such a relief was introduced in Cambridge, would only be granted if a planning obligation of greater value than the chargeable amount has been entered into in respect of the planning permission that permits the chargeable development and the Charging Authority considers that payment of the levy would have an unacceptable impact on the economic viability of development. In such cases a developer would be expected to demonstrate this (as set out in Regulation 57) via an 'open book' approach with an agreed independent valuer (paid for by the developer). Relief can also only be granted if it does not constitute 'notifiable state aid' (as defined in European Law).

3.47 There has been a mixed uptake on this policy option. Roughly one third of local authorities that propose to introduce a CIL propose to offer exceptional circumstances. The circumstances in which a policy of this nature would be likely to be used would be extremely rare given the restrictions in the Regulations. To be clear, and in simple terms, if Cambridge introduced such a relief it would not mean the Council would be willing and able to negotiate a revision to the CIL demand for a particular development simply because the developer says the development scheme is unviable if the CIL has to be paid. The relief could only be offered in very exceptional and defined circumstances.

3.48 On balance, it is considered appropriate to not offer Exceptional Circumstances relief as it would add unnecessary complexity to the charge. However, this is something that we intend to keep under review and a policy of this nature could be introduced at any stage once a CIL is adopted.

An Instalment policy

3.49 Regulation 69B permits a charging authority to allow persons liable to pay CIL to do so by instalments following the publication of an instalment policy. There is no requirement to publish an instalment policy prior to adopting a charging schedule, or indeed at all. However, in the absence of an instalment policy the CIL must be paid in full within 60 day of the commencement of the CIL liable development. For very large development schemes, which could take many years to build out (and sale receipts not received for many years), a full CIL payment within 60 days of being liable would be an exceptionally high burden on a developers cash flow.

3.50 To offset development industry concerns, the March 2013 consultation document published by the Council stated the intention of the Council to have an instalment policy for CIL and asked for comments.

3.51 Whilst not strictly necessary at this stage, a Draft CIL Instalment Policy is set out at Appendix D of the CIL Draft Charging Schedule Consultation Document. This is to enable interested parties to consider its implication on development finance and delivery. Whilst comments are invited alongside the Draft Charging Schedule, it should be noted that the Draft Instalment Policy will not itself be subject to Public Examination. The Council will consider responses when finalising the Cambridge CIL Instalment Policy. Full Council will be asked to endorse and adopt this Policy at the point the Council adopts a CIL. Please note, for the avoidance of doubt, the Instalment Policy will not be examined in the same way as the Charging Schedule.

Next Steps

3.52 Consultation on a Draft Charging Schedule would be the second step in the statutory process towards adoption of a CIL Charging Schedule. The key dates in this process are outlined earlier in this report.

4. Implications

(a) Financial Implications

4.1 It is difficult to accurately forecast CIL receipts due to the complicated nature of levying the new charge. Revenues will depend on the

volume, rate of build and type of new development undertaken. The main generator of CIL revenue will be residential development. An estimate, based on the development strategy emerging through the Local Plan Review, is that, in Cambridge City, CIL will generate in the region of £22 million from residential development up to April 2031.

4.2 However, of this, 15-25% will need to be set aside for local communities agreement on spend, in areas where development takes place. The 25% level applies for those areas with an adopted neighbourhood plan in place (which, in Cambridge, is currently nil). The Council currently operates an approach to devolution of S.106 funds via Area Committees which are used as a vehicle to fund locally determined infrastructure projects. Projects which receive funding are determined by the Area Committees in consultation with the neighbourhoods. This process appears to provide an appropriate mechanism for managing the spend of the 15% 'local spend'. Should a Neighbourhood Plan be put in place for any part of the Council's area, then at that stage the Council will determine how the 25% 'local spend' for that area will be managed.

4.3 There will be an on-going requirement to monitor and review the Charging Schedule, which could trigger the need for further specialist viability modelling should market conditions change significantly.

4.4 Up to 5% of CIL can be retained for administration. Officers are carrying out more detailed scoping work on what might be required in this area.

(b) Staffing Implications

4.2 CIL can be delivered within existing resources, and is currently led via the Planning Policy team. However, on adoption there needs to be mechanisms in place to collect CIL. There are potential resource implications for Development Management, IT, Finance and Legal.

(c) Equal Opportunities Implications

4.3 An Equalities Impact Assessment will be published alongside the Draft CIL Charging Schedule Consultation Document.

(d) Environmental Implications

4.4 There are no direct environmental implications arising from this report. Once introduced CIL will assist in the delivery of high quality sustainable new developments, alongside the protection and enhancement of the built and natural environments of the city. As such

it is anticipated that CIL will have a positive climate change rating, although the precise nature of this positive impact will be dependent on the detailed proposals.

(e) Procurement

4.5 There are no direct procurement implications arising from this report. The implementation of CIL may however necessitate additional training of staff and potentially software.

(f) Consultation and communication

4.6 Appropriate consultation with residents and developers and other key stakeholders will be undertaken at key stages.

(g) Community Safety

4.7 There are no direct community safety implications arising from this report.

5. Background papers

Cambridge and South Cambridgeshire Infrastructure Delivery Study, Peter Brett Associates on behalf of Cambridge City Council, September 2012,
<https://www.cambridge.gov.uk/public/ldf/CIL/Appendix%20B%20-%20Infrastructure%20Delivery%20Study%20FINAL%20REPORT%20and%20Appendices.pdf>

Cambridge and South Cambridgeshire Infrastructure Delivery Study Update 2013
<https://www.cambridge.gov.uk/public/ldf/CIL/Infrastructure%20Delivery%20StudyUpdate%20%28Final%20Report%20Amended%20with%20Appendices%29.pdf>

Draft Cambridge City Council Local Plan Review – Viability, Community Infrastructure Levy Viability Assessment, Dixon Searle LLP on behalf of Cambridge City Council
<https://www.cambridge.gov.uk/public/ldf/CIL/Appendix%202%20-%20CIL%20Viability%20Assessment%20FINAL%20DRAFT.pdf>

Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment
<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/SHLAA%20High%20Level%20Viability%20Assessment%202013.pdf>

Cambridge City Council Local Plan – Student Housing Affordable Housing Study

<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/Cambridge%20CC%20-%20StudentAccommodation%20AH%20Viability%20-%20Final%20Report%20-%20Combined.pdf>

Cambridge City Council Local Plan – Small Sites Affordable Housing Viability Study

<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/Cambridge%20City%20Council%20-%20SmallSites%20Affordable%20Housing%20Viability%20Incl%20Appendices.pdf>

CIL frequently asked questions, December 2012, Planning Advisory Service

<http://www.pas.gov.uk/pas/core/page.do?pagelId=1242969>

Community Infrastructure Levy Guidance, 2013, DCLG

<https://www.gov.uk/government/publications/community-infrastructure-levy-guidance>

6. Appendices

Appendix 1 – Cambridge CIL Consultation Document – incorporating the Draft CIL Charging Schedule

Appendix 2 – Cambridge Community Infrastructure Levy Preliminary Draft Charging Schedule – Statement of Consultation

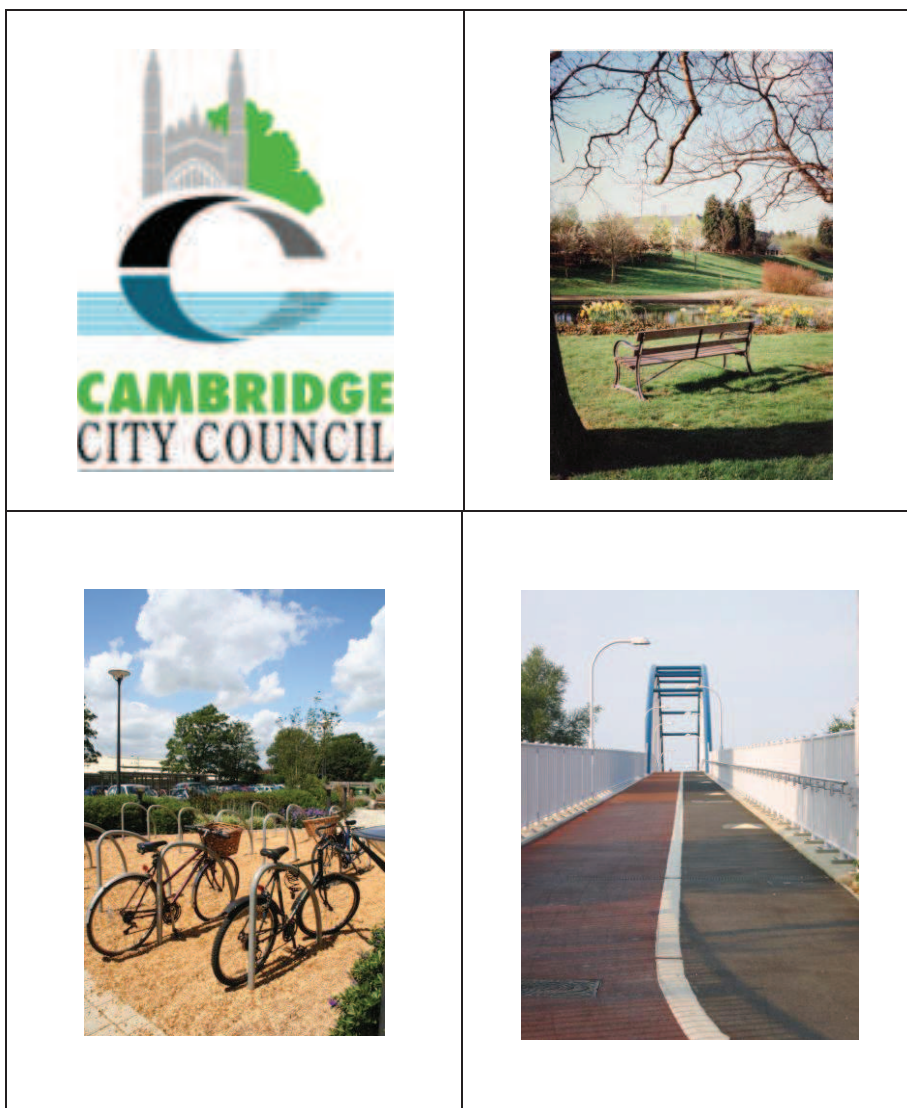
Appendix 3 – Relationship between CIL and S.106 - Examples

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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Cambridge Community Infrastructure Levy



**Draft CIL Charging Schedule and Supporting
Information – Consultation Document **Draft**
Version**

October 2013

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1. INTRODUCTION

1.1 BACKGROUND

1.1.1 This consultation sets out Cambridge City Council's progress to date with the introduction of a Community Infrastructure Levy (CIL) and produces the Cambridge Draft Charging Schedule for consultation.

1.1.2 The CIL regulations 2010¹ (as amended) and statutory guidance², give guidance to councils implementing the levy. Before a CIL Charging Schedule is adopted it must go through two formal rounds of consultation followed by an independent examination.

1.1.3 The first formal round of consultation, the Preliminary Draft Charging Schedule (PDCS), took place between 18th March 2013 and 29th April 2013. A total of 70 representations were received from 22 respondents. A complete list of respondents, the full consultation responses and a detailed assessment of the responses can be found in the background documents in the CIL pages of the Council's website. These representations have provided the basis for the development of the Council's Draft Charging Schedule, which is now the subject of a second formal round of consultation.

1.1.4 The Draft Charging Schedule is set out in Chapter Four. The rest of the document provides background to the Charging Schedule, drawing on supporting evidence, and deals with a number of issues related to the governance and implementation of the levy.

1.1.5 In order to respond to the comments on the Preliminary Draft Charging Schedule and to reflect updated evidence the Council is now publishing:

- This Cambridge Draft CIL Charging Schedule;
- A Statement of Consultation;
- A Regulation 16 Statement of Representations Procedures
- A statement on how Section 106 policies will be varied after the introduction of CIL;
- A Draft Regulation 123 list; and,
- A Draft Instalments Policy.

1.1.6 Cambridge City Council has set a timetable to adopt CIL by early 2015. Table 1 below outlines the key stages and timetable for adoption of CIL:

¹ The Community Infrastructure Regulations 2010, Statutory Instruments 2010 No. 948, <http://www.legislation.gov.uk/uksi/2010/948/contents/made>

² DCLG, CIL Guidance, April 2013

Table 1: CIL Timetable

Stage	Date
CIL Preliminary Draft Charging Schedule Consultation	18 th March 2013 – 29 th April 2013
Environment Scrutiny to publish Draft Charging Schedule	8 th October 2013
CIL Draft Charging Schedule Consultation	28 th October to 9 th December
Submission of Draft Charging Schedule to Planning Inspectorate for Examination in Public	March 2014 (same time as Local Plan)
CIL Examination	March – September 2014 (Same time as Local Plan)
Inspectors Report	October 2014
Adoption (subject to Inspectors Report)	Late 2014
Commencement of CIL	1 st April 2015

1.1.7 Details on how to comment on this consultation can be found in Chapter 6.

2. CONTEXT

2.1 WHAT IS CIL?

- 2.1.1. The Community Infrastructure Levy is a charge that local authorities can levy on all new development in their area to fund infrastructure improvements. It was first introduced in April 2010 and is now a major plank of the localism agenda whereby statutory provisions provide for an end to tariff based approaches to planning obligations (Section 106 Agreements), such as that currently operated by the Council, by April 2014. The CIL Regulations have been amended three times, in 2011³, 2012⁴ and 2013⁵, and further regulation will be forthcoming in late 2013 based on a CIL reforms consultation held between April 15th and May 28th 2013⁶.
- 2.1.2. The CIL will be run in parallel with, and partly replace, the existing process of planning obligations known as 'Section 106' agreements. Planning obligations will continue to be used alongside CIL to provide on-site infrastructure requirements and affordable housing. CIL breaks the link between developer funding and the development site. CIL funds once collected will be spent on an approved list of infrastructure to support development in the area.
- 2.1.3. Funds raised through the CIL will be used to help pay for a wide range of community infrastructure required to support the needs of sustainable development. The CIL will not fund 100% of the costs of the infrastructure requirements and will therefore only ever be one element in a range of potential funding sources that need to be used to ensure that community infrastructure is effectively delivered.

2.2 WHAT DEVELOPMENT IS LIABLE FOR CIL?

- 2.2.1 CIL is chargeable on new build floorspace only. Liability to pay CIL arises when, on completion of the development, the gross internal area of new build is 100 square metres or above. The development of any new dwelling, even if it is less than 100 square metres, is also liable to pay CIL. The levy is chargeable on the basis of a calculation related to pounds (£) per square metre (sq m) on net additional floorspace. Existing floorspace that has been in legal use within a period of six months prior to planning permission being granted is not liable for CIL.
- 2.2.2 CIL will not be charged on changes of use that do not involve new additional floorspace or on structures which people do not normally go into (or do so only intermittently for the

³ The Community Infrastructure Levy (Amendment) Regulations 2011, SI 2011 No. 987, <http://www.legislation.gov.uk/ukxi/2011/987/contents/made>

⁴ The Community Infrastructure Levy (Amendment) Regulations 2012, SI 2012 No.2975, <http://www.legislation.gov.uk/ukxi/2012/2975/contents/made>

⁵ The Community Infrastructure Levy (Amendment) Regulations 2013, SI 2013 No.982, <http://www.legislation.gov.uk/ukxi/2013/982/contents/made>

⁶ DCLG, Consultation on Community Infrastructure Levy Further Reforms, April 2013, <https://www.gov.uk/government/consultations/community-infrastructure-levy-further-reforms>

purpose of inspecting or maintaining fixed plant or machinery). Affordable housing development and the majority of development by charities is exempt from the charge.

2.2.3 The Draft Charging Schedule (Chapter 4) sets out details of the types of development on which it is proposed to introduce a levy. In summary, it is proposed to place a CIL charge on residential development, retail development and student housing development in the Cambridge City Council area.

2.3 WHAT ARE THE BENEFITS OF SETTING A CIL?

2.3.1 Most development has some form of impact on the infrastructure needs of an area and, as such, it is fair that the development contributes towards the cost of those needs. Those needs could be environmental, social and/or economic in nature. The proceeds of CIL will be spent on local infrastructure required to support the development of the area. The key benefits of a CIL are:

- Local communities will benefit from improved services as the money raised can be spent on a wide range of infrastructure;
- Developers and landowners will be able to determine more transparently, and at an early stage, the level of contributions they are required to make towards infrastructure provision;
- CIL will reduce the need for protracted planning obligations negotiations; and,
- The CIL Regulations provide for an end to tariff based approaches to planning obligations (Section 106 Agreements), such as that currently operated by the Council by April 2014 (The latest government consultation on amendments to the CIL Regulations suggest moving that date to April 2015). If the Council did not introduce CIL there would be a significant loss of funding for infrastructure.

2.4 WHAT CAN CIL BE SPENT ON?

2.4.1 CIL will pay for infrastructure to support new development. Infrastructure could be physical (e.g. roads); it could be green (e.g. open spaces) or it could be social (e.g. schools, community buildings). It can be used to pay for strategic infrastructure serving a wide area, such as guided busway improvements, or it could be localised infrastructure to help reduce the impact of new development on the road network. The levy can be spent on 'the provision, improvement, replacement, operation or maintenance of infrastructure'.

2.4.2 In addition to new infrastructure, CIL receipts can also be used to expand and enhance existing infrastructure or for the on-going maintenance or operational costs of providing infrastructure. These costs must be directly related to the additional demands arising from new development. The up-front and continuing costs of preparing and implementing a CIL can also be drawn from CIL receipts subject to annual percentage ceilings.

2.4.3 A capped 15% proportion of CIL revenue will need to be spent on locally determined infrastructure in areas where development takes place. This will rise to 25% for those areas

with an adopted neighbourhood plan⁷ or neighbourhood development order (including a Community Right to Build Order) in place. It is anticipated that the Council's approach to devolution of Section 106 through Area Committees will provide a template for managing these Neighbourhood Funds.

- 2.4.4 The neighbourhood funding element can be spent on a wider range of things than general levy funds. It can be spent on supporting the development of the area by funding:
- a. the provision, improvement, replacement, operation or maintenance of infrastructure; or,
 - b. anything else that is concerned with addressing the demands that development places on an area.
- 2.4.5 The Council can retain up to 5% of revenue received to meet its costs in administering the levy.
- 2.4.6 CIL breaks the link between the development and the development site. Unlike contributions received via Section 106 Planning Obligations, CIL funds, once collected, will go into a central pot. The CIL will not generate sufficient funds to pay for the entire infrastructure needs across the authority area and the Council will need to set out its intentions for how revenue raised from the levy will be spent, by means of a prioritised list of infrastructure. This list is known as a 'Regulation 123 List'. The Council is publishing a Draft Regulation 123 list as part of this consultation. Further detail on this can be found in Chapter 4 of this document. The Draft Regulation 123 list is attached at Appendix A.
- 2.4.7 The governance and prioritisation of future CIL spend is the responsibility of the Charging Authority (Cambridge City Council). However, in practice (and in line with statutory guidance) the prioritisation of projects will need to be undertaken in partnership with other infrastructure providers including Cambridgeshire County Council and South Cambridgeshire District Council. During the CIL consultations and adoption process, the Council will consider further what governance arrangements need to be put in place to guide this process.

⁷ In line with the powers inserted by the Localism Act 2011 into the Town and Country Planning Act 1990

3. CONSULTATION TO DATE

3.2 INFORMAL CONSULTATION AND ENGAGEMENT

3.1.1 A wide range of stakeholders were consulted throughout the evidence gathering process. The Infrastructure Delivery Study (and update) and the CIL Viability Assessment contain further details on the informal consultation that has taken place with key stakeholders.

Stakeholder Meeting

3.1.2 Together with South Cambridgeshire District Council a Joint Stakeholder Consultation Meeting was held which had input from the development industry, the County Council, the University of Cambridge and Colleges and other key stakeholders on December 8th 2012. The purpose of this consultation meeting was to provide stakeholders with an opportunity to inform the CIL Viability Assessment.

3.3 PRELIMINARY DRAFT CHARGING SCHEDULE (PDCS) CONSULTATION (March – April 2013)

3.3.1 A broad range of comments and issues were raised in the representations received on the PDCS. The detailed representations and the Councils response to the specific points raised are included in the PDCS consultation document. In addition further clarification is provided in the remainder of this report to the matters raised.

3.3.2 In general the comments concentrated on specific themes including:

- Funding/infrastructure;
- Spend;
- Process;
- CIL rates;
- Viability; and,
- The assumptions used in the viability study.

3.3.3 A summary of comments received and detailed responses to those comments can be found in the Preliminary Draft Charging Schedule Statement of Consultation. The Statement of Consultation is available alongside the consultation documents.

3.4 STATEMENT OF REREPRESENTATIONS PROCEDURE

3.4.1 Regulation 16 of the CIL Regulations 2010 (as amended) requires that the Council publish a Statement of Representations Procedure alongside the Draft Charging Schedule. A copy of the Statement of Representations is attached at Appendix B.

4. EVIDENCE BASE

4.1 JUSTIFICATION FOR A CAMBRIDGE CIL

4.1.1 Local authorities need to ensure that the CIL rate does not put at serious risk the overall development of their area. The CIL Regulations are clear that in setting rates, the charging authority must aim to strike an appropriate balance between:

- a. The desirability of funding from CIL (in whole or part) the actual and expected estimated total cost of infrastructure required to support the development of its area, taking into account other actual and expected sources of funding; and
- b. The potential effects (taken as a whole) of the imposition of CIL on the economic viability of development across its area.

4.1.2 The Charging Schedule has to be informed by an appropriate evidence base. In order to adopt a sound Charging Schedule the Council either must or is recommended to:

- Have an up to date Local Plan for the area
- Identify a local infrastructure funding gap
- Demonstrate the proposed CIL rates will not unduly affect the viability of planned development across the city
- Clarify how planning obligations policies will be varied after the introduction of CIL; and,
- Produce a list of infrastructure types/projects (known as a Regulation 123 list) it intends to fund in whole or in part through CIL and review more generally the Council's wider existing policies for collecting developer contributions

4.2 AN UP TO DATE DEVELOPMENT PLAN

4.2.1 Statutory guidance sets out that councils must have an up to date development strategy for the area in which they propose to charge.⁸ As set out in the National Planning Policy Framework for England, where practical levy charges should be worked up and tested alongside the Local Plan.⁹

4.2.2 In Cambridge the CIL charging schedule is being worked up and tested alongside the emerging Cambridge Local Plan 2014. The Council intends to submit the Draft CIL Charging Schedule for Examination in Public at the same time as the Submission Version Cambridge Local Plan. The Council's CIL proposals are consistent with and will support the implementation of the emerging Local Plan.

4.3 AN INFRASTRUCTURE FUNDING GAP

4.3.1 The CIL Regulations 2010 (as amended) require that any levy's rates should be based on evidence of the infrastructure needed. The charging authority must consider what additional infrastructure is needed in its area to support development and what other

⁸ Para 4, Community Infrastructure Levy Guidance, December 2012

⁹ Para 175, National Planning Policy Framework for England

funding sources are available. The focus should be on providing evidence of an aggregate funding gap that demonstrates the need to levy the CIL.

- 4.3.2 Statutory CIL guidance also states that information relating to the infrastructure needs of a Charging Authority should, wherever possible, be drawn directly from the infrastructure planning that underpins the Charging Authority's development plan.
- 4.3.3 The Council has developed the infrastructure evidence supporting the emerging Cambridge Local Plan 2014 and the Draft Cambridge Charging Schedule (DCS) simultaneously. The infrastructure evidence supporting the Draft Charging Schedule has been drawn directly from the evidence underpinning the emerging Local Plan.

Infrastructure Delivery Study (IDS) 2012

- 4.3.4 In March 2010 the Council, in collaboration with South Cambridgeshire District Council, commissioned Peter Brett Associates to produce the Cambridge and South Cambridgeshire Infrastructure Delivery Study (IDS).
- 4.3.5 The IDS considers what additional infrastructure is needed in the Cambridge City and South Cambridgeshire areas to support development and what other funding sources are available (for example, core Government funding for infrastructure, which will continue following the introduction of a levy, anticipated planning obligations and anticipated necessary highway improvement schemes funded by anyone other than the charging authority) based on appropriate available evidence.
- 4.3.6 In September 2012 the IDS was endorsed by the Council as an evidence base document for the Cambridge Local Plan Review and the Cambridge CIL. It was agreed as a 'live' document that can be updated over time to reflect changing circumstances such as changes in the planned level of housing and employment provision.
- 4.3.7 The objectives of the IDS and subsequent update (see below) were to establish the existing capacity of infrastructure provision in Cambridge and South Cambridgeshire, and identify what infrastructure would be required in order to serve proposed growth.
- 4.3.8 The IDS looks at the following infrastructure categories:
 - Physical – Transport, energy, water and drainage, waste, and telecommunications;
 - Social – Education, health care, leisure and recreation, community and social, and emergency services; and,
 - Green – Green space
- 4.3.9 This document and subsequent update will form a key part of the evidence base at both the Local Plan and CIL examinations.

Infrastructure Delivery Study Update 2013

- 4.3.10 Since the consultation on the Preliminary Draft Charging Schedule the IDS has been updated to reflect the, now agreed, planned levels of provision emerging through the Cambridge City Council and South Cambridgeshire District Council Local Plan Reviews’.

CIL Eligible Infrastructure

- 4.3.11 The updated IDS includes summary tables related to CIL eligible infrastructure. CIL eligible infrastructure is comprised of any infrastructure project that relates to a proposed development, an existing infrastructure deficiency or an aspirational infrastructure project. Infrastructure requirements related to existing planning permissions or projects that have any Section 106 allocated to them are not included in this list. The CIL Eligible Infrastructure Schedule provides evidence of the aggregate funding gap required to levy a CIL charge. It also provides a starting point for future prioritisation of CIL funding.

Infrastructure Delivery Study - Key Findings

Cambridge City (excluding fringe sites)

- 4.3.12 The cost of infrastructure requirements for CIL Eligible Infrastructure in Cambridge (excluding fringe sites) identified in the study is approximately £161.5million. The aggregate funding gap associated with CIL eligible infrastructure in Cambridge (excluding fringe sites) to 2031 is £161.5million.

Fringe Sites (Both Local Authorities)

- 4.3.13 The cost of infrastructure requirements for CIL Eligible Infrastructure on fringe sites is £121.3million. The aggregate funding gap associated with CIL eligible infrastructure on fringe sites to 2031 is £121.3million.

Strategic Infrastructure (Both Local Authorities)

- 4.3.14 CIL eligible strategic infrastructure requirements to support both local authorities amount to £209million. The aggregate funding gap associated with CIL eligible strategic infrastructure in Cambridge to 2031 is £95.5million.

Prioritisation

- 4.3.15 In practice financial resources will rarely meet all the identified needs for infrastructure at any given time and there will inevitably be a requirement to phase and prioritise projects across an area. The IDS and subsequent updates should be a key document in informing the prioritisation process.
- 4.3.16 The role of the IDS is not to provide absolute assurances as to how the Council intends to spend CIL, but to illustrate that the intended CIL targets are justifiable given local infrastructure need and based on appropriate available evidence. It is not a formal investment programme and does not entail commitment by the Council or other statutory providers.
- 4.3.17 Further detail can be found in the [IDS 2012](#) and [IDS Update 2013](#), which should be read in conjunction with the Draft Charging Schedule.

Projected CIL Income and Residual Infrastructure Funding Gap

4.3.18 It is difficult to accurately forecast CIL receipts due to the complicated nature of levying the new charge and how often landowners will pursue CIL exemptions. Revenues will depend on the volume, rate of build and type of development undertaken.

4.3.19 CIL can only be charged on additional floorspace. This reduces the potential CIL for collection, particularly in an area like Cambridge City where much of the development will take place on brownfield land.

4.3.20 The largest generator of CIL is likely to be residential development. The Draft Cambridge Local Plan 2014 housing trajectory has been used to estimate potential CIL revenue from residential development to 2031. Projected housing numbers are summarised in the table below:

Table 2: CIL Eligible dwellings

Source	Dwelling Numbers
Potential allocation sites (2015 – 2031)	3018
Windfall (small sites) (2016 – 2031)	1,850
Total	4,868

4.3.21 To further refine the potential number of dwellings liable to pay CIL it has been necessary to make a number of assumptions. The assumptions used are as follows:

- A Net floorspace reduction of 27%¹⁰ (based on historic conversions, changes of use, rebuilds and demolitions);
- A discount of 40% affordable housing for affordable housing on sites over 15 dwellings;
- Discount of 15% affordable housing on sites less than 15 dwellings¹¹;
- An average floorspace per dwelling of 85 square metres (consistent with a large two bedroom or small three bedroom house)
- A residential CIL rate of £125/square metre

4.3.22 The Draft Cambridge Local Plan 2014 housing trajectory projects that **4,868** dwellings could come forward in the plan period to 2031 that are potentially liable for the CIL.

¹⁰ Completion figures for the past 5 years (1 April 2007 to 31st March 2012) show that 27% of completions comprised conversions, changes of use or demolition/rebuilds.

¹¹ Draft Local Plan Policy is for provision of a minimum of 10% affordable housing on sites between 2-9 dwellings and 25% on sites between 10 and 14 dwellings. An average of 17.5% has been applied to the small sites and this has been discounted by 2.5% to take account of single dwellings which will not provide for affordable housing

Table 3: Dwellings potentially liable to pay CIL

Potentially CIL liable dwellings (Draft Cambridge Local Plan 2014 housing trajectory)	4,868
Net floorspace deduction based on brownfield land development – 27%	1,314
Discount of 40% affordable housing on site over 15 dwellings (Potential allocation sites = 3018/100*40)	1,207
Discount of 15% on smaller sites (Windfall = 1850/100*155)	278
Number of dwellings potentially liable to pay CIL	2,069

4.3.23 Based on the assumptions outlined above it is estimated that for the period April 2015 – April 2031 the CIL revenue for residential development will amount to:

Table 4: Residential income from CIL

Total CIL liable floorspace	CIL Rate	Residential CIL Income April 2015 – April 2031
2069 dwellings * 85 sq.m = 175,865 sq.m	£125 per sq.m	£21,983,125

4.3.24 The aggregate funding gap for Cambridge City and Fringe sites has been outlined above. To summarise, the aggregate funding gap for Cambridge City (excluding fringe sites) is £161.5m, for fringe sites it is £121.3m and for strategic infrastructure it is £95m. The potential income from residential development from CIL is £21.9m to 2031. There is a significant residual funding gap which justifies the introduction of CIL.

4.3.25 CIL funds will be raised from development types other than residential for which it is not possible to provide a reliable estimate. Nevertheless it is safe to assert that CIL raised by those other development types will not bridge the gap identified in this paper.

4.4 VIABILITY EVIDENCE BASE

4.4.1 The requirement to demonstrate that the proposed CIL rates will not unduly affect the viability of planned development across the city has been taken into account in a suite of viability documents produced on behalf of the Council. These are the Cambridge City Council Local Plan – [Community Infrastructure Levy Viability Assessment](#); the Cambridge City Council Local Plan - [SHLAA and Potential Site Allocations High Level Viability Assessment](#) ; the Cambridge City Council Local Plan – [Student Housing Affordable Housing Study](#); and the Cambridge City Council Local Plan – [Small Sites Affordable Housing Viability Study](#). These documents are available alongside and should be read in conjunction with the consultation document.

Local Plan – Community Infrastructure Levy Viability Assessment

4.4.2 The CIL Regulations require that consideration is given to ‘the potential effects (taken as a whole) of the imposition of CIL on the economic viability of development across its area’.

The NPPF states that where CIL is to be introduced, the development and consideration of the rate should be undertaken as part of the same exercise of viability testing as the Local Plan wherever possible.¹²

- 4.4.3 This is the approach that has been taken by the Council. Viability consultants Dixon Searle LLP were commissioned to undertake viability modeling work on planned development across Cambridge. Their work has also examined the viability of the Strategic Housing Land Availability Assessment (SHLAA) and emerging Local Plan policies.
- 4.4.4 The consultants used a residual land value appraisal approach to assess the financial capacity of a range of residential and non-residential development scenarios in Cambridge to pay a CIL charge. The methodology they used follows a standard development appraisal, using assumptions (worked up in consultation with the development industry) on land values, build costs, sales values and planning policy considerations (40% affordable housing, high quality design standards). The methodology has been through successful CIL examinations with other authorities. Further detail is provided in the viability assessment.
- 4.4.5 The consultants have found that it is viable at the current time to levy a CIL charge on new residential development, retail development and student accommodation development. When setting the proposed rates the Council has borne in mind the viability advice and also some overriding messages from the Government and CIL front-runners. These messages are as follows:
- Keep it simple – Increasing the complexity of the charge makes CIL calculation and collection increasingly difficult;
 - The CIL charge is mandatory, if it makes development unviable then development may not go ahead. Therefore authorities should carefully consider where they set the CIL charge to avoid making desired development unviable; and,
 - Bear in mind the type of development that is likely to come forward in the next three to five years, the standard time frame of a charging schedule before it is reassessed.
- 4.4.6 The CIL Regulations allow for different rates to apply for different zones in which development would be situated or by reference to intended use of development. It is not proposed to differentiate charging rates by zones in Cambridge but there is some differentiation by use.
- 4.4.7 **Residential development** - The headline finding is that suitable overall parameters for charging CIL in the city were found to be between £100/sq.m to £150/sq.m. Within those parameters the consultants have suggested that there are two possible approaches to charging a CIL on residential development:
- A single city wide residential rate;

¹² NPPF, para 175

- Differential residential charging rates based on three zones. A lower value zone (north east and east of the city), a medium value zone (northwest and south west) and a higher value zone (Market and Newnham)

4.4.8 The Council proposed to have a single city wide residential charging rate of £125/sq.m. This decision was taken bearing in mind that a differential charging approach across a small city like Cambridge could get quite complicated, unwieldy and difficult to administer; that there is not much planned growth in the higher value area and so a higher charge in that area would be of little value; and, taking the emerging development strategy into account

4.4.9 **Retail** - Parameters for retail charging are recommended in the range of £0/sq.m to £125/sq.m so that a rate or rates within that range could be selected/aligned to the balance of supply. At £0/sq.m to £75/sq metre a charging rate would be responsive to city centre comparison retail and out of centre smaller convenience stores. At the upper end of these parameters, £125/sq.m, retail warehousing, supermarkets, and new city centre convenience shop development have the potential to remain viable. Further detail is contained in the Viability Assessment.

4.4.10 The Council proposes a single approach based on a retail rate set at the relatively low level of £75/sq.m. The type of retail development that is most relevant to plan delivery, city centre comparison retail, informs this rate.

4.4.11 **Student accommodation** – The consultants recommend consideration of a students housing CIL charging rate of not more than £125/sq.m. A rate of £125/sq.m is supported by the Council.

4.4.12 **Other uses:** The viability assessment concludes that, in the current depressed market conditions, many commercial uses would not be viable if a CIL charge was applied to them at this time.

4.4.13 Detailed comments were made during the Preliminary Draft Charging Schedule consultation in relation to the viability testing and assumptions used, including professional fees; finance costs; build costs; Section 106 and fees. Comments were also raised in relation to the proposed rates. A summary of these comments and detailed responses on behalf of the Council can be found in the Preliminary Draft Charging Schedule Statement of Consultation which should be read alongside this document.

SHLAA and Potential Site Allocations High Level Viability Assessment 2013

4.4.14 Dixon Searle LLP were commissioned by Cambridge City Council to carry out a high level viability assessment on a range of sites within the Council's Strategic Housing Land Availability Assessment and a number of potential allocations sites in addition. All sites were appraised using proposed Draft Cambridge Local Plan 2014 policy standards as well as assuming a CIL residential rate of £125 per square metre.

4.4.15 This study found that, 'on the whole good levels of sales values are available to support development viability, so that schemes can proceed and frequently still bear planning obligations at significant levels as promoted by existing and proposed policies. This appears to be borne through the relatively high level of development interest and activity in the city, particularly compared with that seen in many other areas recently'¹³.

Student Accommodation – Affordable Housing Financial Contributions Viability Study

4.4.16 This study was undertaken to investigate the potential to introduce an affordable housing contribution for new student accommodation development in Cambridge City. It did this by testing the financial viability of a number of potential student accommodation development sites across the city.

4.4.17 This study appraises a number of sites (9) on the basis that the site could accommodate either residential development or student accommodation. All the appraisals included an assumed CIL rate of £125 per square metre for both residential and student accommodation. The study found that while it might not be viable to have both a CIL charge and an affordable housing financial contribution towards student accommodation one or the other would be viable. This provides further evidence of the viability of both a residential and student accommodation CIL charge of £125 per square metre in the Cambridge City Council area.

Small Sites Affordable Housing Viability Study

4.4.18 The Small Sites Affordable Housing Viability Study was completed in 2013 to inform the development of the Council's affordable housing policy. It considered the lowering of thresholds for affordable housing.

4.4.19 The Council has subsequently decided to pursue a lower affordable housing threshold in the emerging Cambridge Local Plan 2014. This study provides evidence that a residential CIL charge of £125 per square metre is viable alongside the reduced affordable housing threshold.

4.5 THE RELATIONSHIP BETWEEN CIL AND SECTION 106

4.5.1 Although CIL replaces some elements of Planning Obligations, they will still have an important on-going site-specific role. Planning Obligations will still be used for site-specific infrastructure or mitigation required to make a development acceptable in planning terms. This could include the provision of affordable housing, open space, access roads, habitat protection etc. In addition, on very large developments, this could also extend to strategic infrastructure such as new schools, primary healthcare, strategic highway and transportation improvements as they are needed as part of the development. The principle is that all eligible developments must pay a CIL as well as any site specific requirement to be secured through Section 106 Agreements.

¹³ Para 2.1, SHLAA and Potential Site Allocations High Level Viability Assessment 2013, Dixon Searle LLP

- 4.5.2 Added to this, CIL Guidance advises that, for transparency, charging authorities should have set out at CIL Examination how their Section 106 policies have been varied¹⁴ and the Council's Proposed Submission Local Plan 2014 Policy 85 – Infrastructure delivery, planning obligations and the Community Infrastructure Levy states that the introduction of CIL will be accompanied by a review of the Council's guidance on planning obligations.
- 4.5.3 Furthermore, one of the key issues raised during the Preliminary Draft Charging Schedule consultation was the relationship between CIL and Section 106 contributions and the potential issues of 'Double Counting' of Section 106 contributions and CIL, which is not permitted by law.
- 4.5.4 It has therefore been necessary to commence a parallel review of the Council's procedures for Section 106 Planning Obligations, and in particular a review of its Planning Obligations Strategy Supplementary Planning Document (SPD) 2010, is required. A revised draft SPD will be published alongside the Submission Version CIL Charging Schedule.
- 4.5.5 The table at Appendix A sets out how CIL might work alongside Section 106 once CIL is adopted. This table sets out the broad areas of infrastructure which, first, will continue to be matters which the developer will be responsible for delivering and, second, which items could benefit from CIL funding. This table will form the basis for a revised planning obligations strategy SPD. The CIL/Section 106 interaction table does not form part of the Charging Schedule consultation but the Council will take into account any comments received on the table when drafting the Council's revised Planning Obligations Strategy SPD.

4.6 DRAFT REGULATION 123 LIST

- 4.6.1 Although the current regulations do not require it until after the CIL charge comes into place, latest CIL guidance¹⁵ encourages the Council to 'set out at Examination a draft list of the projects and types of infrastructure that are to be funded in whole or part by the levy'. This list is known as the Regulation 123 list (the title being taken from the Regulation number which requires the publication of such a list). It should also be noted that draft CIL Regulations suggest that a draft version of the Regulation 123 list will need to be published alongside the consultation on the Charging Schedule.
- 4.6.2 The need, in the eyes of the development industry, to consult on a Draft Regulation 123 list as soon as possible to ensure the view of landowners and developer are taken on board was one of the key issues raised during the consultation on the PDCS.
- 4.6.3 It is therefore considered appropriate to publish a draft Regulation 123 list alongside the Draft Charging Schedule, whether or not it is strictly required at this point in the consultation.

¹⁴ Para 87, CIL Guidance, April 2013, DCLG

¹⁵ Para 15, CIL Guidance 2013

- 4.6.4 It must be stressed that comments on the Draft Regulation 123 list will not form part of the Charging Schedule consultation, unless the Regulations are amended which require us to do so. However, either way, the Council will take into account any comments received on the Draft Regulation 123 before the examination of the Draft Charging Schedule.
- 4.6.5 The table at Appendix A, which sets out how current Section 106 policies will be varied, has heavily influenced the Draft Regulation 123 list. This is for the simple reason that, if something is on the Regulation 123 list, a Section 106 Planning Obligation for said item is, by default, not lawful. The Draft Regulation 123 list is attached at Appendix B. It has been formulated via a review of practice elsewhere, a review of infrastructure needs identified in the IDS and in consultation with colleagues at Cambridgeshire County Council.
- 4.6.6 Following CIL adoption, this draft list will form the basis of the Council's 'Regulation 123 List' of CIL funded projects for which Section 106 planning obligations cannot be sought. This list has to be published and any revisions to it would be subject to appropriate consultation. This requirement to publish a Regulation 123 List is specifically designed to prevent 'double charging' of developers.
- 4.6.7 The Cambridge Draft Regulation 123 is not a comprehensive detailed list of specific infrastructure projects. Indeed experience nationally shows that in general Regulation 123 lists are not so specific. Instead, a common approach is one whereby the Regulation 123 list identifies both broad areas of infrastructure (and as such, anything which falls under that broad area would be able to be funded by CIL, but not by Section 106) and some selected specific infrastructure items (such as a named specific highway improvement or specific named new school, which again would mean that developer contributions for these specific items could not be sought from Section 106 Planning Obligations).
- 4.6.8 The starting point for the prioritisation of projects, or broad areas of infrastructure, to go on the Draft Regulation 123 list is the IDS. The subsequent decision as to which infrastructure projects receive CIL funding from the finalised Regulation 123 List will ultimately lie with the City Council. However, input from the County Council and other key stakeholders will be essential on all these matters. As such, sound governance arrangements around maintaining the Regulation 123 list, the prioritisation of CIL spend and the policy mechanism around developer contributions in general are essential. The Council is committed to working with key stakeholders to ensure appropriate governance arrangements are in place for the administration of CIL once it is adopted.

5. COMMUNITY INFRASTRUCTURE LEVY DRAFT CHARGING SCHEDULE

Cambridge City Council Community Infrastructure Levy Draft Charging Schedule

The Cambridge City Council Draft Charging Schedule is set out in the table below and has been prepared in accordance with the Town and Country Planning Act 2008 and the Community Infrastructure Regulations 2010 (as amended).

The Charging Authority

Cambridge City Council, as the Planning Authority, is the Charging Authority (CA).

Schedule of Rates

Cambridge City Council is proposing to charge CIL in respect of development for the following rates:

Use	Charge £/sq.m
Residential (C3; C4 including sheltered accommodation)	£125
Retail (A1 – A5 and sui generic uses akin to retail*)	£75
Student Accommodation	£125
All other development including B, C1, C2 and D class uses	£0

* sui generis akin to retail includes petrol filling stations; shops selling and/or displaying motor vehicles; retail warehouse clubs.

HOW WILL THE CHARGABLE AMOUNT BE CALCULATED?

CIL charges will be calculated in accordance with CIL Regulation 40 (as amended). The chargeable amount will be equal to the aggregate of the amounts of CIL chargeable at each of the relevant rates as set out in this Charging Schedule.

The chargeable amount will be index linked using the Royal Institution of Chartered Surveyors' All-in Tender Price Index figures for the year in which the planning permission is granted and the year in which this charging schedule took effect.

Date of Approval

This charging schedule was approved on xx/xx/xxxx (to be inserted in final Draft Charging Schedule)

Date of Effect

This Charging Schedule will take effect on xx/xx/xxxx (to be inserted in final Draft Charging Schedule – likely to be 01/04/2015)

6. IMPLEMENTING THE COMMUNITY INFRASTRUCTURE LEVY

6.1 HOW WILL CIL BE COLLECTED?

6.1.1 The Council will issue a notice of liability as soon as practicable on or after the day on which a planning permission first permits development, stating the chargeable amount in relation to the development. The responsibility to pay the levy runs with the ownership of land on which the liable development will be situated and is a local land charge. Payment of the levy is due from the date the chargeable development commences. A commencement notice must be submitted to the Council no later than the day before the day on which the chargeable development is to be commenced. It is the intention of the Council to prepare and make available to appropriate documentation and templates on its website prior to implementing the CIL.

6.2 PAYMENT BY INSTALMENT

6.2.1 Regulation 70(7) of the CIL Regulations (as amended) sets a default of full payment of the Levy within 60 days of commencement of development. The CIL Regulations also enable a charging authority to set an Instalment Policy that allows payments to be spread over longer periods. The Council has concluded that it is reasonable to spread payment instalments according to the scale of development that is proposed.

6.2.2 The Council can change its Instalment Policy at any time as long as the previous Instalment Policy has been in effect for more than 28 days.

6.2.3 Regulation 69B states that an instalment policy must contain:

- the date on which it takes effect;
- the number of instalment payments;
- the amount or proportion of CIL payable in any instalment;
- the time (to be calculated from the date the development is commenced) that the first instalment payment is due, and the time that any subsequent payments are due; and
- the minimum amount of CIL below which CIL may not be paid by instalment

6.2.4 A Draft CIL Instalment Policy has been set at Appendix D to enable interested parties to consider its implications on development finance and delivery. Whilst comments are invited alongside the Draft Charging Schedule, it should be noted that the Draft Instalment Policy will not itself be subject to Public Examination. The Council will consider responses when finalising the Cambridge CIL Instalments Policy.

6.3 PAYMENT IN KIND

6.3.1 The Regulations provide the potential for a charging authority to accept payments in kind for CIL, in the form of a transfer of land to be used for infrastructure provision (as set out in Regulations 73 and 74). The value of the land needs to be equal to the amount of the CIL that would have been paid – with the land value being assessed by an independent valuer.

It is in lieu of CIL, and is in addition to any transfer of land which may be required via Section 106 Agreements. It is the City Council's prerogative to agree to a transfer.

6.4 MANDATORY RELIEF FROM CIL

6.4.1 The CIL regulations offer mandatory exemptions and discretionary relief from CIL for certain types of development

6.4.2 The CIL Regulations offer mandatory relief for the following types of development:

- Where the overall chargeable amount of a scheme is less than £50 (Regulation 40);
- Development of less than 100sqm provided that it does not result in the creation of a new dwelling (Regulation 42);
- The conversion of any building previously used as a dwelling house to two or more dwellings;
- The conversion of, or works to, a building in lawful use that affects only the interior of the building;
- Those parts of a development that are to be used as affordable housing (Regulation 49);
- Development by registered charities for the delivery of their charitable purposes (Regulation 43); and,
- Structures or buildings that people do not normally go into, or go into only intermittently for maintenance (e.g. sports pitches, sub-stations or wind turbines)(Regulation 6).

6.5 DISCRETIONARY RELIEF FROM CIL

6.5.1 The regulations allow charging authority's to permit discretionary relief from CIL (e.g. where a reduced or nil payment may be accepted). These cases are likely to be rare but could include the following:

- Development by charities for investment activities (as defined by Regulation 44);
- Development by charities where relief would normally constitute State Aid (as defined in Regulation 45); and,
- Where the City Council considers there are exceptional circumstances to justify relief (as defined in Regulation 55).

Discretionary Charitable Relief

6.5.2 It is not the intention of the Council to offer this type of relief at present. At this stage the need for a discretionary relief in addition to mandatory relief is not considered justifiable and moreover, would impose an additional level of complexity in the administration and management of the CIL charge. A policy of this kind could be introduced at any stage though and this is something the Council will keep under review as the CIL system beds in.

Exceptional Circumstances Relief

6.5.3 Regulation 55 of the CIL Regulations permits a charging authority to grant relief from liability to pay CIL in 'exceptional circumstances'. This may only happen if a planning obligation of greater value than the chargeable amount has been entered into in respect of the planning permission that permits the chargeable development and the charging

authority considers that payment of the levy would have an unacceptable impact on the economic viability of development. In such cases a developer would be expected to demonstrate this (as set out in Regulation 57) via an 'open book' approach with an agreed independent valuer (paid for by the developer). Relief can also only be granted if it does not constitute 'notifiable state aid' (as defined in European Law).

6.5.4 It is not the intention of the Council to offer this type of relief at present. The circumstances in which a policy of this nature would be likely to be used would be extremely rare given that the CIL rate is set based on viability evidence, moreover it would impose an additional level of complexity in the administration and management of the CIL charge. A policy to this kind could be introduced at any stage though and this position can be kept under review.

6.6 MONITORING

6.6.1 One of the issues that came up through the PDCS consultation was in relation to the need for a clear defined review mechanism.

6.6.2 As required by Regulation 62, the City Council will publish an Annual CIL Report (for the financial year), which shows:

- The amount of CIL collected;
- The amount of CIL that has been spent;
- Information on how CIL funds have been spent (i.e. which infrastructure projects, and how much has been used to cover administrative costs); and,
- The amount of CIL retained at the end of the reporting year.

6.6.3 This report will also indicate whether, over the coming year, a review of any element of the Cambridge CIL is likely.

7. HOW TO COMMENT ON THIS DOCUMENT

7.1 YOUR VIEWS

7.1.1 Once you have looked through the Draft Charging Schedule, please send us your comments. There are a number of ways in which you can do this

- Using **the Council's online consultation system** - This is the Council's preferred means of receiving representations because it is the fastest and most accurate method and it will help us to manage your representations quickly and efficiently. Separate instructions on how to use the electronic system are provided on the Council's website and officers in the planning policy team are always available to help if you have any queries. Please go to the following link:
<https://www.cambridge.gov.uk/community-infrastructure-levy>;
- By email at policysurveys@cambridge.gov.uk using the electronic response form on the Council's websites; or,
- Using **a response form** - If you do not have access to a computer, a paper form can be completed and sent to the Council. Copies of the response form are available from the Planning Policy team.
- Please be aware that your comments will be published on the Council's website together with your name.

7.1.2 Your views are important to us, and we recognise that the planning system is not always easy to understand and find your way around. We want to make sure that as many people as possible have an opportunity to have their say as the new CIL is prepared. You can contact us using one of the following methods:

- You can phone us on 01223 457000 (ask to speak to someone in the Planning Policy team); or,
- You can email us at policysurveys@cambridge.gov.uk.

