



NORTH AREA COMMITTEE



AGENDA

To: City Councillors: Todd-Jones (Chair), Price (Vice-Chair), Ward, Abbott, Boyce, Bird, Brierley, Gawthrope, Kerr, O'Reilly, Pitt and Tunnacliffe

County Councillors: Manning, Pellew, Sales and Wilkins

Dispatched: Wednesday, 13 March 2013

Date: Thursday, 21 March 2013

Time: 7.30 pm

Venue: Shirley Primary School, Nuffield Road, Cambridge CB4 1TF

Contact: Glenn Burgess

Direct Dial: 01223 457013

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|----------|--|---------------|
| 1 | APOLOGIES FOR ABSENCE | 7.30PM |
| 2 | WELCOME AND INTRODUCTION
(INCLUDING DECLARATIONS OF INTEREST) | |

'YOU SAID, WE DID, YOU WANT TO KNOW'

- | | | |
|----------|--|---------------|
| 3 | TO CONFIRM WHAT WAS SAID (MINUTES) AT THE LAST MEETING AND WHAT WE HAVE DONE (ACTION LIST)
<i>(Pages 1 - 18)</i> | |
| 4 | YOU WANT TO KNOW (OPEN FORUM) | 7.45PM |

ITEMS FOR DECISION

- 5** **COMMUNITY DEVELOPMENT AND LEISURE GRANTS** **8.15PM**
(*Pages 19 - 34*)

COMMUNITY FORUM – JOIN IN THE DISCUSSION ABOUT THESE ITEMS

- 6** **CAMBRIDGE 20MPH PROJECT –** **8.45PM**
NORTH AREA CONSULTATION (*Pages 35 - 76*)

CLOSE: 9.45pm (Approx)

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NORTH AREA COMMITTEE

31 January 2013

7.30 - 10.00 pm

Present: Councillors Todd-Jones (Chair), Price (Vice-Chair), Boyce, Bird, Brierley, Kerr, O'Reilly, Pitt and Ward.