7.1.3 A Regulation 16 Statement of Representations Procedures is attached at Appendix C.

7.2 FURTHER INFORMATION

- Cambridge and South Cambridgeshire Infrastructure Delivery Study, Peter Brett Associates on behalf of Cambridge City Council, September 2012,
<http://www.cambridge.gov.uk/democracy/ieListDocuments.aspx?CId=184&MIId=686&Ver=4>
- Cambridge and South Cambridgeshire Infrastructure Delivery Study Update 2013
<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/Infrastructure%20Delivery%20StudyUpdate%20%28Final%20Report%20Amended%20with%20Appendices%29.pdf>
- Draft Cambridge City Council Local Plan Review – Viability, Community Infrastructure Levy Viability Assessment, Dixon Searle LLP on behalf of Cambridge City Council
<https://www.cambridge.gov.uk/public/ldf/CIL/Appendix%20%20-%20CIL%20Viability%20Assessment%20FINAL%20DRAFT.pdf>

- Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment
<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/SHLAA%20High%20Level%20Viability%20Assessment%202013.pdf>
- Cambridge City Council Local Plan – Student Housing Affordable Housing Study
<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/Cambridge%20CC%20-%20StudentAccommodation%20AH%20Viability%20-%20Final%20Report%20-%20Combined.pdf>
- Cambridge City Council Local Plan – Small Sites Affordable Housing Viability Study
<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/documents/Cambridge%20City%20Council%20-%20SmallSites%20Affordable%20Housing%20Viability%20Incl%20Appendices.pdf>
- CIL frequently asked questions, December 2012, Planning Advisory Service
<http://www.pas.gov.uk/pas/core/page.do?pageId=1242969>
- Community Infrastructure Levy Guidance, April 2013, DCLG
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/197687/Community_Infrastructure_Levy_2013.pdf
- Community Infrastructure Levy – Collection and Enforcement, Information Document, October 2011, DCLG
<https://www.gov.uk/government/publications/community-infrastructure-levy-collection-and-enforcement-guidance>
- Community Infrastructure Levy Relief – Information Document, May 2011, DCLG
<https://www.gov.uk/government/publications/community-infrastructure-levy-relief-guidance>
- The Community Infrastructure Levy Regulations 2010,
<http://www.legislation.gov.uk/ukdsi/2010/9780111492390/contents>
- The Community Infrastructure Levy (Amendment) Regulations 2011,
<http://www.legislation.gov.uk/uksi/2011/987/contents/made>
- The Community Infrastructure Levy (Amendment) Regulations 2012,
<http://www.legislation.gov.uk/ukdsi/2012/9780111529270>
- The Community Infrastructure Levy (Amendment) Regulations 2013
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/193363/uksi_20130982_en.pdf

APPENDIX A – The Interaction between Section 106 and CIL following the adoption of a CIL charging schedule

Upon the adoption of a CIL, or by 6th April 2014, whichever is the sooner, the use of planning obligations will be scaled back (it should be noted that a current Government consultation proposes that the date of 6th April 2014 be extended to April 2015). Once the CIL is in place the pooling of Section 106 Agreement contributions will be limited to five Planning Obligations only to fund a single piece or type of infrastructure. CIL receipts will be used to help fund, in whole or part, infrastructure needed to support or mitigate the impact of new development over an area, whereas Section 106 planning obligations will remain, mainly for on-site mitigation, including the provision of affordable housing.

Statutory CIL guidance¹⁶, issued by the Department for Communities and Local Government in December 2012, states (paragraph 87):

“When a charging authority introduces the Community Infrastructure Levy, Section 106 requirements should be scaled back to those matters that are directly related to a specific site, and are not set out in a Regulation 123 list. For transparency, charging authorities should have set out at examination how their Section 106 policies will be varied, and the extent to which they have met their Section 106 targets.”

Exactly what infrastructure will receive CIL funding will be dependent on an agreed CIL related Regulation 123 list. The Council is required to publish its intentions for how revenue raised from CIL will be spent through the publication of this list. However, just because an item or type of infrastructure goes on the infrastructure list, it does not mean it will definitely happen or benefit from CIL funds. It does mean that the said project will not receive any funds from a Section 106.

The Regulation 123 list does not have to be a comprehensive detailed list of specific infrastructure projects. Indeed experience nationally shows that they are not. Instead, a common approach is one whereby the Regulation 123 list identifies both broad areas of infrastructure (and as such, anything which falls under that broad area would be able to be funded by CIL, but not by Section 106) and some selected specific infrastructure items (such as a named specific highway improvement or specific named new school, which again would mean that developer contributions for these specific items could not be sought from Section 106 Planning Obligations).

¹⁶ Community Infrastructure Levy Guidance, DCLG, April 2013

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/36743/Community_Infrastructure_Levy_guidance_Final.pdf

There is a tricky judgement to be taken as to what goes on the Regulation 123 list. First, it needs to be comprehensive enough so that it is demonstrable that there is sufficient infrastructure needed with a 'funding gap' to justify the imposition of a CIL. Second, it needs to be not so comprehensive (or broad) as to list (or cover) every single piece of infrastructure that is needed, because in such circumstances this would mean the Council would not be able to negotiate any Section 106 funding even when it would otherwise be perfectly sensible or reasonable to do so. As a reminder, Section 106 Planning Obligations will still be used for site-specific infrastructure or mitigation required to make development acceptable in planning terms. The principle is that all eligible developments must pay a CIL as well as any site-specific requirement to be secured through Section 106 Agreements.

It is therefore necessary for the Council to revise its Planning Obligations Strategy SPD to make clear, for developers as well as the public, how CIL and Section 106 will interact with each other once CIL is adopted. Further to this, it will be important to make it clear to developers at Draft Charging Schedule consultation stage in November 2013 how CIL will work alongside Section 106 once CIL has been introduced. There have been concerns raised about double charging in the feedback received to the Preliminary Draft Charging Schedule consultation and the CIL Guidance sets out the requirement to demonstrate how Section 106 policies will be varied at CIL examination.

The following presents a high level view of how planning obligations might work alongside CIL in Cambridge once CIL is adopted. It is anticipated that this table will form the basis for both the Revised Planning Obligations Strategy and the Draft Regulation 123 list. We welcome any thoughts/proposals you may have in relation to this draft approach.

The following also presents an overview of how the Council has secured its Section 106 targets over recent years.

Table 1 - Proposed Mechanisms for the delivery of infrastructure in the future

	Infrastructure provision via Section 106 or CIL		Notes
	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	
Transport	<p>Works directly related to the development site - Development specific transport works are currently provided on site by the developer through planning conditions and planning obligations (S106 + S.278).</p> <p>Strategic Transport Infrastructure – Contributions are currently required from all developments within the areas defined in the Area Corridor Transport Plans which generate in excess of 50 additional</p>	<p>Works directly related to the development site – Individual developments may cause a site-specific impact which should be directly addressed through the development itself, or where that cannot be achieved the Council will use S278 agreements or S106 Planning Obligations.</p>	<p>Once CIL is adopted local authorities will not be able to pool more than 5 planning obligations to fund a single piece or type of infrastructure. This would make it difficult to continue to fund Strategic Transport Infrastructure through pooled contributions.. CIL will provide the most appropriate mechanism for delivery of developer funded strategic transport infrastructure in the future.</p>
		<p>Strategic Transport Infrastructure – CIL funds could be used to address the cumulative impacts of development on the sustainable transport network. Transport improvements to support growth, including measures to promote walking, cycling, prioritise public transport and highways traffic calming and capacity improvements</p>	

¹⁷ Section 278 agreements under the Highways Act are legally binding agreements between the Local Highway Authority and the developer to ensure delivery of necessary highway works. Currently, the limitations on planning obligations in regulation 123 do not apply to section 278 agreements.

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
	person trips to and from the site on a daily basis. Each Area Transport Plan includes a list of schemes to which contributions for strategic transport are allocated.		where appropriate, could be funded through CIL.	
Education	<p>Works directly related to the development site – If a development is large enough to necessitate the provision of an education facility on site then it is provided by the developer via a Section 106 planning obligation.</p> <p>Off site – Applications for residential development are assessed by the County Council in terms of their impact on the capacity of the primary schools, secondary schools and pre-school facilities in the area.</p>	<p>Education Infrastructure – This will no longer be provided via planning obligations.</p>	<p>Education Infrastructure - Provision of new schools or expansion of existing schools including early years, primary or secondary could be funded via the CIL</p>	<p>Restrictions on pooling planning obligations once CIL is introduced would make it difficult to continue to fund Education Infrastructure through pooled contributions. The proposed Local Plan 2014 does not contain any new proposed development sites large enough to necessitate the provision of a primary or secondary school on site. CIL will be the most appropriate mechanism for the provision of new/improvements to schools in the future. (Schools have been secured on site through Section 106 on major sites in the</p>

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
	Where it is considered that there is insufficient capacity a contribution is required towards the creation of additional school places. The current contributions required are: Pre-school: £810/dwelling unit Primary: £1350/dwelling unit Secondary: £1520/dwelling unit			Cambridge Fringe. These sites have planning permission and will not be impacted by the CIL)
Waste	Financial contributions are currently required from all residential developments Household waste and recycling facilities – Financial contributions are required in respect of all residential developments Mini Recycling Centres – developments of 1,000 or more residential units are expected to	Household waste and recycling facilities – Financial contributions for the provision of household waste and recycling receptacles generated directly by the needs of the development. Mini Recycling Centres – developments of 1,000 or more residential units are expected to incorporate new underground 7 unit mini recycling centres. Developments of between 200 –	Large scale household and waste recycling facilities could be funded through CIL	Household waste and recycling facilities and mini recycling facilities are directly related to the site and necessary to make a development acceptable in planning terms. These could continue to be funded through planning obligations. Household waste and major waste recycling facilities are strategic infrastructure and CIL will be a more appropriate funding

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
	incorporate new underground 7 unit mini recycling centres. Developments of between 200 – 1000 residential units are assessed on a site by site basis. Major recycling centres	1000 residential units are assessed on a site by site basis.		mechanism.
Libraries and lifelong learning facilities	A financial contribution is sought from developments of 4 or more dwellings. The level of contribution is assessed by the County Council	Will no longer be provided under Section 106	Libraries and lifelong learning facilities requirements as a result of new development could be provided through CIL	Restrictions on pooling planning obligations would make it very difficult to continue to fund libraries and lifelong learning facilities through planning obligations. The Draft Local Plan 2014 does not contain any new proposed development sites large enough to necessitate the provision of a library on site. CIL will be the most appropriate mechanism for the provision of new/improvements to libraries in the future to respond to increased

	Infrastructure provision via Section 106 or CIL		Notes
	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	
Open Space – Outdoor Sports Facilities	<p>Onsite: Are currently provided on site at a standard of 1.2 hectares per 1000 people.</p> <p>Offsite: Where it is not possible or practical to provide outdoor sports facilities onsite the standards are met in the form of commuted payments towards the provision of new open space or improvements to existing open space in these categories.</p>	<p>Onsite: Outdoor sports facilities will be provided on site at a standard as set out in the Cambridge Local Plan</p> <p>Offsite: Where it is not possible or practical to provide outdoor sports facilities onsite the standards will be met in the form of commuted payments towards the provision of new open space or improvements to existing open space in these categories (Subject to the 5 planning obligation rule)</p>	<p>demand from a larger population. Library provision has been secured on site through Section 106 on major sites in the Cambridge Fringe. These sites have planning permission and will not be impacted by the CIL).</p> <p>Appendix I of the Draft Local Plan 2014 states that outdoor sports facilities will be provided onsite or via a financial contribution and not via CIL. In most cases it will not be practical for residential development to meet the standards for outdoor sports facilities on site and so standards will have to be met in the form of commuted payments. It may be appropriate to introduce a threshold (e.g. developments of 200 dwellings or more) above which commuted payment would</p>

	Infrastructure provision via Section 106 or CIL		Notes
	Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.			be sought in light of restrictions on pooling of planning obligations.
Open Space – Informal Open Space	<p>Onsite: Provided on site at a standard of 1.8 hectares per 1000 people.</p> <p>Even if it is not possible to meet the standard, for example it is not practical to provide some forms of informal open space, such as urban parks, and larger areas of natural greenspace onsite as part of developments, informal playspace should be provided on developments of more than 25 units and informal activity areas on developments of more than 10 units</p> <p>Offsite: Where it is not possible or practical to provide informal open space onsite the standards are met in the form of</p>	<p>Onsite: Informal Open Space will be provided on site at a standard as set out in the Cambridge Local Plan</p> <p>Offsite: Where it is not possible or practical to provide informal open space onsite the standards will be met in the form of commuted payments towards the provision of new open space or improvements to existing open space in these categories. (Subject to the 5 planning obligation rule)</p>	<p>See above – Informal Open Space raises the same issues in terms of the 5 planning obligation rule. Introducing a threshold above which contributions would be sought might be the most practical approach.</p>

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
	commuted payments towards the provision of new open space or improvements to existing open space in these categories.			
Open Space – Provision for Children and Teenagers	<p>Onsite: Equipped children's play areas and outdoor youth provision for children and teenagers are provided at a standard of 0.3 hectares per 1000 people. They are provided onsite as part of housing developments of more than 25 units, local play areas are provided as part of larger housing developments comprising more than 100 units, neighbourhood play areas as part of the developments within the urban extension and youth provision as part of the larger</p>	<p>Onsite: Provision for children and teenagers will be provided onsite as part of housing developments of more than 25 units, local play areas will be provided as part of larger housing developments comprising more than 100 units, neighbourhood play areas as part of the urban extension and youth provision as part of the larger housing developments</p> <p>Offsite: Where it is not possible or practical to provide open space for children and teenagers onsite the</p>	Provision for Children and Teenagers will not be provided through CIL	Appendix I of the Draft Local Plan 2014 states that Open Space provision for children and teenagers will be onsite or via a financial contribution and not via CIL. Pooling of financial contributions will be restricted to 5 obligations per project.

	Infrastructure provision via Section 106 or CIL		Notes
	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	
	<p>housing developments</p> <p>Offsite: Where it is not possible or practical to provide open space for children and teenagers onsite the standards are met in the form of commuted payments towards the provision of new open space or improvements to existing open space in these categories.</p>	<p>standards will be met in the form of commuted payments towards the provision of new open space or improvements to existing open space in this category. (Subject to the 5 planning obligation rule)</p>	
Open Space - Allotments	<p>Onsite: Onsite as part of developments within the urban extensions at a standard of 0.4 hectares per 1,000 people</p> <p>Offsite: Through a commuted sum but only in exceptional circumstances.</p>	<p>Onsite: These should be provided on site in the built up area of the city and in urban extensions at a standard as set out in the Cambridge Local Plan</p> <p>Offsite: Where it is not possible or practical to provide allotments onsite the standards will be met in the form of commuted payments towards the provision of new</p>	<p>Allotments will not be funded through CIL</p> <p>Appendix I of the Draft Local Plan 2014 states that Allotment provision will be onsite or via a financial contribution and not via CIL. For the most part it will not be practical to deliver allotments on site in the built up area of the city. Financial contributions will be restricted to 5 obligations per project. The introduction of a threshold above which financial</p>

Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.		Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
		allotments or improvements to existing allotments in these categories. (Subject to the 5 planning obligation rule)		contributions would be sought in lieu of on-site provision may be the most practical approach.
Open Space – Indoor Sports Facilities (formal provision such as sports halls and swimming pools)	<p>Onsite: Provided on site if possible. Standards are 1 Sports hall per 13,000 people and 1 swimming pool per 50,000 people.</p> <p>Offsite: The standards are generally met in the form of commuted payments towards the provision of new or improvements to existing indoor sports facilities.</p>	Planning obligations will not be used to secure indoor sports facilities	Funding of indoor sports facilities could be provided through CIL (Leisure sports are predominantly indoor and include sports stadia, ice rinks, sports halls, boxing centres, health and fitness centres etc.)	In most cases it would not be possible or practical for developments to meet the standards for indoor sports provision on site. Restrictions on pooling planning obligations would make it very difficult to fund an indoor sports facility via Section 106. CIL, after its introduction, would be the most appropriate mechanism.
Community Facilities (e.g. Community	On site – For residential developments of 100 units or more on site community facilities can be required.	Community facilities will not normally be provided via planning obligations. The exception would be where a development involved the	Community facilities could be provided via the CIL.	Given the pooling restrictions on planning obligations after the adoptions of CIL it would not be practical to continue to provide

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
rooms, community centres, public halls, public toilets etc. the list is not exhaustive)	Off site – Where it has been agreed that on site provision of community facilities is not practical/feasible and for most residential developments comprising less than 100 dwellings financial contributions are sought (other than primary healthcare). (£1,256 per 1 or 2 bed dwelling, £1882 per 3 bed)	loss of a community facility and an alternative needs to be provided, either on site or in another location.		community facilities via planning obligations.
Public Art	All major developments of 10 or more dwellings, or a site area of 0.5ha or more, or other 1000sq.m or more dedicate 1% of the construction costs of capital projects to public art. In the case of very large developments the contribution is negotiated on a case by case basis.	Where on site public art is required it should be considered as part of the design process and incorporated into the submitted planning application.	Off-site provision of public art could be funded via CIL	Given the restrictions on pooling more than five planning obligations CIL could be a more appropriate mechanism for funding off site public art in the future.
Public Realm and community	Currently secured through planning obligations and	Public realm provision/improvements which are	Off-site public realm improvements could be	

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
safety improvements	negotiated on a site by site basis depending on the individual circumstances	on site or directly related to the development site would be secured via planning condition to reinforce the normal design/development policy requirements.	funded via CIL	
Biodiversity (nature conservation, species protection and habitat protection)	Currently secured through planning obligations and negotiated on a site by site basis depending on the individual circumstances	On site habitat creation or enhancement; relocation of protected species to a suitable alternative site would be secure through planning condition to reinforce the normal design/development policy requirements.	New habitats could be funded via CIL	
Carbon Reduction Measures (Code for sustainable homes, BREEAM, water	Currently secured via condition or obligation	Where not already required through other legislation such as Building Regulations, the Council will continue to secure carbon reduction measures via condition or planning application to reinforce the normal design/development policy	CIL will not be used to pay for carbon reduction measures	

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
requirements)		requirements.		
Affordable Housing	Currently provided through Section 106 planning obligations. The Council seeks 40% or more affordable housing on developments of 15 dwellings or more	Will continue to be provided through Section 106 planning obligations in line with Cambridge Local Plan Policy	CIL will not be used to pay for affordable housing	Restrictions on pooling planning obligations do not apply to affordable housing
SUDS	Currently provided on site or directly related to site	To be provided on site or directly related to site secured via condition or planning application to reinforce the normal design/development policy requirements.		
Flood Protection	On site measures which an FRA identifies as a requirement	On site measures which an FRA identifies as a requirement secured via condition or planning obligation to reinforce the normal development policy requirements.		
Other Infrastructure	Additional planning obligations can be sought to remedy site specific deficiencies or other	Site specific issues will be addressed through the use of planning conditions/obligations	Strategic infrastructure could be delivered via CIL	

	Current Planning Obligations Strategy - All infrastructure delivered via developer funding is delivered through Section 106 Agreements, S278 of the Highways Act or Planning Conditions.	Infrastructure provision via Section 106 or CIL		Notes
		Infrastructure and other items to be delivered through Section 106 Agreements, S278 ¹⁷ of the Highways Act or Planning Conditions	CIL	
	compensatory measures required depending on the individual circumstances and constraints of the development site			

Delivery of Section 106 targets

The tables below provide information on the level of developer funding agreed through S.106 planning obligations in Cambridge towards the provision of infrastructure in recent years. The first table relates to residential permissions of less than 300 dwellings only. The second table is a summary of S.106 Agreed on a number of large scale (greater than 300 dwellings) planning permissions in recent years. These tables provides further evidence that it is viable to collect planning obligations in Cambridge. It also provides evidence that the S.106 assumptions used in the Cambridge City Council Community Infrastructure Levy Viability Assessment are accurate. The information has been extracted from the Councils S.106 monitoring database. It should also be stated that the Council has consistently delivered 40% affordable housing on sites over 15 dwellings alongside S.106 requirements.

Table 1 – Section 106 Agreed on residential permission of less than 300 dwellings – 2010 - 2012

	2012				2011				2010			
	Section 106 Agreed 2012	No. of Units	£/unit	Potentially liable for S.106 if CIL had been in place - £/unit ¹⁸	Section 106 Agreed 2011	No. of Units	£/unit	Potentially liable for S.106 if CIL had been in place - £/unit	Section 106 Agreed 2011	No. of Units	£/unit	Potentially liable for S.106 if CIL had been in place - £/unit
Community Facilities	£601,274	477	£1,261	n/a	£248,661	271	£918	n/a	£593,855	650	£914	n/a
Open Space ¹⁹	£577,437	477	£1,211	£1,211	£290,601	271	£1,072	£1,072	£605,290	650	£931	£931
Indoor Sports Facilities	£229,678	477	£482	n/a	£150,709	271	£556	n/a	£56,108	650	£86	n/a
Public Realm	£59,120	477	£124	-	£0	271	£0	-	£28,985	650	£45	-
Public Art	£35,000	477	£73	n/a	£0	271	£0	n/a	£105,000	650	£162	n/a
Transport	£84,515	477	£177	-	£0	271	£0	n/a	£1,241,850	650	£1,911	-
Libraries	£32,960	477	£69	n/a	£10,400	271	£38	n/a	£39,202	650	£60	n/a
Education	£306,990	477	£644	n/a	£125,920	271	£465	n/a	£2,061,140	650	£3,171	n/a
Strategic Waste	£6,850	477	£14	n/a	£0	271	£0	n/a	£0	650	£0	n/a
Waste Facilities	£55,200	477	£116	£116	£36,525	271	£135	£135	£31,710	650	£49	£49
Monitoring	£19,500	477	£41	-	£10,950	271	£40	-	£14,850	650	£23	-
Legal	£11,524	477	£24	-	£7,224	271	£27	-	£6,880	650	£11	-
Nature Conservation	£0	477	£0	n/a	£0	271	£0	n/a	£38,432	650	£59	n/a
Miscellaneous	£0	477	£0	-	£0	271	£0	-	£101,992	650	£157	-
Rights of Way	£0	477	£0	n/a	£0	271	£0	n/a	£19,315	650	£30	n/a
Other	£0	477	£0	-	£0	271	£0	-	£202,962	650	£312	-

¹⁸ S.106 planning obligations will be negotiated on a case by case basis

¹⁹ Includes Formal Open Space, Informal Open Space, Playspace for Children and Teenagers, Outdoor Sports Facilities and allotments

	2012				2011				2010			
	Section 106 Agreed 2012	No. of Units	£/unit	Potentially liable for S.106 if CIL had been in place - £/unit ¹⁸	Section 106 Agreed 2011	No. of Units	£/unit	Potentially liable for S.106 if CIL had been in place - £/unit	Section 106 Agreed 2011	No. of Units	£/unit	Potentially liable for S.106 if CIL had been in place - £/unit
Total Agreed	£2,022,095	477	£4,239	£1,326	£880,990	271	£3,251	£1,207	£5,147,571	650	£7,919	£980

Table 2 - An example of Section 106 agreed on larger sites in recent years can be seen below

	Clay Farm (2300 dwellings, 40% affordable housing) – Section 106 Agreed 2010	Trumpington Meadows (1200 dwellings, 40% affordable housing) – Section 106 Agreed 2010
Community Facilities (including libraries and lifelong learning facilities)	£3,605,806	£4,461,599
Open Space (including £245,000 for indoor sports facilities)	£5,468,773	£1,798,863
Transport	£6,080,147	£10,880,714
Education	£18,159,399	£12,884,631
Waste	£824,425	£426,935
Public Art	£805,000	
Other	£106,250	£474,000
Total	£35,049,800	£23,729,023
Per Dwelling	£15,239	£19,744

APPENDIX B

Cambridge City Council

Community Infrastructure Levy Draft Regulation 123 List

(Version to accompany the Community Infrastructure Levy Draft Charging Schedule consultation)

The infrastructure listed below will be eligible to be funded through the Community Infrastructure Levy.

The Draft Regulation 123 list, as set out below, defines which projects and/or types/sections of infrastructure that the Council will fund through CIL revenues. It will take effect upon the implementation of the Council's CIL Charging Schedule.

The list is not definitive, and in no order of priorities, as no formal decisions have yet been taken to confirm how CIL funds will be allocated amongst the listed infrastructure projects. It is a list of infrastructure that CIL could be used to fund, subject to Council priorities and the levels of available CIL funding.

Ultimately, it will be necessary to prioritise both within theme areas (e.g. strategic transport) and also between theme areas (e.g. education or community facilities). Factors such as whether an infrastructure element is essential or even required by legal statute or regulation if a development was to go ahead would be taken into account.

CIL Draft Regulation 123 List - Infrastructure types and/or projects that will, or may, be funded in whole or in part by CIL:

Strategic Transport Infrastructure (excluding development specific mitigation works on, or directly related to, a development site)
Education Infrastructure
Household waste and major waste recycling facilities
Libraries and lifelong learning facilities
Community Facilities
Strategic public realm improvements
Indoor Sports Facilities

APPENDIX C – Regulation 16 Statement of Representations

Cambridge City Council Draft Charging Schedule Consultation Statement of Representations Procedure

Consultation

Cambridge City Council hereby gives notice that it intends to submit a Community Infrastructure Levy Draft Charging Schedule for public examination, under Section 212 of the Planning Act 2008.

In accordance with Regulation 16 of the Community Infrastructure Levy Regulations 2010 (as amended) the Cambridge City Council is inviting representations on its Draft Charging Schedule.

The following documents, and relevant supporting evidence on viability and infrastructure are available for inspection:

- Cambridge City Council Draft Charging Schedule Consultation Document, including the Cambridge City Council Draft Charging Schedule and Draft Regulation 123 list;
- Statement of consultation on the Cambridge City Council CIL Preliminary Draft Charging Schedule

Consultation Period

MONDAY, OCTOBER 28th 2013 – MONDAY, DECEMBER 9th 2013

In accordance with Regulation 17(2)(a), any representations must be made within this period.

Availability of Consultation Documents

The Draft Charging Schedule Consultation Document, which includes the Draft Charging Schedule and supporting documents are available for inspection:

- Online on the Cambridge City Council website:
<https://www.cambridge.gov.uk/community-infrastructure-levy>
- At Cambridge City Council's Customer Service Centre at Mandela House, 4 Regent Street, Cambridge, CB2 1BY from 8am-5.15pm on Mondays, and 9am-5.15pm on Tuesdays, Wednesdays, Thursdays and Fridays.

Submission of Representations

Representations should be made using:

- The online response system available on the City Council website <http://cambridge.jdi-consult.net/ldf/>;

A paper response form is also available. The completed form should be returned;

- by email to policysurveys@cambridge.gov.uk; or,
- by post to CIL Draft Charging Schedule Consultation, Planning Policy Team, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH

Withdrawal of Representations

Any person making representations on the Draft Charging Schedule may withdraw those

representations at any time by giving notice to Cambridge City Council in writing to the address above.

CIL Examination: right to be heard

Any person making representations on the Draft Charging Schedule may request the right to be heard by the Examiner at the Community Infrastructure Levy public examination. Anyone who wishes to be heard must make a request to Cambridge City Council in writing before the end of the consultation period (midnight on 9th December 2013).

Notifications

Any person making representations may request that they be notified at a specified address of any of the following:

- That the Draft Charging Schedule has been submitted to the examiner in accordance with section 212 of the Planning Act 2008;
- The publication of the recommendations of the examiner and the reasons for those recommendations; and,
- The approval of the charging schedule by Cambridge City Council.

Further Information or Enquiries

For further information or enquiries about the Cambridge City Council Community Infrastructure Levy, please contact the Planning Policy Team by email at policysurveys@cambridge.gov.uk or by phone at 01223 457000

Statutory Compliance

This Statement of Representations Procedure has been produced and published in accordance with the Community Infrastructure Levy Regulations 2010 (as amended) and Part 11 of the Planning Act 2008 (as amended).

APPENDIX D – Draft Instalment Policy

Cambridge City Council Community Infrastructure Levy (CIL) Instalment Policy (Draft)

This Instalment Policy will take effect on xx/xx/xxxx

Cambridge City Council as Charging Authority for its area will permit the payment of CIL liability by instalment in accordance with Regulation 69B of the Community Infrastructure Levy Regulations 2010 (as amended).

Level of CIL Payable	Number of Instalments	Potential Instalment Policy
Under £25,000	1	Full amount payable within 60 days of commencement of development
£25,000 or greater but less than £100,000	2	50% payable within 120 day of commencement 50% payable within 240 days of commencement
£100,000 or greater but less than £250,000	3	20% payable within 120 days of commencement 40% payable within 240 day of commencement 40% payable within 360 days of commencement
£250,000 or greater but less than £500,000	4	10% payable within 120 days of commencement 30% payable within 240 days of commencement 40% payable within 540 days of commencement 20% payable within 720 days of commencement
£500,000 or greater	4	10% payable within 120 days of commencement 30% payable within 360 days of commencement 40% payable within 720 days of commencement 20% payable within 900 days of commencement

As permitted under Regulation 9(4) of the Community Infrastructure Levy Regulations 2010 (as amended), where outline permission has been granted which permits development to be implemented in phases, each phase of the development as permitted by Cambridge City Council is a separate chargeable development, and the Instalment Policy will therefore apply to each chargeable development and the associated separate chargeable amount.

CIL Instalment Policy Advice

The requirements set out in Regulation 70 of the CIL Regulations must be complied with if the persons liable for paying CIL wish to do so by instalment, in accordance with this published Instalment Policy.

This Instalment Policy only applies where:

1. The Council has received a CIL Assumption of Liability form prior to the commencement of the chargeable development (Regulation 70(1)(a)), and
2. The Council has received a CIL Commencement Notice prior to commencement of the chargeable development (Regulation 70(1)(b)) and the Council does not challenge the date of commencement specified.

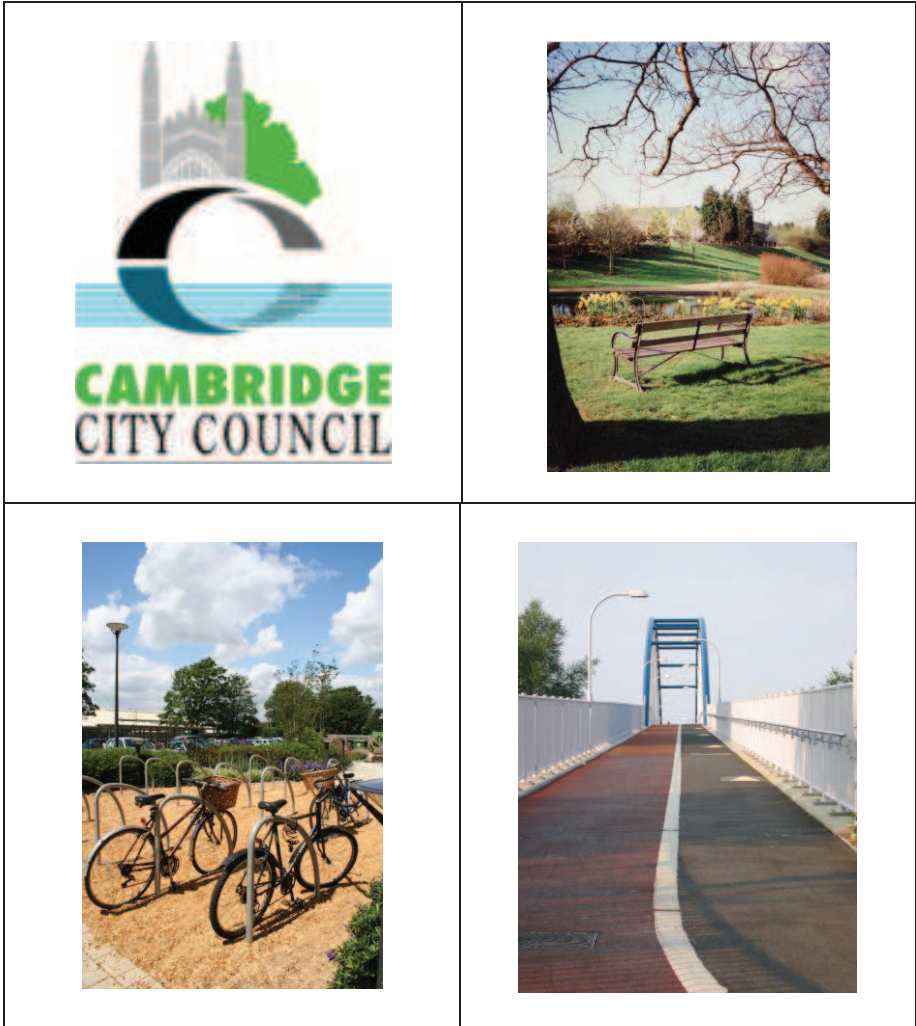
If the above requirements are not met, the CIL liability is payable in full at the end of the period of 60 days beginning with the intended commencement date of the chargeable development.

Where the above requirements have been met, instalment payments must be made in accordance with this Instalment Policy. Where an instalment is not received in full on or before the day on which it is due, the unpaid balance of the CIL liability becomes payable in full immediately (Regulation 70(8)(a)).

To summarise, in order to be eligible to pay a CIL liability by instalment, all the relevant forms must be submitted to the Council prior to the commencement of the chargeable development, and all the payments must be made in accordance with this CIL Instalment Policy and Regulatory requirements.

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Cambridge Community Infrastructure Levy



Preliminary Draft Charging Schedule – Statement of Consultation (Draft Version)

October 2013

Preliminary Draft Charging Schedule - Statement of Consultation

1. Introduction

- 1.1 The purpose of this document, in line with the Community Infrastructure Levy Regulations (as amended), is to set out the consultation methods and engagement with the local community that has taken place in relation to the development of the Council's Community Infrastructure Levy (CIL).
- 1.2 In order for CIL to be adopted, it is required by the CIL Regulations 2010 (as amended) that the Council holds a minimum of two rounds of public consultation.
 - The first round of public consultation was the Preliminary Draft Charging Schedule (PDCS), which was carried out from 18 March 2013 and 29 April 2013
 - The second round of public consultation will be on the Draft Charging Schedule (DCS).
- 1.3 In addition, on 6 November 2012, the Council carried out a CIL engagement workshop with developers, commercial agents, planning agents and other interested stakeholders. This was an informal public consultation event, prior to the preparation of the DCS, that allowed the Council and its viability consultants to gauge the opinions of the developers, local community and other organisations with an interest in development in the city.
- 1.4 Regulations 15 and 16 of the CIL Regulations specify the consultation bodies that the Council must consult for the PDCS and DCS. The Council has consulted beyond the statutory minimum requirement to ensure that a wider range of consultation bodies were given the opportunity to make representations.

2. Consultation on Preliminary Draft Charging Schedule

- 2.1 The purpose of the PDCS was to allow developers, land owners, businesses and local communities to make representations on the initial proposed draft charging schedule for a CIL in Cambridge. This was the first stage of consultation required by the CIL Regulations. The consultation on the PDCS was held between 18 March 2013 to 29 April 2013.
- 2.2 The Council complied with Regulation 15 of the CIL Regulations in terms of the requirements for consultation on the PDCS. Regulation 15 sets out that a charging authority must send a copy of the PDCS to each of the consultation bodies, and invite them to make representations on it. In addition, the Council has also invited representations on the PDCS from persons who are residents or carry on business in the borough, including voluntary bodies and bodies that represent the interests of persons carrying on business in the borough.
- 2.3 The following methods of consultation were used:

- Public notice in the Cambridge Evening News 18/03/2013 (Appendix 3);
- Letter/e-mail notification to the consultees; and,
- Information about the consultation, including documents and how to respond, on the Council’s public website.

2.4 The locations of where the PDCS was made available for inspection:

- Cambridge City Council’s Customer Service Centre

Consultation Statistics

2.5 A total of 22 respondents made representations to this consultation and raised a total of 107 comments. The table below provide a breakdown of the type of respondent:

Table 1 – Type of CIL respondent

Type of Respondent	Number of Respondents
Developers or representatives	5
University of Cambridge and colleges/Anglia Ruskin Universtiy/Schools or representatives	7
Residents Associations/Parish Councils	1
Other agencies or authorities	7
Individuals	1

2.6 The PDCS consultation raised four key consultation questions. A summary of all comments received and detailed officer responses can be found at Appendix 1. The following is a broad summary of the key issues raised in response to the consultation:

<p>Question 1: Do you agree with the assumptions and methodology used in the CIL Viability Assessment? If not please explain why?</p> <p>Key Issues:</p> <ul style="list-style-type: none"> ○ Further work is required to relate the list of infrastructure projects and the delivery of the levels of growth proposed. The Infrastructure Delivery Study is aspirational rather than a route map for delivery ○ Detailed comments on the viability testing and assumptions used, including; professional fees; finance costs; build costs; S106; and fees ○ A viability buffer should be incorporated into the benchmark land value ○ Concerns were raised that the coloured tables used in the Viability Assessment are misleading. Request further explanation of the analysis of the results that was undertaken to arrive at CIL rates
<p>Question 2: Do you agree with the proposed CIL rates for, (a)residential development; (b) retail; (c) student accommodation, and; (d) all other uses?</p> <p>Key Issues:</p> <ul style="list-style-type: none"> ○ Detailed comments on the viability testing and assumptions used, including; professional fees; finance costs; build costs; S106; and fees ○ A single residential charging rate will jeopardise the delivery of housing in low

<p>value areas. There is no clear case for a single rather than a zoned level of CIL.</p> <ul style="list-style-type: none"> ○ The residential CIL rates proposed is too high, especially when composed with neighbouring districts ○ The retail rate should be zero ○ The student accommodation rate is too high ○ A nil rate on commercial premises is unrealistic given the buoyancy of the Cambridge market and the fact that S.106 monies have been received from commercial/office development in the past. All other uses should be making a sensible CIL contribution
<p>Question 3: Do you have any views on how the Council should apply an instalment policy (In accordance with Regulation 69b of the CIL Regulations)? Please give reasoning with your answers.</p>
<p>Key Issues:</p> <ul style="list-style-type: none"> ○ A Draft Instalment Policy should be published for comment at the Draft Charging Schedule Consultation Stage. The timing and scale of the initial and subsequent contributions should vary depending on the scale of the CIL liability. There should be an overriding mechanism in that where the CIL payment threatens the viability of a scheme it could be negotiated and agreed on a one to one basis ○ A charge in full should be levied at the assigned date to avoid deferrals experienced with S106 levies in the past ○ The 60 day collection period would be too short
<p>Question 4: Do you have any other comments on the PDCS or evidence base documents? Please provide reasoning with your answers.</p>
<p>Key Issues:</p> <ul style="list-style-type: none"> ○ The Council should review its approach to discretionary relief for charities. A discretionary policy would encourage investment and development ○ The interrelationship between CIL and S.106 including the connection between the proposed charges and infrastructure requirements – potential issues of ‘Double counting’ of S.106 contributions and CIL, which is not permitted by law ○ The Council should consult on a Draft Regulation 123 list as soon as possible to ensure the views of landowners and developers are taken on board ○ The Council should have a clear defined review mechanism ○ The Council should have an exceptional circumstances policy

3. Consultation on the Draft Charging Schedule

- 3.1 A consultation on the Cambridge Draft Charging Schedule (DCS) will take place from 28th October to 14th December 2013. The purpose of this round of consultation is to get the opinions of local communities, developers and businesses on the final proposed charging schedule.
- 3.2 In line with Regulation 16 of the CIL regulations, before submitting the DCS for Examination, the Council, as the Charging Authority (CA), is required to publish for

consultation the DCS along with the relevant evidence on infrastructure costs, other funding sources and economic viability. The CA is also required to publish a statement of the representations procedure, and a statement of the fact that the draft charging schedule and relevant evidence are available for inspection and of the places at which they can be inspected.

- 3.3 This will be the final stage of consultation before the Examination of the DCS, unless further modifications are required, prior to examination. Any further modifications would be subject to a separate consultation/notification process.

Appendix 1 – Summary and analysis of PDCS consultation responses

Question 1: Do you agree with the assumptions and methodology used in the viability assessment? If not please explain why.

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Savills on behalf of Anglia Ruskin University	25230	<p>Object.</p> <p>Greater clarity and transparency is needed in relation to the infrastructure requirements and potential options for funding. The IDS is aspirational rather than a route map for delivery.</p> <p>Further clarification is required on some of the underlying assumptions to ensure CIL does not threaten economic viability:</p> <p><u>Development Profit:</u> Agree that 20% of Gross Development Value (GDV) should be adopted</p> <p><u>Professional fees:</u> rate of 10% is too low, 12% would more accurately reflect our experience of</p>	<p>Noted. The IDS will be updated prior to the Draft Charging Schedule. The IDS was never intended to be an investment programme. The Council will consult on a Draft Regulation 123 list alongside the Draft CIL Charging Schedule. The list is not definitive, and in no order of priorities, as no formal decisions have yet been taken to confirm how CIL funds will be allocated amongst the listed infrastructure projects. It is a list of infrastructure that CIL could be used to fund, subject to Council priorities and the levels of available CIL funding.</p> <p>Ultimately, it will be necessary to prioritise both within theme areas (e.g. strategic transport) and also between theme areas (e.g. education or community facilities). Factors such as whether an infrastructure element is essential or even required by legal statute or regulation if a development was to go ahead would be taken into account.</p> <p><u>Development Profit:</u> Noted</p> <p><u>Professional Fees:</u> At 10% this is a well-established market norm. type assumption as appropriate for this level of study. As with all other</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>major developments</p> <p><u>Finance Costs:</u> In the current market fees for finance are higher than previously seen. An allowance of 7.5% for finance fees should be adopted.</p> <p><u>Build Costs:</u> Para 2.6.4 of the viability assessment states that 5.85% has been added to build costs to allow for sustainable construction costs. It is unclear what standard has been applied and we request clarification. Also note the appraisal for student accommodation only adds 5% for BREEAM and is therefore inconsistent</p> <p><u>S.106:</u> Greater clarity is needed on what will be funded through S.106 following the adoption of CIL.</p> <p>Under the residential commentary</p>	<p>assumptions, in practice the case specifics will vary but this is about making a suitable overview and has proven an appropriate and robust assumption for such studies. In also dealing with a wide range of scheme-specifics across the Country, DSP have found that overall this assumption lies in the range say 3 to 12%, but with most at 5 to 10% and lower to mid-range examples within this range not necessarily relating to smaller schemes. In the case of many larger schemes, whilst other costs aspects related to this area may grow, it is also likely that repetition of designs etc. will bring some balance to the overall costs picture</p> <p>Bearing in mind that this whole study process is not just about individual assumptions, it is most important to consider the collection of assumptions, how they interact and the overall approach taken to the appropriate high-level overview. In this context, it should also be noted for example that DSP has made an additional allowance for survey costs and has also varied the build costs contingency (increased from 5 to 7%) where considered appropriate.</p> <p>In DSP's view and experience, on balance the range 8 to 10% probably best summarises the placing of this fee costs assumption overall and, all in all, 10% represents a suitable position for it. In the usual way, site-by-site specific negotiations would pick up on the impact of any abnormal costs not usually dealt with specifically within the strategic overview.</p> <p><u>Finance Costs:</u> With DSP placing this assumption at 7.0% this represents a</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>£1000 per unit is suggested but, for example, under student residential accommodation no figure is given. 1% for Art needs to be factored into the appraisals if the Council intends to continue with the approach.</p> <p><u>Viability buffer</u>: A viability buffer should be incorporated into the benchmark land value. The inclusion of contingency costs within the viability appraisals provide a buffer against any changes in the costs of meeting new or emerging policy requirements such as higher environmental standards. This buffer also provides for any actual variations in costs over and above those used in the assumptions.</p>	<p>similar view to that put forward in the response. DSP would not expect to be consistent with all assumptions put forward by another party; variances to some degree are quite usual. An assumption at around 7% has not been queried or considered unsound in previous studies. In terms of DSP's experience across a range of site-specific appraisals reviewed, a range of 6% or less to 7-7.5% is seen; 7% being a suitable and representative market norm type assumption again. We are confident that the approach used and assumptions are reasonable in terms of making this viability overview.</p> <p><u>Build Costs</u>: It is considered that the assessment makes clear what has been assumed, noting that Appendix I to the viability assessment document is aimed to assist with an overview of assumptions too.</p> <p>In summary, the assumptions applied in respect of building cost enhancements for sustainability are:</p> <ul style="list-style-type: none"> ▪ Base assumption – CfSH4 costs assumed, by adding 5.85% to Part L Building Reg.s 2010 baseline. <p>In addition, the following allowances were added to the same baseline in respect of:</p> <ul style="list-style-type: none"> - A further 5.5% reflecting the Council's higher water efficiency proposals – equated to that aspect of CfSH5 estimated costs,

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>and;</p> <ul style="list-style-type: none"> - £3,500 per dwelling reflecting an additional notional allowance for potential costs associated with the Council's policy development thinking at the time study assumptions were first considered. This may be regarded as a further potential contingency aligned to this or indeed any other costs area. ▪ Sensitivity testing – Full CfSH5 (or equivalent) costs represented by 15% added to the same 2010 baseline and again in conjunction with the £3,500/dwelling allowance for renewables/other cost. ▪ The similar level of cost enhancement (for sustainable construction factors) of 5% for BREEAM (compared with the base enhancement for CfSH4) is not inconsistent; as a non-residential scenario, and in common with the other non-residential / commercial scenarios testing, BREEAM was considered to be a more relevant and appropriate standard to reference - although in fact the cost addition assumption was very similar. The NHBC web-site states that 'BREEAM provides sustainability assessments for dwellings not covered by the Code, such as student accommodation and sheltered living, and non-dwellings such as offices, retail, schools and industrial units'. <p><u>S.106:</u> Noted, the Council intends to publish and consult on a Draft</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule Consultation document, this will form the basis for the planning obligations SPD.</p> <p><u>Viability Buffer:</u> DSP's consistent approach found robust following CIL EIPs to date is to look more widely at the aspect of cushioning / buffering, which is agreed to be a key aspect and reflected in the need not to set CIL rates at the margins of viability; but also noting that the CIL principles involve acceptance that all individual schemes will not be expected to remain viable.</p> <p>DSP's considered and robust approach is not simply to look at a maximum theoretical or similarly named type CIL rate (which may in itself only be theoretically achievable based on undeliverable assumptions) and then apply an arbitrary level of discount to that. DSP finds that can lead to a very wide range from which to pluck figures, and can also lead to unsustainable (but understandable) CIL rates expectations from local members and others given the full scale of infrastructure requirements associated with growth. Instead, DSP prefers and has reliably informed its client's CIL charging schedules based on a twofold approach to making sure that CIL rates are not set at the margins of viability, through:</p> <ol style="list-style-type: none"> 1. Realistic assumptions setting; including a layered approach to costs

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>and the various contingencies, full profits allowances, sensitivities to values variations, etc., including as noted above.</p> <p>2. Review of the results generated from that in the context of a scale of sales values (Values levels – VLs) and potentially relevant land values. This is shown through the assessment’s results tables and is as described in the assessment text. The approach and process allows DSP and in this case the City Council to assess the confidence levels associated with the wide range of results, the relevance of particular results areas to local circumstances and Plan delivery; and therefore enables full consideration of the pros and cons associated with various potential CIL strategies given that there are often options to discuss in weighing-up the most appropriate local balance.</p>
Savills on behalf of Cambridge University Bursars’ Building and Planning Sub-Committee	25253	<p>Object.</p> <p><u>Development Profit:</u> Agree that 20% of Gross Development Value (GDV) should be adopted</p> <p><u>Professional fees:</u> rate of 10% is too low, 12% would more accurately reflect our experience of</p>	<p><u>Development Profit:</u> Noted</p> <p><u>Professional Fees:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p> <p><u>Finance Costs:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>major developments</p> <p><u>Finance Costs:</u> In the current market fees for finance are higher than previously seen. An allowance of 7.5% for finance fees should be adopted.</p> <p><u>S.106:</u> Greater clarity is needed on what will be funded through S.106 following the adoption of CIL. At present there does not appear to be any S.106 accounted for in the appraisals</p> <p><u>Viability buffer:</u> A viability buffer should be incorporated into the benchmark land value. The inclusion of contingency costs within the viability appraisals provide a buffer against any changes in the costs of meeting new or emerging policy requirements such as higher</p>	<p><u>S.106:</u> Noted, the Council intends to publish and consult on a Draft Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule Consultation document, this will form the basis for the planning obligations SPD.</p> <p>The s.106 assumption is £1000 per dwelling. This assumption in respect of s.106 alongside CIL is a typical assumption at this study level, as found suitable and robust in other cases; considered with the Council on the basis that CIL would largely replace s.106 and particularly across smaller and non-strategic type schemes as are representative of the planned supply. It is a separate assumption aside from build costs and so needs to be considered alongside the levels of other collective costs allowances; as does the £400,000/ha input for additional infrastructure works on the larger sites which is made in addition to the same level of build costs, build cost uplifts, external works and an independent s.106 allowance that has again been retained on the larger scheme scenarios (see Local Plan – CIL Viability Assessment section 2.10.1). From DSP’s experience it is debatable whether the full £400,000/ha allowance needed to be made at the scale of development scenarios appraised, nevertheless again the view taken was that the inclusion of the further costs at the very least added further contingency / buffering potential, and / or more generally reflected</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>environmental standards. This buffer also provides for any actual variations in costs over and above those used in the assumptions.</p> <p><u>Build Costs:</u> From the student accommodation appraisal the total costs for a 100 unit scheme is £4,334,670, which reflects £43,347 per room. In the experience of the BEPSC this is too low, especially bearing in mind (i) the heritage listed status of property in Cams City Centre (ii) the long Term view the BEPSC take on student accommodation and (iii) high quality design requirements. We believe £110,000 0 £130,00 is more appropriate and are happy to provide evidence at the appropriate time.</p>	<p>scenarios where such increased costs could be applicable.</p> <p><u>Viability Buffer:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p> <p><u>Build Costs:</u> As part of the stakeholders' consultation process (workshop, specific meetings in December 2012 and follow-up period) example values, costs and other information was sought from wider range of parties involved in the City development market, including from representatives of the University/Colleges at the stakeholders. No feedback was received in relation to information or examples regarding students related development as a result of that.</p> <p>Following the representation on behalf of the Cambridge University Bursars and Planning Sub-Committee the Council contacted the agent, again to request / invite further information on the build costs levels referred to in their representation. The information received in reply has been considered but was not comparable or informative for the CIL viability review purposes, being limited to whole scheme costs relating to a small refurbishment scheme undertaken some years ago. Whilst that scenario would not be CIL liable in any event, the figures provided were not suitable for comparison and did not further inform a new-builds cost view.</p> <p>In the absence of such locally specific information, as with other areas of</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Savills on behalf of Marshall Group of Companies	25257	<p>Object</p> <p><u>Development Profit:</u> Note adoption of a development profit of 20% on Gross Development Value (GDV). However, we feel that 6% profit on cost for the affordable housing element is unrealistic and highlight a recent planning decision relating to Land at the Manor, Shinfield, Reading. DSP's inclusion of 20% profit on GDV for private housing and 6% profit on cost for affordable housing equates to a blended profit of 17.5% which is far too low.</p> <p><u>Professional fees:</u> rate of 10% is too low, 12% would more</p>	<p>the study, appropriately DSP has used the established key source of build cost assumptions for viability review purposes; BCIS – including a 13% uplift to base figures reflecting its Cambridge location adjustment factor.'</p>
			<p><u>Development Profit:</u> Across a wide range of site-specific reviews and negotiations, DSP has yet to come across a position robustly adhered to by a developer that involves seeking 20% profit on GDV across the market and affordable housing within a scheme. DSP are not familiar with all the background to the Shinfield case mentioned, but are not convinced of its relevance in this respect since the developer's proposal included only 2% affordable housing from 126 units so there would have been very little focus on applying a distinct profit level and very little difference made to outcomes if that had been done by the developer. It appears that the Inspector's thinking may have been based more on an absence of detail than on explicit profit positions noted in the housebuilder's evidence. We cannot be sure of the full facts, and in light of that would also query whether, at the levels stated, some of the higher profit levels may in fact have been based on % of cost and not GDV; a profit measure used by some. The picture from the case does not provide certainty, and in any event it is only one marker based on a particular set of circumstances and views; amongst a much wider range of scenarios where in our experience</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>accurately reflect our experience of major developments</p> <p><u>Finance Costs:</u> In the current market fees for finance are higher than previously seen. We welcome the adoption of a 7% finance rate</p> <p><u>S.106:</u> Greater clarity is needed on what will be funded through S.106 following the adoption of CIL. We believe that there is a gross underestimate of the cost of Section 106 contributions when assessing the viability of the CIL rates. This then feeds into an overestimate as to the scale of CIL that is viable.</p> <p>Information on the amounts raised in recent years through S.106 agreements and the extent to which affordable housing and other targets have been met</p>	<p>different assumptions have been accepted and relied upon.</p> <p>This view is reinforced by an Inspector's subsequent decision at White House Farm, Stokesley, N Yorks (APP/G2713/A/12/2179922) where it was stated that that 'The RICS guidance states that a developer's profit allowance should be at a level reflective of the market at the time and should include the risks attached to the specific scheme. With that in mind, the findings of the Inspector at a recent appeal [Shinfield] are of limited assistance in assessing the merits of this proposal. The same applies to the information provided by the Council as to profit levels in other schemes'.</p> <p>From this we consider that what one Inspector finds acceptable in one set of particular circumstances does not mean that should be viewed as appropriate for others regardless of the particular details.</p> <p>In DSP's long and recent experience of both strategic level viability studies it is inappropriate to allow for the full market profit level across the affordable housing as well. While DSP prefers the use of 6% profit based on affordable housing value (GDV), not just build cost, a significantly lower profit level on this scheme element has long been accepted as a market norm. approach as reflected in most appraisals and studies, regardless of their specific purpose. This convention, accepted on many previous occasions, has developed simply because the provision of the affordable housing is a very significantly (almost entirely de-risked) element of the overall scheme. It amounts to off plan sales, albeit at reduced revenue</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>should be produced in advance of the Draft Charging Schedule consultation</p> <p><u>Interpretation of Viability</u></p> <p><u>Assessment:</u> Concerns that the coloured tables are misleading. Concerns that the appraisals should be linked geographically to the planned land supply. Request further explanation of the analysis of the results that was undertaken to arrive at the suggested CIL rates. We do not feel that the evidence clearly demonstrates that the proposed rates of CIL would not jeopardise the delivery of planned land supply.</p> <p><u>Single residential charging rate:</u> The viability assessment reports the potential for three different charging rates across the city. In</p>	<p>levels compared with market figures; producing cash flow certainty at fixed points or even phased during construction depending on the delivery arrangements which are usually based on a form of partnership between the developer, RP and local authority.</p> <p>DSP and the Council are firm in the view that appropriate profit assumptions have been made. DSP does not recall the principles outlined in the preceding paragraph being a significantly disputed point or a major discussion area at any stage of its extensive viability case load. The convention used remains appropriate, hence its use by a range of viability practitioners.</p> <p><u>Professional Fees:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p> <p><u>Finance Costs:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p> <p><u>S.106:</u> See Cambridge City Council response to the representation (25253) from Savills on behalf of Cambridge University Bursars on question 1 above. The Draft Charging schedule consultation document contains a summary of S.106 agreed over the last number of years at Appendix A.</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>choosing to set a rate of £125/sq.m the evidence fails to show that the single proposed rate will not jeopardise the delivery of housing in low value areas. All of the land within the low value areas and a percentage within the medium value area.</p> <p><u>Viability buffer:</u> A viability buffer should be incorporated into the benchmark land value. The inclusion of contingency costs within the viability appraisals provide a buffer against any changes in the costs of meeting new or emerging policy requirements such as higher environmental standards. This buffer also provides for any actual variations in costs over and above those used in the assumptions.</p>	<p><u>Interpretation of Viability Assessment:</u> The coloured tables, as described, provide a guide to the results trends. DSP has used similar techniques for summarising results and trends on a large number of occasions now, including for CIL studies endorsed at EIP. DSP notes that other practitioners have also used similar ways of summarising and displaying results trends – viability impacts.</p> <p>The study assessment clearly describes the methodology including the relevance of the values levels (VLs), trial CIL charging rates, land value comparison levels / benchmarks (range of ‘Viability Tests’), their role in the review process and influence on results.</p> <p>The tables show how the many assumptions combinations of VL, AH% or other sensitivity and trial CIL rate play out to produce a range of residual land values (RLVs); and how the levels of those RLVs measure against the range of viability tests (comparisons with land values and ranges of those). The use of the scheme scenarios across the range of VLs helps to show the relevance of these assumptions and outcomes in respect of the likely nature of site supply, all as considered with the Council.</p> <p>As examples of the numerous scenarios, to further illustrate the meaning / interpretation of the findings and with the aim of informing this discussion: Appendix IIa, Table 1c – 10 flats scenario at VL3 meets viability test 4 i.e.</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>significantly exceeds the typical commercial land values range indicated, bearing in mind the likely host site type on many occasions – at all trial CIL rates to £200/sq. m, the CIL test limit. At VL4, viability test 5 is met (i.e. RLV exceeding existing residential use level comparison indicated at £2.9m/ha) across the range of CIL charges to £150/sq. m. At the 50/50 affordable housing tenure mix trial, the RLV is still well in excess of that viability test 5 level at £200/sq. m CIL.</p> <p>Appendix IIa, table 1h – 100 dwellings mixed housing development, possible occurrence in a range of locations / from a range of site types. In a greenfield scenario, from VL2 upwards the relevant viability test (1) is significantly exceeded at all trial CIL charging levels to the test limit of £200/sq. m. Viability test 2 (garden / amenity land) is exceeded at VL2 with CIL trialled to £175/sq. m, so that up to that CIL level RLVs competing with a range of former commercial site land values look to be achieved. VL2 represents lower-end values / beneath typical new-build levels. With VL3 assumed, the RLVs meet viability test 4 by exceeding the commercial land values range at all trial CIL levels to the test limit of £200/sq. m. At VL4, viability test 5 is exceeded with CIL at up to £175/sq. m.</p> <p><u>Single Residential Charging Rate:</u> As part of putting forward viable options and informing the development of the Council's approach, as well as putting forward the single rate basis, the CIL Viability Assessment included</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>reporting on a potential option to consider a differential CIL rate for residential development, based on a 3-tier approach suggested at levels of £100, £125 and £150/sq. m by broad value area; with typically lower > mid > typically higher values. However, values in all areas were acknowledged to be variable and dependent on scheme-specifics. The CIL principles aim for simplicity; avoiding complication where it is not necessary.</p> <p>The Council considers it important to stress that 'lower values' and any related 'lower viability' is a relative scenario, in the context of the City's high house prices. In general, across the City picture, development opportunities are sought after. As noted through the CIL Viability Assessment research into the new-build values that are relevant to this positive overall viability picture, and the related report detail, the incidence of values beneath the study's value level 2 ('VL2') is considered to be limited; VL1 represents in the main a lower-end / falling market sensitivity test. The VL2 to VL4 values are those more typically seen in the lower to mid-value areas of this expensive City.</p> <p>CIL has a relatively small impact on viability. At the suggested rates it represents a small proportion of the gross development values (sales values) given the underlying strength of the City's market; about 3.1 to 4.2% of GDV across the lower to mid values represented by VL3 to VL4 (approx. 3.5% on average). In this context, and looking at relative viability</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>influences, the recent market pick-up is also notable.</p> <p>As the viability assessment acknowledges, CIL in itself is highly unlikely to create non-viability at the rate proposed. Marginal or non-viability of any sites, which circumstances are considered to be seen infrequently, is usually inherent in the nature and characteristics of those sites, rather than a consequence of CIL. The relative impact of CIL compared with the wider viability influences is such that this inherent non-viability, where it is seen, would not usually be overcome even with a very limited or nil CIL.</p> <p>A single mid-range CIL charging rate, not pitched too high for the lower to mid value areas and given that it is not essential for all individual sites to remain viable, was considered a more appropriate solution; it better represents the mix and balance of local circumstances within the relatively small overall City area, and the blurring between very localised characteristics. The approach to stay within the higher rates that DSP and the Council consider could have been justified within the Council's charging schedule, as were mooted as part of an alternative differential route, respects the viability aspects within the overall question of seeking the right balance in setting up the CIL. The Council also considered the wider CIL implications, such as the difficulties associated with arriving at suitable differential rates boundaries (in itself telling in terms of weighing up the options), the clarity of the system, administrative side and potential</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>CIL receipts estimates. Along with the opposing tension to viability, of optimal contributions towards the scale of infrastructure needs through the identified funding gap, this all formed part of the consideration of balance and the selected single rate approach.</p> <p>The Council has carefully considered the distribution and type of sites expected to contribute to its overall land supply, benefitting also from the extensive review of sites viability carried out at an appropriate level and related to its SHLAA work. Whilst this always has to be accepted as an evolving picture that will be kept under review, at present it calculates that in terms of generally lower value areas, the overwhelming majority of dwellings in these areas are proposed for sites that either the finer-grained viability work indicated medium or high viability prospects for or are proposed for greenfield land without PDL type existing use value expectations (and in those cases without significant site-specific infrastructure requirements (s.106/278)).</p> <p>Overall, given the typical levels of viability expected to support development costs across the City, together with the blurring of characteristics and values over short distances within this quite compact urban area (including the difficulty in assigning some areas to a clear grouping), the single rate proposal is a fitting approach. This is all as discussed in the assessment report and has been arrived at after also</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Savills on behalf of Taylor Wimpey East Anglia and Barratt Homes Eastern Counties	25260	<p>Object.</p> <p><u>Development Profit:</u> Note adoption of a development profit of 20% on Gross Development Value (GDV). However, we feel that 6% profit on cost for the affordable housing element is unrealistic and highlight a recent planning decision relating to Land at the Manor, Shinfield,</p>	<p>considering the way in which increasing property values tend to drive increasing land values; so that site value expectations in the lower value areas should reflect the inherent lower viability outcomes; with the higher property prices driving the opposite effect in higher value situations. These, together with the City's wider relationship to surrounding areas (and therefore again the need to avoid unnecessary multiple rates if possible), are also balancing factors to be considered. They add weight to the soundness of the single CIL charging rate position selected after careful assessment and review.</p> <p><u>Viability Buffer:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p>
			<p><u>Development Profit:</u> Noted. See Cambridge City Council response to the representation (25257) from Savills on behalf of Marshall Group of Companies on question 1 above.</p> <p><u>Build Costs:</u> The £1,062/sq. m quoted is a blended figure shown by the appraisal summary and reflecting a mix of houses and flats.</p> <p>A 10% net-to-gross adjustment has been used to effectively inflate the build costs input in respect of the flattened only elements of the schemes mentioned here; reflective of minimal common areas within typical simple</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>Reading. DSP's inclusion of 20% profit on GDV for private housing and 6% profit on cost for affordable housing equates to a blended profit of 17.5% which is far too low.</p> <p><u>Build Costs:</u> The build costs adopted by DSP for 100 and 250 unit typologies appear to be based on net internal floor areas rather than gross. Flats build costs should be based on gross internal floor area in order to take into account communal areas, such as corridors, stairs and lifts. Subsequently the build cost of £1,062/sqm is too low. In addition the appraisal of 50 flats does not make any allowance for basement car parking, which is usually a requirement on schemes of this</p>	<p>new build blocks not exceeding 3 stories, within mixed housing schemes of the type envisaged. We reiterate that the overall costs allowances are considered appropriate, and if anything more than sufficient given the approach to considering:</p> <ul style="list-style-type: none"> - BCIS plus locational index factor 13%; - Addition for external works (based on the indexed costs) typically at 15%; - Contingencies at 5-7%; input at 7% for the 50 units flatted scenarios - Additional allowances for sustainability and further contingency for renewable energy / similar (or other costs) – all as noted above; <p>Taking account of the net-to gross ratio, the flats build cost is £1,138/sq. m applied to the net floor area prior to external works; equivalent to £1,308/sq. m applied to the net area with externals. In gross area terms, as used, these equate to £1,024/sq. m prior to externals; £1,178/sq. m with externals.</p> <p>As can be seen at Appendix IIa table 1g, the strength of the results can be clearly seen - as relate to the 50 units typically high value apartments scenario referred to. By VL3, even at £200/sq. m CIL the RLVs significantly exceed the level indicated by viability test 5 (land at £2.9m/ha). In fact, we can see that those appraisals could bear significant further cost increases if</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>size</p> <p><u>Professional fees:</u> rate of 10% is too low, 12% would more accurately reflect our experience of major developments</p> <p><u>Finance Costs:</u> In the current market fees for finance are higher than previously seen. The consortium welcome the adoption of a 7% finance rate</p> <p><u>S.106:</u> The consortium believes that the £1,00 per dwelling S.106 cost allowed is incredibly low.</p> <p><u>Interpretation of Viability Assessment:</u> Concerns that the coloured tables are misleading. Concerns that the appraisals should be linked geographically to the planned land supply. Request further explanation of the analysis</p>	<p>that scenario were necessary in particular circumstances. As an example, however, a scheme that has basement car parking would usually involve reduced external works – there may be some balancing. In any event, DSP acknowledges that, as is appropriate, highly variable abnormal costs are not allowed for at this study level; so that, depending on their nature, particular excavations and works associated with aspects such as any underground car parking, for example, may well need to be factored into any necessary site-specific viability considerations as part of the Council’s and developer’s overall balancing of planning objectives. Please note again the high build costs contingency allowance (at 7%) applied notwithstanding these comments.</p> <p><u>Professional Fees:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p> <p><u>Finance Costs:</u> See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p> <p><u>S.106:</u> See Cambridge City Council response to the representation (25253) from Savills on behalf of Cambridge University Bursars on question 1 above.</p> <p><u>Interpretation of Viability Assessment:</u> Noted. See Cambridge City Council response to the representation (25257) from Savills on behalf of Marshall</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>of the results that was undertaken to arrive at the suggested CIL rates. We do not feel that the evidence clearly demonstrates that the proposed rates of CIL would not jeopardise the delivery of planned land supply.</p> <p><u>Viability buffer</u>: A viability buffer should be incorporated into the benchmark land value. The inclusion of contingency costs within the viability appraisals provide a buffer against any changes in the costs of meeting new or emerging policy requirements such as higher environmental standards. This buffer also provides for any actual variations in costs over and above those used in the assumptions.</p>	<p>Group of Companies on question 1 above.</p> <p><u>Viability Buffer</u>: See Cambridge City Council response to the representation (25230) from Savills on behalf of Anglia Ruskin on question 1 above.</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Boyer Planning on behalf of Berkeley Homes	25234	<p>Object.</p> <p><u>Areas of Methodological weakness:</u></p> <p><u>Residential rate too high:</u> No other authority in the Greater Cambridge Area proposes to set a charge as high as Cambridge. Points out that Oxford have proposed a lower rate of £100/sq.m.</p> <p><u>Sales rates:</u> It is not clear whether regard has been had to assumed sales rates and the number of outlets associated with the potential allocation sites.</p> <p><u>Build Costs:</u> The viability assessment has adopted unrealistic build costs.</p> <p><u>S.106:</u> £1,000/sq.m per dwelling is light. The notional sum in relation to strategic sites of £400,000 per gross hectare would typically be</p>	<p><u>Residential rate too high:</u> The Council does not consider this is the case.</p> <p>Cambridge City has only a single immediate neighbour, it is surrounded by South Cambridgeshire; an authority for which DSP has also been working on viability.</p> <p>CIL charging rates all have to be set with regard to local circumstances and the balance considered correct in each charging authority's case. Key within these local characteristics is the strength of the value / costs relationships, the consideration of which is the crux of reviewing CIL viability and setting charging rates in balance with the level of infrastructure requirements. Even based on a very high level quick comparison, the proposed charging rate for the City is not excessive when looking at others. The comparisons are explained further once the strength of the City area market and resultant values begin to be considered relative to those in many surrounding areas. We would not expect to see identical rates, or necessarily rates at very similar levels. To make that assumption would be counter-intuitive suggests a bypassing of the dynamics of what viability and CIL is all about. We would expect to see a higher rate in Cambridge City to some extent, required but also underpinned by its very nature.</p> <p>In addition to the comprehensive approach to considering viability, the potential CIL rates were set out as %s of GDV (report section 3.10 / Figure</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>exceeded. It is unclear if allowance has been made for mandatory standards required by the Flood and Water Management Act 2013. The relationship between CIL and S.106, and in particular, affordable housing is one which needs to be considered carefully , in terms of the relative setting of both elements.</p> <p><u>Sustainability standards:</u> The appraisal seems to assume that all dwellings will be built to code level 4. Post 2016 sustainability requirements need to be taken into account</p> <p><u>Fees:</u> It is common for marketing costs to be in the order of 4% of market turnover as opposed the 3% assumed within the viability assessment. In relation to legal</p>	<p>12) to further inform the Council's consideration of the level(s) to be set. It can be seen that at £125/sq. m the charge amounted to 4.17% GDV to 2.5% GDV across VLs 2 to 6; 3.5% to 2.78% across the md-values range VLs 3 to 5. At the level envisaged, the CIL charging rate is a modest proportion of overall scheme value in-line with DSP's wider experience of involvement with and advising on suitable CIL charging levels. Allied to this, there are recent and current evidence for the continued strength of the City's housing market, with a range of indications that house prices are increasing strongly; more so than in locations other than central London and to a degree that looks likely to have already out-stripped the above noted %s of GDV.</p> <p><u>Sales rates:</u> Yes, build and sales timings and durations have been considered. In the smaller sites appraisals this is more about sufficient allowances made for the periods over which costs are financed.</p> <p>As examples where this makes more impact on larger schemes, the 100 unit scenarios assume main construction over a 2 year (24 month) period; sales over 24 months but starting and completing later. The appraisal shows a private market sales rate of 2.4 per month, after allowing for the affordable homes sales. In the 250 dwellings scenarios, these take inputs take effect over off-set 5 year periods, showing a very similar market sales rate.</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>fees it is recommended that a per dwelling rate of £750 would be more appropriate, with at least 0.5% of market turnover allowed to cover conveyancing of the completed units alone.</p>	<p><u>Build costs:</u> We are confident that the approach used and assumptions are reasonable in terms of making this viability overview.</p> <p><u>S.106:</u> See Cambridge City Council response to the representation (25253) from Savills on behalf of Cambridge University Bursars on question 1 above.</p> <p><u>Sustainability Standards:</u> It is considered that the assessment makes clear what has been assumed, noting that Appendix I to the assessment document is aimed to assist with an overview of assumptions too.</p> <p>In summary, the assumptions applied in respect of building cost enhancements for sustainability are:</p> <ul style="list-style-type: none"> ▪ Base assumption – CfSH4 costs assumed, by adding 5.85% to Part L Building Reg.s 2010 baseline. <p>In addition, the following allowances were added to the same baseline in respect of:</p> <ul style="list-style-type: none"> - A further 5.5% reflecting the Council’s higher water efficiency proposals – equated to that aspect of CfSH5 estimated costs, and; - £3,500 per dwelling reflecting an additional notional allowance

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			<p>for potential costs associated with the Council's policy development thinking at the time study assumptions were first considered. This may be regarded as a further potential contingency aligned to this or indeed any other costs area.</p> <ul style="list-style-type: none"> ▪ Sensitivity testing – Full CfSH5 (or equivalent) costs represented by 15% added to the same 2010 baseline and again in conjunction with the £3,500/dwelling allowance for renewables/other cost. ▪ The similar level of cost enhancement (for sustainable construction factors) of 5% for BREEAM (compared with the base enhancement for CfSH4) is not inconsistent; as a non-residential scenario, and in common with the other non-residential / commercial scenarios testing, BREEAM was considered to be a more relevant and appropriate standard to reference - although in fact the cost addition assumption was very similar. The NHBC web-site states that 'BREEAM provides sustainability assessments for dwellings not covered by the Code, such as student accommodation and sheltered living, and non-dwellings such as offices, retail, schools and industrial units'. <p><u>Fees:</u> In DSP's experience, 3% is a suitable market norm assumption for the scenarios considered. In practice 3% is quite commonly used, including on site-specifics. 4% is an upper end assumption, not incorrect and sometimes seen within the overall range of assumptions on this – at say 1.5 to 6%,</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
			<p>although those figures are the extremes. Overall, 3% represents a suitable assumption.</p> <p>A per dwelling allowance is made, and this is placed at £750; a reasonable assumption within normal parameters.</p>
Cambridgeshire PCT	25216	Support. Agree with the contents of the Preliminary Draft Charging Schedule	Noted
Cambridgeshire County Council	25208	<p>Support. Cambridgeshire County Council agrees with the residual value approach and note that this approach has previously successfully been through examination 4 times and so has proven to be robust.</p> <p>CCC has not analysed specific evidence when considering the proposed charge rate, but would consider that the rates for CIL would appear to strike the appropriate balance between</p>	Noted.

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Mr Jonathan Green	24760	<p>facilitating growth and provision of infrastructure. Although it should be noted that this will not cover full costs and there is likely to be a significant funding gap. Given viability issues, the County Council supports these rates subject to a review on an annual basis to address the viability gap and appropriate proportions of CIL revenue being agreed for County Council services.</p> <p>Object. The identification of core and outer core zones should be enabled: the central core merging the historic centre and commercial (CB1) and Leisure Park, an outer core determined by the ring road and another final, outer zone for growing the conurbation.</p> <p>Object.</p>	<p>CIL can only be differentiated in this way based on clear viability evidence. The Viability Assessment does not demonstrate that differentiation is possible in this way. The charges proposed are considered to be reasonable and will enable the majority of development to come forward.</p>
Histon and	25223	<p>Object.</p>	<p>1. The charges proposed are considered to be reasonable and will enable</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Impington Parish Council		<ol style="list-style-type: none"> 1. There is no allowance for changing expectations of return on land values 2. Having identified a possible range of £100 - £150, recommending £125 is a gross oversimplification 3. There is no clear case for a single, rather than a zoned, level of CIL 4. It does not allow for current contributions 	<p>the majority of development to come forward. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment; and, the Cambridge City Council Local Plan – Student Housing Affordable Housing Study (Summer 2013).</p> <ol style="list-style-type: none"> 2. See Cambridge City Council response to the representation (25257) from Savills on behalf of Marshall Group of Companies on question 1 above. 3. See Cambridge City Council response to the representation (25257) from Savills on behalf of Marshall Group of Companies on question 1 above. 4. The current system of contributions will be scaled back following the introduction of CIL. Appendix A of the Draft Charging Schedule Consultation provides further information on how CIL will work alongside S.106 following the adoption of CIL. The viability appraisals make allowance for a scaled back level of S.106 contributions. <p>The s.106 assumption is £1000 per dwelling. This assumption in respect of s.106 alongside CIL is a typical assumption at this study level, as found suitable and robust in other cases; considered with the Council on the basis that CIL would largely replace s.106 and particularly across smaller</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
Dr Edward Lloyd Jenkins	24852	<p>Object.</p> <p><u>CIL rate too high:</u> I'm sure the levy set at £125 per sq m would be too high for a large swathe of residents in Romsey and therefore advocate a significant reduction, or alternatively, split the levels of levy</p>	<p>and non-strategic type schemes as are representative of the planned supply. It is a separate assumption aside from build costs and so needs to be considered alongside the levels of other collective costs allowances; as does the £400,000/ha input for additional infrastructure works on the larger sites which is made in addition to the same level of build costs, build cost uplifts, external works and an independent s.106 allowance that has again been retained on the larger scheme scenarios (see Local Plan – CIL Viability Assessment section 2.10.1). From DSP's experience it is debatable whether the full £400,000/ha allowance needed to be made at the scale of development scenarios appraised, nevertheless again the view taken was that the inclusion of the further costs at the very least added further contingency / buffering potential, and / or more generally reflected scenarios where such increased costs could be applicable.</p> <p>The CIL rates are based on clear evidence of viability, and based on well-established methodology. The charges proposed are considered to be reasonable and will enable the majority of developments to come forward. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
South Cambridgeshire District Council	25240	<p>more precisely into more definite areas of the city.</p> <p>SCDC has also appointed Dixon Searle Partnership (DSP) to undertake the relevant viability analysis of the District in order to inform SCDC's CIL charging</p>	<p>Viability Assessment; and, the Cambridge City Council Local Plan – Student Housing Affordable Housing Study (Summer 2013).</p> <p>In addition to the comprehensive approach to considering viability, the potential CIL rates were set out as %s of GDV (report section 3.10 / Figure 12) to further inform the Council's consideration of the level(s) to be set. It can be seen that at £125/sq. m the charge amounted to 4.17% GDV to 2.5% GDV across VLS 2 to 6; 3.5% to 2.78% across the md-values range VLS 3 to 5. At the level envisaged, the CIL charging rate is a modest proportion of overall scheme value in-line with DSP's wider experience of involvement with and advising on suitable CIL charging levels. Allied to this, there are recent and current evidence for the continued strength of the City's housing market, with a range of indications that house prices are increasing strongly; more so than in locations other than central London and to a degree that looks likely to have already out-stripped the above noted %s of GDV.</p> <p>Noted</p>

Respondent	Rep. number	Summary of Response	Cambridge City Council Response
		<p>schedule. SCDC readily acknowledge that the residual land value methodology adopted by DSP has been considered appropriate by CIL examiners and is consistent with the CIL Guidance December 2012.</p>	

Question 2a – Do you agree with the proposed CIL rates for residential development? If not what do you think the rates should be and why?

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of Taylor Wimpey East Anglia & Barrat Homes Eastern Counties	25261	<p>The consortium has concerns relating to the assumptions used in the viability models and the interpretation of the evidence base when setting the proposed CIL rates. In particular,</p> <ul style="list-style-type: none"> • Build costs, particularly for flats; • Development profit for affordable housing; • Professional fees; • S106 costs; • The analysis of the land supply and the interpretation of the viability results; and • Viability buffer 	See Cambridge City Council response to the representation (25260) from Savills on behalf of Taylor Wimpey East Anglia & Barrat Homes Eastern Counties in relation to question 1 above.
Boyer Planning on behalf of Berkeley Homes	25235	The residential CIL rate is too high when compared to rates proposed, examined and adopted in neighbouring districts	See Cambridge City Council response to the representation (25234) from Boyer Planning on behalf of Berkeley Homes in relation to question 1 above.
Cambridgeshire PCT	25217	Agree with rates	Noted

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridgeshire County Council	25209	The County Council consider the proposed rates for residential as affordable given the buoyant market. Query whether differential charging zones should now be considered given the recent proposed reforms and the potential for different CIL rates for different sizes of development.	Noted. The CIL rates are based on clear evidence of viability, and based on well-established methodology. Differential CIL rates for different sizes of development cannot be considered. While a proposal to allow Charging Authorities to consider differentiating rates on this basis was part of a recent government consultation it is not known whether this proposal will form part of revised CIL regulations or when that will happen.
Darwin College	25199	Support	Noted
English Heritage	25249	Support. The approach taken seems reasonable	Noted
Histon and Impington Parish Council	25224	Object. The level should be zero.	The CIL rates are based on clear evidence of viability, and based on well-established methodology. The charges proposed are considered to be reasonable charges, which will still enable the majority of development to come forward within the city. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy

Respondent	Representation number	Summary of Response	Cambridge City Council Response
			<p>Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment; and, the Cambridge City Council Local Plan – Student Housing Affordable Housing Study (Summer 2013).</p> <p>In addition to the comprehensive approach to considering viability, the potential CIL rates were set out as %s of GDV (report section 3.10 / Figure 12) to further inform the Council’s consideration of the level(s) to be set. It can be seen that at £125/sq. m the charge amounted to 4.17% GDV to 2.5% GDV across Vls 2 to 6; 3.5% to 2.78% across the md-values range Vls 3 to 5. At the level envisaged, the CIL charging rate is a modest proportion of overall scheme value in-line with DSP’s wider experience of involvement with and advising on suitable CIL charging levels. Allied to this, there are recent and current evidence for the continued strength of the City’s housing market, with a range of indications that house prices are increasing strongly; more so than in locations other than central London and to a degree that looks</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Dr Edward Lloyd Jenkins	24853	Object. Too high for large numbers of households in certain areas of the city.	likely to have already out-stripped the above noted %s of GDV. Noted. See Cambridge City Council response to the representation (25224) from Histon and Impington in relation to question 2a above. CIL will not be levied on individual households.
South Cambridgeshire District Council	25241	<p>SCDC does not disagree with the proposed residential rates.</p> <p>Whilst SCDC considers that there may have been a case for CCC to levy a higher residential CIL rate, not least having regard to the current level of funding secured through Section 106 agreements, SCDC recognises the proposed rate for each relevant area is a matter for the appropriate charging authority in terms of striking an appropriate balance.</p> <p>SCDC also acknowledges the guidance that the ability to develop viably the sites and the scale of development identified in the Local Plan should not be threatened by inappropriate CIL</p>	Noted. See Cambridge City Council response to the representation (25224) from Histon and Impington in relation to question 2a above.

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Deloitte Real Estate on behalf of Universities Superannuation Scheme	25246	<p>rates.</p> <p>Whilst USS does not object to this approach, they request that the Council ensure that the proposed rate does not have a detrimental impact on viability of schemes and does not hinder development in the borough.</p>	<p>Noted. See Cambridge City Council response to the representation (25224) from Histon and Impington in relation to question 2a above.</p>

Question 2b – Do you agree with the proposed CIL rates for retail development? If not what do you think the rates should be and why?

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridgeshire PCT	25218	Support	Noted
Cambridgeshire County Council	25210	Support. We consider the rates for retail affordable given the market conditions.	Noted
Darwin College	25200	Support	Noted
English Heritage	25250	Support. The approach seems reasonable	Noted
Histon and Impington Parish Council	25225	Object. The level should be zero.	Noted. The CIL rates are based on clear evidence of viability, and based on well-established methodology. The charges proposed are considered to be reasonable charges, which will still enable the majority of development to come forward within the city. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment; and, the Cambridge City Council Local Plan – Student

Respondent	Representation number	Summary of Response	Cambridge City Council Response
			<p>Housing Affordable Housing Study (Summer 2013).</p> <p>In addition to the comprehensive approach to considering viability, the potential CIL rates were set out as %s of GDV (report section 3.10 / Figure 13) to further inform the Council's consideration of the level(s) to be set. At the level envisaged, the CIL charging rate is a modest proportion of overall scheme value in-line with DSP's wider experience of involvement with and advising on suitable CIL charging levels.</p>

Question 2c – Do you agree with the proposed CIL rates for student accommodation development? If not what do you think the rates should be and why?

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of the University of Cambridge Bursars and Planning Sub-Committee	25254	<p>Object. <u>Build Costs</u>. We note from the student accommodation appraisal that the total costs for a 100 unit scheme is £4,334,670 which reflects £43,347 per room. In the experience of the BEPSC, this is too low, especially bearing in mind (i) the heritage / listed status of Property in the Cambridge City Centre (ii) the long term view the BEPSC take on student accommodation and (iii) high quality design requirements. We believe a figure of around £110,000 - £130,000 is more appropriate, and if necessary, we would be more than happy to provide evidence at the appropriate time to the consultants.</p>	<p>Noted. See comments to Savills on behalf of Cambridge Bursars and Planning Sub-Committee in response to question 1</p>
Cambridge Regional College	25264	<p>Object. A CIL charge of £125/sq.m could seriously undermine the College's aspirations of providing student accommodation on site. The College believes that state sector educational providers should be excluded form</p>	<p>The CIL rates are based on clear evidence of viability, and based on well-established methodology. The charges proposed are considered to be reasonable charges, which will still enable the majority of development to come</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>CIL liability. They also point out that they may qualify for a mandatory exemption due to their status as a registered charity.</p>	<p>forward within the city. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment; and, the Cambridge City Council Local Plan – Student Housing Affordable Housing Study (Summer 2013).</p> <p>In addition to the comprehensive approach to considering viability, the potential CIL rates were set out as %s of GDV (report section 3.10 / Figure 13) to further inform the Council’s consideration of the level(s) to be set. At the level envisaged, the CIL charging rate is a modest proportion of overall scheme value in-line with DSP’s wider experience of involvement with and advising on suitable CIL charging levels.</p> <p>Development by charities for the delivery of their charitable purposes is exempt from a CIL charge under Regulation 43 of the CIL Regulations.</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridgeshire PCT	25219	Support	Noted
Cambridgeshire County Council	25211	Support. We consider the rates for student accommodation as affordable given the current market conditions	Noted
English Heritage	25251	Support. The approach taken seems reasonable.	Noted.
Histon and Impington Parish Council	25226	Object. The level should be zero.	Noted. See response to Cambridge Regional College above in response to question 2c above.

Question 2d – Do you agree with the proposed CIL rates for all other uses? If not what do you think the rates should be and why?

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridge Regional College	25265	Support. The College welcomes the proposal that 'all of the development including B, C1, C2 and D Class Uses' will not on the basis of current expectations, be subject to a levy charge.	Noted
Cambridgeshire County Council	25212	Object. The County Council query the proposed nil rate on commercial /business premises and whether a charge isn't viable especially given the thriving local economy and specifically in those most sought after areas.	The CIL rates are based on clear evidence of viability, and based on well-established methodology. The charges proposed are considered to be reasonable charges, which will still enable the majority of development to come forward within the city. Evidence is provided in a suite of viability documents produced on behalf of the council. These are The Cambridge City Council Local Plan – Community Infrastructure Levy Viability Assessment; The Cambridge City Council Local Plan - SHLAA and Potential Site Allocations High Level Viability Assessment; and, the Cambridge City Council Local Plan – Student Housing Affordable Housing Study (Summer 2013). Viability evidence has not demonstrated scope for

Respondent	Representation number	Summary of Response	Cambridge City Council Response
			<p>a commercial/business charge. The viability results were typically poor for these scenarios, such that only the most favourable combinations of assumptions produced potentially viable scenarios, and then only in particular site and scheme circumstances which were not considered to be sufficiently consistent to support meaningful CIL charging. These findings are a reflection of the poor relationship between development values and costs, compounded by uncertain market conditions, and are consistent with a wide range of other Local Authority areas. DSP concluded that, regardless of any potential area based variation, viability would be unlikely to improve sufficiently to clearly evidence CIL charging scope for commercial uses (e.g. including potentially higher rental and capital values for some development forms in the heart of the city or in science park type locations). However, as with all CIL charging rates, this can be kept under review for subsequent charging schedules in light of economic circumstances and updated value cost relationships.</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Darwin College	25201	Support	Noted
English Heritage	25252	Support. The approach taken seems reasonable	Noted
Mr Jonathan Green	24761	Object. There should be a higher rate applied to non-retail business use, perhaps of £150 related to the greater impact on infrastructure, where the ROI is not to the City but may be to shareholders of businesses managed and domiciled elsewhere, in contradistinction to retail which supplies a service to the immediate area, as its rationale for building and operating in that location.	See response to Cambridgeshire County Council in relation to question 2d above.
Histon and Impington Parish Council	25227	Object. Setting a zero rate means that the current contributions to the Corridor Area Transport Plans (e.g. Northern at £399 per trip, independent of class use) will not be made. Class (d) – all other uses should be at the bare minimum, be making a sensible contribution to	Once CIL has been introduced tariff based contributions of this nature become unlawful.

Respondent	Representation number	Summary of Response	Cambridge City Council Response
South Cambridgeshire District Council	25242	<p>transport plans</p> <p>Object. SCDC is aware that section 106 monies are being secured from commercial/office developments for matters such as transport improvements. SCDC is conscious that the proposal by CCC to have a commercial CIL rate at nil will mean that monies that could reasonably be expected to result from commercial/office development will be lost.</p> <p>SCDC would be keen to understand how CCC intend using section 106 agreements to fund site specific infrastructure and in particular any strategic sites that may result from their new local plan, and to continue to develop a joined-up approach in this regard.</p>	<p>See response to Cambridgeshire County Council in relation to question 2d above.</p> <p>The Council intends to publish and consult on a Draft Planning Obligations SPD prior to the examination of the Draft Charging Schedule. The Draft Charging schedule consultation document contains a summary of S.106 agreed over the last number of years at Appendix A.</p>
Sport England	25237	<p>Support. Sport England supports the proposed draft CIL charging rates as they exclude any development relating to new or existing sites for indoor or outdoor sport, such as playing fields, tennis courts, bowling greens, sports halls, swimming pools and health and fitness</p>	<p>Noted</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
The Theatres Trust	25206	<p>centres. All these sites usually fall within Use Class D2 which is specifically excluded from the charging schedules, and I assume that sporting uses that fall outside Use Class D2 (for example sites for motor sports, shooting ranges etc.) will also be exempt.</p> <p>We support a nil rate in Table 2 for 'All other developments'. Please note for clarity that theatres are also sui generis, although not related to retail uses, as they are frequently erroneously designated D2.</p> <p>Theatre uses are generally unable to bear the cost of CIL for viability reasons. The Theatres Trust recommends either the setting of a nil rate, the application of charitable or discretionary reliefs, applying D1/D2 rates where differential rates are proposed, or recycling the charge to the theatre development where a single rate is proposed.</p>	Noted
University of	25205	The University supports the proposed nil rate	Noted

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridge		for academic and research development.	
Deloitte Real Estate on behalf of Universities Superannuation Scheme	25247	With regards to the proposed B, C1, C2 and D use class rate, USS welcomes the rate of £0 per square metre.	Noted

Question 3 – Do you agree have any views on how the Council should apply an instalment policy (in accordance with Regulation 69b of the CIL Regulations)? Please give reasoning with your answers.

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of Anglia Ruskin University	25231	<p>Object. A draft instalment policy should be published for comment at the Draft Charging Schedule consultation stage.</p> <p>In determining a suitable Instalments Policy, we would recommend that the initial contribution (%) payable at the commencement of development should vary depending on the scale of the total CIL payment due. The timing and proportion of subsequent payments should then also vary by the scale of the CIL liability.</p> <p>There should be an overriding mechanism which, in certain situations should the CIL payments threatens the viability, and thus the deliverability of the scheme proposed, can be negotiated and agreed on a one-to-one basis.</p>	<p>Noted. The Council will publish a Draft instalment policy alongside the Draft CIL Charging Schedule. The introduction of an overriding mechanism whereby CIL payments could be negotiated and agreed on a one to one basis is not within the scope of the CIL Regulations (see Regulation 70 of the CIL Regulations 2010 (as amended)).</p>
Savills on behalf of the University of	25255	<p>Support. We strongly recommend that CCC publish draft instalment policies for comment</p>	<p>Noted. The Council will publish a Draft instalment policy alongside the Draft CIL Charging Schedule.</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridge Bursars' and Planning Sub-Committee		<p>at the Draft Charging Schedule consultation stage, if not before.</p> <p>We would recommend that the initial contribution (%) payable at the commencement of development should vary depending on the scale of the total CIL payment due. The timing and proportion of subsequent payments should then also vary by the scale of the CIL liability.</p> <p>There should be an overriding mechanism which, in certain situations should the CIL payments threatens the viability of the scheme proposed, can be negotiated and agreed on a one-to-one basis.</p>	<p>The introduction of an overriding mechanism whereby CIL payments could be negotiated and agreed on a one to one basis is not within the scope of the CIL Regulations (see Regulation 70 of the CIL Regulations 2010 (as amended)).</p>
Savills on behalf of Marshalls Group of Companies	25258	<p>Object. We recommend that CCC publish a draft instalment policy for comment at the Draft Charging Schedule consultation stage.</p> <p>We would recommend that the initial contribution (%) payable at the commencement of development should vary</p>	<p>Noted. The Council will publish a Draft instalment policy alongside the Draft CIL Charging Schedule. The introduction of an overriding mechanism whereby CIL payments could be negotiated and agreed on a one to one basis is not within the scope of the CIL Regulations (see Regulation 70 of</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of Taylor Wimpey East Anglia & Barratt Homes Eastern Counties	25262	<p>depending on the scale of the total CIL payment due. The timing and proportion of subsequent payments should then also vary by the scale of the CIL liability. This should include a mechanism to allow the timing of CIL payments to be negotiated and agreed on a one-to-one basis in certain situations where CIL payments threaten the viability and deliverability of a scheme.</p> <p>Object. A draft instalment policies be published for comment at the Draft Charging Schedule consultation stage.</p> <p>In determining a suitable Instalments Policy, we would recommend that the initial contribution (%) payable at the commencement of development should vary depending on the scale of the total CIL payment due. The timing and proportion of subsequent payments should then also vary by the scale of the CIL liability.</p> <p>There should be an overriding mechanism</p>	<p>the CIL Regulations 2010 (as amended).</p> <p>Noted. The Council will publish a Draft instalment policy alongside the Draft CIL Charging Schedule. The introduction of an overriding mechanism whereby CIL payments could be negotiated and agreed on a one to one basis is not within the scope of the CIL Regulations (see Regulation 70 of the CIL Regulations 2010 (as amended)).</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Cambridgeshire County Council	25213	<p>which, in certain situations should the CIL payments threaten the viability, and thus the deliverability of the scheme proposed, can be negotiated and agreed on a one-to-one basis.</p> <p>Support. The County Council would welcome the opportunity to work with the City Council on an instalments policy once a charging schedule is adopted.</p>	Noted. The Council will publish a Draft instalment policy alongside the Draft CIL Charging Schedule.
Mr Jonathan Green	24762	<p>Object. A charge in full should be levied, at the assigned date, to avoid the deferrals experienced with S106 levies of the past, as with CB1, to underwrite the guarantee of provision, for example, of Green Space which should be exactly related to the metre squared assessed. The minimum standards for Green Space should be increased significantly and mandatory, for all developments, to attenuate the underprovision in past development programmes. Provision should be made even at the cost of a reduced footprint for the build, including roof terraces and other forms</p>	Noted. There is no clawback period for CIL. The CIL Charging Schedule does not have the remit to change Open Space standards.

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Histon and Impington Parish Council	25228	<p>besides ground level.</p> <p>Object. Whilst instalments would be acceptable, it is clear that this is not simple. It would be reasonable to expect there to be an initial component, with the remainder related to site occupation, size and key site requirements. It is unlikely that any standard instalment plan can therefore be established.</p> <p>It is difficult to see how this can be achieved in a meaningful and simple manner, which leads to the conclusion a policy of no instalments should be adopted.</p>	<p>Noted. CIL Regulations require that instalments policies are linked to date, not site occupations or requirements (see Regulation 70 of the CIL Regulations 2010 (as amended)). The Council will publish a Draft instalment policy alongside the Draft CIL Charging Schedule.</p>
Dr Edward Lloyd Jenkins	24873	<p>Object. The 60 day compulsory collection period would be too short for people resident in some city areas! A six month period would cause much less friction and hardship</p>	<p>Noted. The purpose of an instalment policy is so that developers/site owners to finance their project in an efficient manner.</p>
South Cambridgeshire District Council	25243	<p>Support. As the premise of the CIL Regulations is to provide the development industry with certainty and consistency SCDC feels that an instalments policy could helpfully be worked</p>	<p>Noted</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>up closely between the two charging authorities. SCDC would hope that agreement could be reached in such regard following the close of the PDCS consultation and ahead of the District Council consulting on its own PDCS.</p>	

Question 4 – Do you have any other comments on the PDCS or evidence base documents? Please provide reasoning with your answers.

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of Anglia Ruskin University	25232	<p>Object.</p> <p><u>Discretionary Charitable Relief:</u> The Council should review its approach to discretionary relief for charities - management and administrative capacity is not a sufficient barrier to prevent a discretionary policy. A discretionary policy would encourage investment in development.</p> <p><u>Review & Monitoring:</u> Regular monitoring is key, to ensure CIL does not stifle development in the right locations</p> <p><u>The relationship between S.106 and the CIL:</u> The charging schedule should be clear that 'double counting' of Section 106 contributions and CIL is not permitted by law.</p> <p><u>Reg.123 List:</u> The Council should consult on a Draft R.123 list as soon as possible to ensure the views of landowners and developers can</p>	<p><u>Discretionary Charitable Relief:</u> The Council is not obliged or does not intend to introduce a discretionary charitable relief policy at this stage. This is something the Council will keep under review as the CIL system beds in.</p> <p><u>Review and monitoring:</u> The CIL Regulations include detailed requirements for monitoring.</p> <p>As required by Regulation 62, the City Council will publish an Annual CIL Report (for the financial year), which shows:</p> <ul style="list-style-type: none"> • The amount of CIL collected • The amount of CIL that has been spent • Information on how CIL funds have been spent (i.e. which infrastructure projects, and how much has been used to cover administrative costs) • The amount of CIL retained at the end of the reporting year. <p><u>The relationship between S106 and CIL:</u> Noted, the Council intends to publish and consult on a Draft</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of the University of Cambridge Bursars' and Planning Sub-Committee	25256	<p>be taken on board.</p> <p><u>Infrastructure Delivery Study:</u> Further work is required to relate the IDS list of projects, their potential funding and delivery of growth</p> <p><u>Discretionary Charitable Relief:</u> There is a need for a discretionary relief policy due to the characteristics of the Cambridge Colleges activities which are often complex. Due to the unique characteristics of the Cambridge market it is considered crucial that CCC bring in a discretionary policy so that this facility will</p>	<p>Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule Consultation document, this will form the basis for the planning obligations SPD.</p> <p><u>Draft R.123 List:</u> Noted. The Council will consult on a draft R.123 list alongside the Draft CIL Charging Schedule.</p>
		<p>Object</p> <p><u>Infrastructure Delivery Study:</u> An update to this study has been carried out since the Preliminary Draft Charging Schedule consultation. This identified a 'CIL Liable' list of infrastructure and funding gap.</p> <p><u>Discretionary Charitable Relief:</u> The Council is not obliged or does not intend to introduce a discretionary charitable relief policy at this stage. This is something the Council will keep under review as the CIL system beds in.</p> <p>The <u>relationship between S106 and CIL:</u> The Council</p>	

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>allow developments meeting Regulation 44 to be assessed on their own merits.</p> <p><u>The relationship between S.106 and the CIL</u> should be clear to avoid double counting.</p> <p><u>Payments in kind:</u> We are pleased to see that CCC has agreed to use a payment in kind mechanism</p> <p><u>Review & Monitoring:</u> The authority should have a clearly defined review mechanism. Monitoring data and reviews should be regularly published, for example on the Councils' website. Regular monitoring is key, to ensure that CIL does not stifle development in the right locations.</p>	<p>intends to publish and consult on a Draft Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule</p> <p>Consultation document, this will form the basis for the planning obligations SPD.</p> <p><u>Payments in kind:</u> Noted</p> <p><u>Review & Monitoring:</u> The CIL Regulations (Regulation 62) include detailed requirements for monitoring.</p> <p>As required by Regulation 62, the City Council will publish an Annual CIL Report (for the financial year), which shows:</p> <ul style="list-style-type: none"> • The amount of CIL collected • The amount of CIL that has been spent • Information on how CIL funds have been spent (i.e. which infrastructure projects, and how much has been used to cover administrative costs) • The amount of CIL retained at the end of the reporting year.

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Savills on behalf of Marshall Group of Companies	25259	<p>CCC CIL documentation should include:</p> <p><u>Guidance on how to calculate the relevant 'chargeable development'/level of CIL.</u></p> <p><u>Guidance on liability to pay CIL/Appeals process.</u></p> <p>Approach to <u>payments in kind</u> - notably valuation process for land value and also the potential to accept land for infrastructure as a payment in kind.</p> <p><u>Exceptional Circumstances:</u> Guidance on relief from CIL and a policy on exceptional circumstances for relief.</p> <p><u>Review & Monitoring:</u> The authority should have a clearly defined review mechanism. Monitoring data and reviews should be regularly published, for example on the Councils' website. Regular monitoring is key, to ensure that CIL does not stifle development in</p>	<p><u>Payments in kind:</u> Details of any payments in kind policy will be published on the city council website before the CIL charging schedule is implemented.</p> <p><u>Exceptional Circumstances:</u> The Council will publish guidance for relief on CIL on its website once the CIL charging schedule is adopted. The Council does not intend to introduce an exceptional circumstances policy but will keep this position under review as CIL beds in.</p> <p><u>Review & Monitoring:</u> The CIL Regulations (Regulation 62) include detailed requirements for monitoring.</p> <p>As required by Regulation 62, the City Council will publish an Annual CIL Report (for the financial year), which shows:</p> <ul style="list-style-type: none"> • The amount of CIL collected • The amount of CIL that has been spent • Information on how CIL funds have been spent (i.e. which infrastructure projects, and how much has been used to cover administrative

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>the right locations here needs to be monitoring of CIL.</p> <p><u>Infrastructure Delivery and S.106:</u> Further work is also required to relate the list of infrastructure projects, their potential funding and the delivery of the levels of growth proposed. The IDS is an aspirational document with a list of projects rather than a route map for delivery of essential infrastructure.</p> <p>Information on the amounts raised in recent years through S.106 agreements and the extent to which affordable housing and other targets have been met should be produced in advance of the Draft Charging Schedule consultation</p> <p>The charging schedule should be clear that 'double counting' of Section 106 contributions and CIL is not permitted by law.</p>	<p>costs)</p> <ul style="list-style-type: none"> The amount of CIL retained at the end of the reporting year. <p><u>Infrastructure Delivery and S.106:</u> An update to this study has been carried out since the Preliminary Draft Charging Schedule consultation. This identified a 'CIL Liable' list of infrastructure and funding gap.</p> <p>The Council intends to publish and consult on a Draft Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule Consultation document, this will form the basis for the planning obligations SPD.</p>
Savills on behalf of Taylor Wimpey	25263	Object:	<u>Reg 123 List:</u> Noted. The Council will consult on a draft R.123 list alongside the Draft CIL Charging

Respondent	Representation number	Summary of Response	Cambridge City Council Response
<p>East Anglia and Barratt Homes Eastern Counties</p>		<p><u>Reg 123 List:</u> The R.123 list should be published at Draft Charging Schedule Consultation stage.</p> <p><u>Infrastructure Delivery and S.106:</u> Further work is also required to relate the list of infrastructure projects, their potential funding and the delivery of the levels of growth proposed. The IDS is an aspirational document with a list of projects rather than a route map for delivery of essential infrastructure.</p> <p>The relationship between S.106 and the CIL should be clear to avoid double counting.</p> <p><u>Payments in kind:</u> We are pleased to see that CCC has agreed to use a payment in kind mechanism</p> <p><u>Review & Monitoring:</u> The authority should have a clearly defined review mechanism. Monitoring data and reviews should be regularly published, for example on the Councils' website. Regular monitoring is key, to</p>	<p>Schedule.</p> <p><u>Infrastructure Delivery and S.106:</u> An update to this study has been carried out since the Preliminary Draft Charging Schedule consultation. This identified a 'CIL Liabile' list of infrastructure and funding gap.</p> <p>The Council intends to publish and consult on a Draft Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule Consultation document, this will form the basis for the planning obligations SPD.</p> <p><u>Review & Monitoring:</u> The CIL Regulations (Regulation 62) include detailed requirements for monitoring.</p> <p>As required by Regulation 62, the City Council will publish an Annual CIL Report (for the financial year), which shows:</p> <ul style="list-style-type: none"> • The amount of CIL collected • The amount of CIL that has been spent

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Anglian Water	29215	<p>ensure that CIL does not stifle development in the right locations. here needs to be monitoring of CIL.</p>	<ul style="list-style-type: none"> • Information on how CIL funds have been spent (i.e. which infrastructure projects, and how much has been used to cover administrative costs) • The amount of CIL retained at the end of the reporting year.
		<p><u>Wastewater Infrastructure</u>: I would expect there be provision within CIL for wastewater infrastructure. Network improvements (on-site and off-site) are generally funded/part funded through developer contribution via the relevant sections of the Water Industry Act 1991. The costs are determined when we are approached by a developer and an appraisal is carried out. There are a number of payment options available to developers. Options include deducting the revenue that will be raised from the newly connected dwellings (through the household wastewater charges) over a period of twelve years off the capital cost of the network upgrades. The developer</p>	<p>Noted. The Council will consult on a draft R.123 list alongside the Draft CIL Charging Schedule.</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Boyer Planning	25236	<p>then pays the outstanding sum.</p> <p><u>Double Counting:</u> The key point that we would raise at this preliminary consultation stage, aside from the importance of progressing both the SPD and Reg 123 List, is to ensure that there has been no double-counting in respect of items that would potentially fall to be either delivered through specific sites or funded through Section 106 Agreements associated with these.</p>	<p><u>Double Counting:</u> The Council intends to publish and consult on a Draft Planning Obligations SPD prior to the examination of the Draft Charging Schedule. Further details of how S.106 will work alongside CIL is provided as an appendix to the Draft Charging Schedule Consultation document, this will form the basis for the planning obligations SPD.</p> <p>The Council will consult on a draft R.123 list alongside the Draft CIL Charging Schedule.</p>
Cambridgeshire County Council	25214	<p><u>Infrastructure Delivery:</u> CCC want to input on updates to infrastructure requirements. Have concerns over shortfalls for infrastructure, and it will be important that the most critical and essential infrastructure receives funding to support sustainable growth. We want to work with local authorities on prioritisation of infrastructure and agreement on what will be funded and when.</p>	<p><u>Infrastructure Delivery:</u> Noted. CCC have been consulted on all aspects of the Infrastructure Delivery Study. The Council will continue to work alongside CCC with regard to the prioritisation of infrastructure.</p> <p><u>Administration Charge:</u> Detailed mechanisms for the administration and implementation of CIL is an area of work that is on-going, but will be clarified before the Council introduces the CIL (likely to be</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
English Heritage	25248	<p><u>Administration Charge:</u> CCC are unclear if they will receive any of the 5% CIL administration charge charging authorities are entitled to apply.</p> <p><u>Meaningful Proportion:</u> CCC want to work with the Council on the meaningful proportion and align with strategic aims. Thought needs to be given to the role of city deal</p>	<p>April 1st 2015).</p> <p><u>Meaningful Proportion:</u> Noted. The City Council is currently working with CCC in relation to CIL, Governance arrangements. Governance of CIL, including how neighbourhood funds will be dealt with, will be clarified before the Council introduces the CIL (likely to be April 1st 2015).</p>
		<p><u>Historic Environment:</u> It will be important to ensure that the historic environment is carefully considered as a topic, and we welcome the proposed clarification in a future document of which regimes will be applied. There will be some cases where heritage may well be defined as infrastructure, and contributions to public realm improvements, certain historic structures and historic open spaces may be areas that can benefit from CIL.</p>	Noted

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Fitzwilliam College	25207	<p>We would be pleased to discuss this further with you.</p> <p><u>Discretionary Charitable Relief:</u> Comment refers specifically to section 5.5 of the Document "Discretionary Charitable Relief" and the intention expressed by the Council not to offer this type of relief at the present time. The College does not agree with the Council's assertion that it does not propose to introduce a discretionary relief policy for CIL. It is considered crucial that the Cambridge City Council introduce such a policy. We do not believe the management and administrative complexity is a sufficient barrier to prevent a discretionary policy mechanism.</p>	<p><u>Discretionary Charitable Relief:</u> The Council is not obliged or does not intend to introduce a discretionary charitable relief policy at this stage. This is something the Council will keep under review as the CIL system beds in.</p>
Histon and Impington Parish Council	25229	<p>Object:</p> <p><u>CIL Receipts:</u> The documentation should clearly identify:</p> <p>a. the expected return from the introduction of CIL</p>	<p><u>CIL Receipts:</u> The Draft Charging Schedule consultation documents contain an assessment of potential CIL revenue (paras 4.3.18 – 4.3.25) and an assessment of S.106 agreed in recent years (Appendix A)</p> <p><u>Reg.123 List:</u> The Council will consult on a draft</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>b. the expected change in return from the switch to CIL from S106 payments</p> <p><u>Reg 123 List:</u> The documentation should identify specific projects for which funding is being sought.</p> <p><u>Monitoring and Review:</u> It is essential that an effective monitoring and review process is in place</p>	<p>R.123 list alongside the Draft CIL Charging Schedule.</p> <p><u>Monitoring and Review:</u> The CIL Regulations (Regulation 62) include detailed requirements for monitoring.</p> <p>As required by Regulation 62, the City Council will publish an Annual CIL Report (for the financial year), which shows:</p> <ul style="list-style-type: none"> • The amount of CIL collected • The amount of CIL that has been spent • Information on how CIL funds have been spent (i.e. which infrastructure projects, and how much has been used to cover administrative costs) • The amount of CIL retained at the end of the reporting year.
Magdalene College	25233	<p><u>Discretionary Charitable Relief:</u> The College meets the criteria shown for mandatory relief from CIL being a registered charity. Whilst the City Council would need to provide a</p>	<p><u>Discretionary Charitable Relief:</u> The Council is not obliged or does not intend to introduce a discretionary charitable relief policy at this stage. This is something the Council will keep under</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>discerning view of schemes, it seems short-sighted not to allow provision for discretionary relief to allow appropriate development for mixed and sophisticated schemes if they would be in the wider economic interests of the city.</p> <p>As a new policy any initial assumptions relating to development should be regularly against actual experience and the timing of any CIL payments should realistically reflect the cash flow profile of typical development schemes.</p>	<p>review as the CIL system beds in.</p>
Natural England	25245	<p><u>Green Infrastructure</u>: Advise the Council gives careful consideration to the role CIL has in the creation, protection, enhancement and management of networks of biodiversity and green infrastructure and list the type of infrastructure that might include</p>	<p>Noted.</p>
South Cambridgeshire District Council	25244	<p>SCDC suggests that reference to the infrastructure requirements for South Cambridgeshire is removed from Table 1 to provide a more transparent case that Cambridge City is introducing CIL to fund its</p>	<p>Noted. The infrastructure requirements of both authorities are inextricably linked.</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
Sport England	25238	<p>own infrastructure needs.</p> <p><u>Infrastructure Delivery Study</u>: We support the principle of swimming pools, sports halls and sports pitches being included within the definition of 'Leisure and Recreation' facilities to be funded through CIL. We support the principle of a joint Infrastructure Delivery Plan with SDC, as there is a great deal of inter-dependency between the two authorities with regard to sports provision. We support the IDP being a 'living' document that will be reviewed and revised at regular intervals. Similarly, the Sports Facilities Calculator and Sports Facilities Costings are also reviewed at regular intervals and there will be a need to update CIL documents accordingly.</p>	Noted
Terrence O'Rourke on behalf of Universities Superannuation Scheme	25239	<p><u>Exceptional Circumstances Relief</u>: The Council should adopt an exemptions policy. This would provide a mechanism for assisting with delivery in the event that key brownfield regeneration sites are faced with abnormal</p>	<p><u>Exceptional Circumstances</u>: The Council will publish guidance for relief on CIL on its website once the CIL charging schedule is adopted. The Council does not intend to introduce an exceptional circumstances policy but will keep this position</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
University of Cambridge	25266	<p>and unforeseen costs. In the absence of such a policy, these sites may be stymied, to the detriment of the city's economy and vibrancy. This is a useful tool in finding site specific solutions, given the uniqueness of each particular site, and the generic nature of viability assessments. Such a policy will provide flexibility to the Council, and the ability to treat proposals on a site by site basis.</p>	<p>under review as CIL beds in.</p>
University of Cambridge	25266	<p><u>Charitable Relief:</u> The University supports the representations submitted by Savills on behalf of the Cambridge Colleges' Bursars' Environment and Planning Sub Committee (BEPSC), particularly in relation to charitable relief from chargeable developments through mandatory relief and through positive provision for discretionary relief.</p>	<p>Noted. The Council will publish guidance for relief on CIL on its website once the CIL charging schedule is adopted. The Council does not intend to introduce an exceptional circumstances policy but will keep this position under review as CIL beds in.</p>
Dr Edward Lloyd Jenkins	24866	<p>Object. More emphasis on the possible beneficial intro of recreational facilities suitable for all ages and backgrounds. The community, particularly</p>	<p>Noted.</p>

Respondent	Representation number	Summary of Response	Cambridge City Council Response
		<p>in areas such as Mill Road, needs to develop in an agreeable and inclusive way, and this levy should be used evidently for this purpose in certain areas.</p>	

APPENDIX 2 – LIST OF CONSULTEES

Below is a list of organisations that were directly informed of the CIL Preliminary Draft Charging Schedule consultation via email (individuals are not listed). In addition to this list, the public will be informed through a press release and through the Council’s webpages.

SPECIFIC CONSULTATION BODIES

- Anglian Water
- Barton Parish Council
- British Gas
- Cambridge Crown Court
- Cambridge University Hospital (Addenbrooke’s)
- Cambridge Water Company
- Cambridgeshire Constabulary
- Cambridgeshire County Council
- Cambridgeshire Primary Care Trust
- Comberton Parish Council
- Coton Parish Council
- Cottenham Parish Council
- E.On Energy
- East Cambridgeshire District Council
- EDF Energy
- English Heritage
- Environment Agency
- Fen Ditton Parish Council
- Fenland District Council
- Fulbourn Parish Council
- Girton Parish Council
- Grantchester Parish Council
- Great Shelford Parish Council
- Hauxton Parish Council
- Highways Agency
- Histon and Impington Parish Councils
- Homes and Communities Agency
- Horningsea Parish Council
- Huntingdonshire District Council
- Madingley Parish Council
- Milton Parish Council
- N Power
- National Grid Transco
- Natural England
- Network Rail

- Norfolk Suffolk and Cambridgeshire Strategic Health Authority
- Npower Renewables
- Orchard Park Community Council
- Peterborough City Council
- Scottish and Southern Electric
- Scottish Power
- South Cambridgeshire District Council
- Teversham Parish Council

COUNCILLORS AND MPS

- 42 x City Councillors
- All County Councillors (City Wards)
- Julian Huppert MP
- Andrew Lansley MP

COMMUNITY ORGANISATIONS

- Age Concern Cambridgeshire
- Arthur Rank Hospice Charity
- Cambridge Citizens Advise Bureau
- Cambridge Ethnic Community Forum
- Cambridge Federation of Residents’ Associations
- Cambridge Interfaith Group
- Cambridgeshire Older Peoples Enterprise (COPE)
- Cambridgeshire Voluntary Sector Infrastructure Consortium (CVSIC)
- Disability Cambridgeshire
- East of England Faiths Council
- Encompass Network
- Irish Traveller Movement in Britain
- National Federation of Gypsy Liaison Groups
- The Church of England Ely Diocese
- The COVER Group

- The East Anglian Gypsy Council
- The GET Group
- Traveller Solidarity Network
- Work Advice Volunteering Education Training (WAVET)

ENVIRONMENTAL

- Cam Valley Forum
- Cambridge Carbon Footprint
- Cambridge Friends of the Earth
- Cambridge Past, Present and Future
- Cambridgeshire Local Access Forum
- Campaign to Protect Rural England
- Conservators of the River Cam
- Countryside Restoration Trust
- Hobson's Conduit Trust
- National Trust
- RSPB Eastern England Office
- The Wildlife Trust
- Transition Cambridge

DEVELOPERS/AGENTS

- Artek Design House
- Barratt Eastern Counties
- Barton Wilmore
- Beacon Planning Ltd
- Bellway Homes
- Berkeley Homes
- Bidwells
- Bovis Homes Ltd
- Brookgate
- Capita Symonds
- Carter Jonas
- Chartered Institute of Architectural Technologist
- Cheffins
- Countryside Properties
- DPP
- Drivers Jonas
- Estate Management and Building Service, University of Cambridge
- Gallagher Estates

- Grosvenor USS
- Home Builders Federation
- Icen Projects Ltd
- Januarys
- Liberty Property Trust
- RPS
- Savills
- Skanska UK Plc
- Taylor Vinters
- Taylor Woodrow Developments Ltd
- Terrance O'Rourke
- The Home Builders Federation
- The Howard Group of Companies
- The Universities Superannuation Scheme
- Unex
- Liddl

BUSINESSES

- ARM Holdings
- Cambridge Cleantech
- Cambridge Energy Forum
- Cambridge Hoteliers Association
- Cambridge Network
- Cambridgeshire Chambers of Commerce
- CRACA
- Creative Front
- Ely Cathedral Business Group
- Encompass Network
- Federation of Small Businesses
- Future Business
- Greater Cambridge Greater Peterborough Local Enterprise Partnership
- Love Cambridge
- Marshalls Group of Companies
- One Nucleus
- Redgate Software
- Royal Mail Group Ltd
- St John's Innovation Centre

EDUCATION

- Anglia Ruskin University
- University of Cambridge
- All Colleges of the University of Cambridge
- The Bursars' Committee
- Sixth Form Colleges
- Private Schools
- Cambridge Regional College
- Language Schools
- Secondary Schools in Cambridge

RESIDENTS ASSOCIATIONS

- All residents associations in Cambridge
- FECRA (Federation of Cambridge Residents Associations)

OTHERS

- Argyle Street Housing Cooperative
- BT Open Reach Newsites
- Cable and Wireless UK
- Cambridge Association of Architects
- Cambridge Cycling Campaign
- Cambridge Federation of Tenants and Leaseholders
- Cambridge Local Access Forum
- Cambridgeshire Campaign for Better Transport
- Cambridgeshire Fire and Rescue Service
- Design Council/CABE
- Fenners Lawn Residents Association Ltd
- Friends of Milton Road Library
- Local Strategic Partnership
- Mobile Operators Association
- Registered Social Landlords
- Shape East
- Sport England
- The Linchpin Project

APPENDIX 3 – NEWSPAPER NOTICE

The following appeared in the Cambridge Evening News on 18 March 2013:

Notice of publication of the Cambridge Community Infrastructure Levy Preliminary Draft Charging Schedule (March 2013) for public consultation

Cambridge City Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. CIL is a new charge that local authorities can levy on all new development in their area to fund infrastructure improvements related to new development. The levy will be used to fund infrastructure to support growth.

A CIL Preliminary Draft Charging Schedule has been developed which sets out the proposed charging rates for Cambridge. The Council considers that the preliminary Draft Charging Schedule strikes an appropriate balance between contributing to funding infrastructure and not putting development across Cambridge at risk.

In accordance with Regulation 15 of the CIL Regulations (as amended), comments are invited on the Preliminary Draft Charging Schedule, and its associated evidence base documents, during the consultation period **starting 18 March 2013 and ending 29 April 2013 at 5PM.**

The Preliminary Draft Charging Schedule and other relevant supporting documents are available for inspection:

- Online on the City Council's website:
<https://www.cambridge.gov.uk/community-infrastructure-levy>
- At Cambridge City Council's Customer Service Centre at Mandela House, 4 Regent Street, Cambridge, CB2 1BY from 8am-6pm on Mondays, Tuesdays, Wednesdays and Fridays, and 9am-6pm on Thursdays.

Comments should be made using:

- The online response system available on the City Council website
<http://cambridge.jdi-consult.net/ldf/>;
- Printed response forms are available from the Customer Service Centre (as above) or can be downloaded and filled in electronically by visiting
<https://www.cambridge.gov.uk/community-infrastructure-levy>

Completed response forms should be sent to:

- CIL Preliminary Draft Charging Schedule Consultation, Planning Policy Team, Cambridge City Council, PO Box 700, Cambridge, CB1 0JH
- Or emailed to policysurveys@cambridge.gov.uk

Representations received on the preliminary draft charging schedule will be taken into consideration in preparing the draft charging schedule. Following an additional period of consultation on the second draft, the charging schedule will be examined in public by an independent inspector.

For further information, please contact the Planning Policy team at 01223 457000 or e-mail using the address above

APPENDIX 4 – CONSULTATION LETTER/EMAIL

Brendan Troy
Senior Planning Officer
Email: policysurveys@cambridge.gov.uk
Tel: 01223 457000
Fax: 01223 457369



14th March 2013

Dear Consultee,

Community Infrastructure Levy Preliminary Draft Charging Schedule – notice of consultation

Cambridge City Council is in the process of preparing a Community Infrastructure Levy (CIL) Charging Schedule. CIL is a new charge that local authorities can levy on all new development in their area to fund infrastructure improvements related to new development. The levy will be used to fund infrastructure to support growth.

A preliminary Draft Charging Schedule has been developed which sets out the proposed charging rates for Cambridge. The Council considers that the preliminary Draft Charging Schedule strikes an appropriate balance between contributing to funding infrastructure and not putting development across Cambridge at risk.

In accordance with Regulation 15 of the CIL Regulations (as amended), comments are invited on the Preliminary Draft Charging Schedule, and its associated evidence base documents, during the consultation period starting **18 March 2013 and ending 29 April 2013 at 5PM**.

A copy of the Preliminary Draft Charging Schedule and supporting documents can be found at the following address - <https://www.cambridge.gov.uk/community-infrastructure-levy> .

Please send us any representations using our online consultation system <http://cambridge.jdi-consult.net/ldf/>. This is the Council's preferred method for receiving representations, but if you prefer to fill in a response form please return electronically wherever possible. If you do not have access to a computer, a paper form can be completed and sent to the Council. The response form can be downloaded from the Council's website or obtained by contacting the Council.

If you have any queries please do not hesitate to contact the planning policy team.

Yours sincerely

Brendan Troy
Senior Planning Officer

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Appendix 3 - Relationship between CIL and Section 106 – Examples from other authorities

Oxford City Council – Draft Affordable Housing and Planning Obligations SPD – April 2013 – proposed mechanisms for the delivery of various types of infrastructure

Type	Infrastructure and other items to be delivered through S106 Agreements; S278 of the Highways Act; or through Planning Conditions	Infrastructure to be funded or part funded through CIL
Affordable Housing	On-site provision and financial contributions towards affordable housing. Section 2 of this SPD sets out the arrangements that will apply in respect of the delivery of affordable housing through planning obligations.	CIL will not be used to pay for affordable housing
Biodiversity	On-site habitat creation or enhancement ; relocation of protected species to a suitable alternative site; some minor off-site mitigation, for instance where measures are required to mitigate identified impacts upon a nearby area of high biodiversity interest	Any off-site measures (other than those specified in the previous column)
Community Facilities	<i>Only where there is a specific requirement for the facility to be located on that site. In exceptional circumstances, where granting planning permission leads to the loss of community facilities, the City Council will secure alternative provision of equivalent or improved benefit to the community in terms of size, utility and access. This may be through contributions towards replacement/improvement of facilities or direct provision on an alternative site.</i>	<i>Most community buildings/facilities</i>
Day-care provision for adults	Not provided under S106	All day-care provision
Education	Only where there is a specific requirement for the facility to be located on that site.	Most provision of new schools or expansion of existing schools including early years,
Environmental Improvements	Only where there is a specific requirement for environmental improvements to be undertaken on that site.	Off site provision or enhancement, including public realm improvements
Flood Defence	On-site measures which an FRA identifies as a requirement	Flood defence works

Type	Infrastructure and other items to be delivered through S106 Agreements; S278 of the Highways Act; or through Planning Conditions	Infrastructure to be funded or part funded through CIL
Indoor sports facilities	Only where there is a specific requirement for facilities to be provided on that site. In exceptional circumstances, where granting planning permission leads to the loss of indoor sports facilities, the City Council will secure alternative provision of equivalent or improved benefit to the community in terms of size, utility and access. This may be through contributions towards replacement/improvement of facilities or direct provision on an alternative site.	Most indoor sports provision including swimming pools, gyms and indoor sports halls
Libraries	Not provided under S106	All library provision
Maintenance	Infrastructure provided under S106 agreements and transferred to the local authority will require a contribution towards future	
Outdoor sports facilities, public open space/children's play areas, allotments	Only where there is a specific requirement for facilities to be provided on that site. In exceptional circumstances, where granting planning permission leads to the loss of outdoor sports facilities, public	Most outdoor sport and play provision, including outdoor sports pitches, courts and greens, recreational open space, allotments
Public art	Where on-site public art is required, it should preferably be considered as part of the design process and incorporated into the submitted planning application. The public art would then be secured by	Off-site provision
SUDS	SUDS provision will normally be on-site and may require a maintenance payment	CS11
Transfer of land	In-kind payments under CIL regulations	Transfer of land
Waste recycling centre	Not provided under S106	All provision of waste recycling/waste management facilities
Youth services	Not provided under S106	All aspects of the Youth Service

Chelmsford City Council – Draft Planning Obligations SPD, June 2013 – Guide to infrastructure covered by S.106 and CIL

Infrastructure Type	CIL	S.106
Affordable Housing		√
Recreation and Leisure		
Improvements to existing Strategic or Local Open Space	√	
Provision of new Strategic or Local Open Space		√
Highways, Access and Transport		
Strategic Highway or Transportation Projects	√	
Site Specific Infrastructure		√
Education		
Additional Primary and Pre-School Provision	√	
Additional Secondary Provision	√	
New Primary or Pre-School Provision		√
Environmental Mitigation		
Strategic Mitigation Measures	√	
Site related Mitigation Measures		√
Public Realm and Public Art		
Strategic Public Realm Projects	√	
On site Public Realm and Public Art		√
Health and Well-being		
Improvements to existing Primary Healthcare Provision	√	
Provision of new Primary Healthcare Facilities		√
Community Facilities		√
Flood Protection and Water Management		
Strategic Flood Alleviation Measures	√	
Site Related Flood Protection Measures		√

Bolton Council – Infrastructure and Planning Contributions Draft SPD April 2013

Infrastructure Type	Planning Condition	Section 106 Agreement	Community Infrastructure Levy
Affordable housing	X	√	X
Open Space	√	√ <i>relating to policy CG1.4 development</i>	√ <i>relating to policy CG1.4 development</i>
Health and Well being	X	X	√
Education (Outside vicinity of HLW)	X	X	√
Education (within vicinity of HLW)	X	√	X
Community and cultural facilities	X	X	√
Public Realm	√	X	√
Public Art	√	X	√
Transport	√	√ <i>relating to paragraph 4.26 projects</i>	√ <i>relating to paragraph 4.26 projects</i>
Other mitigation	√	X	√

Hertsmere Regulation 123 List – July 2013

Hertsmere Borough Council

Draft CIL Regulation 123 List

Hertsmere Borough Council's Regulation 123 draft list of infrastructure that it intends will be partly or in whole funded through Community Infrastructure Levy is as follows:

- Education facilities (with the exception of those in the relation to the Elstree Way Corridor)
- Transport improvements (with the exception of those in the relation to the Elstree Way Corridor)
- Publically accessible Leisure facilities (including children play areas and outdoor/indoor facilities)
- Publically accessible open space provision and allotments. Health care facilities
- Library services
- Emergency services

Unless the need for the infrastructure arises directly from five or fewer developments, where section 106 arrangements may continue to apply if the infrastructure is required to make the development acceptable in planning terms.

Huntingdonshire District Council Regulation 123 List

Development Specific (Non-CIL funded) infrastructure	Remaining Infrastructure (CIL funded)
Local site-related road / transport requirements	Remaining Roads and other transport facilities
Large scale major ⁽¹⁾ development specific school provision contributions	Remaining Schools and other educational facilities
Large scale major ⁽¹⁾ development specific health provision contributions	Remaining Health facilities
Large scale major ⁽¹⁾ development specific sport and recreational facilities contributions	Remaining Sport and recreational facilities
Development specific provision of informal and formal green space land requirements	Remaining Green infrastructure open spaces / facilities
Large scale major ⁽¹⁾ development specific library provision and community facilities contributions	Remaining Social infrastructure
Local site-related economic inclusion requirements	Remaining Economic regeneration
Large scale major ⁽¹⁾ development specific police provision contributions	Remaining Emergency services
Local site-related utility requirements	Remaining Utilities
Local site-related flood risk solutions requirements	Remaining Flood defences

⁽¹⁾ Residential development of 200 or more dwellings or ,where the residential units is not given, a site area of 4 hectares or more, or any other development where the floor space to be built is 10,000 sq m or more or where the site is 2 hectares or more (DCLG Development Control PS 1/2 statistical definition 2007/8)

East Cambridgeshire District Council Regulation 123 List

- Littleport Secondary School
- Ely Leisure Centre
- Soham Railway Station



To: Executive Councillor for Public Places: Councillor Andrea Reiner
 Report by: Head of Streets and Open Spaces
 Relevant scrutiny committee: Environment Scrutiny Committee 8/10/2013
 Wards affected: Market

ROUSE BALL PAVILION CONSULTATION Non Key Decision

1. Executive summary

1.1 Previous Heritage Lottery Fund (HLF) bids in 2008, 2011 and 2012 have considered options to develop the Rouse Ball Pavilion (location detailed in Appendix A) into a valued community asset providing a café facility, meeting space, storage for operational use and new toilets.

1.2 Bids have also considered the location, and the merits of forging links with the Jesus Green swimming pool.

1.3 The Rouse Ball pavilion is located on the northern edge of Jesus Green near to the river and in close proximity to busy thoroughfares. The pavilion has storage space, staff accommodation and toilet provision for park users.

1.4 The building is in a poor state of repair, both externally and internally and is currently providing little value to Jesus Green.

1.5 Developer contributions collected for community facilities and formal sport¹ can be used to meet the costs of some work, a capital bid may be required and external funding opportunities will also be sought prior to any bid.

1.6 This project reflects on the previous consultation undertaken for the HLF bids, it also takes into consideration the previously developed, audience development plan and business case used to support the grant bids.

2. Recommendations

The Executive Councillor is recommended:

To instruct Officers to consultation on a range of options for the future of the Rouse Ball Pavilion on Jesus Green, to include the following:-

- a) The refurbishment of existing pavilion;
- b) The demolition and rebuilding of the pavilion around the same location;
- c) The demolition and rebuilding of a pavilion in a new location on Jesus Green;
- d) The demolition and rebuilding of a pavilion in a location that would provide facilities for users of both the Green and the outdoor swimming pool and retain the kiosk in the current position.

And;

- e) To instruct officers to seek external funding to support options, and to prepare a project appraisal for a future Scrutiny Committee.

3. Background

3.1 The Rouse Ball Pavilion is a significant building on Jesus Green. It currently is in need of repair. There is also a need to consider current and future use.

3.2 The pavilion was gifted by and named after Walter William Rouse Ball, known as W. W. Rouse Ball (14 August 1850 – 4 April 1925) Educated at University College School, he entered Trinity College, Cambridge in 1870, became a scholar and first Smith's Prizeman, and gained his BA in 1874 as second Wrangler. He became a Fellow of Trinity in 1875, and remained one for the rest of his life. He is buried at the Parish of the Ascension Burial Ground in Cambridge.

3.3 The Pavilion currently provides toilet facilities for the Green and storage facilities for grounds maintenance equipment.

¹ Linked to the Jesus Green outdoor swimming pool only)
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3.4 The Heritage Lottery bids in 2008, 2011 & 2012 amongst other things looked to secure funding to support the refurbishment or rebuilding of the pavilion to create a community hub, which could incorporate café facilities, meeting room, toilets and space for and opportunities for volunteering.

3.5 Rouse Ball Pavilion has significant structural repair issues that need to be addressed. These include subsidence and structural movement, and a failing roof.

3.6 Financial cost analysis has been undertaken which illustrates repair and rebuild costs are not significantly different.

3.7 The building is currently significantly under used, but in its current state has not got the capacity to be utilised further.

3.8 The Arts & Recreation Section are keen to develop greater scope for use of the outdoor swimming pool and associated buildings. Currently the basic catering provision is undertaken by volunteers on an ad hoc basis. This project gives the opportunity to considering creation of one all-purpose building which would serve both the park and pool.

3.9 Consultation has previously been undertaken in association with Heritage Lottery Fund 'Parks for People' bids in 2008, 2011 & 2012. Additional consultation work will be required once the proposals have been developed which will include local stakeholder groups such as Jesus Green Association and Friends of Jesus Green Swimming Pool, plus wider consultation with users of Jesus Green.

3.10 The total cost of the project is estimated between £700k & £800k funded through a combination of section 106 contributions, toilet renovation capital program and external funding options.

3.11 The anticipated on-going revenue costs of the project will be funded through income generation. It is expected that this project may yield an income for the Council greater than the revenue costs although a full business case has yet to be developed.

4. Implications

(a) **Financial Implications**

This project is included in the Council's Capital & Revenue Project Plan reference (PR034j), and there is currently £185,000 allocated. Further additional allocations could be made from S106 monies received.

(b) **Staffing Implications**

None currently identified

(c) **Equal Opportunities Implications**

An equalities impact assessment will be completed when the consultation feedback has been analysed.

(d) **Environmental Implications**

None identified at this stage however it is anticipated that any new building would incorporate sustainable building techniques and have a medium positive rating.

(e) **Procurement**

It is intended that once the consultation findings are known and the Executive Councillor has approved a project appraisal, the approval will seek the authority to utilise the Planscape Framework for the design and construction.

The Planscape framework will speed up the delivery of the project, realise best value resulting from a national competitive tendering exercise and allow for early contractor involvement throughout the design to ensure cost, time and maintenance are considered throughout all project stages.

(f) **Consultation and communication**

Consultation will be undertaken in four phases;

- 1) A discussion group with key Officers to establish justifications and limitations of each options (Mid October);
- 2) A working group of key stakeholders to consider various options (Mid October);
- 3) A review to consider if all options should be considered for wider consultation;
- 4) Onsite and web based consultation for six week period, to begin at October half term and conclude 9th December.

(g) **Community Safety**

The recommendations have no direct impact on Community Safety, however, the outcomes of the consultation could detail concerns and areas to be covered when drafting future proposals for the Rouse Ball Pavilion.

5. Background papers

These background papers were used in the preparation of this report:

Audience Development Plan 2008

HLF Bid documentation 2008, 2011 & 2012

Engineers report on the condition of the Rouse Ball Pavilion

6. Appendices

Appendix A - Location Plan

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Author's Name: Alistair Wilson

Author's Phone Number: 01223 - 458514

Author's Email: alistair.wilson@cambridge.gov.uk

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Information Systems
Team

Rouse Ball Pavilion - Jesus Green

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Date:	24/09/13
Produced by:	Steve Udall
Section/Department:	Informations Systems Team
Scale:	1:2,500 @ A4

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To: Executive Councillor for Public Places: Councillor Andrea Reiner
Report by: Head of Streets and Open Space
Relevant scrutiny committee: Environment Scrutiny Committee 8/10/2013
Wards affected: Abbey, East Chesterton & Market

AN UPDATE ON MOORINGS AT RIVERSIDE Non Key Decision

1. Executive summary

1.1 This report sets out the results of the recent consultation (Spring 2013) on exploring options for the future management of the moorings at Riverside.

1.2 The City Council has asserted its ownership of, and registered its title¹ to, the subsoil of Riverside. The registration of title provided an opportunity to consider management options for moorings at Riverside.

1.3 In early 2013, Officers carried out an assessment of the possible approaches that could be adopted at Riverside. The appraisal was intended to assist identification of suitable solutions for addressing the management of moorings, whilst minimising or mitigating any adverse effects of any solution.

1.4 The Council identified six possible options for the Riverside Wall moorings. None of these has been tested for legality, technical feasibility, or cost, as it was felt appropriate to put all options to consultation before going to the expense of detailed feasibility appraisal on options that might actually prove unacceptable to the public interest

1.5 The Council expressed a wish to consult with statutory and other bodies concerned with Riverside, and, with boat owners, local residents, and other stakeholders, to ensure that any final decision is informed by an appropriate range of views.

1.6 This report intends to inform and make recommendations on the development and feasibility of a shortlist of options, set within the context of the consultation findings.

2. Recommendations

The Executive Councillor is recommended:

a To instruct Officers to carry out feasibility work on options 2 & 3 (detailed at paragraph 3.6); and to consult on Executive Councillor approved solutions and to report back consultation findings to Environment Scrutiny Committee for further consideration and decision.

b Not to pursue creating solutions for options 1,4,5 & 6, (detailed at paragraph 3.6) at this stage, and not to consult on these options further, but not to discount these options completely until the outcomes of further study of options 2 & 3 are known.

3. Background

3.1 Cambridge City Council manages residential moorings on the River Cam, and over a number of years has developed a moorings policy that governs the way this service works.

3.2 The existing City Council Moorings Policy was approved by the Executive Councillor for Community Development and Leisure on the 24th March 2005, and it currently does not cover land at Riverside.

3.3 Following a review of the Moorings Policy, The Executive Councillor for Arts and Recreation on the 18th January 2007 approved the recommendation; to instruct officers to continue to assist the County Council in relation to consideration on moorings issues on the Riverside Area.

3.4 The County Council until recently was believed to be the owner of land at Riverside as detailed in Appendix A. There is evidence that supported a claim, that the City Council is in fact the riparian owner. The successful claim to register an interest in/ or ownership of the land at Riverside with the Land Registry by the City Council allows the Council to consider how it wishes to manage this land and regulate any moorings or any other activities.

¹ Title no. CB368081, dated 17 Feb 2012

3.5 In a report to the Executive Councillor for Art, Sports and Public Places on the 12th January 2012 it was recommended that any decision on the future management of the land at Riverside should be informed by the views of different groups of people, who have a reasonable interest in what happens to this area.

3.6 A consultation was approved by the Executive Councillor that considered:

- Option 1: Permit mooring on Riverside wall, integrating the area into the city's mooring policy;
- Option 2: Permit mooring on Riverside wall, but not where the river is narrowest;
- Option 3: Ban mooring on Riverside wall, and relocate Riverside craft to other locations on the river;
- Option 4: Ban mooring on Riverside wall and give existing resident moorers notice to vacate;
- Option 5: Re-organise mooring so as to make Riverside a visitor mooring area only, opening up existing visitor moorings for residential use;
- Option 6: Do nothing; leave things as they are.

3.6.1 Opportunity was also provided to suggest alternative options (labelled Option 7 in this report).

3.7 A total of 650 people took part in the consultation through either the questionnaire or a separate letter; in addition 348 other responses were received through a campaign and 77 through an associated petition. A total of 1,075 people have been counted as taking part. Residents account for just over half the questionnaire response (about a third of these live on streets close to Riverside), and a third are rowers; other interests are represented in smaller numbers.

3.7.1 The results have been analysed in two ways: the overall preference of each respondent, and their opinions on individual options.

3.8 Analysis of individual responses

Interest group	Option							
	1	2	3	4	5	6	7	N
Riverside moorer	7	1	0	0	1	6	2	17
Licensed moorer	7	5	3	5	3	4	2	29
Waiting list	10	3	0	1	2	4	5	25
Riverside resident	14	19	11	26	4	15	8	97
Other resident	22	45	11	29	2	24	11	144
Rower	2	50	34	50	4	3	11	154
Angler	2	0	1	2	0	2	1	8
Other interest	17	17	3	11	7	9	5	70
Overall	72	117	57	108	21	65	36	476
Overall %	15%	25%	12%	23%	4%	14%	7%	

Table 1: Preferred option (individuals)²

3.8.1 The leading individual choice is Option 2, whereby mooring would be permitted on Riverside Wall other than at the narrowest points of the river. This option achieves a quarter of the total response. Whilst Option 2 is thus the front runner, it is by no means a consensus choice, with three people preferring an alternative to every one person who chooses this option.

3.8.2 Option 4, the option which bans mooring at Riverside and gives existing occupants notice to vacate, is in fact very close behind. Only a handful of preferences separate this result from that for option 2, and again it accounts for around a quarter of the overall result.

3.8.3 All the other options have their advocates, with Option 1, whereby Riverside is integrated into the City Council mooring policy, securing 15% of the overall individual vote, and Option 3, which bans mooring on Riverside and relocates existing moorers, around 12% overall. Option 6, the 'Do nothing' option, is favoured by 14% of respondents, around one in every seven of those taking part.

² The overall result counts each response once; but the breakdown allows each response to be counted within each group to which the respondent belongs, which is why the figures in the final column total more than the overall number of responses cast.

3.8.4 Option 5, which re-designates Riverside as visitor moorings, receives relatively little support, with just 5% choosing this as their preferred option.

3.8.5 Moorers generally favour Options 1 and 2, with Option 1 a strong preference for those resident at Riverside Wall.

3.8.6 Licensed moorers favour Option 1 but spread their support fairly thinly across all the options with no distinctive preference. Option 1 is also a strong preference for those on the waiting list to secure a Cam mooring, but this group offers only limited support for any of the other options.

3.8.7 Residents are divided on their preference. Riverside residents tend to favour Option 4, but not by a significant margin; Option 2 is also quite popular here, and so are Options 1 and 6. Other residents are most likely to choose Option 2, but there is also support in this group for Option 4, and to a lesser extent for Options 1 and 6. Residents thus show no clear consensus, either collectively or when broken down into component groups.

3.8.8 Rowers similarly divide on preferences, split between Option 2 and Option 4, which attract rowers' support in equal measure. A substantial minority of rowers choose Option 3, but few look for their preferred solution in any of the other options.

3.8.9 Anglers show no consensus, other than rejecting Options 2 and 5 completely.

3.9 Opinion on options

3.9.1 Option 1 generates a polarised view. Over half of respondents dislike this option, but 41% are favourable. Moorers tend to favour this option, but rowers oppose it; Riverside residents tend to dislike it, but those from elsewhere in Cambridge are more favourable.

3.9.2 Option 2 response is also polarised, but this time the position is reversed; Over half of respondents like it, but 38% are opposed to this solution. Moorers are generally positive, and a majority of rowers like it. Riverside residents divide on the proposal, with a majority opposed to it, whilst other residents tend to like it.

3.9.3 Option 3 also generates a polarised view, with a majority disliking it, and a substantial minority finding things to like about it. Moorers, anglers, and people on the waiting list, dislike it strongly. Riverside residents tend to be favourable, but a significant group of these express strong dislike for this option; other residents tend towards a negative position. Rowers are especially likely to favour this option.

3.9.4 Half of all respondents dislike Option 4, with a significant minority in favour. Riverside moorers dislike this option, but some of their licensed counterparts think it has merits; the waiting list also dislikes this option strongly. Riverside residents are divided almost evenly on this option, but other residents tend to be negative about it. Rowers, on the other hand, like it a lot.

3.9.5 Three-quarters of respondents dislike Option 5, more than half of them disliking it strongly. No respondent group favours this option; support tends to be small numbers in each group.

3.9.6 Option 6 is rejected by two thirds of respondents, with significant levels of strong dislike. Although it is liked by Riverside moorers, and by some licensed moorers and waiting list respondents, Riverside residents strongly oppose this option, with support from other residents. Rowers find little to like in this option.

3.10 Stakeholders and other organised responses

3.10.1 An organised campaign attracted considerable volumes of support, both in terms of letters and emails (348 responses) and a petition (77 responses). The text of the campaign letter is not specific about a preferred option, but expresses what are clearly widely held opinions on some of the issues concerned. The key messages of the campaign letter are these:

- boats should remain on Riverside (this rules out options 3, 4 and 5)
- boats are an important element in a diverse local community
- moored craft at Riverside are part of the area's history, and have been there much longer than many land-based residents
- there is nowhere for displaced boaters to go (this suggests that options 2, 3 and 4 are ruled out)
- existing regulations should be enforced, and derelict boats removed
- mutually satisfactory solutions should be sought
- existing residents should not be displaced (this rules out options 3, 4 and 5)

3.10.1.1 In essence, then, the campaign tends to support Option 6 (the 'do nothing' option), except that it also calls for the enforcement implicit in the mooring policy, which is an important element of Option 1

3.10.2 The National Bargee Travellers' Association, which represents the views of liveaboard boaters, also favours Option 6, which best protects the interests of their constituency and their rights under the European Convention on Human Rights.

3.10.3 The Cam Conservators express a desire for change, and call for a full feasibility study on Option 2 (which would require their permission). Should an engineered solution prove infeasible, they suggest consideration of Options 3 and 4. The Environment Agency expresses informal support for the Conservators' view, but prefers Option 3 to Option 4.

3.10.4 The Riverside Area Residents Association do not express a preferred option, and encourage their members to express their own views direct to the consultation; however, they reject Option 6 completely. The Association does however seek some assurances on the wider interests of its members, and also on the need to manage any change sensitively.

3.10.5 Rowing clubs tend to favour Option 2, with Options 3 and 4 also popular.

3.11 Option 7 – Alternatives

3.11.1 The consultation allowed the opportunity for respondents (both stakeholders and individuals) to suggest additional options. Several took the opportunity, but in many cases they restate issues already clarified under existing options, emphasising points that have already been made, or indicating where their priorities lie, rather than offering genuine alternative suggestions. Thus there are many comments about removing the derelict or unoccupied craft, prioritising the needs of one group against another, imposing charges on all moorers regardless of the preferred option, and - above all - ensuring that rules and regulations are applied to moorers and properly enforced.

3.11.2 There are nevertheless some new points made under this heading, and the most commonly mentioned seventh option is the possibility of creating additional moorings which might accommodate the Riverside moorers, or increase the potential for visitor mooring, or both. The most commonly suggested solution within this idea is the creation of a marina, perhaps at Fen Ditton although other locations are also suggested. The flood relief elements of the CamToo project, which if implemented would create additional mooring space, are mentioned here. The creation of these facilities is recognised and supported, however, there are many unknowns with delivering these projects and therefore their timescales to do not fit with the decisions needed from this report.

3.11.3 A potentially simpler solution that might replace Options 1 and 2 is the introduction of gates and ladders into the railings, as an alternative to pontoons, providing access to those locations where mooring might safely be permitted on this stretch; the Conservators comment on this possibility as well. Another suggestion is to integrate Riverside into the existing scheme, but charge a lower fee for mooring there to recognise the access issues.

3.12 Conclusions

3.12.1 Whilst this is a genuine attempt to summarise the views of stakeholders, the summary necessarily abbreviates the opinions and representations made; and several other stakeholders and interest groups also express a view.

3.12.2 There is no clear consensus in this consultation to guide the Council towards a particular solution for Riverside. However, there is broad agreement that will help the Council to narrow down its options ahead of the next stage of work on this issue.

3.12.3 Although Option 6 (Do nothing) is the preferred option of a large number of people responding to a campaign, the Council has already committed to taking some action.

3.12.4 Option 5 (visitor moorings) has little support, and its cost is not justified by the benefits it secures.

3.12.5 Option 4 (ban mooring, evict moorers) is popular in some quarters, and the second most popular solution overall, but is regarded as too drastic a solution, and insufficiently sensitive to the needs of those who would lose their moorings.

3.12.6 Option 1 (keep mooring, integrate into Mooring Policy) has some support, but does too little to address the legitimate concerns of rowers and local residents. Under Option 1, the problems they identify would remain unabated. It is also costly, although some of that cost would be recoverable through licence fees; and it would call for a much stronger enforcement regime than is currently in operation.

3.12.7 Option 3 (ban mooring, relocate Riverside moorers) has moderate levels of support, but this is held down because there is a widespread view that the Council does not have sufficient mooring space to allow this option to be implemented.

3.12.7.1 More space could be created temporarily on Council land to accommodate those removed from Riverside and no new licences issued from the waiting list until the numbers return to the 70 prescribed in the current Moorings Policy. This option has possibilities, although the waiting list is penalised by it - unless the Council can demonstrate that it has enough spare capacity to introduce this option without taking up spaces that would otherwise have been offered to the waiting list.

3.12.7.2 This option could provide for a 'grandfathering' provision, so that Riverside moorers would take a place on the waiting list and allow them to moor at Riverside until a mooring on the Council's Mooring Policy becomes available. This approach would mean that those on the waiting list and those at Riverside would be treated equally, however it does not overcome possible health and safety concerns about unsafe moorings.

Option 3, would require

- the completion and implementation of the enforcement process currently being undertaken against licence breaches in the mooring policy;
- the identification of additional locations within the mooring policy areas;
- explanation to the waiting list that their status is not compromised by this;

3.12.8 Option 2 (allow Riverside mooring, but only where river is widest) is widely recognised as offering something to everyone, and as a good compromise. This is positive, but leaves open the question of whether the 'something' it offers is enough to satisfy different groups' expectations. There are also questions of feasibility to be explored, both in terms of engineering feasibility (access and achieving a stable platform) and the required consents of statutory bodies including the Conservators and the County Council. This option receives enough support, and achieves enough of the Council's Vision, to merit further consideration. Option 2, could be explored further by

- The identification and quantification of spaces at wider points³, compared with the number of boats requiring space;
- Exploration of the planning position and the standing of any moorings that may thus be created;
- An engineering and safety-related feasibility study;
- Working up and detailing the design of land point pontoons, access ladders and gates.

3.12.9 The consultation seems to rule out Options 5 and 6 altogether. Option 4 may also be discarded as contravening the Council's commitment to minimise hardship, while Option 1 would need consideration as to how any suggested solution could overcome opposition to it.

4. Implications

(a) Financial Implications

- i) The cost of carrying out the feasibility study and Option appraisal is estimated at.....
A subsequent round of consultation would cost in the region of £2,500 plus VAT.
- ii) If consultation results recommend extending the Council's mooring scheme along Riverside, and licensing moorings, we would need to undertake works alongside the embankment. These might include the installation of a landing pontoon to the river and improved means of access; e.g. Ladders. The cost of these works could be significant and approximately £12,000 to £20,000 for every two boats. There is £75,000 in the Council's Capital Plan for 2014/15 reference number SC561 for this work should it be required.
- iii) A further consequence of permitting mooring would be that the Council would be expected to regulate any nuisance caused by those living on boats. The income received from any licence fees would (if set at the current fee) be sufficient to allow regular enforcement visits.
- iv) If mooring were to be permitted, we would need consent from the Cam Conservators. The position in respect of planning permissions would need to be established, before any subsequent recommendations.
- v) If the Council decides to prohibit mooring, along all or part of Riverside, this would give rise to several issues:-
 - There would be a resource implication, for Legal Services in taking any court action necessary against boats moored without the Council's authority. There would also be resource implications for the Streets and Open Spaces team in evidence gathering.
 - To indicate a prohibition of mooring by signs may be an issue (e.g. planning issues) with placing signs in such a sensitive location. It may also be considered necessary to install some sort of physical barrier to mooring; e.g. a string of marker buoys. There would be a cost to installing and maintaining a barrier.

(b) Staffing Implications

There are no staffing implications beyond normal duties.

³ The Cam Conservators areas for mooring are detailed on Appendix A

(c) **Equal Opportunities Implications**

A full Equality Impact Assessment will be completed prior to the creation of any future policy recommendations to be made to Environment Scrutiny Committee

(d) **Environmental Implications**

The recommendations contained within this report have no climate change impact but future options should improve the local environmental quality.

(e) **Procurement**

There are no procurement implications at this stage.

(f) **Consultation and communication**

The Council has committed to further consultation before any attempt is made to implement a decision on any of these options, but has also indicated that it intends to rule some options out at this first stage. Any future consultation will therefore need to be more focussed on available options, and will also benefit from a higher level of information to guide respondents as to their preference in response. This will include engineering assessments of Option 2 (and by implication, Option 1) and appraisals of the potential for implementing Option 3, and their implications for existing river users, residents and the waiting list.

The first stage consultation has shown not only the presence of strong views within the different communities affected by this situation, but also highlights the lack of consensus. A future consultation will need to be careful to ensure that information provided to inform participants is neutral in tone and needs to avoid any suggestion of leading respondents towards a preferred solution. But it also needs to be comprehensive and balanced as to the presentation of advantages and disadvantages, as this first stage consultation has been.

It may be that the feasibility studies identify costs or other implications that affect the deliverability of these options, so it would be unwise to rule out all other options from the second stage consultation; but any reintroduction of these options should be supported by clear and unequivocal argument and explanation. However, there is little merit in reconsidering Option 5 (low support) or Option 6 (contrary to existing Council commitment) at this second stage.

An online approach is the most cost-effective way of achieving a satisfactory level of participation, but will need to be supported by paper-based options as Riverside moorers in particular have preferred this method of response, and should not be inadvertently excluded by the methodology. The Council may also expect to receive letters and perhaps other campaign materials promoting particular viewpoints, including those which are not being explored further at this point.

Because feelings run high, and because there are a variety of interests to be heard here, a public meeting is also suggested to allow presentation and discussion of the feasibility study findings for Options 2 and 3. Whatever decision is made will inevitably disappoint some residents and this disappointment may be heightened if they feel their voices have been insufficiently heard; a public meeting will provide an opportunity for these points to be made. However, a wider consultation is needed to ensure that those with softer voices, or who lack the confidence to stand up in public, are also heard.

(g) **Community Safety**

The recommendations have no direct impact on Community Safety, however, the outcomes of the consultation will detail concerns and areas to be covered when drafting future policies relating to the management of /and regulation of moorings at Riverside

5. Background papers

These background papers were used in the preparation of this report:

12/10/CS Riverside Riparian Ownership & Moorings

Consultation briefing note on Riverside Moorings

Mooring at Riverside Wall - Summary Report on consultation

Moorings at Riverside Wall – A report for Cambridge City Council by Phil Back Associates Ltd, May 2013.

<https://www.cambridge.gov.uk/riverside-mooring-options-consultation>

6. Appendices

Appendix A - Map showing land at Riverside and Cam Conservators Mooring areas

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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Cambridge City Council

To: Executive Councillor for Public Places
Cllr Andrea Reiner

Report by: Director of Environment – Simon Payne

Scrutiny committee: ENVIRONMENT 8th October 2013

Wards affected: Market

PARKER'S PIECE LIGHTING PROJECT

Non-Key Decision

1.0 EXECUTIVE SUMMARY

This report provides details of the proposed project to install additional lighting columns on the two diagonal footpaths across Parker's Piece.

The report explains the development of the project to date, including results of a consultation that took place earlier this year, which was responded to by over one thousand members of the public and has informed the lighting measures that are now being proposed.

2.0 RECOMMENDATIONS

The Executive Councillor is recommended;

- 2.1** To authorise the procurement of specialist lighting design and construction services for the Parker's Piece Lighting Project, in accordance with the City Council Contract Procedure Rules.
- 2.2** To agree to take the decision to approve the final project appraisal and implementation of the Parker's Piece Lighting project, out of the Environment Scrutiny Committee cycle, in consultation with the Chair and Spokes, subject to the final proposed project cost not exceeding £60,000.

3.0 The Project

This project proposes the installation of additional lighting columns along the two diagonal path sections that are adopted public highway across Parker's Piece.

Site Location Plan

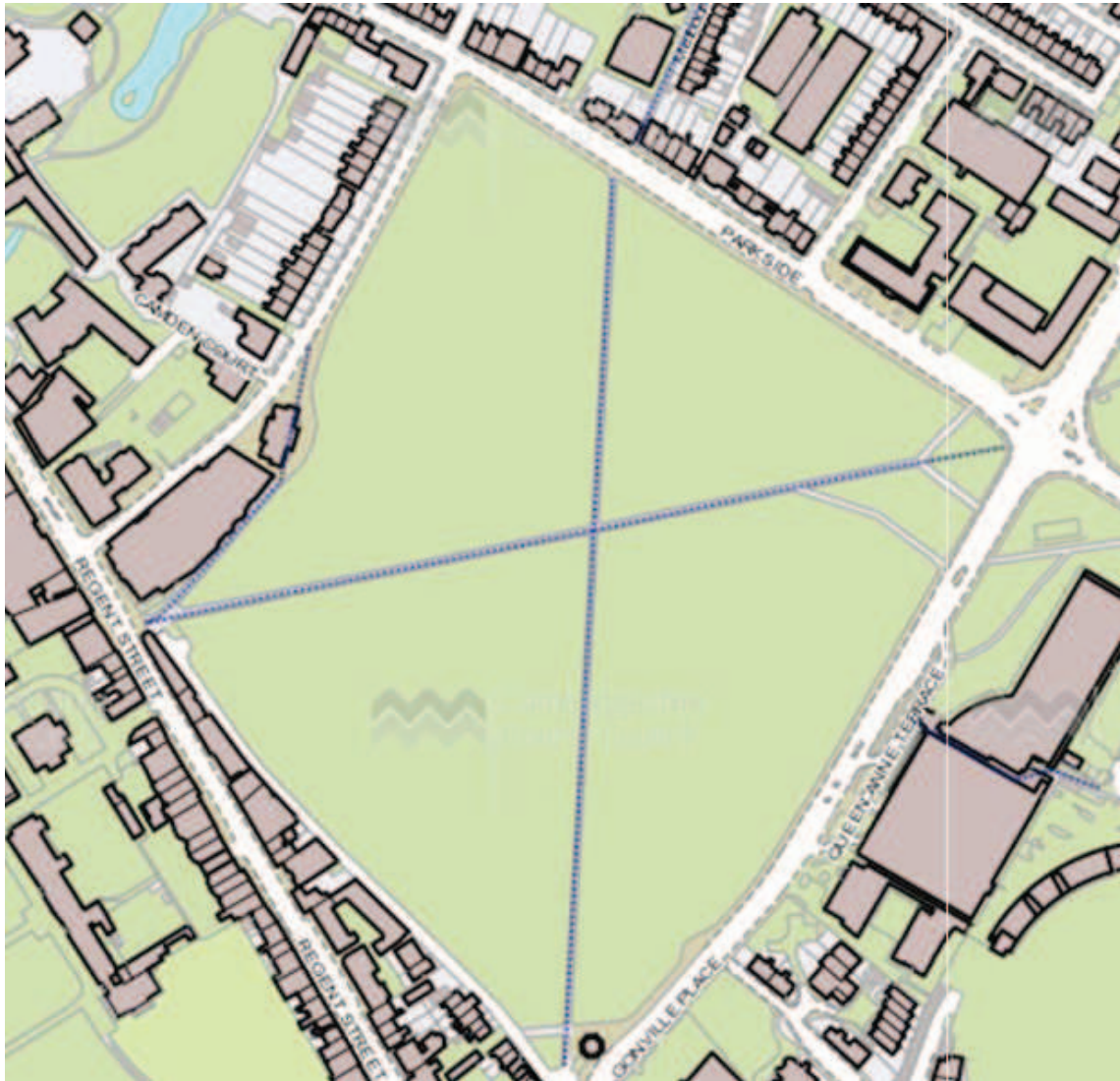


Image courtesy of Cambridgeshire County Council

Target Project Programme Dates:

Consultation	11 October – 8 November
Commence Procurement	November 2013
Award of Contract	December 2013
Commence Construction	January 2014
Project Completion	February 2014

3.1 Anticipated Cost

Total Estimated Project Cost	£ 60,000
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Cost Funded from:

Funding:	Amount:	Details:
Reserves	£21,000.00	<i>Environmental Safety Fund (£16,000.00)</i> <i>Safer City Grant (£5,000.00)</i>
Repairs & Renewals	£0.00	
Developer Contributions	£39,000.00	<i>Public Realm Developer Contributions (£39,000.00)</i>
Climate Change Fund	£0.00	
Other	£0.00	

3.2 Procurement process

Procurement will be through a request for quotations from three specialist lighting contractors in accordance with a written specification. Quotations will be assessed by a skilled officer panel and selected in accordance with a clear evaluation scheme, based on demonstrated quality versus cost.

3.3 Background

3.3.1 Parker's Piece is described as follows in the Cambridge Landscape Character Assessment:

"Parker's Piece is a large green space to the south east of the historic city core. It is well used as a recreation area. It has tree planting to its boundary, but none with the internal space, making it a unique space in Cambridge. There are two major paths bisecting it, with a Grade II Listed lamp column near the centre. Like New Square and Christ's Pieces it is closely mown."

3.3.2 The existing Grade II Listed lighting column is at the centre of the two main paths that cross the park diagonally and is known locally as Reality Checkpoint. The Listed Status text for this structure reads:

“Lamp Standard. C.1860. Cast iron. Square-section plinth and base with inscription panels to each side. South-west side with access hatch. Top edges with waterleaf decoration. Base of shaft with 4 intertwined dolphins. Plain shaft of circular section carries 4 candelabra lamp holders by means of scrolled wrought-iron stays. Glazed mantle cages of inverted conical section.”

3.3.3 Parker’s Piece was transferred to the corporation as pasture in perpetuity for the townsfolk in 1612, and has remained relatively unchanged throughout its history. This relative consistency has established a strong landscape character. This site is also within the conservation area and forms part of the city’s historic core.

3.3.4 Having said that, it has still had to evolve with the changing demands for its use, which history shows has taken time to agree by those responsible. Some of the changes include;

- Ground levelled for a cricket pitch (1831 and 1832).
- Surfaced footpath on all four sides of the common separated from the horses and cattle by an oak post and rail fence.
- Surface of PP levelled and drained into new sewer; single row of elms to be planted on three sides (proposed 1839).
- 30 lime trees planted on NE side of Parker’s Piece (1868).
- Iron fence to be installed around Parker’s Piece (Council decision 1878).
- Worn tracks over the grass formalised by limestone paths on Parker’s Piece (decision 1880).
- Paths on Parker’s Piece widened and drained (decision 1890).
- Electric lamp installed at centre of Parker’s Piece (Reality Checkpoint) (decision 1893).
- Hobbs Pavilion built on Parkers Piece. (1927)
- Paths widened at corners and lay-by created in Regents Terrace.
- Paths at NE corner of Parker's Piece modified. (2000)

- 3.3.5 It is also interesting to note that, at the time the grass tracks were proposed to be formalised by limestone paths in 1880, it was highlighted that they should be lit, which probably led to the installation of Reality Checkpoint ten years later.
- 3.3.6 Since then the city has continued to develop and the population of Cambridge is expected to increase extensively over the next 20 years, with the quality and accessibility of the historic core key to the attraction of the city, as a place to live and visit.
- 3.3.7 This projected increase in population will continue to put more pressure on the capacity of the city centre in supporting more residents and visitors.
- 3.3.8 Parker's Piece is a hugely valuable green space for Cambridge, highlighting the great value that high quality green spaces can bring to an urban environment and it now seems the time has once again come for more difficult decisions to be made over its further evolution, following the demands from those using it.

3.4 Project Aims & Objectives

- 3.4.1 For many years the issue of additional lighting across Parker's Piece has been debated.
- 3.4.2 In 2003, the City Council set up a budget known as the Environmental Safety Fund, which aimed to help deal with issues of community safety, specifically in areas of recorded violent crime across the city, by funding improvements to public amenity lighting.
- 3.4.3 Parker's Piece was specifically mentioned as one of those problem areas, but proposals have taken many years to gain enough momentum, a general theme for any proposed changes to Parker's Piece over the past 400 years.
- 3.4.4 Community safety concerns are therefore not a new issue for Parker's Piece and it is clear that this project is dealing with a sensitive issue that has now reached a point where important decisions need to be made.

3.4.5 To partly inform these decisions, the Safer Neighbourhoods team from Cambridgeshire Police has provided a list of recorded incidents that occurred between the hours of 18:00 and 06:00 throughout 2012 for the Parker's Piece area. A detailed breakdown can be found in Appendix B of this report.

3.4.6 It was also made clear that there are also incidents that go unreported, although these are assumed to be of a less serious nature.

3.4.7 A total of 57 incidents were reported during 2012 including;

➤ Violence	15
➤ Theft	5
➤ Robbery	4
➤ Sex Offence	1

3.4.8 The majority of violence related incidents occurred between the hours of midnight and 04:00hrs. Rowdy/Nuisance incidents occurred predominantly between 21:00hrs and midnight. All recorded robbery incidents occurred after 21:00hrs.

3.4.9 With the majority of incidents taking place during the hours of darkness, targeting improvements to lighting is an obvious option in a bid to reduce these statistics.

3.5 Consultation to Date

3.5.1 In March this year a public consultation was conducted to investigate whether additional lighting on Parker's Piece would be welcomed by residents and park users.

3.5.2 The consultation trialled different lighting types, asking respondents views on their perceived safety of the Piece and their opinion of the installed lighting.

3.5.3 The consultation was extensive and generated 1,039 valid responses over a period of four weeks.

3.5.4 A copy of the consultation report can be found in Appendix C of this report, but some of the key statistics were;

- The heaviest usage time of the Piece is the early evening
- After dark, three out of five people do not feel safe on the Piece.
- The trialled lighting improved the perception of safety significantly, especially for women, younger people and students; who all felt safer whilst the trial was operational.
- 76% of respondents welcome the idea of lighting Parker's Piece, with 17% thinking that it was a bad idea. 69% wanted to see the scheme extended (primarily young people, students and women).
- 62% of responses were from local residents.
- The most vulnerable groups including women, younger children and students were on the whole greatly in support of lighting, whilst older people were more resistant to the introduction of lighting.

Some criticisms of proposed lighting were as follows:

- That people who felt unsafe could walk around the park.
- That bollards would act as obstacles for cyclists and pedestrians.
- That any lighting would negatively detract from the character of the space.
- Increased levels of light pollution were not desirable.
- It was suggested by several respondents that further consideration should be given to the design of the lighting proposed.

3.6 Lighting Design Development

- 3.6.1 Due to the strong level of public support for the introduction of improved lighting on Parker's Piece, officers carried out further design development work.
- 3.6.2 This included further research and procurement of advice from specialist lighting designers and manufacturers.
- 3.6.3 This gave officers an opportunity to look in more detail at the feasibility of the retracting bollards that were part of the original trial.
- 3.6.4 Whilst these could potentially resolve concerns over the imposition of the character of the space during daylight hours, it became apparent that there were significant operational and maintenance issues that made them an unfeasible option.
- 3.6.5 Both the retractable and fixed bollards were easy targets for vandalism with several of them made inoperable.
- 3.6.6 They also anecdotally created an eye level glare which reduced sightlines for pedestrians and cyclists. It is thought that they may pose a health and safety risk to cyclists and pedestrians, particularly during the period of time taken for the retractable bollards to rise out of the ground.
- 3.6.7 Due to the nature of the moving parts in the retractable bollards, there was also a high risk of failures and the need for considerable on-going and expensive maintenance.

3.7 Proposed Lighting Design

- 3.7.1 It is generally accepted that the optimal method of providing amenity lighting, to any decent standard and with minimal impact, can only really be achieved through the installation of lighting columns.
- 3.7.2 The proposal that is recommended, which achieves the aspired level of lighting whilst having the least amount of impact on the character of the Piece, involves the installation of six new lighting columns.

- 3.7.3 The proposed lighting is intended to act as ‘beacon’ or ‘wayfinder’ lighting, providing pools of light thrown on to paths to interrupt the consistent expanse of darkness across the Piece.
- 3.7.4 The lighting columns are proposed to be 8 metres tall, which is a reasonable height for such a wide open space, and a proportionate scale for the location.
- 3.7.5 Shorter lighting than this would be at risk of looking out of scale and also significantly reduce the area of illumination. Taller lighting than this would then be higher than Reality Checkpoint, which officers would recommend is avoided.
- 3.7.6 The columns have been proposed at between 80m and 105m centres, to ensure central placement on the diagonal paths. No column will be placed within 80 metres of Reality Checkpoint.
- 3.7.7 The proposed lighting column design is shown in Figure 1.0 below, installed at a total of six locations on the Piece, as shown in Figure 2.0.



Figure 1.0 Images of the proposed lighting column and lantern style.



Figure 2.0 Proposed additional lighting column locations.

3.7.8 In order to visualise the impact of the columns within the Piece, photomontages have been created from two different viewpoints, including an aspect towards Regent Terrace (fig 3.0) and also towards the Catholic Church and Hills Road junction (fig 4.0).

3.7.9 The columns are proposed to be sited adjacent to the edge of the paths within the grass, so as not to interfere with the current pedestrian and cycle flows.



Fig 3.0; Photomontage of a column looking towards Regent Terrace.

3.7.10 These locations and columns have been selected for the following reasons;

- Being a column mounted light will allow for a wider, controlled area of light to be thrown on to the paths than smaller individual bollards, with none of the eye level glare.
- 8 metre columns will be more vandal resistant.
- The columns will not puncture the existing treeline and skyline.
- At the spacing indicated, these columns will act as 'beacons' or way finder lights, whilst still leaving some areas not as highly illuminated between them.
- At these spacing the columns will not give a regimented, consistent line of vertical structures across the site. This will also reduce the possibility of breaking a 'framed view'.



Fig 4.0; Photomontage of a column looking towards the Catholic Church on Hills Road.

- The lighting heads will be fitted with an optic/reflector system, designed to direct light toward the path, where it is needed, whilst minimising illumination of the green space through light spillage.
- The County Council, who are responsible for Reality Checkpoint, have plans to install improved luminaires into this central feature.
- The proposed lighting columns will use the same white light luminaire technology, which provides significant improvements to colour rendition.
- The columns reference but do not attempt to mimic 'Reality Checkpoint' and the Victorian character of the park.
- The Columns will not be taller than 'Reality Checkpoint', and are less ornate, thereby reducing the perception that they 'compete' with the listed structure.
- The columns will be painted a different colour (black) to reality checkpoint.
- By acting as wayfinder beacons, these columns will encourage the public to make use of the green space in the evenings and night time, rather than be deterred, thus increasing public access.
- The proposed lighting relates directly to existing footpaths and their historic layout.
- During the day time, the relatively low number of proposed columns into what is a large space will minimise the negative impact of new introductions onto the Piece.

3.7.11 The proposal introduces the minimum number of columns to provide the aspired lighting improvements, whilst being sensitive to the character, form and function of the Piece as a whole.

3.7.12 As such the columns will remove the current completely dark sections at the mid-point of each path, but will not consistently light the path from one side to the other.

3.7.13 Figure 5 below provides an illustration of the lighting levels that can be expected by the column locations proposed, which includes the optimal light output from reality checkpoint, following refurbishment work that is also planned.

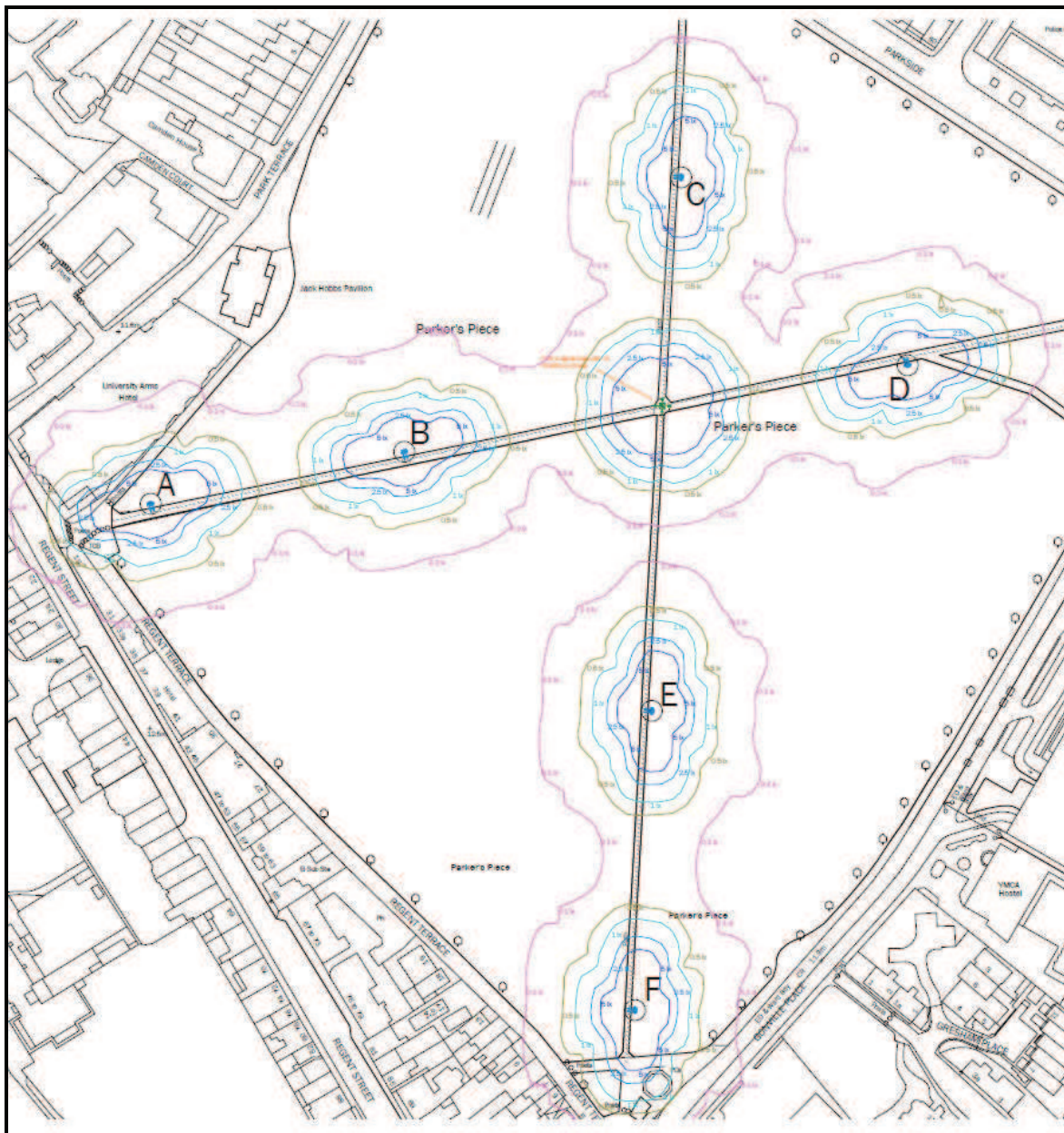


Fig 5. Lux Plot – showing the proposed lighting levels across Parker's Piece

3.8 Council Policies and Strategies

Given the sensitive landscape character and heritage value of the space, as well as its strategic importance and social value to Cambridge, a number of desk and field studies have been used to inform the process, including;

- Cambridge Local plan 2006
- Landscape Character assessment
- Parker's Piece Conservation Plan 2001
- Internal opinion from the urban design team, Asset team, City Centre team and Conservation team
- Extensive public consultation undertaken in 2013
- Discussion with lighting suppliers on different designs and their impact

3.9 Cambridge City Council vision statement.

The following statements from the vision are considered directly relevant to this project:

- A city whose citizens feel they can influence public decision making and are equally keen to pursue individual and community initiatives
- A city where people behave with consideration for others and where harm and nuisance are confronted wherever possible without constraining the lives of all
- A city which draws inspiration from its iconic historic centre and achieves a sense of place in all of its parts with generous urban open spaces and well- designed buildings

4.0 Parker's Piece Conservation Plan 2001.

4.0.1 The Parker's Piece conservation plan is a well-considered and thorough document, outlining the history and significance of the Piece, as well as giving a clear set of guidance notes recommending how the heritage asset should be managed going forward.

4.0.2 The conservation plan highlights the character of the Piece and clearly aims to conserve the openness and lack of structures with the exception of reality checkpoint in the centre.

"Retain the open character of the central area of Parker's Piece. Avoid introducing tree planting there, additional lighting, other structures or artefacts." Section 5.1.2; Parker's Piece Conservation Plan 2001

4.0.3 Whilst the character of Parker's Piece is an extremely important factor in considering the visual impact of new lighting columns, this is a statement that has been made at a particular point in time and the Piece has and will continue to evolve.

4.0.4 No doubt past recommendations didn't agree with the paving of the diagonal paths or installing reality checkpoint, but those decisions now seem reasonable based on its usage in this day and age.

4.0.5 This is recognised in section 5.2.2 which states;

"In order to keep the spaces relevant to public needs today, maintain a balance between the existing range of uses and be ready to consider new suggestions and demands without compromising the qualities and facilities valued currently."

and

The layout of Parker's Piece has resulted from a formalisation of tracks and uses established over time rather than from a single design. The results of this gradual evolution are fundamental to the character and flexibility of the space.

4.0.5 It must also be highlighted that this plan is not an all-encompassing document, for example it has very little reference to night time usage.

4.0.6 It does however recognise the importance of safety concerns and the paths as a thoroughfare;

“Ensure the open spaces and their toilet facilities feel safe places to visit by their design and high standard of maintenance.”

“At night, particularly in winter, the (Parkside) pool offers welcome illumination ahead to those crossing Parker’s Piece on their way home from work.”

“The designated cycle paths across Parker’s Piece enables people to avoid the busy junction between Gonville Place and Hills Road.

“As a reflection of the importance of these historic spaces, provide adequate resources for appropriate, high quality materials and designs for artefacts such as seats, paths and lights, and their future maintenance.”

4.0.7 The Cambridge Historic Core Appraisal – June 2006 also recognises the importance of Parker’s Piece as a thoroughfare;

“its paths are also an important part of the foot and cycle network connecting the city to housing areas throughout the year.”

4.0.8 The consideration for additional lighting, based on the content of the Conservation Plan, should be based on the fact that Parker’s Piece should be allowed to evolve, as recognised in the plan. The Piece is not purely something to look at, but a functional part of the city’s life for residents and visitors.

4.0.9 This proposal still avoids significantly changing the unobstructed landscape or adversely conflicting with other uses of the space and minimises the introduction of additional artefacts.

3.8 Further Consultation & Approvals

- 3.8.1 A city wide public consultation of these proposals will be carried out for four weeks from Friday 11th October 2013, to gain feedback on the project proposals.
- 3.8.2 The results of this consultation will then be made available on the City Council's website and a decision on whether to implement the project requested from the Executive Councillor for Public Places Councillor Andrea Reiner, in consultation with the Chair and Spokes of Environment Scrutiny Committee.
- 3.8.3 The erection of the lighting columns constitutes permitted development by virtue of Part 12, Class A, criteria B to the Town and Country Planning (General Permitted Development Order) 1995 (as amended).
- 3.8.4 A planning application will therefore not be required in order to install the proposed columns on Parker's Piece, should final implementation approval be granted.

3.9 Summarise key risks associated with the project

- 3.9.1 That the introduction of lighting will damage the character of this space, reducing it's perceived quality and value, through different groups in Cambridge.
- 3.9.2 That efficiency of new lighting will be compromised without continued partnership working with Cambridgeshire constabulary and other partners.
- 3.9.3 That the proposed lighting scheme cannot guarantee a decrease in future criminal behaviour on the Piece.
- 3.9.4 That the columns may be vandalised or damaged, resulting in additional financial implications.

3.10 Financial implications

- a. Appraisal prepared on the following price base: 2013/14
- b. There are no specific grant funding conditions.

3.11 Net revenue implications (costs or savings)

Revenue	£	Comments
Maintenance	£ 900	Energy Costs & Cleaning
R&R Contribution	£ 1,000	Annual contribution over 40 year design life
Developer Contributions		
Energy savings	()	See below
Income / Savings	()	
Net Revenue effect	£ 1,900	Revenue Bid Required

3.12 VAT implications

"The VAT incurred on this project will need to be incorporated within the Council's annual Partial Exemption (PE) calculation, of around £12,000. This VAT is known as 'exempt input tax' as the Council hires this venue for various VAT exempt supplies (e.g. the hiring of land). There is a risk to the Council, dependent on other capital schemes corporately, that it's 5% de minimis limit could be exceeded. An option to mitigate this risk would be to consider 'opting to tax' this site.

However, this option is not being considered at this stage, due to the above amount being relatively immaterial in VAT terms. This Council is therefore confident that the above amount can be contained within the above PE limit. Careful monitoring by the Accountant (VAT & Treasury) is being instigated and any divergence from the planned capital expenditure will be advised to the Director of Resources for appropriate action to be taken."

3.13 Energy and Fuel Savings

(a) Is this project listed in the Carbon Management Plan?	No
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3.14 Climate Change Impact

Positive Impact	No effect	Negative Impact
	Nil	

3.15 Staff required to deliver the project

Service	Skills	Total Hours
<i>Streets and Open Spaces, Project Delivery and Asset team</i>	<i>Consultation Procurement Contract administration Construction Supervision Project quality control</i>	<i>Approximately 150</i>

3.16 Dependency on other work or projects

The 'Cambridge Rules' Public Art Commission will need to take into account the proposed location of these columns through the design and locating of the artwork.

3.17 Appendices and Background Papers

APPENDIX A - Capital Costs/Funding Profile

APPENDIX B - 2012 Reported Incidents for Parker's Piece Area

APPENDIX C - Lighting Trial Consultation Report

3.18 Inspection of papers

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Date prepared:	18 th September 2013

Capital Project Appraisal - Capital costs & funding - Profiling

Appendix A

	2013/14	2014/15	2015/16	2016/17	2017/18	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	54,000					
Purchase of vehicles, plant & equipment						
Professional / Consultants fees	6,000					Officer Time
Other capital expenditure:						
Total Capital cost	60,000	0	0	0	0	
Capital Income / Funding						
Government Grant						
Developer Contributions	39,000					Public Realm Developer Contributions
R&R funding						
Earmarked Funds						
Existing capital programme funding	21,000					Safer City Grant Environmental Safety Fund
Revenue contributions						
Total Income	60,000	0	0	0	0	
Net Capital Bid	0	0	0	0	0	



APPENDIX B

2012 Incidents Reported in the Parker's Piece Area

Research in relation to crime types/incidents/ASB on and around Parkers Piece, Cambridge during the hours of darkness.

**Between 31/12/11 and 31/12/2012 – Reported between the hours of 18.00
and 06.00.**

57 incidents reported to Police in the area of Parkers Piece, Cambridge

Incident Type	Number
Animals	1
Concern	5
Domestic	1
Fire	1
Noise Complaint	1
Property	2
Road Related	3
Robbery	4
Rowdy/Nuisance	5
Sex Off	1
Street Drinking	1
Susp Circs	7
Theft	5
Violence	15
Other	5

For the violence related incidents the majority of these occurred between the hours of midnight and 04.00hours.

Rowdy/Nuisance incidents occurred predominantly between hours of 21.00 and midnight.

The 4 robbery incidents all occurred after the time of 21.00hrs.

The incidents reported have predominantly occurred over the weekend.

Day of Week	No. of Incidents
Monday	5
Tuesday	3
Wednesday	6
Thursday	11
Friday	14
Saturday	10
Sunday	11



APPENDIX C

Lighting Trial Consultation Report

Lighting Parker's Piece



Image © copyright Cambridge 2000, used with permission

**A report for Cambridge City Council
by Phil Back Associates Ltd**

March 2013

Executive Summary

1. The lighting trial took place over four weeks in early 2013, and a linked consultation generated a total of 1,039 valid responses, which is a good level of response for this type of consultation. The response has been particularly strong from students (and hence from younger people) and care is needed in interpreting overall results because of distortions on response as a result.
2. Two thirds of respondents use the paths on Parker's Piece at least twice a week; over a third use these paths on most days. The heaviest usage is in the early evening, but the paths are well used at all times of day, and two thirds of those participating in the survey use the footpaths late at night. Most late-night users are students and younger people.
3. Parker's Piece holds few fears for its users in the daytime; four out of five users feel safe in daylight on the site. However, after dark this changes dramatically, with only a quarter feeling safe, and three out of five people feeling unsafe. A quarter of people feel unsafe crossing Parker's Piece after dark; perceptions of safety after dark are lowest among women and young people. Four out of five students (79%) feel safe during the day; but four out of five (76%) feel unsafe after dark.
4. The trial improved perceptions of safety significantly, and especially for the key groups of women, younger people, and students: all felt safer while the trial was operational, and over half of each group felt a lot safer.
5. Three quarters of respondents (76%) welcome the idea of lighting Parker's Piece, and a further 7% are okay with the idea, but with reservations. In contrast, just 8% overall think this is a bad idea, and a further 9% don't like it, making 17% in total who are opposed to the idea.
6. However, there are significant variations between different groups of respondents. The most vulnerable groups - women, young people, and students - all welcome the idea enthusiastically, but older people in particular are much more resistant to the introduction of lighting.
7. The main areas of objection are the effect on the look and feel of Parker's Piece, the creation of obstructions and hazards (especially for cyclists), and the view that vulnerable people have the option of walking around, rather than across, the space. The scheme used is criticised by objectors for its lack of aesthetic quality and its

failure to reflect the character of the space. Light pollution, and the value of unlit spaces in an urban context, also feature as objections.

8. Although there is strong support for the principle of the lighting scheme, the support for the design actually chosen is more equivocal, suggesting that if the scheme is to be progressed, further thought should be given to design.
9. A retracting bollard went largely unnoticed, but attracts generally positive feedback nevertheless.
10. The effectiveness of the scheme gets a positive response, but with some qualification; women and young people tend to find the scheme more effective, as do students. Factors affecting effectiveness focus particularly on the height and brightness of the lights, which clearly have caused cyclists problems with dazzle and distance vision.
11. Asked to rate different aspects of a lighting scheme, vandal resilience emerges as the most important factor, ahead of energy efficiency and design. Issues such as value for money and light pollution emerge as less important overall. People with an interest in open spaces, though, are more concerned about all these issues than other interest groups are, especially students.
12. Two thirds of respondents (69%) want to see the scheme extended; these are primarily young people and students, and women are also more enthusiastic about extending the scheme. Older people however want to see either a different scheme, or no scheme at all.
13. In summary, the most vulnerable groups - women, young people, students - are all generally keen to see a scheme adopted and support the roll-out of a scheme following the trial; there is a case, though, for reconsidering the format and design of the scheme to accommodate different users more comfortably. Older people, non-students, and people with an interest in the character of open space in Cambridge, are much more equivocal, and much less enthusiastic, about this possibility. It is also likely that any proposal to introduce a scheme would face significant, and articulate objection, even though most of those most directly affected seem likely to support it..

1 Objectives and methodology

Parker's Piece is a large, flat open space close to the city centre in Cambridge, bordered by offices and commercial premises, and close to a residential area. The open space is crossed by several surfaced pathways and is a popular cut-through for both pedestrians and cyclists, avoiding both the noise and traffic on adjacent roads and also, when crossing from one corner to another, providing a short cut. The proximity to several colleges, and to Anglia Ruskin University, makes it a particularly popular route for students, but the space is widely used by a variety of people. It is also popular as a recreational space and is used for exercise and for other active pastimes, as well as for relaxing and sunbathing.

In early 2013, following reports of incidents occurring after dark, and especially late at night, to people crossing Parkers Piece, and after discussion with the Police, the City Council decided to trial a lighting scheme on one of the footpaths radiating from the centre of the open space. A set of lights was installed, together with noticeboards advertising the purpose of the scheme and inviting people to comment on the idea. The lighting scheme was left in place for around four weeks (interrupted by a vandal attack on the installation) from late January 2013 to early March 2013.

A QR Code was provided to give access to an online questionnaire for mobile phone users, and a website address was also provided for those preferring to use the Council's consultation pages on their website. In addition, a letter drop was made to local residents, again setting out the background to the trial and asking for their comments and feedback.

The response from the two methods is shown here:

Table 1.1: Validated response

Response method	Validated response
Website	996
Mobile QR Code	43
Total validated response	1,039

A total of 1,039 people provided valid feedback on the trial, though not everyone answered every question. This is a good level of response for an exercise of this nature and

demonstrates both the significant level of interest in the idea, and also the value of the feedback mechanisms provided. The number shown as the 'validated response' excludes a small number of responses that were left blank - perhaps because the respondent started to respond, but then decided to view the scheme before responding more fully - and some obvious duplicates, where it was apparent that a respondent had completed the survey more than once. Both these features are commonplace in an online survey and the effect of this is not material in context of the volume of responses actually received.

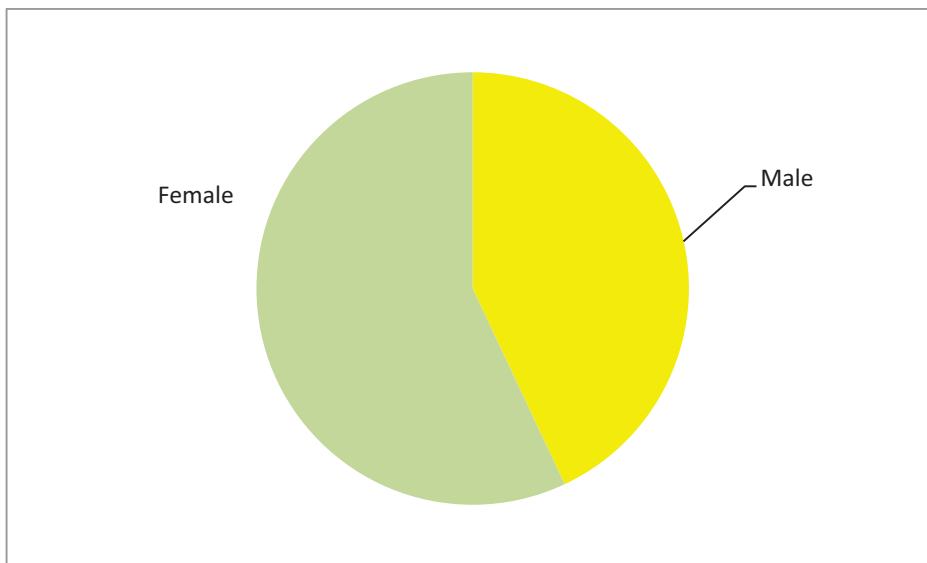
No weighting has been applied to the data, but our analysis is careful to identify different subgroups within the response to allow a clearer understanding of the range and nature of opinions expressed. The factors that might need to be taken into account in considering the overall result are discussed below.

2 Respondent profile

This section explores the demographic and other characteristics of respondents to this survey.

Table 2.1: Gender of respondents

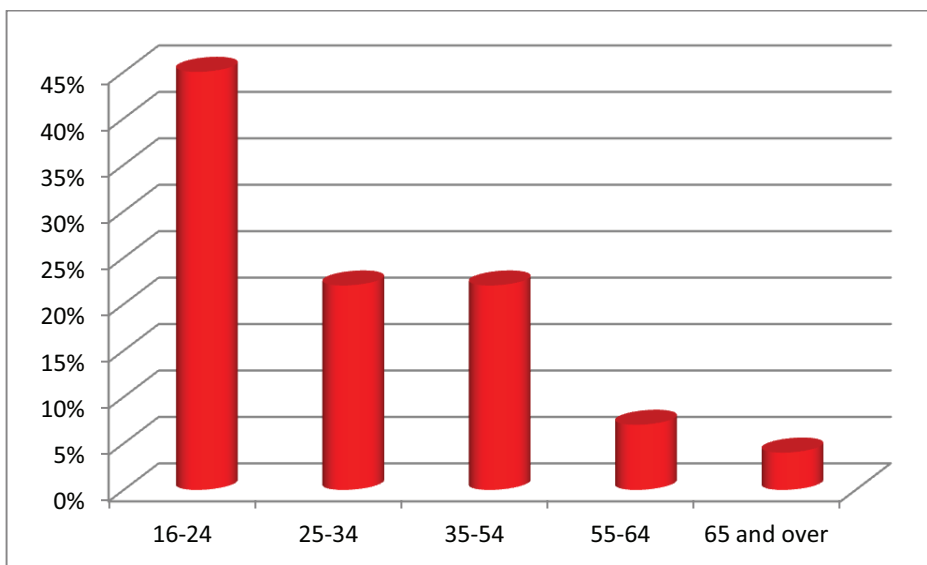
Gender	Proportion of respondents
Male	43%
Female	57%
<i>N (=100%)</i>	901



There is a slight predominance of women in the survey, though not an overwhelming one. It means we need to be careful to see whether the views of people of different genders are distinctive in any way. But although we could look at weighting the data to offset this imbalance, we also suspect it may reflect a greater level of concern or interest in safety on this open space on the part of women.

Table 2.2: Age of respondents

Age-group	Proportion of respondents
16-24	45%
25-34	22%
35-54	22%
55-64	7%
65 and over	4%
<i>N (=100%)</i>	<i>904</i>

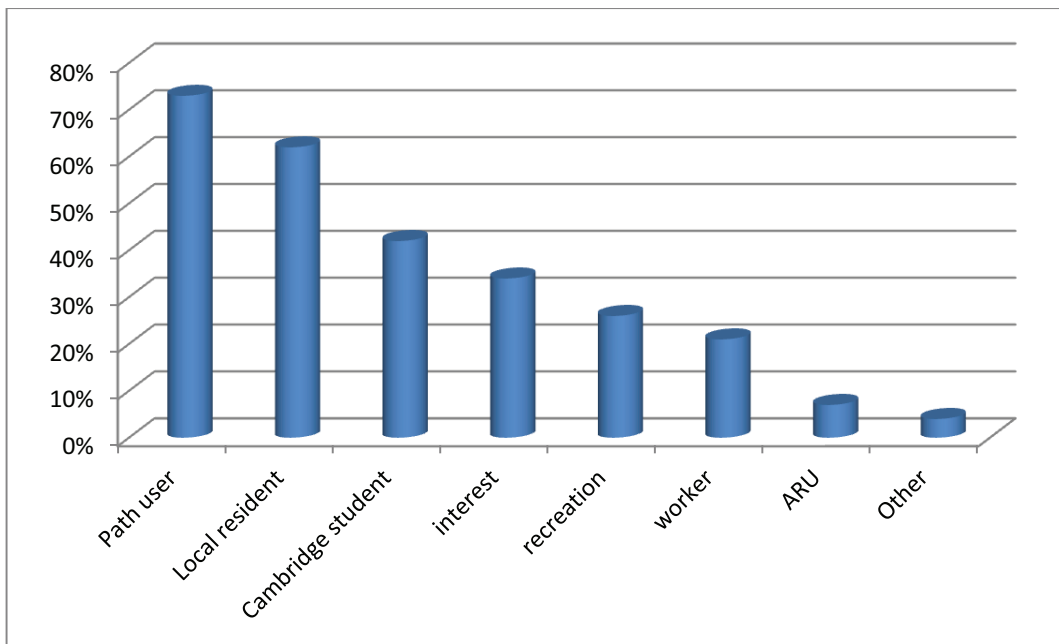


There is a significant imbalance here towards the younger age-groups. Relatively few older people have taken part in the survey, compared with their presence in the local population. Again, we need to be careful to ensure that the views of older people are not swamped by those of younger respondents. The imbalance may be due to the methodology used (though internet capability is higher among older residents than these results suggest), but it may also be linked to a reduced tendency to venture out after dark, or to use open spaces after dark, on the part of many older people.

Respondents were also asked to describe their status in relation to Parkers Piece; this enables us to distinguish between the views of different interest groups.

Table 2.3: Type of respondent

Respondent type	Proportion of respondents
Someone who uses the footpaths to cross Parker's Piece	73%
Local resident	62%
A student at Cambridge University	42%
Someone with an interest or concern about open spaces in Cambridge	34%
Someone who uses Parker's Piece for recreation or exercise	26%
Someone who works nearby	21%
A student at ARU	7%
Some other interest	4%
<i>N (=100%)</i>	1,035



In this instance, respondents could choose one or more options to indicate their interest in the space, so the totals add up to more than 100%.

By far the commonest reason for completing the survey was as someone who uses the footpaths in question: three quarters of those answering the survey claim to be footpath users. Three in five are local residents, and one in five works nearby, while around a third of those completing the survey have an interest in open spaces more generally.

Only a quarter of those responding actually use Parker's Piece for exercise or recreation, a proportion that is much lower than those using it as a through route to somewhere else, and also much lower than the proportion of local residents. This suggests that for many people this is a functional and amenity space rather than one fulfilling a wider role as a park or similar space; this does not diminish it in any way, but may give an insight into its main usage, perhaps particularly during the winter months.

Student presence in the sample is substantial and the space is clearly an important one to many students. Around half of those responding to the survey are students, with the vast majority of these - six out of every seven - being students at the University of Cambridge. The representation of ARU students is small, especially given the proximity of a major ARU building to Parker's Piece.

Clearly there are significant overlaps between many of these different interest groups; a large proportion of respondents ticked two or more areas of interest in this issue.

Most **local residents** also use the footpaths across the space (85% of residents do so), and almost half of local residents (44%) take a wider interest in open spaces in Cambridge generally. But only a third (33%) of those describing themselves as local residents use the space for exercise or relaxation. A quarter (27%) of local residents work nearby, and a third (34%) of those who live locally are also students.

Footpath users are primarily local residents: three quarters (72%) of those using the footpaths live locally. But a quarter (27%) of footpath users work in the vicinity of the space, and the paths are heavily used by students, with 43% of footpath users being at one of the two universities.

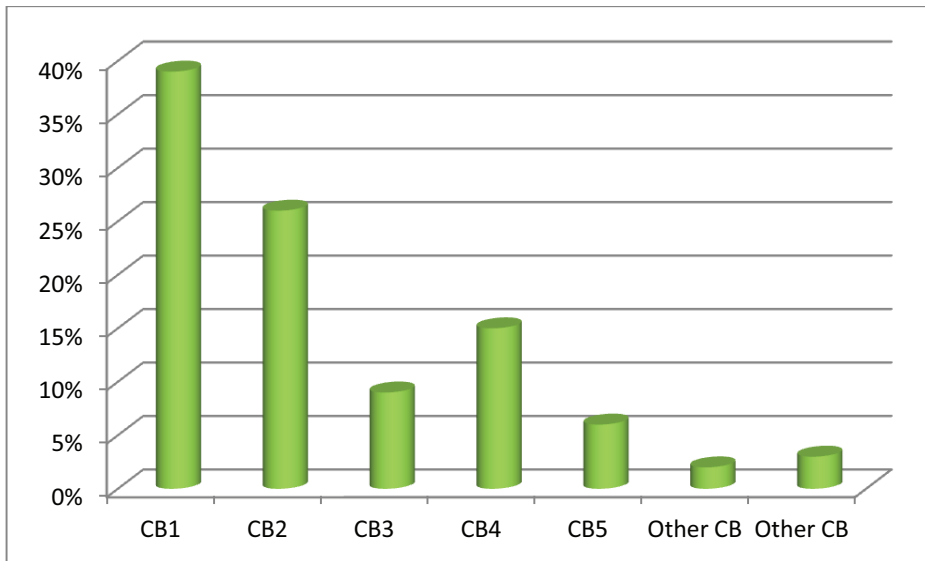
There is no overlap between the two groups of **students**. Four out of five (82%) of ARU students use the footpaths, and three out of five (61%) of Cambridge University students in the survey do so. Again, though, the space is largely functional, with only around a quarter to a third of students using the space for relaxation or exercise.

Most of those expressing a **wider interest in open spaces** are themselves users of Parker's Piece. Almost all (92%) use the footpaths, and a large proportion (80%) live locally. Two in five of this group use Parker's as a place for relaxation or exercise.

The survey also collects the postcode of respondents, and the distribution of those who provided a valid postcode is shown here:

Table 2.4: Postcode (district only) of respondents

Respondent location	Proportion of respondents
CB1	39%
CB2	26%
CB3	9%
CB4	15%
CB5	6%
Other CB postcodes	2%
Postcodes outside CB postal area	3%
<i>N</i> (=100%)	861

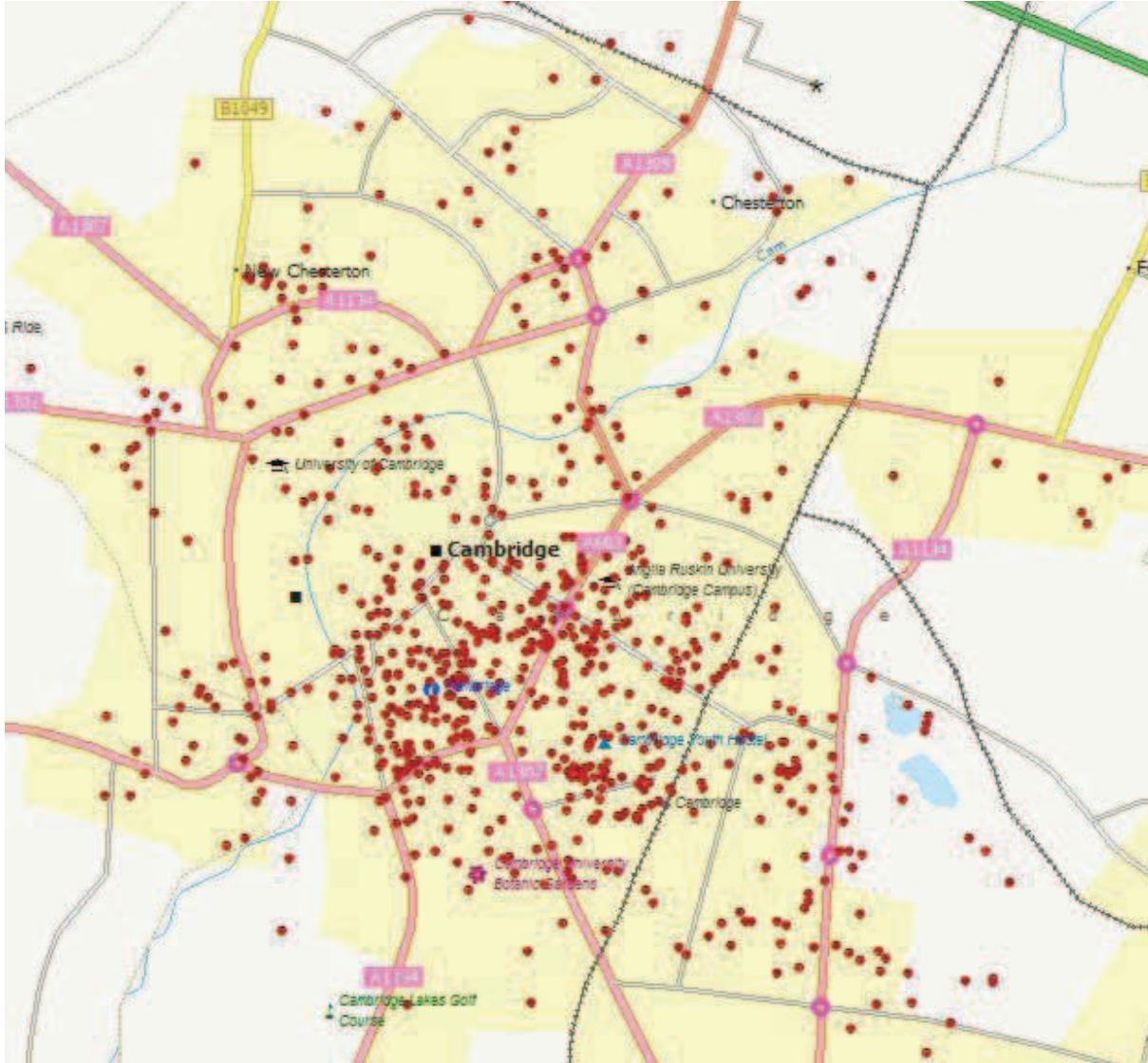


Over half the response comes from the CB1 and CB2 postal areas. Parker's Piece sits almost on the boundary between these two areas (the boundary is Regent Street/St Andrews Street) and the concentration of responses in these areas is appropriate for a local open space.

Areas CB3, CB4 and CB5 generate a further third of the response (30% in total). These are the areas respectively to the northeast, north and northwest of the City Centre, and residents in these areas are a little further away from Parker's Piece itself. A small number of responses come from further afield, mainly from the St Neots/Huntingdon area.

A number of people reply to postcode questions by providing only the outer portion of their postcode, imagining that this is sufficient to locate them. In Cambridge this is not the case: the CB1 postcode area covers a large area of land reaching out towards Haverhill. Those who provided a full valid postcode are plotted on this map:

Map 2.1: Location of respondents



Although response is scattered across Cambridge, there is a clear concentration in the area to the south and south-east of the City Centre, stretching as far southeast as the Railway station and largely corresponding to the streets closest to Parker's Piece.

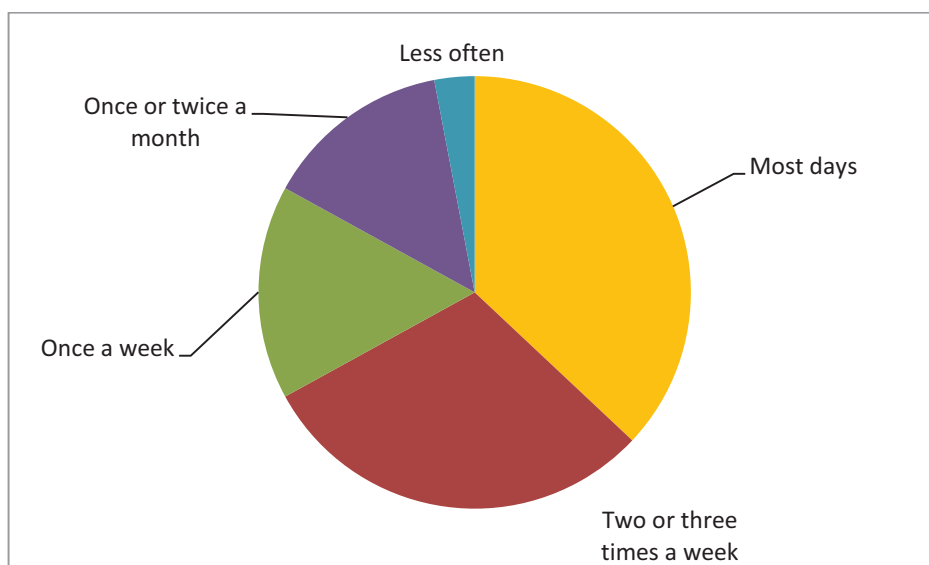
3 Results

Frequency of use

The table shows how often people use the footpaths on Parker's Piece.

Table 3.1 *Frequency of use*

Frequency	Proportion of respondents
Most days	37%
Two or three times a week	30%
Once a week	16%
Once or twice a month	14%
Less often	3%
Never walked across Parker's Piece	0%
<i>N</i> (=100%)	1,022



Two thirds (67%) of respondents are frequent users of the footpaths, and more than half of the frequent users visit the footpaths on most days. About a third (30%) visit between one and four times a month, and very few people in this survey are occasional users. Nobody

at all says that they have never walked across the space. In total, 83% of those taking part in the survey use the footpaths at least once a week.

There is very little difference in the pattern of use of the footpaths according to the gender of the respondent; men and women make roughly equal use of the pathways. There are differences, though, according to the age of the respondent, with people in the 25-64 age range tending to use the footpaths more often than those who are younger (aged 16-24) or older (aged 65+). Having said that, even among the 16-24 year olds, where the frequency of use is lowest, well over half (57%) use the paths at least twice a week.

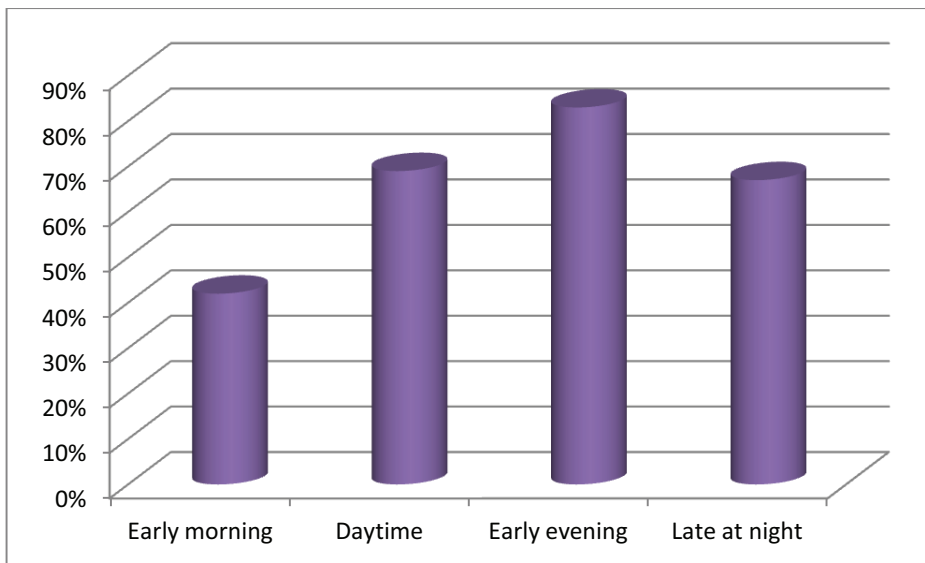
Looking at the different types of respondent, all the different interest groups are at least fairly frequent users of the space. The most frequent users are those who work in the vicinity, with 87% using the paths across the site at least twice a week, and those who use Parker's for recreation or exercise, where 83% visit at least twice a week. The lowest levels of visiting are from Cambridge University students, but even among this group 61% use the paths at least twice a week, with half of these using the paths on most days. ARU students, by contrast, are more likely to use the footpaths more often, and 80% use them at least twice a week, with a majority (52% of all ARU students taking part) using the paths on most days.

Time of use

This table shows the time of day when people use Parker's Piece:

Table 3.2 *Time of use*

Time of day	Proportion of respondents
Early morning	42%
Daytime	69%
Early evening	83%
Late at night	67%
<i>N(=100%)</i>	<i>1,009</i>



The footpaths are used at all times of day and night, with the busiest footfall occurring in the early evening, which is when six out of seven people taking part in the survey use them. The lowest levels of use are in the early morning, when two in five respondents use the paths. Two thirds use the paths during the daytime, but a surprisingly high proportion, again around two thirds, use the paths late at night.

There are few differences between men and women during daylight, with both genders using the paths to a similar extent. Women are a little more likely to use the paths in the early evening, but a lot less likely to use them after dark - three quarters (74%) of men use the paths at night but just two thirds (64%) of women do so. Even so, there is relatively high female usage of the paths at night.

There are also variations by age. People between 25 and 55 are a lot more likely to use the paths in the early morning than either younger people or older people. During the working day, though, it is younger and older people who are the more likely users. At night, a high proportion of younger people (78% of 16-24s, and 73% of 25-34s) use the paths, but many fewer older people do so (just 45% of over 55s cross Parker's Piece after dark).

The most likely early morning users are people visiting for recreation and exercise purposes, and those who work in the locality. Students are the least likely users at this time, though two in five students (39%) use the paths in the early morning.

In the daytime, recreation and exercise users are again prominent, but so too are ARU students; the early evening shows very little variation between the groups with similar levels of use across all interest groups.

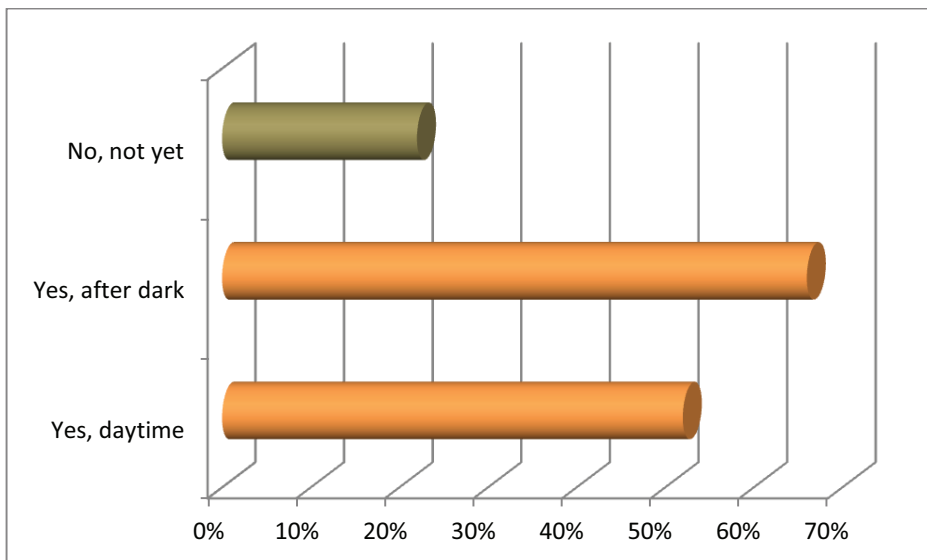
Late at night, the main users are students, three-quarters of whom use the paths at this time; usage is particularly high among ARU students at this time of night. The least likely users after dark are those who work locally, but even so two thirds (64%) say they use the footpaths late at night.

Visiting the site

The survey asked people whether they had yet visited Parker's Piece since the lighting trial began, with these results:

Table 3.3 Visiting the site

Visiting	Proportion of respondents
Yes, daytime	52%
Yes, after dark	66%
No, not yet	22%
<i>N (=100%)</i>	972



At the time of completing the survey, one in five respondents had yet to visit Parker's Piece to see the installation. These people would therefore have been answering based on feedback from others, or on local media coverage of the trial. However, over three quarters of those completing the survey had done so, and in many cases had seen it both during the day and after dark.

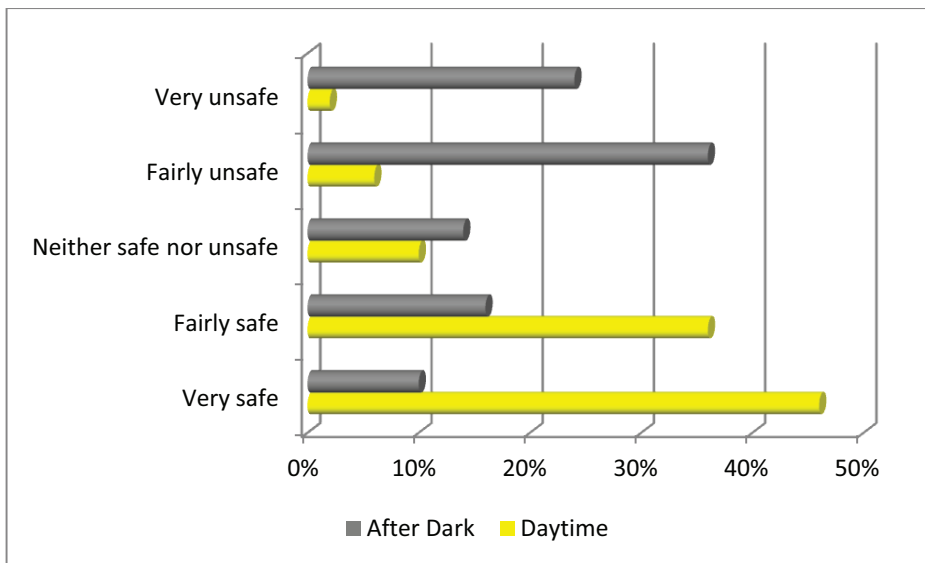
Men and women are equally unlikely to have seen the installation for themselves, but younger people aged 16-24 are a little more likely to be relying on feedback rather than personal observation. Cambridge University students are less likely to have seen for themselves (though three have visited for every one who has not), and one in five people expressing an interest in open space in Cambridge had yet to visit the trial at the time of completing the survey.

Feelings of safety

The survey asked people to indicate how safe they felt using Parker's Piece before the lighting trial was installed, and produced these results, separated into perceptions during the day and after dark.

Table 3.4 *Feelings of safety (before lighting trial)*

Perception	Proportion of respondents	
	Daytime	After Dark
Very safe	46%	10%
Fairly safe	36%	16%
Neither safe nor unsafe	10%	14%
Fairly unsafe	6%	36%
Very unsafe	2%	24%
<i>N(=100%)</i>	995	982



In the daytime, Parker's Piece is not seen at all as a threatening place. Four out of five people feel at least fairly safe using the space, with the majority of these feeling very safe. Just one in thirteen people (8%) feel at all unsafe on this site during the day.

The perception changes significantly, though, after dark. Only a quarter of people feel safe after dark, and only one in ten feels very safe at this time. In contrast, three in five people (60%) feel unsafe, and a large proportion of these feel very unsafe after dark on Parker's Piece. Whilst it is normal to see reductions on perceptions of safety between daytime and night-time, a transformation of perception on this scale is remarkable.

In the daytime, men feel safer than women (this is a normal result in questions of this type) but although women feel less safe than men, they do not feel unsafe. After dark, though, there is a striking difference in perceptions. Two in five men feel safe (38%), but just 17% of women feel safe on Parker's Piece after dark. Two in five men feel unsafe (45%) but three quarters (74%) of women feel unsafe on Parker's Piece after dark.

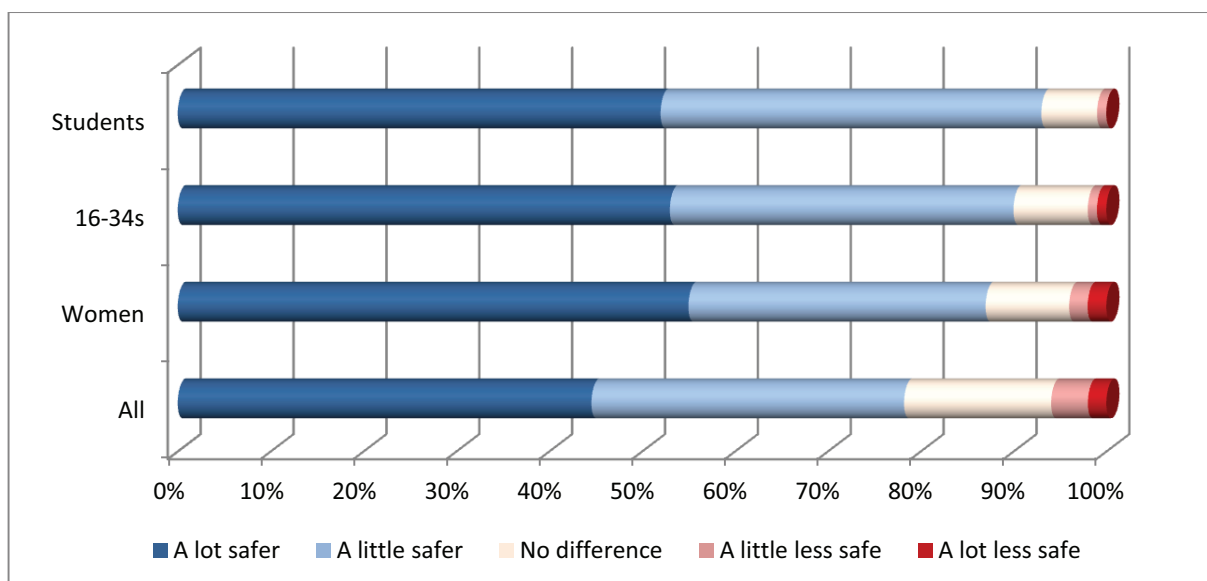
During the day, people of all ages feel safe on Parker's Piece; the lowest feeling of safety is among 16-24s, but even here three quarters (77%) feel safe. Over 80% of all other age-groups feel safe during the day on this site. After dark, it is the young who feel especially vulnerable - perhaps because it is they who use the site most at this time of day. Three in five (61%) of over 55s feels safe on Parker's Piece after dark, but this proportion falls to just 10% of 16-24 year olds, and 22% of 25-34 year olds, with three quarters of people in each of these age-groups feeling unsafe. A third (31%) of 16-24s, and a quarter (27%) of 25-24s, feel very unsafe on Parker's Piece after dark. Perceptions of safety are thus a much stronger issue for younger people in Cambridge than for their older counterparts.

It is not surprising, then, that students in particular feel unsafe after dark on Parker's Piece. Four out of five students (79%) feel safe during the day, but this proportion falls to just 11% after dark; conversely, the proportion who feel unsafe rises from 9% during the day to 76% after dark.

Asked about the effect of the lighting trial on feelings of safety, people respond in this way:

Table 3.5 Feelings of safety after dark (after lighting trial)

Perception	Proportion of respondents			
	All	Women	Young people aged 16-34	Students
A lot safer	45%	55%	53%	52%
A little safer	34%	32%	37%	41%
No difference	16%	9%	8%	6%
A little less safe	4%	2%	1%	1%
A lot less safe	2%	2%	1%	0%
<i>N</i> (=100%)	953	514	604	481



The vast majority of respondents (79% in total) say the lighting installation makes them feel at least a little safer than before the trial; more than half of these say it makes them feel a lot safer. Very few people think the paths are less safe after the lighting installation has been put in place.

Looking at the three groups of people already identified as feeling least safe before the trial period, all three show dramatic signs of improved safety perceptions.. Over half of the women in the sample feel a lot more safe after installation, as do over half of the young people and over half of the students. The proportions who feel safer to any degree are 87% of women, 90% of young people and 93% of students, suggesting that even a limited trial installation has had a dramatic impact on perceptions of safety.

The small number of people who say that the lighting made them feel less safe were asked why this is. There are three main areas of concern; the concerns are mainly, though not exclusively, expressed by people who cycle at night on the paths.

One is that the new lights have a potential to dazzle and to reduce night vision already gained from cycling in much less well lit areas. The new lights are bright, and the height they are placed at makes it difficult for cyclists to see clearly because the lights dazzle them. This is closely linked to a second observation, that it is difficult to distinguish between footpath lights and the lights of oncoming cycles, raising the risk of collision, while the bollards themselves make it difficult for cyclists to leave the path to avoid groups of pedestrians or other cyclists, again increasing the hazard either of a collision with another path user or of a collision with a bollard.

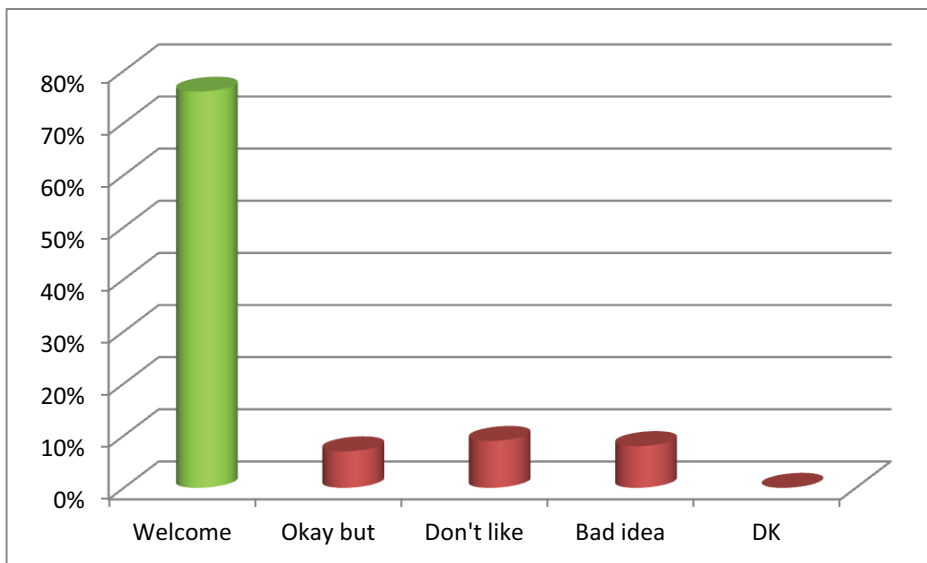
A third strand of comment draws attention to the fact that a well-lit path makes it easy for those in the darkness to see potential victims of crime, whilst themselves remaining much less visible to those whose night vision has been destroyed by the bright lights. A small number of people describe the increased feeling of safety as an illusion, a false sense of security conveyed by the lights which may actually attract more people into a space that is unsafe to be in.

Opinion in principle

This table shows people's views on the principle of lighting Parker's Piece:

Table 3.6: Opinion in principle

Opinion	Proportion of respondents
I welcome this	76%
I have some reservations, but am okay with it	7%
I can see why you've done it, but I don't like it	9%
I think it's a bad idea	8%
Don't know/no opinion either way	0%
<i>N (=100%)</i>	<i>969</i>



Overall, a substantial majority of respondents endorse the principle of lighting Parker's Piece, though this does not mean they necessarily agree with the specific approach taken to achieve this. A small number of people are still reasonably comfortable with the idea, in spite of reservations, giving an overall positive endorsement of 83%, the equivalent of five out of every six people responding.

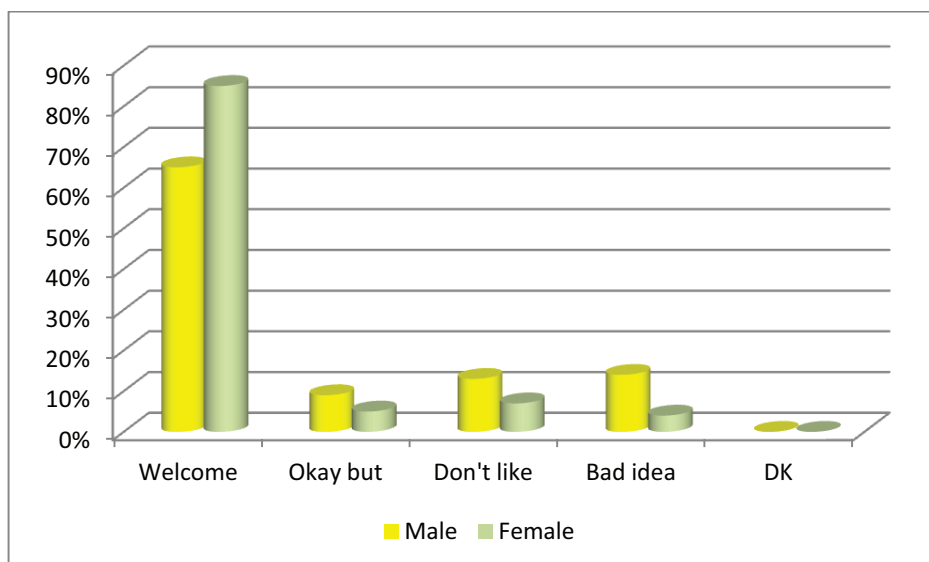
On the other side of the argument, 9% dislike it, even after giving some thought to the reasons for the decision to trial this scheme; and a further 8% just dislike it altogether,

making a minority of 17%, one in six of all respondents, who oppose the idea to some extent.

There are significant differences in opinion by gender, as this table shows:

Table 3.7: Opinion by gender

Opinion	Proportion of respondents	
	Male	Female
I welcome this	65%	85%
I have some reservations, but am okay with it	9%	5%
I can see why you've done it, but I don't like it	13%	7%
I think it's a bad idea	14%	4%
Don't know/no opinion either way	0%	0%
<i>N (=100%)</i>	383	518

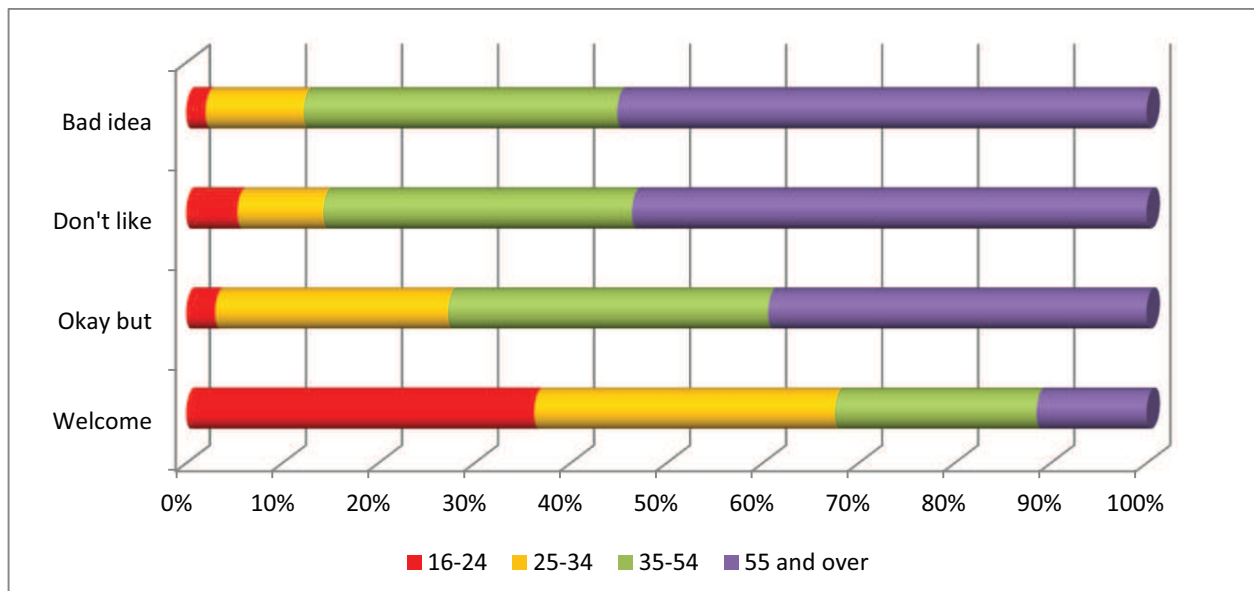


Women are much more strongly in favour than men, with 85% of women welcoming the idea against just 65% of men. The negative element in the overall result is largely male in origin, with one in seven men who think this is a bad idea, against just 4% of women. Having said that, there is a clear majority in both gender groups for the principle of lighting Parker's Piece.

There are also clear differences in opinion according to age, as can be seen here:

Table 3.8: Opinion by age-group

Opinion	Proportion of respondents			
	16-24	25-34	35-54	55 and over
Welcome	95%	82%	55%	30%
Okay with reservations	1%	8%	11%	13%
Can see why, but negative	3%	5%	18%	30%
Bad idea	1%	5%	16%	27%
Don't know	0%	0%	0%	0%
<i>N (=100%)</i>	<i>405</i>	<i>202</i>	<i>202</i>	<i>95</i>



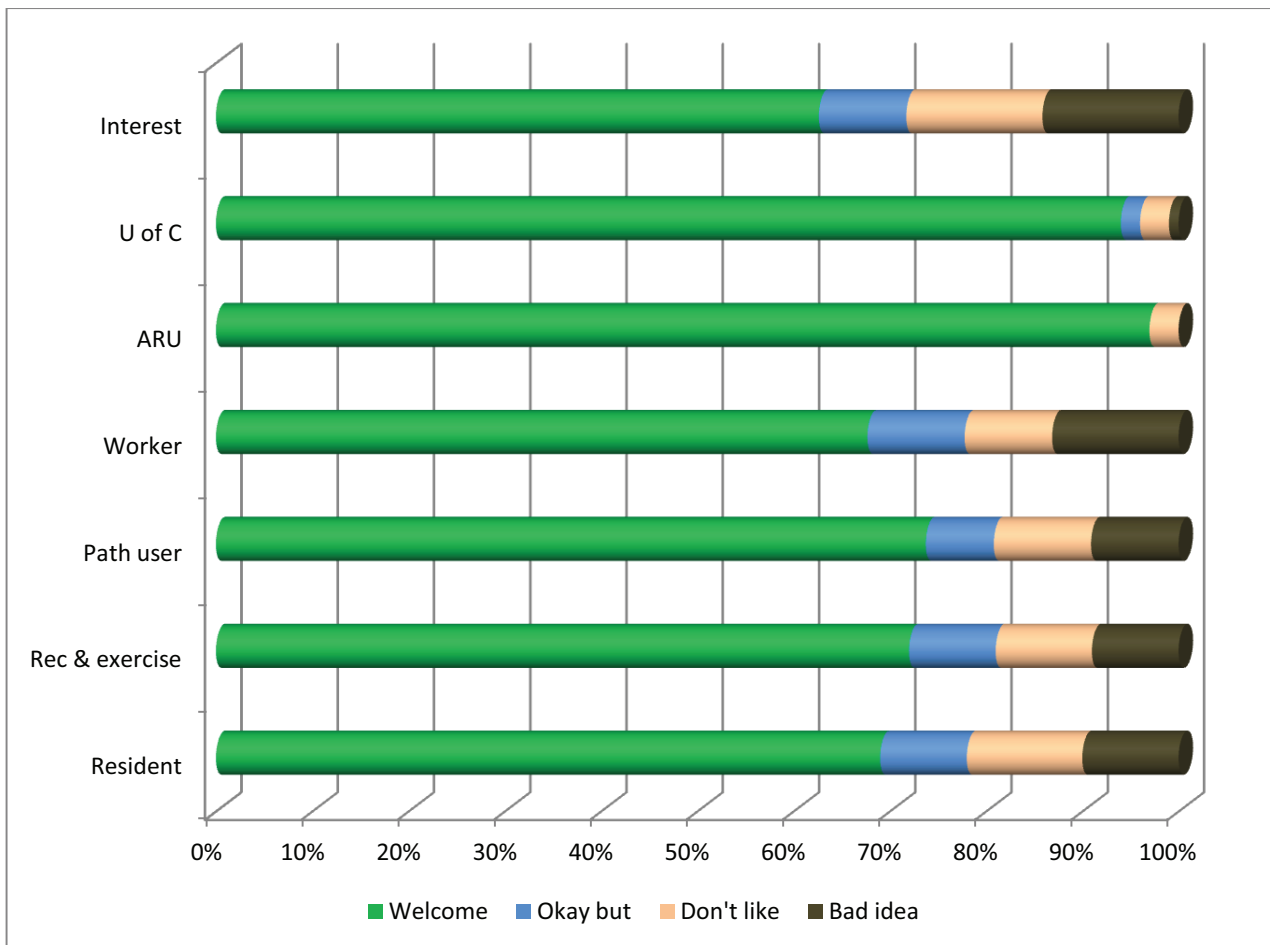
Enthusiasm for the idea falls as age increases. At the younger end of the age-range, there is almost universal welcome for the idea of lighting Parker's Piece, and this remains high among 25-34s as well, with a slight reduction of support. There is still a majority in favour of the idea among 35-54 year-olds, although in this age-group a third are negative about the idea, whilst among older people the majority view is actually on the negative side of the coin, with a quarter who think this is a bad idea augmented by a further 30% who dislike the concept, making 55% against.

Looking at whether people's views are influenced by having seen the trial, it is noticeable that those who have seen the installation after dark, when the lights are lit, tend to be a little more supportive than those who have visited during the day, though the difference is not statistically significant. Moreover, 79% of those who have yet to visit also welcome the principle of lighting Parker's Piece.

This table shows how opinion varies according to the nature of the respondent:

Table 3.9: Opinion by type of respondent

Opinion	Proportion of respondents						
	Resident	Rec & exercise	Path user	Worker	ARU	U of C	Interest
Welcome	69%	72%	73%	67%	96%	94%	62%
Okay with reservations	9%	9%	7%	10%	0%	2%	9%
Can see why, but negative	12%	10%	10%	9%	3%	3%	14%
Bad idea	10%	9%	9%	13%	0%	1%	14%
Don't know	0%	0%	1%	1%	1%	0%	1%
<i>N (=100%)</i>	606	255	714	203	73	408	332



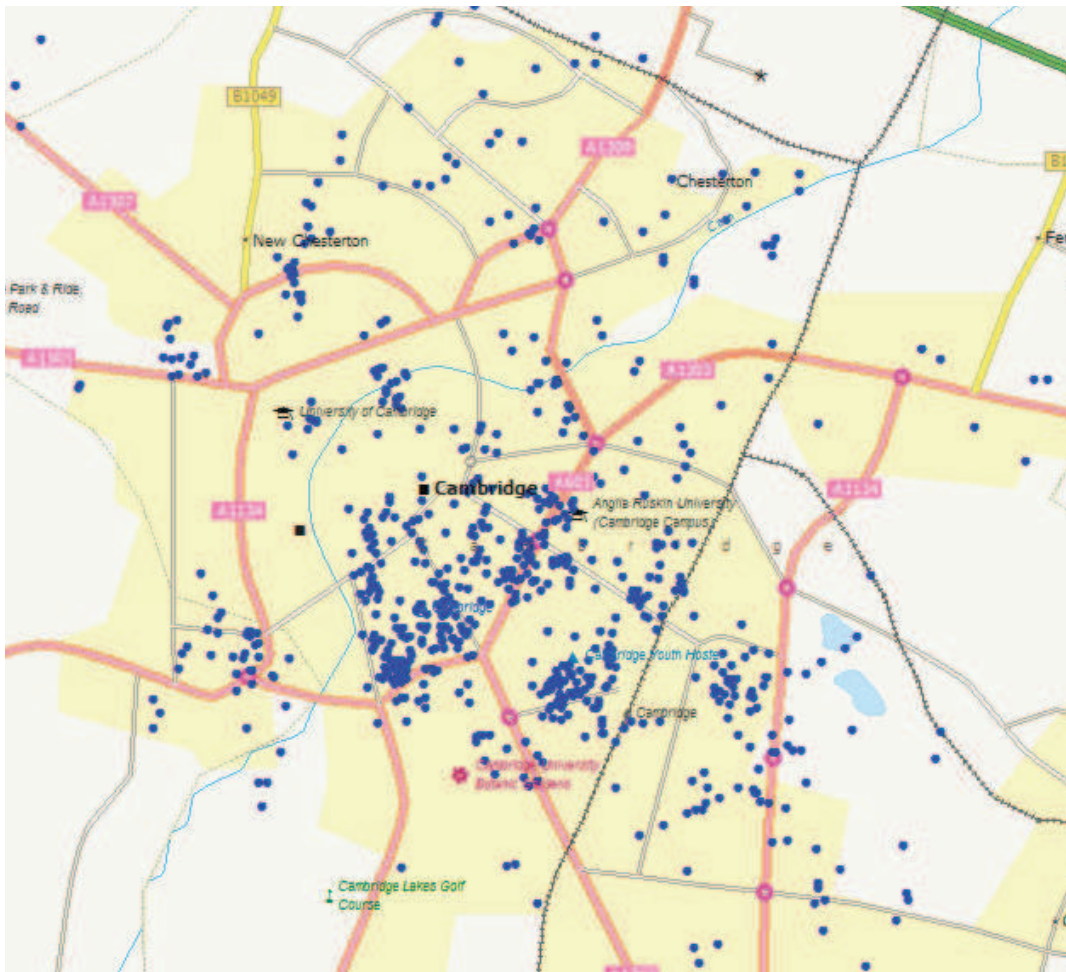
There is a majority in each of the seven groups in favour of the principle of lighting Parker's Piece, but the size of the majority does vary quite substantially. Among the two student groups, support is almost universal, but the views of other interest groups are a little more mixed.

Three quarters of path users, and a similar proportion of those who use the space for recreation and exercise, welcome the lighting idea, with just one in five against. Two thirds of local residents, and of those who work in the vicinity of Parker's Piece, are supportive, but again one in five of each of these groups opposes the idea.

The group that scores lowest on support for the idea is that with an interest in local open spaces; in this group opposition to the idea rises to over a quarter (28%), but the proportion who welcome the idea is still a majority of three-fifths of this group, with a little support from those who have reservations.

The map shows the distribution of those who welcome the idea, or who are okay but with reservations (only those with valid postcodes are shown):

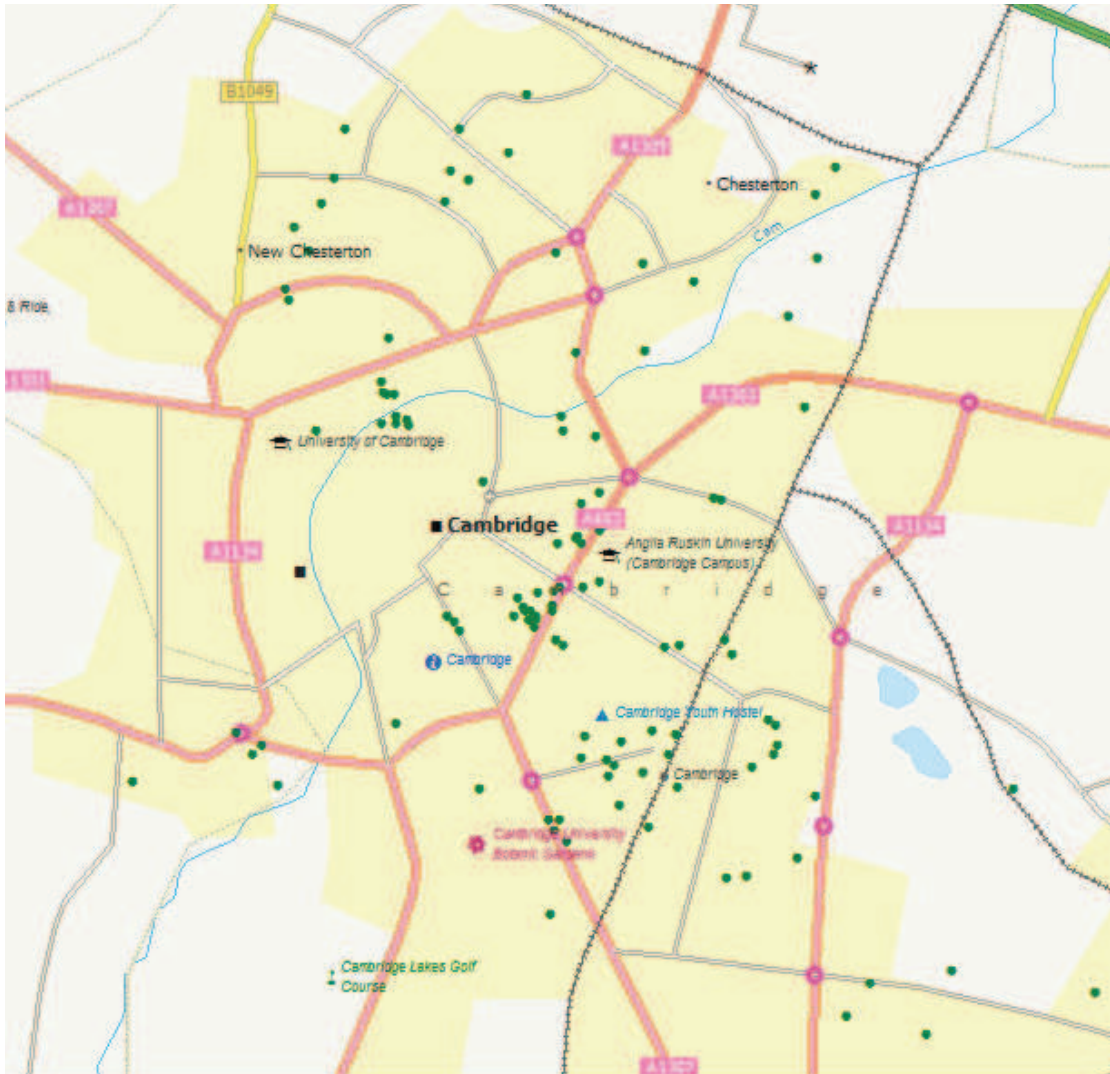
Map 3.10 Distribution of positive responses



There are concentrations of support for the principle to the south and southeast of the City Centre, in those parts of the city closest to Parker's Piece. There is also support across the rest of the city.

This map shows where opponents of the idea live (again, only those with valid postcodes are shown):

Map 3.11 Distribution of negative responses



Again, there is a concentration around the area of Parker's Piece, reflecting the overall distribution of the response at large, but the results are sparser (there are fewer negative responses overall) and more thinly scattered as a result.

Looking specifically at the responses from streets immediately surrounding Parker's Piece, we find that out of 24 responses giving a postcode, 17 are in favour of the idea in principle, and 7 against.

Those who gave a negative view of the principle of lighting Parker's Piece were invited to expand on that view, and many did so, sometimes at length. All the comments have been

read carefully, and the main points being made (several comments ranged across a number of issues) have been grouped into broad themes.

Table 3.12: Reasons for negative view

Comment	No. of comments
Effect on look and feel of Parker's Piece	48
Lights are ugly/badly chosen	48
People should choose a different route	34
Creates an obstruction/hazard	33
Urbanisation of open spaces	33
Gives false impression of safety	23
Ineffective	23
Potential for vandalism/damage	19
Increases light pollution	18
Dark spaces should be preserved	18
Waste of money/cost excessive	14
Reduces versatility/utility of site	13
Not needed	13
Energy waste/environmental impact	7
Conflicts with Conservation commitment	2
<i>N</i>	159

The most common issue with lighting this space is the effect the lights have on the **look and feel of the space** as it is. Objectors draw attention to the flat, open nature of the space as it stands, and are negative about the impact of the lights on visual appearance during the day as well as when the lights are in use after dark. People value the open space as a contrast to the urban area around it, and do not welcome the 'clutter' that street furniture brings into a historic open space with a distinctive character. Many see this as a creeping **urbanisation of the city's open spaces**. Two comments consider the installation against the backdrop of the City Council's existing commitment to this open space in its **Conservation Plan**.

Although the question asked about the principle of lighting Parker's Piece, several comments refer to the **nature of the installation** itself. For many, this is an additional issue to add to an already negative perception, but for some this is the essence of the problem: the lights are dazzling, or badly aligned for visual confidence (this seems to be a particular problem for cyclists) and the net effect is to reduce visibility and, they say, increase the risk of collision or impeded the objective of seeing what lies ahead more clearly. Cyclists largely take the view that their own lights are adequate for their needs when crossing this type of space at night. But many other comments ask not for the rejection of lighting, so much as for a better choice of lighting more suited to the needs of those intended to benefit.

There is also a substantial body of opinion that people who are nervous about crossing Parker's Piece after dark should simply **take the long way round** the edge, where there is adequate lighting, rather than expose themselves to perceived risk. In the case of Parker's Piece, this is not a major detour. Other comments on perceptions of safety suggest that the presence of lighting may actually give a **false impression of safety**, when in fact the risks are still present, or perhaps even amplified by the loss of night vision on a lit path. This also contributes to opinion that the lights are **ineffective** in addressing safety concerns.

The risk of **vandalism** is prominent in several comments, and the experience of a vandal attack on the lights during the trial reinforces the view that the lights are prone to damage, either deliberately or through accidental collision. Vandalism disfigures an area, but is also costly in terms of Council budgets. The lights are also seen as a **hazard to path users**, particularly cyclists, in that they may inhibit their ability to veer off the paths to avoid pedestrians or oncoming cyclists, or may be an obstacle to free progress; they are also seen as an obstruction, or a hazard, to those who use the green space for **sport or recreation**, while the placing of lighting bollards is seen as potentially dividing the space up into smaller open spaces and **reducing its versatility** or usability for some types of activity.

Several people make observations about **light pollution**, and the increase in pollution that would result from lighting the site; others (not always the same people) draw attention to the importance and **value of dark spaces** where the stars can be seen, especially in an urban context.

Cost is not a major component of objectors' comments, but **cost** and cost-effectiveness do arise; some people simply say that the installation is **unnecessary**, without always giving

reasons. The **energy and environmental costs** are also raised in a small number of comments.

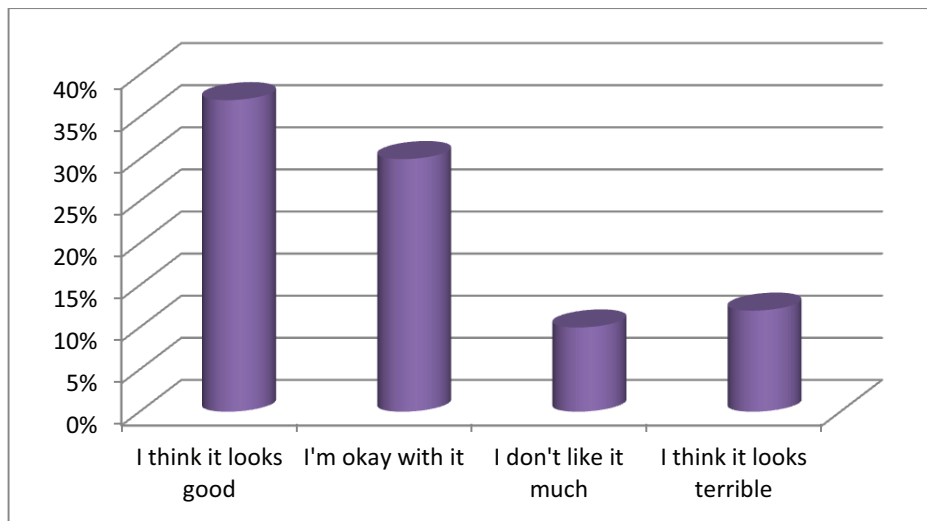
Although the number of negative comments is relatively small compared to the endorsement given to the trial by this consultation, it is clear from many comments that there is a strength of feeling on this issue. The City Council should be aware of this in formulating any future lighting plan for Parker's Piece; any proposal will meet with strongly voiced and articulate opposition.

Appearance

This table shows how people responded on the question of the appearance of the installation:

Table 3.13: Appearance

Appearance	Proportion of respondents
I think it looks good	37%
I'm okay with it	30%
I don't like it much	10%
I think it looks terrible	12%
Don't know/no opinion either way	11%
<i>N (=100%)</i>	<i>950</i>



Just under two in five people think the appearance of the trial installation is good; a further 30% are reasonably comfortable with it, meaning that two thirds of respondents are broadly positive about the appearance. Whilst this is a positive result for appearance, the response seems more circumspect that might have been expected from the enthusiasm with which the idea itself is welcomed, suggesting that the design utilised might usefully be reconsidered in any future lighting plan.

A quarter of people are negative about the appearance of the scheme, and these are evenly divided between what might be interpreted as a moderately negative view and a strong one. One in nine people offer no opinion on design at all; a large proportion of these are people who have not visited the site since the installation took place.

Women are much more positive about appearance than men: 45% of women think it looks good, against just 29% of men, whilst 20% of men say it looks terrible, against just 6% of women. Support for appearance also reduces with increasing age, so the older a person is the less likely they are to think the installation looks good; the proportion who think it looks good is 45% of 16-24s, and 40% of 25-34s, but reduces to just 19% among over 55s. In contrast, the proportion who think the installation looks terrible is only 2% of 16-24s, and 9% of 25-34s, but rises to 44% of over 55s.

Looking at the views of different groups of people, the most positive views are those of ARU students, where 55% think it looks good, and a further 39% are okay with appearance; only 6% of ARU students express any negative opinion. Also supportive, but more circumspect, are Cambridge University students, of whom 43% like the appearance and 36% are okay with it; again, just 6% are negative.

Most other groups take broadly similar views, with 35%-40% saying the appearance looks good, and 25%-30% disagreeing to some extent. The exception is the group of people with an interest in open spaces; here the level of support is similar, as is the overall level of disagreement; the difference is the strength of disagreement, with one in five (21%) of this group thinking the installation looks terrible, a much higher proportion than in any other interest group.

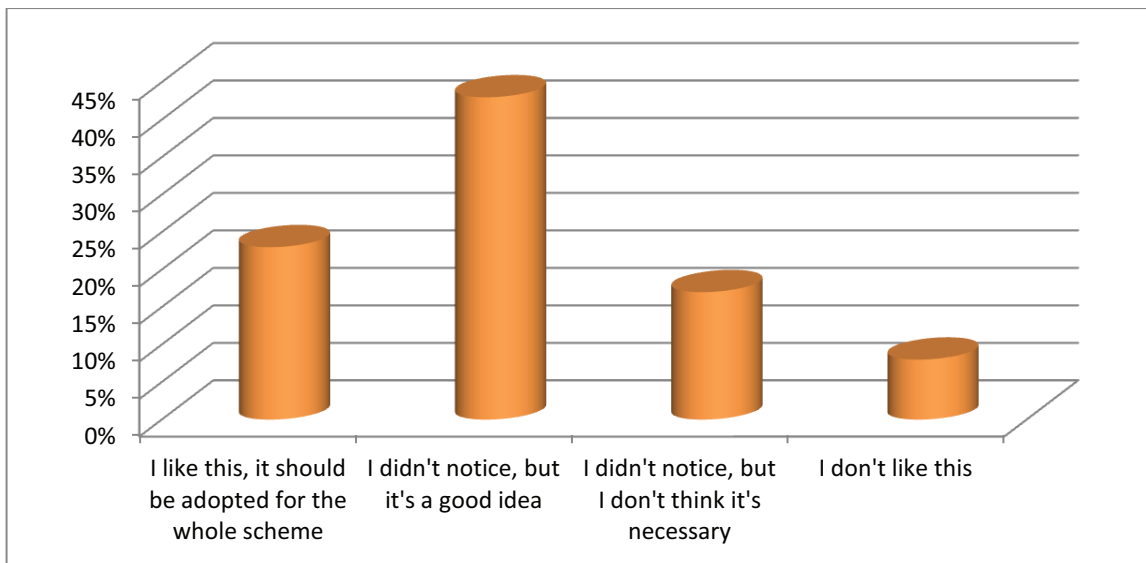
Interestingly, only half of those who welcome the principle of lighting Parker's Piece (48%) think the current installation looks good; a further third (35%) are okay with it, and few are negative, but one in eight (13%) are reserving judgement on appearance at this point. Opponents of the idea are also negative about appearance, and there is a stronger correlation between negative opinion on the principle and negative opinion on the appearance; three quarters (72%) of those who think lighting Parker's Piece is a bad idea also think this installation looks terrible, and there are few opponents of the idea who reserve judgment on appearance.

Functionality

One of the bollards in the installation was designed to retract when not in use, so as to reduce visual clutter on the space during the daytime. Respondents were asked to give a view on this as an idea, with these overall results:

Table 3.14: Functionality

Opinion	Proportion of respondents
I like this, it should be adopted for the whole scheme	23%
I didn't notice, but it's a good idea	43%
I didn't notice, but I don't think it's necessary	17%
I don't like this	8%
Don't know/no opinion either way	9%
<i>N (=100%)</i>	950



Overall, a quarter of people both noticed this feature and give it a positive assessment, whilst 8% noticed it and react differently. Among those who noticed the feature, positives outweigh negatives by three to one overall. Two in five respondents didn't notice, but think it's a good idea, against one in six who didn't notice and don't think this feature is needed. Overall, the retracting light is supported by two in three respondents, and opposed by a quarter; a small number of respondents offer no view. This last group includes some who have yet to visit, but in this question non-visitors were more willing to express an opinion.

Men were a little more likely to notice the retracting bollard, but men and women are equally supportive of the idea. Younger people were also more aware of the feature, and the younger a person is the more likely they are to welcome this feature; dislike of the idea increases with age, rising from just 2% of 16-24s to 32% of over 55s.

As for the different groups of respondents, the position is similar to the results for overall appearance, with stronger endorsement from students (especially from ARU students) and stronger dislike of the idea from those with a wider interest in open spaces.

Those who express dislike for the appearance of the lights were asked to expand on their reasons, and many did so. Their reasons include several factors already identified under the broader principle of lighting open spaces, so again there are comments about light pollution, loss of amenity, visual intrusion and obstruction/hazard that do not need to be rehearsed.

Comments about appearance focus on whether the lights should be at ground level or at a greater height similar to street lamps, with no genuine consensus on this, and whether the

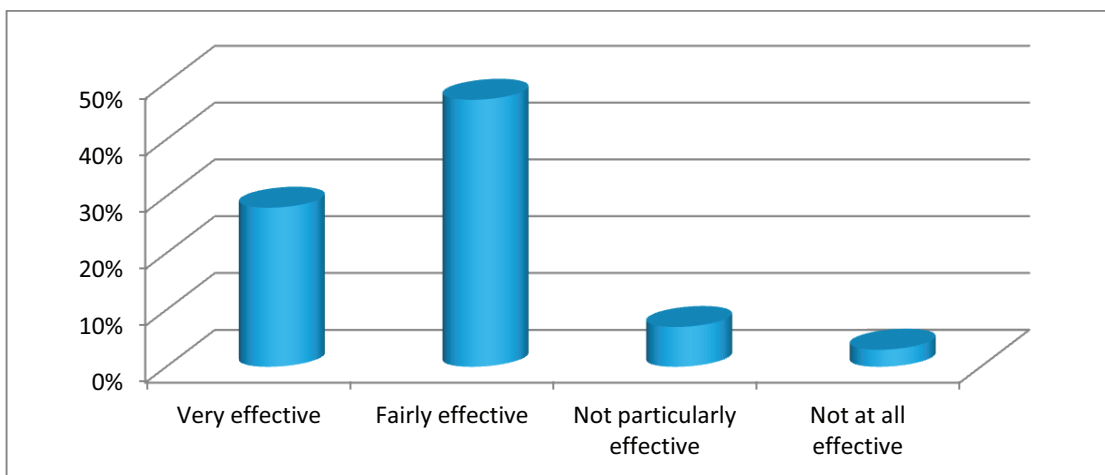
light distribution from the trial lights is adequate or ideal, with challenges on both the strength of light (too strong for some people) and the tone of the light (excessively bright for some people). Another important issue is that many people feel the design of the bollard lights in particular is out of keeping with a historic open space - some describe the design as 'tacky', while others consider them 'modern', but not in a positive sense; there is also a view that they are out of keeping with the Reality Checkpoint at the centre of the space. Although there are some favourable comments on the retractable column, there is also a certain lack of confidence in its resilience and reliability.

Effectiveness

Views on the effectiveness of the scheme in lighting the footpath are summarised below:

Table 3.15 Effectiveness

Opinion	Proportion of respondents
Very effective	28%
Fairly effective	47%
Not particularly effective	7%
Not at all effective	3%
Don't know/no opinion either way	15%
<i>N (=100%)</i>	933



Overall, a quarter of respondents think the scheme is very effective in lighting the footpath, and three quarters (75%) think it is at least fairly effective. It is surprising in the light of comments made in response to earlier questions that just 10% say it is ineffective, with 15% reserving their position on this question; a substantial proportion of the latter have either not visited, or not visited after dark, and cannot therefore answer this question.

Women find the scheme more effective than men; four out of five women (81%) find the scheme at least fairly effective, against 69% of men. Perceptions of effectiveness are higher among young people, but decline rapidly among over 55s; only 1% of 16-34s find the scheme not at all effective, but this rises to 16% of over 55s.

There is very little difference in perceptions of effectiveness according to the group of respondents, apart from a predictable higher level of enthusiasm from the student cohort, and especially from those studying at ARU, where the proportion who find the scheme very effective rises to 47%, with a further 44% ticking 'fairly effective'.

The reasons given for ineffectiveness are largely observations already provided elsewhere, such as glare and dazzle, the amount of light, and the way the units distribute light. Factors include the spacing between lights, which for some people causes 'pooling' of light interspersed with darker spaces, and the need to refocus the diffusion of the light away from people's eyes and on to the footpath more directly. The lights are, for some respondents at least, too easily confused with oncoming cycle lights.

Features

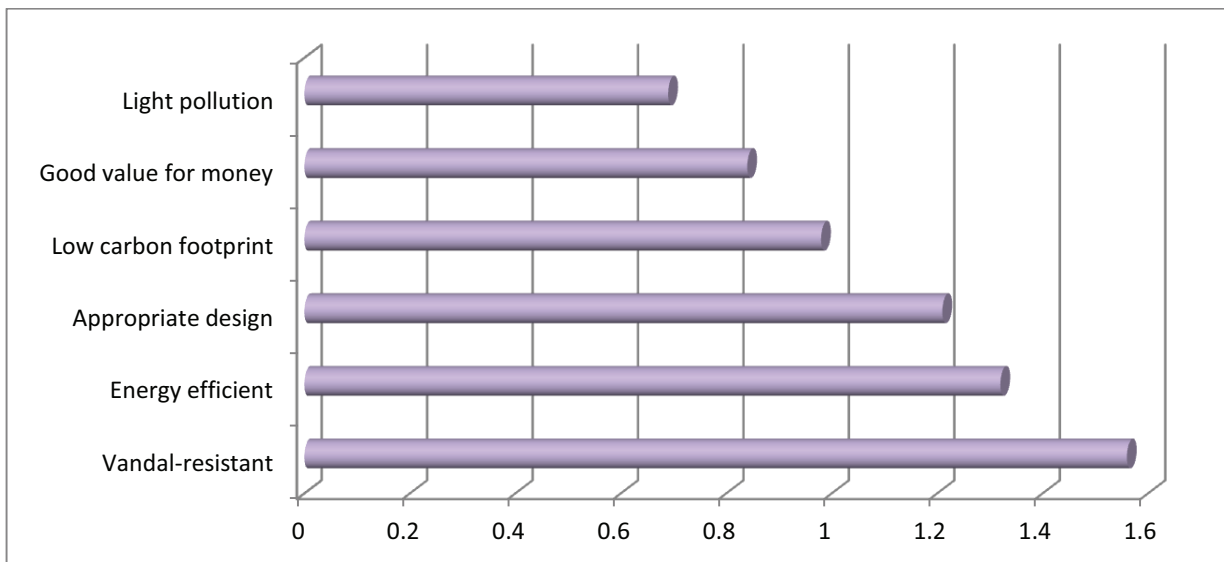
Respondents were asked how important different aspects of a lighting scheme would be to them; the question also recognised that those who object in principle might not wish to answer a question of this nature.

The answers people gave have been converted into mean scores¹, to facilitate comparison between them, and are listed below:

¹ Mean scores are calculated by applying a score value to each valid answer, and then averaging the final score for each element of the question. In this instance, a score of +2 or +1 has been applied to each 'very important' or 'fairly important' answer respectively, and a score of -1 or -2 to each 'not very important' or 'not at all important' answer respectively. 'neither' responses are scored as zero, and blanks are ignored completely. The resulting mean score indicates whether an answer is positive or negative, and also the strength of the answer, both in its own right and relative to other elements of the question.

Table 3.16: Relative importance of features

Feature	Mean score	No. of respondents
Vandal-resistant	1.56	808
Energy efficient	1.32	804
Appropriate design	1.21	810
Low carbon footprint	0.98	807
Good value for money	0.84	804
Light pollution	0.69	807



Overall, the most important of these six features on any potential installation is that it should be vandal-resistant - a result which may well have been influenced by the vandal attack on the trial installation early on in its life-cycle. Also scoring highly on the list of attributes are energy-efficiency and the appropriateness of design. These three attributes score above 1.00, indicating features that are more than just 'fairly important'.

The other three attributes all score positively, but at levels that are close to or below 'fairly important' on average. Interestingly, given its prominence in the feedback, light pollution is the least important of the six features offered to respondents, while value for money - an issue that is much less prominent in the feedback - is given a higher rating for importance overall. A low carbon footprint comes in at the 'fairly important' level.

There are differences in view according to the respondent's gender. Men attach higher importance to appropriateness of design, and to some extent to light pollution, while women score a low carbon footprint much more highly, and are also more concerned about energy efficiency.

Younger respondents are much less concerned about light pollution and appropriate design, and tend to attach lower importance to all these issues than their older counterparts. Older respondents are much more exercised about vandalism and light pollution; vandalism gets an average score of 1.89 from over 55s, indicating that most rate it as 'very important'. Over 55s tend to attach more importance, though, to all these features and all get strong positive scores for importance.

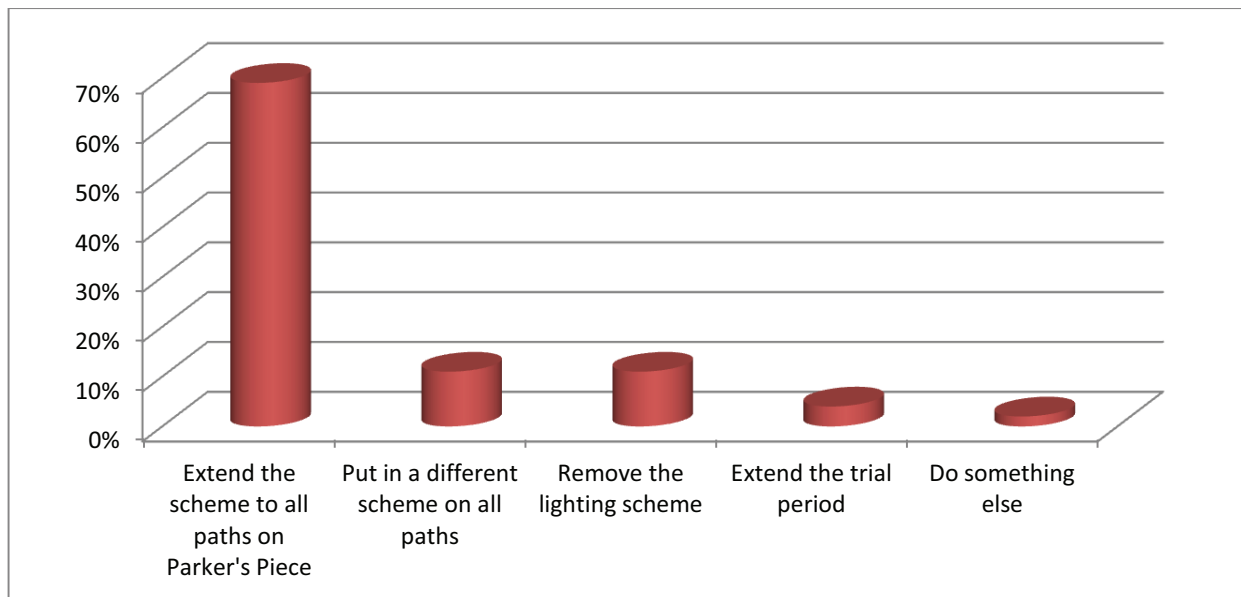
People with an interest in open spaces give generally higher scores than other interest groups, and are especially concerned about vandalism. Students are much less concerned about light pollution than those in other groups, whilst people who work in the vicinity of Parker's Piece give a greater importance to design, and also to vandal-resistance.

Next step

Asked how the Council should move forward from this trial, people respond as follows:

Table 3.17 Next step

Opinion	Proportion of respondents
Extend the scheme to all paths on Parker's Piece	69%
Put in a different scheme on all paths	11%
Remove the lighting scheme	11%
Extend the trial period	4%
Do something else	2%
<i>N (=100%)</i>	912



The majority view is that the lighting scheme should be extended to cover all the main paths on Parker's Piece; two thirds of respondents give this a green light. In contrast, only one in nine want to see a different scheme installed right across the space, while a similar proportion want to see the scheme removed altogether. There is little enthusiasm for extending the trial, or for any other alternative approach.

Women are much more enthusiastic about extending the scheme across the site; 78% of women, compared to 58% of men, want a rollout across the space. However, 20% of men want the scheme dropped altogether, in comparison with just 7% of women.

As might be expected from the results hitherto, younger people are much more likely to ask for the scheme to be extended: 86% of those aged 16-24 want the scheme rolled out across Parker's Piece, as do 74% of 25-34s, but this falls to just 26% of over 55s. Over 55s are nevertheless interested in a different scheme; a quarter of over 55s (26%) want to see a different scheme, but a slightly higher proportion (34%) of over 55s want the scheme removed altogether.

The main differences in perception according to interest group are also largely predictable: students are very keen to see the scheme extended to cover all the main paths in Parker's Piece, with little difference between ARU and the University of Cambridge on this point, whilst those with an interest in open spaces are more likely to seek a different scheme (16%), or to call for the idea to be dropped completely (20%); even so, a majority (57%) of those interested in open spaces want to see the scheme extended.

Those who do suggest alternative approaches tend to reiterate points already made, such as using softer tones of light, or different designs; they also suggest educating people not to cross dark spaces late at night, and designing a scheme in consultation with cyclists as well as pedestrians to arrive at a better solution.

4 Additional responses

In addition to the formal survey online, we received a small number of comments and observations directly, by-passing the normal response mechanism. In most cases, these offer comments that are already well-addressed in the discussion of the online results, and are not rehearsed here.

The Police were asked for an opinion on the trial. They comment that the trial was too short, and too limited in scope, for them to be able to assess its impact on safety, and that they have had no feedback that would suggest improved perceptions. However, they do suggest that, if the trial is to be extended or the scheme rolled out to cover more footpaths, the services of their Architectural Liaison Officers be sought to provide some further advice about design and choice of lighting type.

Cambridge Past Present and Future is a local charity with an active interest in planning and green spaces within the city. Whilst welcoming the idea of a trial, they record their objection to the scheme, citing several reasons for this view:

- the adverse impact on the character and nature of green spaces, which they describe as 'the urban countryside';
- possible adverse impact on safety, by making it harder to see people lurking in shadowed areas;
- the Conservation Plan (2001) recommends the avoidance of lighting, whilst the Cambridge Historic Core Appraisal notes the importance of Parker's Piece to the character of the historic central core of the city;
- safety issues for users playing sports;
- the need for design compatibility with Reality Checkpoint, especially as this is a listed structure.

Cambridge Past Present and Future suggests the use of tall lighting columns around the perimeter of the space, and stresses the need to use high-quality materials in any solution.

The full text of the CPPF representation is in the public domain and is therefore included as an appendix.

Appendix 1: the questionnaire

Parkers Piece

Introduction

Thank you for your interest in our project on Parker's Piece.

As you may be aware, we've installed some lighting on one of the footpaths on Parker's Piece. The City Council is responding to some incidents that have occurred there, and - after consultation with Student Unions and Cambridgeshire Police - we've decided to test a small lighting scheme aimed at improving safety for people crossing the space after dark.

The small lighting scheme we've installed is a trial. If it's successful, and makes people feel safer, we will look to extend it to cover the main footpaths across Parker's Piece. If it isn't successful, though, the lighting will be re-used at Cherry Hinton Hall, where replacement lighting is needed on an access road.

At the moment, though, we want to see whether or not lighting has the desired effect, and also whether people welcome the idea or not.

This questionnaire has been designed to allow you to give your views on the trial scheme. What you tell us here will help us to decide whether or not we take this idea forward.

The survey is completely confidential. You can move through the questionnaire by clicking on the 'Next' button. It's quite a short survey, but if you need to you can use the 'Save and return' option to allow you to take a break without having to start again.

Interest

Are you responding to this survey as..

Please tick all that apply

- A local resident
 - Someone who uses Parker's Piece for recreation or exercise
 - Someone who uses the footpaths to cross Parker's Piece
 - Someone who works nearby
 - A student at ARU
 - A student at Cambridge University
 - Someone with an interest or concern about open spaces in Cambridge
 - Other (*please specify*)
-

Frequency

How often do you generally use the footpaths on Parker's Piece?

- Most days
 - Two or three times a week
 - Once a week
 - Once or twice a month
 - Less often
 - Never walked across Parker's Piece
-

Timing

And when you use the footpaths, is that

Please tick all that apply.

- in the early morning
 - during the day
 - in the early evening
 - late at night
-

Daytime safety

Thinking about the time before we installed the lighting, how safe did you feel when using the footpaths on Parker's Piece during the day?

- Very safe
 - Fairly safe
 - Neither safe nor unsafe
 - Fairly unsafe
 - Very unsafe
-

Safety after dark

And, again thinking about the time before we installed the lighting, how safe did you feel when using the footpaths on Parker's Piece after dark?

- Very safe
 - Fairly safe
 - Neither safe nor unsafe
 - Fairly unsafe
 - Very unsafe
-

Visited

Have you visited Parker's Piece since we installed the trial lighting scheme?

Please tick all that apply.

- Yes, during the day
 - Yes, after dark
 - No, not yet
-

Lighting in principle

How do you feel about us putting lighting on Parker's Piece, in principle?

- I welcome this
 - I have some reservations, but am okay with it
 - I can see why you've done it, but I don't like it
 - I think it's a bad idea
 - Don't know/no opinion either way
-

Why not liked?

You said you don't like us putting lighting on Parker's Piece. Can you say why that is?

Safety after

Now that the lighting has been installed, does this make you feel safer when using the paths after dark?

- Yes, a lot safer
 - Yes, a little safer
 - Makes no difference to me
 - No, I feel a little less safe
 - No, I feel a lot less safe
-

Why not safer?

You said you don't feel safer, even after the lighting has been installed. Can you say why that is?

Appearance

And how do you feel about the appearance of the scheme we're trialling at the moment?

- I think it looks good
 - I'm okay with it
 - I don't like it much
 - I think it looks terrible
 - Don't know/no opinion either way
-

Functionality

One of the pathside lights retracts into the ground when it isn't needed. What did you think of this?

- I like this, it should be adopted for the whole scheme
- I didn't notice this, but it's a good idea
- I didn't notice this, but I don't think it's necessary
- I don't like this
- Don't know/no opinion

Why dislike appearance?

You said you don't like the appearance of the scheme we're trialling. Can you say what it is that you dislike about it?

Effectiveness

And how effective do you think the scheme is, in lighting the footpath?

- Very effective
- Fairly effective
- Not particularly effective
- Not at all effective
- Don't know/no opinion either way

Why not effective?

You said you don't think the lighting scheme is effective. Can you say why you think that?

Important features

How important are these features in choosing a lighting scheme for an open space?

If you've already said you object to lighting parks in principle, you may wish to skip this question.

	Very important	Fairly important	Neither	Not very important	Not at all important
Low carbon footprint	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy efficient	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vandal-resistant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minimises light pollution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Good value for money	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Moving forward

How would you want us to move forward from this trial?

- Extend the current lighting scheme to cover the main paths on Parker's Piece
- Put in a different lighting scheme to cover the main paths on Parker's Piece
- Remove the lighting scheme altogether
- Keep the trial going for a longer period
- Do something else

What would you want us to do?

About you

Finally, a couple of questions about you. Are you...

- Male
- Female

And which of these age-groups do you belong to?

- Under 16
- 16 - 24
- 25 -34
- 35 - 54
- 55 - 64
- 65 or over

What is your postcode? *We use this only to analyse the responses to this survey.*

Thank You!

Thank you for taking our survey. Your response is very important to us.

We'll provide the results of the survey on the Council website once the survey period is over, and the analysis has been completed.

Appendix 2: CPPF response

Cambridge Past, Present & Future
Wandlebury Ring, Gog Magog Hills,
Babraham, Cambridge CB22 3AE
Phone 01223 - 243830
www.cambridgeppf.org



Cambridge City Council
Guildhall
Cambridge
CB2 3OJ
FAO: Declan O'Hallaran

21 March 2013

Dear Declan,

Parker's Piece - Lighting Trial Consultation

CambridgePPF would like to make the following comments based on discussions of our Planning Committee and our Heritage Working Group. We welcome the showcasing on site of a potential lighting solution, but we **object** to the proposed scheme for various reasons:

- Through increased lighting of the larger green spaces and commons within the city the overall nature of these green spaces will adversely change. They are our countryside within the city and tranquil areas for relaxation. We should wish to be convinced that a sufficient number of users perceive that there is a need for additional lighting considering there are well lit paths to the perimeter of the park.
- We are concerned also that better lighting of the path might actually lead to a decrease in safety, as it would make it more difficult to see people lurking off the path in the dark.
- The Piece is within the Central Conservation Area and is rich in heritage. The **Cambridge Historic Core Appraisal**¹ (Cambridge City Council - June 2006) observes that *'the space is very important to the character of the core area'*. The **Parker's Piece Conservation Plan – 2001**² (Cambridge City Council and the Cambridge Preservation Society) recommends to *'Retain the open character of the central area of Parker's Piece. Avoid introducing tree planting there, additional lighting, other structures or artifacts'*, and that a management plan be produced. In the absence of such integral planning the introduction of any new features is not supported by CambridgePPF.
- Local community groups and schools use the Piece to play active sport such as football, even at dusk. Any park furniture / lighting must be designed with great care so as not to compromise safety and we are not satisfied that this has been given sufficient consideration.
- The Grade 2 Listed Building 'Reality Check Point' lamp column is highly attractive and its value should be preserved and enhanced. If any further lighting is introduced it is essential to use high-quality materials, and a possibility might be the installation of additional tall lighting columns just to the edges of the park keeping the open nature of the space.

We should be happy to contribute to any further debate and should be grateful to be kept informed.

Kind regards



Carolin Göhler
Cc - Historic Environment Team (Cambridge City Council)

Encl - none

Cambridge Past, Present & Future — a local charity with over 1,700 members working to keep Cambridge and its surroundings special by positively influencing planning developments, delivering environmental education and managing the green spaces and historic buildings in its care — **for the benefit of all.**

Registered Charity No. 204121. Non-profit making company limited by guarantee, registered in England No. 239835.

¹ See <https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/docs/historic-core-appraisal-parkers-piece.pdf>

² See <https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/docs/Parker's%20Piece%20Conservation%20Plan.pdf>

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Project Appraisal and Scrutiny Committee Recommendation

Project Name	The 'Cambridge Rules' Public Art Commission
Committee	Environment Scrutiny Committee
Portfolio	Public Places
Committee Date	8 October 2013
Executive Councillor	Cllr Andrea Reiner
Lead Officer	Nadine Black

Recommendations;

Financial recommendations –

- The Executive Councillor is asked to approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan (PR034d).
- The total cost of the project is £115,000 funded from developer contributions.
- Any ongoing revenue implications will be covered by existing revenue budgets.

Procurement recommendations:

- The Executive Councillor is asked to approve the carrying out and completion of the procurement of the 'Cambridge Rules' Public Art Commission.
- If the quotation or tender sum exceeds the estimated contract value by more than 15% the permission of the Executive Councillor and Director of Finance will be sought prior to proceeding.

SUMMARY

1.0 The Project

1.0.1 This project proposes to commission an artist to make a proposal for an artwork, which celebrates the 'Cambridge Rules' and acknowledges the important role that these rules played in establishing the Football Association Rules in 1863.

1.0.2 This commission will also signify the importance of Parker's Piece as the birthplace of football not only within the City of Cambridge, but both nationally and internationally.

1.0.3 The maximum budget for this commission is £115,000, which includes project management fees.

Target Project Programme Dates:	
Commence Procurement	October 2013
Consultation	June 2014
Approval at Scrutiny of Preferred Artist	October 2014
Award of Contract	October 2014
Planning Application	December 2014
Commence Fabrication	February 2015
Project Completion	July 2015

A detailed programme can be found in Appendix C of this report

1.1 The Cost

(see also [Appendix A](#) for spread across financial years)

(a) Capital	£	Comments
Artist Concepts	6000	4 No. Artist Concepts
Commission	95,000	Artist Commission
Professional / Consultants fees	12,000	Internal project management fees.
Misc e.g. planning app fees	2000	
Total Capital Cost	115,000	

Capital Cost Funded from:

Funding:	Amount:	Details:
Developer Contributions	£115,000	<i>Public Art Developer Contributions</i>
Other		
TOTAL	£115,000	

1.1 Background

- 1.1.1 Parker's Piece was owned by Trinity College but in 1613 it was exchanged with the Cambridge Corporation for the majority of Garret Hostel Green, an island on the River Cam, and the site of the current Wren Library, Trinity College. It gained its name from Edward Parker, a cook who leased the land from Trinity College and was granted the rights to farm on it.
- 1.1.2 In the 19th century, it became one of the principal sports grounds used by students at the University of Cambridge and numerous Varsity Matches against Oxford took place there. Football was commonly played on the Piece.
- 1.1.3 Today, Parker's Piece has a special place in the history of modern football games, as it was here that the Cambridge Rules of 1848 were first put into practice.
- 1.1.4 The Cambridge Rules were a code of football rules first drawn up at Cambridge University, and the creators sought to formulate a game that was acceptable to students who had played various codes of public school football and each with different rules. The Cambridge Rules are notable for allowing goal kicks, throw-ins, and forward passes and for preventing running whilst holding the ball. These rules were very influential in the creation of the modern rules of Association Football, drawn up in London by The Football Association in 1863.

1.2 The Procurement

- 1.2.1 For projects of this value the City Council Contract Procedure Rules require a formal invitation to tender to at least 4 candidates after advertising.
- 1.2.2 Whilst it is proposed to seek at least four competitive bids via a tender process, it is intended that the project will not be advertised (and an appropriate waiver will be sought for this).
- 1.2.3 The Cambridge Rules public art commission requires careful thought about the quality of artist required to undertake it; their experience and availability.
- 1.2.4 Artists with the quality, reputation and experience required for this commission would not apply for the project through the traditional advertising route, as they do not respond to advertising and are sometimes represented by a Gallery.
- 1.2.5 Artists working at the level which this project requires are approached to ascertain their interest in being considered for it.
- 1.2.6 A long list of eight to ten artists will be compiled.
- 1.2.7 Officers will work with arts expertise and consult with arts organisations for recommendations of artists to include within the long list.
- 1.2.8 From this long list officers will shortlist four suitably qualified and experienced artists according to an assessment criteria.
- 1.2.9 The successful artists will then be invited to develop a concept proposal in response to the project brief, which can be found in Appendix A of this report.
- 1.2.10 Artists will be paid a fee of £1500 for this work. The four proposals will then be the subject of a public consultation.
- 1.2.11 The assessment of each concept proposal will include the evaluation of the extent to which the proposal has responded to the subject matter and its relationship to Parker's Piece and the guidance contained in the artist brief; quality of making; technical, safety and financial viability issues - to ensure the artwork can be developed and delivered safely; and projected longevity and maintenance issues around the work (if applicable).

- 1.2.12 The Council recognises that contemporary public art can be realised in many different and varied forms. The brief is open to interpretation by the artist, however, all interpretations must demonstrate a relationship to Parker's Piece itself and recognise the importance of the space to the City of Cambridge and to the development of the Football Association Rules both nationally and internationally.
- 1.2.13 It should also be remembered that Parker's Piece means different things to many people and is not just a space, and not just about football, so any proposals should be sensitive to this.
- 1.2.14 Where an artist proposes a sculptural intervention within Parker's Piece, proposals directly sited within it must be developed taking into account the 2001 Conservation Plan and with an understanding of the sensitivity of the site and its location within a Conservation Area. The art work should not be dominant within the wider context of Parker's Piece and have a minimal impact within the environment.
- 1.2.15 Following assessment of the four proposals, a recommendation will be made to the Executive Councillor for Public Places, Cllr Andrea Reiner, who will make the final decision on the preferred artwork at Environment Scrutiny Committee.

1.3 What are the aims & objectives of the project?

This project will contribute to achieving the following Council Visions:

- **VISION: A city which is diverse and tolerant, values activities which bring people together and where everyone feels they have a stake in the community**
 - recognise and raise awareness of the importance of the local community and encourage people to engage with each other

- **VISION: A city whose citizens feel they can influence public decision making and are equally keen to pursue individual and community initiatives**
 - enhance the sense of belonging by residents to their local neighbourhoods and the wider city of Cambridge
 - enhance Cambridge's sense of place
 - celebrate the city's cultural diversity & bring as many disparate communities together in a unified event.
 - inspire and involve children, young people and families whether as a participant or spectator
 - a community confident, inspired and able to repeat or develop the concept of community project working (leading to more groups, societies, arts activities delivered by the community)

- **VISION: a good place to live, learn and work**
 - a city which draws inspiration from its iconic historic centre and achieves a sense of place in all of its parts with generous urban open spaces and well- designed buildings
 - a city with a thriving local economy that benefits the whole community and builds on its global pre-eminence in learning and discovery

1.4 Summarise the major issues for stakeholders & other departments

The Streets and Open Spaces Project Delivery team will manage the commission.

The main issue for the project is to ensure a specialist and experienced artist is appointed to develop and deliver the project.

The work must take into account the sensitivities involved with developing a work located within Parker's Piece.

1.5 Summarise key risks associated with the project

The appointment of an artist of high reputation for developing this type of project is crucial for the delivery of this project.

The project is dependant on receiving Planning Permission.

1.6 Financial implications

- a. Appraisal prepared on the following price base: 2013/14
- b. Specific grant funding conditions were: None

1.7 VAT implications

There are no adverse VAT implications to this project.

1.8 Environmental Implications

The project will have a low positive Climate Change impact.

Aims of the project include, to aid community building and enhance the sense of belonging by residents to Cambridge. If successful the project will encourage local residents to use their local centres.

2.9 Other implications

Equal Opportunities

The project is in a highly accessible location for all to view.

Community Safety

N/A

2.10 Estimate of staffing resource required to deliver the project

The Public Art Officer will lead on the project and be supported with project management by the SoS Project Delivery Team. The internal fees associated with these resources will be funded by the scheme budget and are included in the capital cost of the scheme.

Skills required / internal or external	Estimated number of hours	Proposed Timescale	
		Start date	Finish date
Project coordination and management (<i>internal</i>)	300	09/10/13	31/06/15
Legal Services (<i>internal</i>)	10	15/03/13	22/04/13
Artist Commission (<i>external</i>)	550	22/06/13	31/06/15

2.11 Identify any dependencies upon other work or projects

None

2.12 Appendices and Background Papers

APPENDIX A – FINANCE SHEET

APPENDIX B - ARTIST BRIEF

APPENDIX C - PROJECT PROGRAMME

The Public Art Supplementary Planning Document

<http://www.cambridge.gov.uk/public/docs/Public%20Art%20Supplementary%20Planning%20Document.pdf>

The Arts Strategy

<http://www.cambridge.gov.uk/ccm/content/leisure-and-entertainment/arts-strategy.en>

Parker's Piece Conservation Plan 2001

<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/docs/Parker's%20Piece%20Conservation%20Plan.pdf>

2.13 Inspection of papers

Author's Name	Nadine Black
Author's phone No.	01223 457273
Author's e-mail:	nadine.black@cambridge.gov.uk
Date prepared:	September 12th 2013

APPENDIX A

	2013/14	2014/15	2015/16	Comments
	£	£	£	
Capital Costs				
Concept Proposals	6000			
Artist Commission		20,000	75,000	
Purchase of vehicles, plant & equipment				
Professional / Consultants fees	3,000	5,000	4,000	
Misc Fees	500	1,500		
Total Capital cost	9,500	26,500	79,000	
Capital Income / Funding				
Government Grant				
Developer Contributions	9,000	26,500	79,000	<i>Public Art Developer Contributions</i>
R&R funding				
Earmarked Funds				
Existing capital programme funding				
Revenue contributions				
Total Income	9,500	26,500	79,000	
Net Capital Bid	0	0	0	



APPENDIX B

Artist Brief



The 'Cambridge Rules' Public Art Commission Artist Brief

Cambridge City Council
ENVIRONMENT
Streets & Open Spaces
Project Delivery

CONTENTS

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Introduction and Context

Parker's Piece is a large public open space in Cambridge City Centre and consists 9.6 hectares of well-manicured grass land. The Space is traversed diagonally by two main walking and cycling paths, and in the centre where these paths cross, is a single lamppost, which is colloquially known among Cambridge University students as Reality Checkpoint. Parker's Piece is bounded by Park Terrace, Parkside, Gonville Place, and Regent Terrace and by public services and facilities including Parkside Police and Fire Stations, the Parkside Swimming Pool and the Kelsey Kerridge Sports Centre. It is located within the Central Conservation Area, which is the largest Conservation Area in Cambridge.

Parker's Piece was owned by Trinity College but in 1613 it was exchanged with the Cambridge Corporation for the majority of Garret Hostel Green, an island on the River Cam, and the site of the current Wren Library, Trinity College. It gained its name from Edward Parker, a cook who leased the land from Trinity College and was granted the rights to farm on it. 2013 marks the 400th Anniversary of the City of Cambridge taking ownership of Parker's Piece.

In the 19th century, it became one of the principal sports grounds used by students at the University of Cambridge and numerous Varsity Matches against Oxford took place there. Football was commonly played on the Piece, as is described in the following quotation from George Corrie, Master of Jesus College (1838): "In walking with Willis we passed by Parker's Piece and there saw some forty Gownsmen playing at football. The novelty and liveliness of the scene were amusing!"

Today, Parker's Piece has a special place in the history of modern football games, as it was here that the Cambridge Rules of 1848 were first put into practice. The Cambridge Rules were a code of football rules first drawn up at Cambridge University, and the creators sought to formulate a game that was acceptable to students who had played various codes of public school football and each with different rules. The Cambridge Rules are notable for allowing goal kicks, throw-ins, and forward passes and for preventing running whilst holding the ball. These rules

were very influential in the creation of the modern Rules of Association Football, drawn up in London by The Football Association in 1863.

To celebrate the Cambridge Rules and their importance to the creation of the Football Association Rules, a match was re-enacted in April 2000 between a football team from Jimmy's Night-shelter, a hostel for the homeless which borders Parker's Piece and the Cambridge University first XI. The University won 5-2. The match was played in football kit of the period, to the Cambridge Rules and using a ball specially made by Mitre to the specifications of the time. Such was the interest in, and support for the match that it commanded international interest. FIFA used the occasion to lead the editorial of its international magazine, in which it reminded the modern footballing professional what the original spirit of the game was. The match was refereed by David Ellery, England's leading referee, the match commentary was made by Jimmy Hill the well-known football commentator and sporting personality. After the game a plaque explaining the Cambridge Rules and the historical importance of the game was affixed to a tree on Parker's Piece, bearing the following inscription: 'Here on Parker's Piece, in the 1800s, students established a common set of simple football rules emphasising skill above force, which forbade catching the ball and 'hacking. These 'Cambridge Rules' became the defining influence on the 1863 Football Association rules'.

Hobbs Pavilion, originally a cricket pavilion and now a restaurant is located on the boundary of the Piece and Park terrace. Parker's Piece was also a venue for first class cricket in the 19th century. The pavilion is named after the famous English cricketer, Jack Hobbs, who learned his trade on the Piece. Today, Parker's Piece is often filled with people simply relaxing during the summer, but its paths are also an important part of the foot and cycle network connecting the city to housing areas throughout the year. The space is used for formal games of cricket, football and athletics, and also informal kickabouts and games of volleyball are common in the summer months. Parkside School uses the Piece for physical education. Concerts and large events are also regularly held here.

Due to the importance of Parker's Piece and its location within the Central Conservation Area, any new proposed development works within it are required to be progressed sensitively and to preserve or enhance the character or appearance of the area. In 2001 a Conservation Plan for Parker's Piece was approved to provide a basis for its management and to safeguard the elements that Cambridge residents consider should be conserved for the future. The plan assists planning decisions if any development of the surroundings or of the space itself is proposed and, which might have an impact on it.

Parker's Piece Conservation Plan 2001

<https://www.cambridge.gov.uk/sites/www.cambridge.gov.uk/files/docs/Parker's%20Piece%20Conservation%20Plan.pdf>

Scope of Work

The Council seeks to commission an artist to make a proposal for an artwork, which celebrates the 'Cambridge Rules' and acknowledges the important role that these Rules played in establishing the Football Association Rules in 1863. It is also important that this commission signifies the importance of Parker's Piece as the birth place of football both not only within the City of Cambridge, but both nationally and internationally. The maximum budget for this commission is £95,000.

The 2001 Parker's Piece Conservation Plan notes the Piece's strong connection to football and knowledge of this connection could be lost if it is not shared or marked in some way, diminishing the social history associated with Parker's Piece. The Plan supports these connections to be commemorated and celebrated in an appropriate way without compromising the essential character of Parker's Piece.

The vision for this commission is to celebrate and promote the 'Cambridge Rules' and the important part they played in the formation of the Football Association Rules, 150 years ago. The appointed artist should develop an artwork that engages with the

people of Cambridge and beyond and one, which conveys a little known but important story, which has had a global impact.

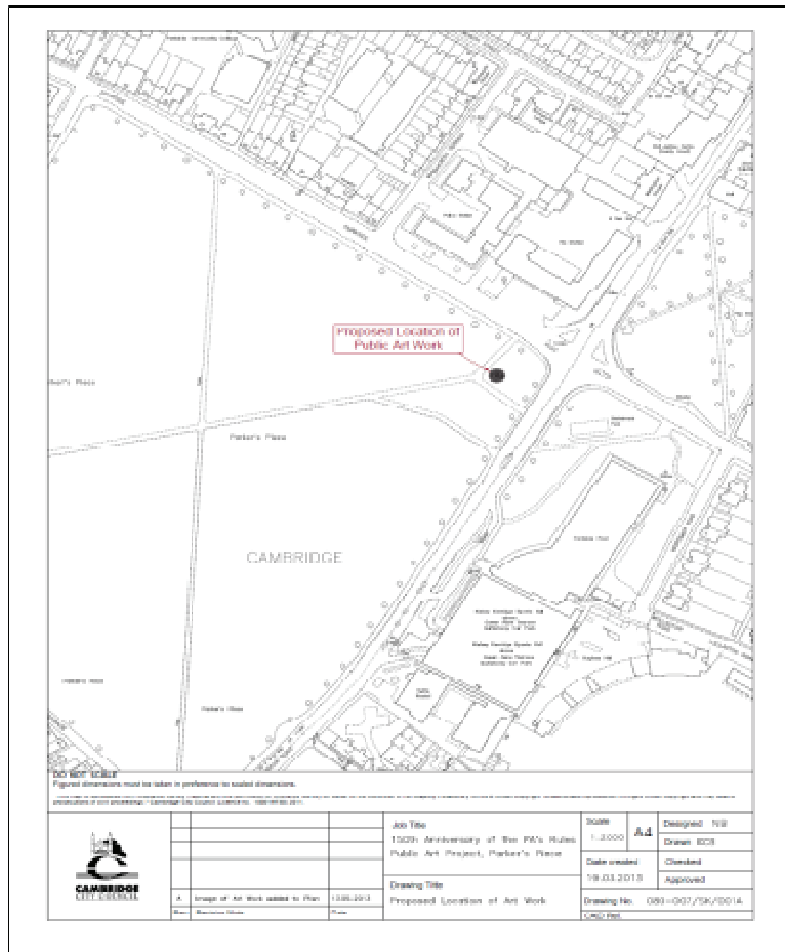
The Council considers that this is a significant commission, which is of local, regional, national and international significance and because of this an artist of exceptional reputation and experience is sought.

The Council has aspirations to hold an 'event' to coincide with the launch of the artwork, which celebrates football and Cambridge's role in the formation of the Football Association Rules. The appointed artist may be required to have dialogue with the Council about how to integrate the launch of the artwork within this 'event', should the 'event' go ahead.

The commissioned artist will be required to work with the City Council and stakeholders to develop the commission. The commission will include researching the Cambridge Rules and the role they played in the formation of the Football Association Rules.

The Council recognises that contemporary public art can be realised in many different and varied forms. The brief is open to interpretation by the artist, however, all interpretations must demonstrate a relationship to Parker's Piece itself and recognise the importance of the space to the City of Cambridge and to the development of the Football Association Rules both nationally and internationally. Having said this, Parker's Piece means many different things to many people, it is not a space which is just about football, so any proposals should be sensitive to this. The proposed work must also not have any commercial references.

Where an artist proposes a sculptural intervention within Parker's Piece, the following plan shows the location where a physical work can be situated. As a reflection of the importance of the historic space, proposals directly sited within it must be developed taking into account the 2001 Conservation Plan and with an understanding of the sensitivity of the site and its location within a Conservation Area. The art work should not be dominant within the wider context of Parker's Piece and have a minimal impact within the environment.



This commission can be delivered solely by the appointed artist, or the appointed artist working in collaboration with others. The commissioned artist shall however be responsible for all work under the Contract. If the artist wishes to sub contract any aspects of the commission to other artists or specialist consultants, the artist shall be responsible for selecting/ appointing any further artists/ consultants that may be engaged on this project and any such arrangements shall be between the Contractor and the artist/ sub-contractor.

Appointment Process

This commission is comprised of two stages.

Stage One:

Four suitably qualified and experienced artists will be invited to respond to this brief through written and drawn medium. This will be referred to as a 'concept proposal'.

Artists will be paid a fee of £1500 for this work. It is anticipated that the selected artists invited to undertake this element of the commission, will be given a period of approximately 12 weeks to research the brief and develop a concept proposal for submission to the Council. The four artists will be invited to present their proposals to an Officer Working Group. During the presentation artists will be able to explain their response to the brief, and are invited to demonstrate how the concept proposal has been developed. The Officer Working Group will be given the opportunity to ask questions and clarify as appropriate further aspects of the proposal. Each artist will have 45 minutes to undertake the presentation and to answer questions.

Exhibition of Proposal:

As part of the concept proposal selection process, an exhibition of the 4 concept proposals will be set up by the Lead Project Officer, with input from the artist. This exhibition will provide members of the public the opportunity to see the four proposals and make comment but the proposals themselves will not be subject to a public vote. The proposals will be evaluated by the Officer Working Group and an Independent Art Advisor (whom may also take into consideration comments made during the public exhibition) and who will recommend a preferred artist to the Executive Councillor.

The assessment of each concept proposal will include the evaluation of the extent to which the proposal has responded to the subject matter and its relationship to Parker's Piece, including taking into account the sensitive setting of Parker's Piece and the guidance contained in this brief; quality of making; technical, safety and financial viability issues - to ensure the artwork can be developed and delivered safely; and projected longevity and maintenance issues around the work (if applicable). Clarification of the evaluation procedure and criteria is contained at the end of this brief.

Prior to the presentation Artists are required to submit a statement, which outlines their initial response to the brief; including understanding and interpretation of the brief, the subject and their approach to research and development and including the apportionment of fees for the delivery of Stage 2 of the project (including the Stage 2 design fee). An explanation of how the artist will ensure the project is delivered on

time and manage risk is also required. In the statement artists are required to confirm they are able to complete the commission within the overall £95,000 budget and they fully understand this is the maximum budget available. This is a pass/fail in the assessment criteria.

The four artists developing the concept proposals will be required to:

- Submit the required artist statement (as outlined above)
- Provide ideas for the creative interpretation of the project and, which fulfil the brief including information
- Provide proposals, which are appropriate to the sensitive context of Parker's Piece and demonstrate the 2001 Parker's piece Conservation Plan has been taken into account in the design process. Where a sculptural response is submitted, the proposal must have a minimal impact of the Piece itself
- Develop ideas through a combination of research and consultation with key stakeholders, and the Officer Working Group
- Provide proposals in a form, which can be exhibited in a public exhibition

The anticipated key programme milestones for the project are as follows and artists must be available within this timeframe:

- Issue artist brief to artists to develop concept proposals: **November 2013**
- Deadline to receive concept proposals: **March 2014**
- Assess and exhibit concept proposals: **April - June 2014**
- Appoint preferred artist and award contract: **October 2014**
- Finalise detailed /costed proposal for approval: **December 2014**
- Submit for planning permission: **January 2015**
- Artwork/s to be completed and installed by: **July 2015**

Stage Two:

At this point the Officer Working Group will nominate its 'preferred candidate' and recommend they are approved by the Executive Councillor at Environment Scrutiny Committee. Once the approval is made, the artist will then be asked to work up their

concept proposal to a detailed and fully costed design. A further fee of £3000 will be allowed for this element of the project.

An evaluation of the final costed proposal will be carried out by the Officer Working Group who will recommend to the Executive Councillor to formally award the commission to the artist based on that final costed proposal. If the preferred artist's proposal is accepted and the commission awarded then a Planning Application will be prepared and submitted should this be required and the artist will be required to contribute to the preparation of the Planning application. If the proposal requires planning permission, the contract will be awarded once the planning approval is granted. If the proposal does not require planning permission, then the contract will be awarded at this stage.

The preferred artist will be required to:

- Liaise closely with the project officer working group and project manager over the development of the design of the final artwork/s and produce final designs/details for the artworks, which includes all technical specifications / method statements for implementation or installation work, site preparation and a maintenance plan, which are fully costed and achievable within the budget
- Work with the Council to develop public engagement material
- Provide drawings etc. for any necessary planning permissions and assist with planning permission submission
- Attend all appropriate meetings and events linked to the project as required
- Inform the project manager about any issues that might impact on the timescale and installation of work
- Provide/ supply/ install the artwork(s) itself; supervise the fabrication and installation of the work and contract suppliers, as necessary
- Assist with the promotion and launch of the commission as elements are developed and completed

Programme

The anticipated key programme milestones for the project are as follows and artists must be available within this timeframe:

- Issue artist brief to artists to develop concept proposals:
- Deadline to receive concept proposals:
- Assess and exhibit concept proposals:
- Appoint preferred artist and award contract:
- Finalise detailed /costed proposal for approval:
- Submit for planning permission week beginning:
- Artwork/s to be completed and installed by:

Overall (Maximum) Budget

Four artists will receive a payment of £1500 to develop the concept proposal, which includes the requirement to produce exhibition material within that payment.

The total maximum budget for all elements of the contract for the preferred artists proposal is £95,000, which is inclusive of the £3000 detailed design stage fee and if the artist's final spend/ price on the project exceeds that budget then the artist shall be wholly responsible for any overspend.

The artwork budget is to include all fees, contract contingency, expenses, community engagement, profit, planning permission and approval costs, materials, fabrication, public consultation, transport, site preparation, installation, sub-contractors costs, technical consulting advice (including structural engineering advice), insurances and any other costs associated with the making or installation of the artworks, excluding VAT.

Payment

Arrangements for payments will be agreed with the Council and will relate to performance related milestones within the contract and with physical deliverables such as securing Planning Permission and the completion of the entire project.

The payment arrangements for the project shall be as follows: -

- First payment upon signing the contract. 10%
- Second Payment following granting of planning permission. 20%
- Third Payment at mid point in the fabrication process of the project, which is evidenced by documentation and/or photographs. 40%
- Fourth payment on the successful installation/completion of the artwork/s and after the 'launch event'. 30%

For the purpose of this project, these payment stages should be used as a guide. However, opportunities to offer minor adjustments to proposals may be considered.

Management

The project will be taken forward by a small Officer Working Group, which comprises of the Executive Councillor, City Council Officers, and an art advisor. The Council's Public Art Officer will be the project lead and will be supported with project management by the Council's Streets and Open Spaces Project Delivery Team. The artist shall report to the Project Lead and the Officer Working Group regularly.

The Officer working Group will be involved in overseeing the development and delivery of the commission. The Executive Councillor for Public Places will approve the concept design and the final costed design.

Public Consultation

The artist is required to consult with Council Officers, Elected Members and other key stakeholders during the concept design stages of this commission and which should include a public exhibition of the artworks design. The public exhibition of the concept design will form part of the consultation process, this exhibition is for information and to gather comments but visitors to the exhibition will be not be invited to vote - see Appointment Process

Quality and Maintenance

The work should be of a high quality, not only in artistic terms, but also in terms of the materials and technology used in its manufacture. The work should involve a minimal level of maintenance throughout its life. It must be robust and attractive and have a minimal pollution impact in both the immediate and wider vicinity. It must be designed, manufactured and installed using sustainable materials, processes and techniques wherever possible and comply with British standards or EU equivalent where applicable. The materials and technologies involved in the construction of the artworks must be approved in the final costed design for the artwork.

Health & Safety

The artist must take into account health and safety considerations when developing the design for the artwork. This should address Health and Safety both during the construction/ installation phase and also through the entire life of the commission. They should be aware that the work will be sited in an easily accessible public area. The work should therefore be made of non-hazardous materials and must not impede circulation through the thoroughfares.

Insurance

Public Liability Insurance up to a value of 5 million Pounds will need to be provided by the artist.

Contract

The Council will provide Terms and Conditions upon request.

Financial Stability Review

For contracts of this nature, where artistic merit is paramount, the financial stability of a candidate will be reviewed through the use of credit rating agencies such as Dun & Bradstreet or ICC Credit Management. Whilst not a strict Pass/Fail criterion, it is anticipated that the successful candidate will achieve a minimum of 51 against the D&B Failure Score Index or achieve an ICC Credit Risk score of 51 or more.

Financial indicators such as maximum credit limit and the presence of debt judgements, bankruptcy or other insolvency events will also be considered. The Council reserves the right to review a candidate's accounts before awarding this contract. All financial references in the tender process will be in respect of the company, partnership or trader with whom the Council will place the contract.

Assessment

The submitted statement, concept proposal and interviews will be assessed by the Officer Working Group and scored as follows:

BUDGET - PASS/FAIL

UNDERSTANDING THE BRIEF/ ABILITY TO DELIVER ITS REQUIREMENTS (45%)

ARTISTIC PRACTICE and QUALITY (45%)

MANAGING RISK (10%)

<u>A) Assessment Criteria</u>	<u>B) Assessment Question</u>	<u>C) % score available per question</u>
Budget	1. Confirmation that the project will be delivered within budget	PASS/FAIL
Understanding of the brief/ ability to deliver its requirements	2. Extent to which the proposal has responded to the site and the guidance contained in this brief	25%
	3. Technical and financial viability strategy - to develop and deliver the artwork, in order that it is safe and, which demonstrates once developed it will be technically and financially viable to deliver on time and within budget including demonstrating that it is value for money.	20%
Artistic Practice and Quality	4. Artist's practice /method	25%
	5. The quality of the making, projected longevity and low maintenance of the work	20%
Managing Risk	6. The ability to monitor and control risks	5%
Communication	7. Good communication and presentation skills	5%

Instructions for the Return of Tenders:

The closing date for the submission of your tender is 15.00 on **TBC**

Hand delivered submissions must be returned to:

Tender for The Cambridge Rules Public Art Commission
The Director of Resources
Cambridge City Council
The Guildhall
Cambridge CB2 3QJ

Submissions delivered by post must be returned to:

Tender for The Cambridge Rules Public Art Commission
The Director of Resources
Cambridge City Council
PO Box 700
Cambridge CB1 0JH

The return envelope/ package must bear the words “The Cambridge Rules Public Art Commission”. If a courier or other special delivery service are used please ensure that the outside of any additional packaging also bears the above words.

The closing time and date must also be shown on the return envelope. Tenders submitted after the time and date shown will be rejected and returned to the artist, unless clear evidence of posting (by first class post on a day preceding the closing date) is available.

Tenders may not be submitted by fax or e-mail.

For more information about this commission, please contact:

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APPENDIX C

Project Programme

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To: Executive Councillor for Environmental and Waste Services: Jean Swanson

Report by: Jen Robertson – Waste Strategy Manager

Relevant scrutiny committee: ENVIRONMENT 8TH OCTOBER 2013
SCRUTINY
COMMITTEE

Wards affected: All Wards

Joint Materials Recycling Facility (MRF) procurement process

Key Decision

1. Executive summary

- 1.1 Cambridge City Council currently has a contract for the bulking, sorting and onward processing/sale of recyclable materials, collected from blue bins. This contract expires at the end of November 2014.
- 1.2 The Council needs to procure a new contract before the current expiry date and various options, included in the Joint MRF Common Paper attached at Appendix 3, have been analysed.
- 1.3 Officers consider that a joint procurement with the relevant RECAP partners (see Background - Section 3) is likely to result in an overall net saving for the partners and represents the best overall option.
- 1.4 Collaborative procurement is an important part of the Whole Systems Approach Programme agreed by the RECAP partners, which should provide gains for all partner authorities involved.
- 1.5 Work has commenced on market testing and putting together an Invitation to Tender (ITT) with a view to contract award taking place in March 2014.

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Approve the 'RECAP Partnership Charter', as attached at Appendix 1, including approval of the additional Schedule 2 Governance Agreement relating to the operation of the Joint MRF contract, commitment to participating in the joint contract and the inclusion of kerbside recyclate materials in the contract.

- 2.2 Commit the Council to the appointment of a Contractor to deliver Joint MRF services for bulking, sorting and onward processing/sale of recyclable materials for all RECAP participating partners, unless all participating partners agree not to appoint.
- 2.3 Agree delegation of authority to the Director of Environment, in consultation with the Executive Councillor for Environmental and Waste Services plus the Chair and Spokes of ESC, to approve the final Invitation to Tender (ITT) and to award the Contract for Cambridge City Council.
- 2.4 Agree that Peterborough City Council (as lead authority for the joint procurement exercise) will nominate, in collaboration with and on behalf of the participating RECAP partners, a preferred supplier for the contract of providing the services of bulking, sorting and onward processing/sale of recyclable materials. The contract would be awarded to the contractor who submits the Most Economically Advantageous Tender to the partners as a whole.
- 2.5 Agree the approach to compliance with the Waste Framework Directive regarding source separation of recyclate, as agreed by the RECAP Board on 4th September 2013 and as attached at Appendix 2

3 Background

- 3.1 The Cambridgeshire and Peterborough Waste Partnership, known as RECAP, is a well established partnership bringing together the five district councils of Cambridgeshire, Peterborough City Council and Cambridgeshire County Council. The purpose of the Partnership is to improve the management of municipal waste across the area. Recently the focus has been on working more closely together in order to:-
 - **Increase value for money.** Achieving sustained value for money, not at the expense of customer service and satisfaction.
 - **Increase service improvement.** Improving services for local areas based on what local communities say and need.
 - **Improve environmental performance.** Reducing the carbon impact of service delivery and waste management.
 - **Level-up services.** Achieving consistently high quality services across the partnership area.
- 3.2 This Joint MRF Procurement project is a key workstream identified as part of the Whole Systems Approach Programme agreed by RECAP in autumn 2012 and endorsed by Cambridgeshire Leaders and Chief Executives as a 'flagship collaboration'. The programme seeks to develop an optimum waste management system across RECAP in

Cambridgeshire and Peterborough through a collaborative approach that:

- Reduces the overall expenditure to the public purse;
- Increases the overall income to the public purse; whilst
- Improving services for the customer, which would include levelling-up services across Cambridgeshire and Peterborough to achieve consistently high quality services across the partnership area; and
- Improving environmental performance

3.3 By working collaboratively and procuring jointly, it is assumed that maximising the collective offer (in terms of tonnage) to the market of recycle materials across the RECAP Partnership, will help achieve best value. The assumption is that maximising the amount of material available under the contract will increase the attractiveness to the market and drive competition, which in turn will drive costs down and income up and benefit the public purse and the participating partnership authorities. This particular project does not include Cambridgeshire County Council as it does not have a requirement for this type of contract.

3.4 The timescales for this procurement are very tight, with the ITT to be sent out by 24 November 2013 in order to meet the required award of contract scheduled for March 2014. Implementation of services for each partner under the contract will be phased to coincide with the different expiry dates of partners' existing contracts. Cambridge City Council's existing contract with Viridor expires at the end of November 2014, although it includes an option to extend by 2 years (which will not be exercised). Peterborough City Council's current contract expires in June 2014.

3.5 An officer Task Group has been set up with representatives from each partner authority. This group reports to the Senior Officer Group who in turn report to the RECAP member Board. Cambridge City Council's representative on the Board is Executive Councillor Jean Swanson. There is also a link to Cambridgeshire Public Service Board through the Chief Executive of South Cambridgeshire DC, Jean Hunter who is the overall Programme Sponsor.

3.6 It is essential that cross party support is gained for this Partnership procurement and the associated RECAP Partnership Charter, which will commit the authority to sending all its kerbside recycle material through this jointly procured contract. Withdrawing from the procurement, post tender bidding, would not only potentially negate the process, but also fundamentally prejudice the service continuity for the remaining Partners and risk irrevocably fracturing the Partnership.

- 3.7 A soft market testing exercise has been carried out to help inform the nature of the contract, the mix of materials (including likely impacts on values), the pricing mechanism and quality requirements.
- 3.8 The Waste and Resources Action Programme (WRAP), a government funded advisory body, has also been consulted and involved in developing the best approach to the marketplace, including provision of industry intelligence and a project peer review.
- 3.9 The MRF procurement does not require changes to services or collection systems. However, it may provide opportunities for some authorities to add additional materials to their existing collection arrangements.
- 3.10 A separate Whole Systems Approach workstream, the Optimum Service Design, will consider possible changes to collection services. This workstream is probably the most appropriate vehicle to consider how the RECAP partners should address the requirements of the Waste Framework Directive (WFD) and the Waste (England and Wales) Regulations, which transpose it into UK law. A duty to collect specific waste streams separately comes into force in January 2015. The WFD/TEEP (Technically, Environmentally and Economically Practicable) paper (Appendix 2) sets out how RECAP intends to address and broadly comply with these requirements. The legal position (clarified by Judicial Review) is that collection of paper, metal, plastic and glass separately from one another is required only if it is both practicable and necessary. The aim of the WFD is to achieve “High Quality Recycling”, the benchmark for which is that resulting from separately collected single waste streams. The MRF procurement will focus on achieving the required quality with existing collection methods, thereby demonstrating that separate collection is not ‘*necessary*’. The OSD will address considerations of ‘*practicability*’. This approach has been agreed by the WSA Programme Board (1st August 2013) and by the RECAP Board (4th September 2013)
- 3.11 A pricing mechanism will be developed which seeks to minimise processing cost, maximise materials income and help manage risk. The agreed model will seek to achieve a balance between cost certainty and the potential to take advantage of market volatility in order to maximise income.

4. Implications

(a) Financial Implications

One of the objectives of the project and reasons for the joint procurement is to maximise the tonnage to the market, which should provide a more

attractive tender to the market and result in increased competition and better value.

It is intended that the contract pricing mechanism will help manage the financial risks of market volatility thereby reducing risk to the authority, whilst still allowing the authority to benefit from market upturns in material value.

(b) Staffing Implications (if not covered in Consultations Section)

There are no staffing implications for Cambridge City Council.

(c) Equal Opportunities Implications

An Equality Impact Assessment has not been carried out, but if one is required it will be carried out as part of the tendering process.

(d) Environmental Implications

The blue bin service provides residents with an easy way to separate material for recycling. This contract provides for the sorting of this material so that it can be made into new products. It avoids the use of landfill and uses existing resources which has a high positive impact on the environment.

(e) Procurement

The procurement will be subject to the Public Procurement Regulations 2006 and thus falls under the ambit of the 'OJEU/European Procurement' regime. An Open (one stage) tender process will be used. Peterborough City Council will act as lead authority for the procurement exercise on behalf of all participating partners and will ensure the process is OJEU compliant. The contract will be awarded to the Most Economically Advantageous Tender to the partners as a whole. The approach being used is fully in keeping with the City Council's own Contract Procedure Rules.

(f) Consultation and communication

Consultation with potential bidders has been carried out in the form of a Soft Market Testing Exercise. The results of this will be used to inform the ITT.

There will be communication with residents in the form of press releases and an article in Cambridge Matters once the contract has been let.

(g) Community Safety

There are no Community Safety issues.

5. Background papers

This background paper was used in the preparation of this report and is also attached at Appendix 3:

Joint Materials Recycling Facility (MRF) Procurement Common Paper for RECAP Partners Decision-Making Processes - September 2013

6. Appendices

Appendix 1 – RECAP Partnership Charter and Schedule 2 Joint MRF Procurement Governance Agreement

Appendix 2 - Compliance with the Waste Framework Directive and Waste Regulations 2011- Recyclate Materials Streams Collections (TEEP)

Appendix 3 - Joint Materials Recycling Facility (MRF) Procurement Common Paper for RECAP Partners Decision-Making Processes - September 2013

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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Author's Phone Number: 458225

Author's Email: Jen.robertson@cambridge.gov.uk

RECAP ‘Advanced Partnership Working’ Charter

Version: 1.2

Date: October 2013

Circulation:

Endorsed by	Date
Cambridge City Council	tbc
Cambridgeshire County Council	tbc
East Cambridgeshire District Council	tbc
Fenland District Council	tbc
Huntingdonshire District Council	tbc
Peterborough City Council	tbc
South Cambridgeshire District Council	tbc

Purpose

This Partnership Charter was developed by the RECAP Board initially in October 2011 and encapsulates the RECAP approach to advanced partnership working. The Board had directed that the Partnership be more ambitious in its collaborative working and bolder in its decision-making, with the expectation of tangible delivery with pace and purpose. Developments had to respect individual Council positions and differences - avoiding an ‘all or nothing’ approach in the progression of opportunities. Subsequently, Schedules have been added to capture the collaborations taking place across the advance partnership Whole Systems Approach work streams and within the spirit and principles of the Charter

RECAP Partners

Cambridge City Council
 Cambridgeshire County Council
 East Cambridgeshire District Council
 Fenland District Council
 Huntingdonshire District Council
 Peterborough City Council
 South Cambridgeshire District Council

RECAP Board Members

Cllr Jean Swanson
 Cllr Matthew Shuter
 Cllr Kevin Ellis (Chair)
 Cllr Pete Murphy
 Cllr Darren Tysoe
 Cllr Gavin Elsey
 Cllr Mick Martin

Vision

In October 2011 RECAP agreed the following outline vision for advanced partnership working, now with the addition of Peterborough City Council:

‘Working ever closer together to deliver the best most cost effective waste services for the benefit of all local communities in Cambridgeshire and Peterborough’.

Objectives

Advanced Partnership Working in RECAP will seek to deliver:

- **Increased best value for money.** Achieving sustained value for money, not at the expense of customer service and satisfaction.
- **Increased service improvement.** Improving services for local areas based on what local communities say and need.
- **Improved environmental performance.** Reducing the carbon impact of service delivery and waste management.
- **Leveling-up of services.** Achieving consistently high quality services across the partnership area.

Guiding Principles

Advanced Partnership Working guiding principles, underpinning the achievement of the Vision and Objectives are:

- **Strong leadership and clear governance**
- **Commitment to the partnership**
- **Good communications and continuous dialogue**
- **Build trust through openness, honesty and transparency**
- **Learn from each other**
- **Treat each other as equals with respect**
- **Willingness to compromise**
- **Seek a benefit to all partners to their mutual advantage**
- **Deal with issues promptly and effectively**
- **Deliver through clear and agreed project management methodology**
- **Contribute to joint ventures in a fair and equitable way**
- **Make decisions at the appropriate level**

Schedule 1

WHOLE SYSTEMS APPROACH

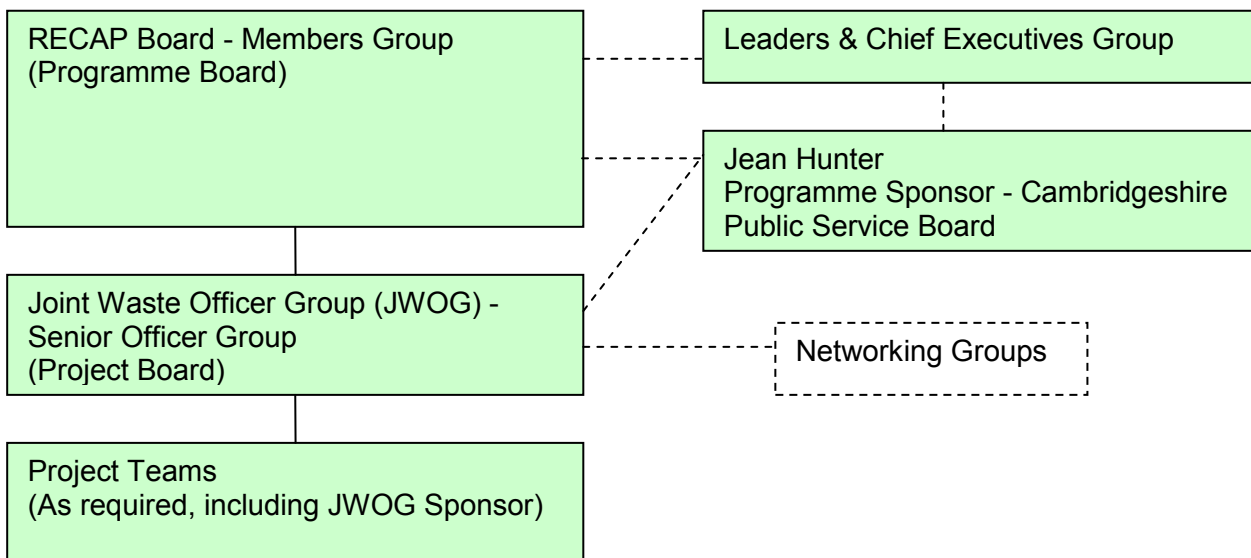
Scope of Activities

Advanced partnership working activities will extend to all waste related service delivery across the disposal and collection RECAP partners.

Governance

The following governance arrangements have been set up to oversee the RECAP advanced partnership working Whole Systems Approach development:

Organogram



Roles and responsibilities

Programme Sponsor

- Promotes visibility of work.
- Ensures clear communication and engagement with the Cambridgeshire Public Service Board.
- Provides briefings and ensures engagement with the Leaders' & Chief Executives' meeting.
- Oversees project deliverables.

Programme Board

- Oversees the development of a partnership work programme on behalf of their respective authorities.
- Approves and commissions all work on behalf of their respective authorities in accordance with internal decision-making processes.
- Sets all tolerances e.g. resources and timescales.
- Responsible for relevant communications to stakeholders as per communications plan.

- All papers for meetings of the Board will be made accessible to the public with an annual meeting of the Board to be held in public.

Project Board

- Facilitates decision-making by the Programme Board and respective authorities on the development of a partnership work programme.
- Accountable to the Programme Board for the delivery of the advanced partnership working programme.
- Appoints and directs resource to deliver work programme, providing a sponsor for each project from the Project Board to sit on the Project Team.
- Provides direction and Mentorship to Networking Groups

Project Teams

- Appointed as required Project Board as task and finish groups with roles and skills required by the project.
- Delivers project in accordance with direction from the Project Board.
- Includes an appointed Sponsor from the Project Board.

Ends

SCHEDULE 2

Joint MRF Procurement

for the operation of a joint contract for bulking, sorting and onward processing/sale of recyclable materials.

GOVERNANCE AGREEMENT

October 2013

Applicability: To all RECAP partners, with the exception of Cambridgeshire County Council

Term: Effective from October 2013

Objective: To generate maximum value from recyclate which is dependent on all collected recyclate materials being presented collectively by the participating Partners working collaboratively together and in compliance with the detailed terms of the related Contract(s).

Governance:

RECAP acts collaboratively as the collective governance mechanism and point of contact for procurement and contract management purposes on behalf of its constituent contract Partners as set out in the agreed PID of 7 June 2013.

Organogram – to be inserted once agreed by JWOG (to detail strategic and operational contract management and monitoring arrangements)

Basis of Collaboration

The Partners declare that :-

- (a) they are independent Contracting Authorities;
- (b) they have, as they each deemed necessary obtained independent legal advice; prior to entry into the consortium;
- (c) they enter into the Joint MRF Collaboration at their own risk.

Principles of Collaboration

The Partners agree to operate the contract in accordance with the 'Objectives' and the 'Guiding Principles' of the RECAP Charter in their collaboration with each other.

In addition:

1. The Partners hereby commit to exclusively utilising the applicable contract(s) (for the duration, excluding any agreement to extend) for the bulking, processing and sale of their recyclable materials, either commingled or source separated and no Partner will retain any of these materials in pursuit of alternative selling opportunities.

2. Any Partner leaving the contract agrees to be liable for any costs arising directly from their early termination as incurred by the Partners remaining in the consortium and any costs incurred related to the management of such a change (for clarity, such costs including reductions in income per tonne from the sale of materials that stem directly from the decision to leave until the end of fixed contract period)

Relationship Management:

The Partners agree to act collaboratively as RECAP and not independently in initiating any action against the Contractor employed under the terms of the Joint MRF Contract.

The Partners agree that once the MRF Consortium contract has been awarded, all partners are committed to participation in and to the detailed terms of that Contract, for the duration of the Contract (excluding any agreement to extend), thereby ensuring that all savings and efficiencies identified and projected prior to the start of the collaborative contract are achieved.

Partners have the right to opt out or terminate their involvement in the Contract if a Contractor is in serious or material breach as defined within the termination provisions of the Contract.

Contract Management:

Strategic contract management duties will be overseen by JWOG on behalf of all Partners to simplify the relationship with the Contractor.

JWOG will designate 'Point of Contact' officers from within the RECAP partner authorities resources to assist in any specialist areas required to manage the contract for the collective benefit of all Partners (*detail to be captured by organogram evolving from ITT*).

Partner authorities will manage day to day service and operational issues directly with the contractor, however, recurring issues across the partners should be highlighted to JWOG for direction and resolution.

Dispute Resolution

In the case of a disagreement between Partners and/or the Contractor engaged in the Joint MRF contract, reasonable endeavours will be made by JWOG to settle the disagreement swiftly, in line with the detailed provisions of Contract and overall spirit of the Charter.

Status:

Nothing in this Agreement is intended to, or shall be deemed to, establish any Partnership or joint venture among the Partners, constitute any Partner as the agent of the other Partners, nor authorise any of the Partners singularly to make or enter into any commitments for or on behalf of the other Partners.

Associated Documents:

Overall arrangements for the joint MRF procurement and contract operation are as set out in:

- PID dated 7 June 2013
- ITT dated 25 November 2013
- Contract(s) dated ...tbc...

The approach to Waste Framework Directive compliance and the issue of TEEP are as set out in the agreed 4 September 2013 RECAP Board paper.

Ends

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Compliance with the Waste Framework Directive and Waste Regulations 2011- Recyclate Materials Streams Collections (TEEP)

Whole Systems Approach (WSA) Programme Board

1 August 2013

Purpose:

1. To agree a common RECAP approach to the WFD/ Waste Regulations requirements relating to collection of recyclate materials streams from 2015, so as to inform the progress of the Optimum Service Design (OSD) and Joint MRF Procurement workstreams of the WSA programme.

Issue:

2. As the RECAP WSA is currently considering both new MRF contract provision and also OSD options that will span across the effective 2015 date, there is a need to consider how the WFD & Waste Regulations impact and influence these work streams.
3. WSAPB has previously advised (26 June) that the MRF procurement is not necessarily expected to change service design or collection systems, but rather intended to maximise existing volumes/materials with more into existing bins if operationally and financially practicable and partners 'levelling up' recyclate type. It is understood that it is the options for OSD that will fully consider the implications of operational changes to collections services and thereby, potentially offers the more holistic work stream through which to properly consider the Directive and Regulation requirements.
4. Consequently, the issue for WSAPB to resolve is to determine:
 - how to best consider compliance with the WFD/Waste Regulation requirements
 - determine how to assess and balance the considerations under TEEP, and
 - agree why this is the common adopted approach of RECAP.

Summary:

5. From 1st January 2015 every waste collection authority must, when making arrangements for the collection of waste paper, metal, plastic or glass, ensure that those arrangements **are by way of separate collection**, wherever separate collection:
 - (a) is **necessary** to ensure that waste undergoes recovery operations... and to facilitate or improve recovery; and
 - (b) is technically, environmentally and economically **practicable** (TEEP)
6. There is no statutory guidance to authorities (or to the Environment Agency which will enforce these duties) on assessing these obligations and what the requirement to collect separately particularly means. A recent Judicial Review seems to support comingled collections (subject to the above considerations) but identified glass as a material for particular thought. DEFRA advise that it is planning to consult on guidance on "TEEP" in the autumn and that in the interim, Authorities will need to take their own legal advice as appropriate on the applicability of those duties, and their effect on contracts entered into before, and continuing after, that date (1 Jan 2015).
7. As part of assessing how these legal duties apply to them, it will be for local authorities to weigh up the evidence of what is necessary and practicable. The High Court ruling against a challenge to the Regulations (effectively around whether comingled recyclate

collections were permissible) made it clear that whether separate collection is technically, environmentally and economically practicable depends upon a balancing exercise that is both sophisticated and context-specific.

Context:

8. The Waste (England and Wales) Regulations 2011 as amended by the Waste (England and Wales) (Amendment) Regulations 2012 on the separate collection of recycling, transpose the revised Waste Framework Directive 2008/98/EC and came into force on 1 October 2012.
9. Regulation 13 sets out duties for the separate collection of waste paper, plastic, metal and glass for recycling by 1 January 2015. This obligation is qualified, by “*practicability*” and “*necessity*” and the improvement of quality of recyclate for end use, i.e. separate collection is required if it is technically, environmentally and economically practicable (TEEP) and necessary to facilitate or improve recovery (meeting appropriate quality standards).
10. WFD Article 3 defines “separate collection” as *the collection where a waste stream is kept separately by type and nature so as to facilitate a specific treatment.*
11. WFD Article 11 says - *Member States shall take measures to promote high quality recycling and, to this end, shall set up separate collections of waste where technically, environmentally and economically practicable and appropriate to meet the necessary quality standards for the relevant recycling sectors.*
12. European Commission guidance on the WFD seeks to define TEEP, stating:
 - “*Technically practicable*’ means that the separate collection may be implemented through a system which has been technically developed and proven to function in practice.
 - “*Environmentally practicable*’ should be understood such that the added value of ecological benefits justify possible negative environmental effects of the separate collection (e.g. additional emissions from transport).
 - “*Economically practicable*’ refers to a separate collection which does not cause excessive costs in comparison with the treatment of a non-separated waste stream, considering the added value of recovery and recycling and the principle of proportionality.”
13. A Judicial Review launched by the Campaign for Real Recycling challenged the transposition into the Regulations of the requirements of the Directive on the separate collection of recycling and was dismissed 6 March 2013. Mr Justice Higinbottom’s ruling included the judgements that:
 - *The phrase “technically, environmentally and economically practicable” is used in the Directive as a term of art, importing the principle of proportionality and demanding a sophisticated context-driven exercise of judgment, balancing (amongst other things) the positive and negative environmental and economic effects of separate collection.*
 - *It was and is open to the United Kingdom to fulfil its obligations under the Directive by the system created by the 2011 Regulations, which allows a local authority to*

determine within its area whether separate collection is technically, environmentally and economically practicable; enforced by the Environment Agency.

- *It appears to be common ground that, whilst glass is a well-recognised potential contaminant, metal and plastic can be separated at a stage later than kerb-side without any significant contamination or other relevant disadvantage.*

14. The key issues in the JR outcome and Higginbottom's specific comments suggest the assumptions that:

- Whilst kerbside sort could be considered the de minimus stance, comingled recycle collection is permissible, provided Authorities have assessed (*a sophisticated context-driven exercise of judgment*) that kerbside sort is either:
 - not necessary to ensure appropriate quality of material for its intended end use (i.e. it is a matter for the MRF supplier technologies and onward materials markets)
 - not practicable in regard to TEEP ('economically' likely to be best practicable test given cost of separate/separated collections, especially in rural areas but may be different in urban parts)
- Glass is identified as a particular material that can contaminate and thereby negatively impact upon the quality of other recycle and consequently may specifically warrant separate sort and collection at kerbside (subject to quality requirements and TEEP as above).

15. In a wider sense and in the absence of further case law or DEFRA guidance, it may also be appropriate to assume on the basis of logic and professional/industry deliberation to date, that the key focus of considerations are:

- The general objective of improving the **quality** of recycle materials for the appropriate end use, ideally a 'closed loop' system.
- Whether it is therefore **necessary** to kerbside sort - dependant upon the MRF supplier technologies and known end markets
- The **practicalities** of kerbside sort (TEEP) and the balance and sophistication of those judgements, including whether they apply homogenously across entire council areas i.e. rural -v-urban

Consequently, the emerging key linkage is the flow between how materials are collected, how they are processed and for what intended re-use, requiring a mature relationship between collection authority and MRF supplier and the initial key test being that of necessity i.e. if it is proven not necessary to kerbside sort then the TEEP consideration need not apply.

Considerations and Risks:

16. The Regulations came into force 1 October 2012 so the legislative requirements are known and therefore a technical requirement for compliance exists. The effective date for separate collection of recycle (paper, metal, plastic or glass) in compliance with the Regulations is 1 January 2015. The contract deriving from the joint MRF procurement will span this period, as will any adopted OSD, so again, there is a technical requirement for compliance. Therefore, RECAP will need to show how it has considered and dealt with the obligations.

17. In terms of risk of challenge, whether from the Environment Agency as enforcing authority or from any further Judicial Review, whilst there is of course a technical risk, the practical risk is less easy to quantify. As RECAP currently operates a long established comingled recyclate service, except for East Cambs that currently kerbside sorts but is moving to a system to match and converge with RECAP partners, there is potentially less risk of challenge than for those Authorities considering a move away from separate collections to comingled, perhaps as a result of austerity/efficiency measures. However, the fact that RECAP is letting a new MRF contract and also considering OSD options may heighten the risk of scrutiny of those new arrangements. Any such risks can be mitigated if RECAP is able to demonstrate how it has paid due regard to the legislative obligations.
18. Glass being identified by Mr Justice Higginbottom as a specific recyclate material impacting on quality of recyclate, suggests particular attention needs to be given to the assessment of separate glass collections. The picture nationally is varied, with some authorities, such as Dorset already separating glass but also experiencing difficulties regarding Health & Safety of operatives and noise issues. More locally, Suffolk already collects glass separately, through bring banks and Household Recycling Centres, but has included comingled glass as one of its four mix options in its current MRF ITT. Industry experience also suggests that separate glass collections, where the material is not mixed with either other recyclate or residual waste (thereby shielded) has high attrition rates on freighter assets. Interestingly, the CIWM recently highlighted a report by consultancy WYG Group into national kerbside recycling performance for 2011/12 that demonstrates the top recycling Authorities have fully comingled services, including glass, whilst the worst performers are separated kerbside sort systems.
19. Given that RECAP, as of September, will all operate comingled recyclate collections, including glass, there also needs to be consideration as to how the public may react to changes in collection systems and what actions the public are expected to undertake, particularly if multiple changes are sought. Indeed, in terms of actual practicality, there is some question whether any specific material (such as glass) could ever be successfully removed from an existing waste stream in totality, even though alternately capturing the majority may be a sufficient and worthwhile objective. Additionally, consideration of kerbside sort implications and particularly the separation of any one key material (certainly a weighty material such as glass), potentially impacts across the other waste collection streams, particularly residual and fleet management/asset regimes - a matter better considered holistically by the OSD deliberations rather than MRF procurement.
20. It would seem simpler to allow the MRF joint procurement arrangements to progress largely on the basis of status quo systems, with any major changes in either material type, sorting requirements or receptacles left for a single holistic change resulting from OSD - which could then be communicated, implemented and monitored with more consistency and clarity across the whole partnership. It may also have less potential political impact than multiple sequential changes if system change was driven by both MRF and OSD outcomes. The exception would be unless the MRF soft market test identifies any recyclate basket mix issues that prompt value realignment of any material(s) i.e. significant value income offsetting collection cost if a material(s) was separated from the mix.
21. Should this be the preferred approach, of course the MRF procurement will need to make proper reference to this process. In that regard, the ITT and any contract will need to articulate, recognise and make provision for any implications of OSD upon how materials might be presented in the future, including importantly, the ability to renegotiate materials basket values at that future time. It is not untypical for contracts to have provision for future service change scenarios.

22. A further MRF consideration is of course remembering the fundamental intent of the objectives, to ensure appropriate quality recyclate. It is the 'necessary' provision that is the initial judgement to be made, i.e. if there is no necessity to kerbside sort to achieve the material quality required for end use - because the MRF technologies can sort and separate sufficiently and/or the materials end markets are contract tied or require the material as already supplied – then there is no legislative requirement for TEEP (see Para 15 above). That is not to say that collection authorities should not play their part in consistently driving up the quality of material supply and how materials are presented, but that then creates further complexities and opportunities in working constructively with a MRF supplier to ensure quality through the emerging MRF Code of Practice and ongoing development of national End of Waste Criteria for the recyclate types. In that regard, the MRF procurement soft market test and evaluation of bids could and should adequately explore, test and weight the quality requirements of potential suppliers.
23. In effect, compliance with WFD / Waste Regulations would be deemed by RECAP to be a considered and reasoned two stage process - the MRF procurement initially levelling-up and jointly presenting a collective and consistent volume/type of material to the market and then; OSD securing the most efficient (saving) and value creating (income) collection systems that ensures the recyclate stream is captured in the most practicable way to ensure appropriate quality for maximised end use – indeed, exactly as required by the legislation, remaining agile to future statutory guidance when available, whilst also mitigating the risk of any challenge.
24. An alternative would be to abort the current joint MRF procurement, pending the outcome of OSD. However, given the above reasoning, that seems an unnecessary and draconian action that would have its own attendant risks and disadvantages. It would defer or prevent one of the key objectives of the WSA in securing assumed maximum value for a collective whole partnership offer of combined recyclate volume; fail to achieve the convergence of contracts and ease of future procurements (perhaps on an even bigger geographical scale) and importantly; would leave a number of partners out of contract in 2014 and potentially irrevocably fracture the RECAP partnership approach.

Recommendation:

25. It is recommended that the two stage approach as set out at Para 23 above is adopted as the RECAP position on WDF / Waste Regulations compliance, for the reasons identified in Paras 21-24 - requiring the MRF procurement process to test material quality requirements with suppliers and the OSD options to test the TEEP considerations of potential kerbside sort.

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**Joint Materials Recycling Facility (MRF) Procurement
Common Paper for RECAP Partners Decision-Making Processes
September 2013**

1. PURPOSE:

- 1.1 This paper seeks to inform the consideration of the Recycling Cambridgeshire and Peterborough (RECAP) partner Councils to approve a Joint Procurement of MRF services for bulking, sorting and onward processing/sale of recyclable materials for all RECAP partners, except Cambridgeshire County Council. All Partners will agree entering into the same contract, to commence by June 2014 in order to meet, sequentially, Peterborough City Council's current contract expiry date of June 2014, with all remaining Partners' recycle materials coming into the same joint contract at the following times:
- Peterborough City Council - June 2014
 - Cambridge City, Huntingdonshire and Fenland District Council - November 2014.
 - South Cambridgeshire - October 2015
 - East Cambridgeshire - May 2016.
- 1.2 Critical to realising the potential benefits to the public purse that are expected from this joint procurement and collective offer of Partners' materials, is the need for Partners to agree, in advance of the actual tender process itself, to present their respective recycle materials to the market jointly and collaboratively, thereby securing greatest influence over securing best value in processing cost and materials income. Withdrawing from the procurement, post tender bidding, would not only potentially negate the process, but also fundamentally prejudice the service continuity position of Partners and risk irrevocably fracturing the Partnership.

RECOMMENDATIONS

The Cabinet Member / Committee is recommended to:

1. Agree that the Council is committed to the procurement and appointment of a Contractor to deliver Joint MRF services for bulking, sorting and onward processing/sale of recyclable materials for all participating RECAP partners, unless all partners agree not to appoint.
2. Approve on behalf of the Council the 'RECAP Partnership Charter', as attached at Appendix 1, including approval of the additional Schedule 2 Governance Agreement relating to the operation of the Joint MRF contract, commitment to participation in and commitment of recycle materials into the joint contract.
3. Agree delegation to the appropriate (named) Officer responsible for authorisation of the final Invitation to Tender (ITT), to award the Contract, in consultation with Members as appropriate.
4. Agree that Peterborough City Council will nominate a preferred supplier in collaboration with the participating partners, for the provision of the services of bulking, sorting and onward processing/sale of recyclable materials contract, on behalf on both Peterborough City Council and the RECAP participating partners.
5. Note and agree the approach to the Waste Framework Directive compliance regarding source separation of recycle, as agreed by the RECAP Board on 4th September and as attached at Appendix 2.

2. SUMMARY OF MAIN ISSUES:

- 2.1 Recycling in Cambridgeshire and Peterborough (RECAP) Waste Partnership is made up of Cambridge City Council, Cambridgeshire County Council, East Cambridgeshire District Council, Fenland District Council, Huntingdonshire District Council, Peterborough City Council, South Cambridgeshire District Council. Cambridgeshire County Council is a member of the Partnership although it will not be party to this joint MRF procurement, as recycle materials received by the County Council are via its Household Waste Recycling centres and already dealt with through the PFI contract.
- 2.2 This Joint MRF Procurement project is a key work stream identified as part of the Whole Systems Approach Programme agreed by RECAP in autumn 2012 and endorsed by Cambridgeshire Leaders and Chief Executives as a 'flagship collaboration'. The programme seeks to develop an optimum waste management system across RECAP in Cambridgeshire and Peterborough through a collaborative approach that:
 - Reduces the overall expenditure against the public purse;
 - Increases the overall income to the public purse; whilst
 - Improving services for the customer, which would include levelling up services across Cambridgeshire and Peterborough to achieve consistently high quality services across the partnership area; and
 - Improving environmental performance.
- 2.3 By working collaboratively and procuring jointly, it is assumed that maximising the collective offer of recycle materials across the RECAP Partnership to the market will represent the most effective and efficient mechanism to achieving the best value in reducing processing costs and maximising materials income to best benefit the public purse.

2.4 Individual approaches to the market at sequential expiry of existing MRF contracts is unlikely to represent the strongest and most cost effective influence on the market. Neither would it accord with the Whole Systems Approach and spirit of partnership espoused by RECAP and captured in the existing RECAP Advanced Partnership Working Charter already signed by the Cambridgeshire partners in January 2012 (see Appendix 1) and now to be signed also by Peterborough City Council as part of this process.

3. **TIMESCALE:**

3.1 To ensure efficient and effective procurement in line with the agreed Project Initiation Document, agreement to the joint procurement and collective offer of recyclate materials into the resultant contract is required from all partners by 11 October 2013, in order to ensure robust procurement and to meet the contract requirements of Peterborough City Council in the first instance and participating RECAP partners as set out at Para 1.1.

3.2 Agreement to associated detailed procurement documentation, such as finalised ITT, contract structure and Partnering arrangements, can be effectively achieved by delegation to a Chief Officer, in consultation with Portfolio Member/Committee Chair, ITT to be issued by 25th November 2013 and with award of contract scheduled for March 2014. Agreement to and issue of the ITT is the point at which the participating Partners will be committed to appointment of a Contractor(s), unless the outcome of the procurement process prompts all those Partners to collectively agree not to appoint.

4. **DECISIONS REQUIRED:**

4.1 To approve the Joint Procurement of services for bulking, sorting and onward processing/sale of recyclable materials with all RECAP partners, in effect committing offering all the recyclate materials of each Partner Council into a common contract(s).

4.2 To approve delegation of final approval of detailed procurement documentation, including ITT, to appropriate Chief Officer in consultation with relevant service Portfolio Member / Committee Chair, noting that ultimately, final contract award will be subject to the appropriate Constitutional and Member approval compliance of the individual Partner authorities.

4.3 To approve the appointment of a preferred bidder by Peterborough City Council, in consultation with and on behalf of the participating RECAP partners, with contract to be awarded to the Most Economically Advantageous Tender.

4.4 Approve and sign / reaffirm on behalf of the Council the RECAP Partnership Charter which sets out the Vision and Objectives of the Partnership; to improve environmental performance; improved value for money; level-up services where differences occur; and improve service performance. Cambridgeshire Councils have previously signed the original Charter, but collective agreement is also now required to the proposed additional Schedule 2 'Governance Agreement' that sets out how RECAP will collaborate in regard to this Joint MRF procurement and the operation and management of the resultant contract.

5. **CONSULTATION**

5.1 Consultation has been undertaken with a wide spectrum of the companies currently operating in the business of recycling, sorting, bulking and transportation of recyclable materials, with a Soft Market Test process undertaken in August 2013. The soft market test

will help inform the nature of the contract, the mix of materials within the recycle basket (including likely impacts on values), the pricing mechanism and also quality requirements.

- 5.2 The project is consultative and collaborative with all of the authorities in the RECAP partnership, with the project being resourced by a Task Group drawn from across all the Partners. Peterborough City Council acts as the project sponsor, with progress and recommendations overseen by the Whole Systems Approach Programme Board (WSAPB) of senior Council Officers responsible for waste management. Section 151 financial officers are also involved in the consideration of the most effective pricing mechanism. The Cambridgeshire Public Sector Board (CPSB) has also been appraised of this project.
- 5.3 The RECAP Board of elected Members monitors the Whole Systems Approach work streams, of which Joint MRF Procurement is one, and is expected to have approved this common paper and supporting documents (see 7.1) at its meeting on 4th September 2013.
- 5.4 The Waste and Resources Action Programme (WRAP), a government funded advisory body, has also been consulted and involved in developing this approach to the marketplace, including provision of industry intelligence and project peer review.

6. ANTICIPATED OUTCOMES

- 6.1 To generate greater revenue for the partnership as a whole, by seeking to reduce processing costs and maximise materials values.
- 6.2 To develop, as far as possible, service consistency/harmonisation, therefore achieving the minimum amount of variation in all aspects of the tender - notably materials, operational processes, procedures and management requirements - and thereby service efficiencies.
- 6.3 To develop an approach to the market place that achieves the best value from materials for the Partnership as a whole, effectively responding to logistical factors and the requirements of the market place (e.g. not assuming the appointment of one single contractor will guarantee best value).
- 6.4 To effectively manage the financial risks of market volatility, developing pricing mechanisms that provide financial security in seeking to mitigate risk, whilst also allowing scope to derive benefits from the potential uplift in material values across the contract period.
- 6.5 To ensure the joint procurement contributes to and supports the development of an optimum waste management system through a whole systems approach across the Partnership.

REASONS FOR RECOMMENDATIONS & RELEVANT BACKGROUND INFORMATION

- 7.1 With the increased value of recyclable materials as a resource, local authorities were previously incurring costs for services to bulk, sort and process such materials are now, at this time, receiving an income - although it should be noted that the market for recyclable materials fluctuates and incomes consequently volatile. Joint working in this area has been shown to potentially increase financial benefits to local authorities, for example, by increasing the quantity of recyclable material presented to the market place and therefore its potential value. It can also remove duplication of effort depending on the partnership approach and benefits can be derived from combining learning and expertise.

Supporting documents

- RECAP Partnership Charter and MRF Governance Agreement Schedule 2 (Appx 1)

- WFD-TEEP report (Appx 2)
- Joint MRF Project Initiation Document

7.2 The MRF procurement is not necessarily expected to change service design or collection systems, but rather intended to maximise existing volumes/materials with more into existing bins if operationally and financially practicable and partners 'levelling up' recyclate type. It is understood that it is the options for Optimum Service Design (OSD), a separate Whole Systems Approach workstream, that will fully consider the implications of operational changes to collections services and thereby, potentially offers the more holistic work stream through which to properly consider the Waste Framework Directive requirements for how recyclable waste streams are collected by 2015 - source separated or comingled. The WFD/TEEP paper (Appendix 2) sets out how RECAP intends to address and broadly comply with these matters. The MRF procurement will focus on quality and 'necessity' issues, with OSD addressing 'practicable' considerations. This approach has been agreed by the WSA Programme Board (1 August) and is expected to be agreed by the RECAP Board on 4th September.

7.3 Best practice and challenging economic circumstances encourages Councils to work together to achieve the best outcomes for the residents and communities they serve. Reaffirmation of the RECAP Charter and its Guiding Principles (see Appendix 1) helps refresh the spirit of partnership and the collaborative ethos by which Partners would engage in the collaborative procurement and ongoing management of the resultant contract and partnership/contractor relationships.

7.4 Procuring collectively also further strengthens the RECAP Partnership ethos of collaborative working, achieving more together than we can deliver individually, for the overall best benefit to the public purse and the consistency of service to residents, helping meet the RECAP Vision of:

'Working ever closer together to deliver the best most cost effective waste services for the benefit of all local communities in Cambridgeshire and Peterborough'

ALTERNATIVE OPTIONS CONSIDERED

8.1 The following options were considered as part of the project initiation.

Option	Description	Initial Assessment
1	Do nothing - Delay procurement at this time by investigating and assessing opportunities for partners to utilise existing contract arrangements within the partnership, or utilising extensions, procuring jointly at a later date.	<ul style="list-style-type: none"> • East Cambridgeshire have recently utilised the existing South Cambridgeshire contract, however, this contract would not allow for further excessive additional volumes of material without creating a significant change to the contract requiring re-tender. • Cambridge City/Huntingdon/Fenland District Council contracts do not allow for additional partners without creating a significant change to contract requiring re-tender. • Peterborough would be required to procure individually. • Partners could be financially disadvantaged utilising extensions and missing the potential benefits from re-tendering at this stage.
2	Utilise PFI contract arrangements.	<ul style="list-style-type: none"> • Initial discussion with legal team at

		<p>Cambridgeshire County Council indicates this would potentially mean a significant legal change to the contract, leading to significant legal costs and even re-tender.</p> <ul style="list-style-type: none"> • May not generate competition and therefore achieve financial benefit. • Could reduce resource/time involved in tendering but revisions to the contact could counter this.
3	Jointly procure the design and build of a MRF, primarily dedicated to the partnerships use.	<ul style="list-style-type: none"> • Is counter to conclusions to recent market testing by Peterborough. • Lengthy process which would require interim contract arrangements. • Capital investment required. • Is being undertaken by a group of authorities in the South West although DCLG funding received for this.

IMPLICATIONS

- 9.1 Following the completion of the procurement, the prevailing market conditions might lead to a lower price being received for the recyclable materials than is presently received by the individual partners. By procuring collectively and taking advantage of the large tonnage of material available to the Partnership as a collective, we aim to mitigate risks arising from market conditions. It is unlikely that Partners procuring individually or in smaller collectives would exert the same influence over and therefore any greater value from the market.
- 9.2 A pricing mechanism that seeks to minimise processing cost, maximise materials income and manage risk e.g. frequency of review, will be developed in conjunction with Section 151 Officers. That model will be agreed as offering the best balance between cost certainty and informed appetite for risk that secures best flexibility to market volatility in mitigating exposure and maximising materials income. Should the market may be at a, comparative, low point when the procurement completes, by building flexibility into the payment mechanism and acting collaboratively, these risks can be mitigated to a greater or lesser extent.
- 9.3 The collaborative procurement seeks to jointly offer all existing recyclate across the Partnership as currently collected, i.e. largely comingled but also recognising the separate paper collection within South Cambs. The contract(s) will need to be both flexible to make provision for future collection/disposal service changes that may stem from Optimum Service Design and also be structured to ensure that existing and future materials streams continue to attract maximum value. No partners would be expected to retain recyclate materials for alternate treatment outside the joint procurement process.

BACKGROUND DOCUMENTS:

As 7.1 above and Appendices 1-2.

@ 30 August 2013



To: Executive Councillor for Environmental and Waste Services: Jean Swanson
Report by: Jas Lally, Head of Refuse and Environment
Relevant scrutiny Environment 8th October 2013
committee: Scrutiny Committee
Wards affected: All Wards

Proposal for the Collection of Commercial Food Waste for Composting Non- Key

1. Executive summary

- 1.1 In the Government's Review of Waste Policy 2011 it identified preventing and reducing food waste sent to landfill from commercial businesses as a priority.
- 1.2 Unlike household premises educational establishments and businesses are currently unable to have a segregated food waste collection service provided by the City Council.
- 1.3 We are currently undertaking a survey of our existing commercial customers and it is anticipated that a high proportion of those responding will be interested in food waste collections. We are aware that a number of customers from the education sector have expressed an interest and it is therefore anticipated that food waste collections would be welcomed by many of Cambridge's business and the Education sector. It is proposed to start a food waste service for businesses utilising existing resources with vehicles becoming multi use. Initially the scheme is expected to be self-financing and in the future some income forthcoming to secure the future sustainability of the service.

2. Recommendations

The Executive Councillor is recommended:

- 2.1 To approve a food waste collection service for businesses and educational establishments to begin in April 2014. At this stage this service would not require any capital investment as it is proposed to use existing vehicles which will become multi use. The scheme would initially

2.2 To approve any net profit generated from the service be retained to support vehicle and bin R & R contributions for the first 3 years, at which point a review will be undertaken and a decision made as to the capital required for the service as a more specialised vehicle may be required. If capital investment is not required the money will be returned to the general fund as a saving.

3. Background

3.1 The government previously identified food waste as a priority waste-stream for action as it goes to landfill in considerable quantities, and accounts for almost half of all waste CO₂eq emissions. The total annual food waste arisings in Britain are estimated at around 16 million tonnes with at least 40% of this disposed to landfill.

3.2 Tackling food waste is an example of where prevention and recycling/recovery go hand in hand. According to the Government Review of Waste Policy in England 2011 we need to cut down the estimated 16 million tonnes of food waste produced every year in Britain, while ensuring that much more of the food waste which is produced is not simply disposed of in landfill

3.3 In particular the government is keen to target those waste streams with high carbon impacts. Food waste has both high embedded carbon impacts and direct emissions impacts when landfilled. Improvements in the management of business waste will be a critical part of the move towards a zero waste economy. The governments' 'Call for Evidence' identified a range of problems and barriers, particularly in relation to waste and recycling services provided to SMEs.

These included:

- A lack of recycling services in some areas and in relation to some materials (particularly food waste);
- High cost of service to the business user and lack of convenience;
- A lack of awareness amongst SMEs of their legal obligations (e.g. Duty of Care, Pre-treatment Regulations.) It is likely that many micro businesses are using household services without prior agreement or payment; and
- A lack of awareness amongst SMEs of services available in their area.

- 3.4 Consequently we intend to promote a food waste service to facilitate the opportunity for small businesses such as cafes to benefit from the service by the provision of small receptacles.
- 3.5 Customers will also have the opportunity to have a more comprehensive service which included additional options such as bin washing and additional receptacles for inside the kitchens to enable the hygienic separation of waste for composting. This is because odour and hygiene are considered a barrier to recruiting businesses to take up the scheme.
- 3.6 The survey of customers will provide further information on the business sector who are most likely to take up this service and consequently where we will focus our marketing.
- 3.7 We aim to be collecting 4 tonnes per day by the end of the first year which could equate to a reduction in landfill of approximately 800 - 1000 tonnes per year.
- 3.8 A core service of around 50-100 bins per day should provide this yield. However the continued expansion of the service will be limited by the resources available to undertake collections.
- 3.9 The food and green waste collected will be transported to our normal tipping point in Waterbeach and it is likely the disposal of which will fall under the existing County Council contract. This has been discussed with the County Council.
- 3.10 The food and green waste will most likely be processed via In-Vessel Composting (IVC) which is the same process our household food and green waste undergoes.
- 3.11 The costs for disposal of food waste by IVC are cheaper than the costs of landfill or processing by Mechanical Biological Treatment (MBT).
- 3.12 Existing staff and vehicles will be used to provide the service and a review will be undertaken to consider whether some collections of waste defined as household eg. Schools and colleges could be collected alongside the existing fortnightly collection services. It is however anticipated that more frequent collection will be required and these will be facilitated by optimising the collections for the four existing commercial landfill collection vehicles.
- 3.13 A recent report by WRAP, "Collecting food waste from small businesses and schools" has suggested that to encourage SME's to take up the service it is necessary to not just provide cheaper collections than

landfill collections but to also provide cheaper collections overall and reducing the total cost of waste disposal.

3.14 It would therefore be beneficial if additional training was provided to staff to enable them to undertake effective waste audits and effectively review the collections of existing customers to provide the most cost effective solution available to them and help customers identify their own waste collection cost savings.

3.15 WRAP provide resources for businesses in their “Business Resource Efficiency Hub” it will be necessary for staff to understand and promote these available resources in order to encourage businesses to take up the service.

4. Implications

(a) Financial Implications

It is anticipated that route optimisation within the commercial waste services will enable vehicle and staff resource to be freed up to facilitate a small number of customers on a daily basis.

Income from the initial customer base will be set to cover the initial operational costs, and some bin purchases. It is hoped that income in the first three years may be between £30,000 and £60,000 offsetting the operational costs, disposal costs and bin purchase with a small surplus at the end of year three.

Expansion of the service should it remain successful is likely to be reliant on additional capital to procure a bespoke vehicle adapted to facilitate these collections. However it is proposed that any additional income raised from the new food waste service be retained through R & R to support the service expansion for initially 3 years. Should funds not be required the additional funds will be returned to the general fund.

(b) Staffing Implications (if not covered in Consultations Section)

Additional operational staff resource is not required to initially facilitate the service start up. As the service develops resource needs will be determined and reviewed. Any additional resource requirements will be funded from the service income generated.

The additional office staff resource is limited with no dedicated administrative resource therefore the development of the service will be limited by the ability of the existing commercial team to facilitate the

progression of the service. New service start-up will require considerable management oversight.

(c) Equal Opportunities Implications

This new service is an extension of the existing services and there are no equal opportunities implications. As an extension of the existing services an equalities impact assessment has not been completed.

(d) Environmental Implications

The removal of food waste from land fill has significant carbon benefits. The extent of these benefits is dependent on how much food waste can be diverted which would have ordinarily gone to landfill.

As this is currently unknown the service is likely to have a low to medium positive impact.

(e) Procurement

The procurement for the procurement of new bins for this project will be on a small scale and under EU procurement thresholds. In addition there is an ESPO framework contract for the purchase of bins.

(f) Consultation and communication

A survey of customers is continuing over the next few months and will provide further information on the business sector who are most likely to take up this service and consequently where we will focus our marketing.

The service like all commercial waste services is an opt-in service and extensive marketing will be required with Cambridge businesses to encourage participation in the service some resource may be required to facilitate this.

Advertising will also be done on Facebook and Twitter.

(g) Community Safety

There are no community safety implications.

5. Background papers

These background papers were used in the preparation of this report:

- WRAP, “Collecting food waste from small businesses and schools”
- Government Review of Waste Policy in England 2011

6. Appendices

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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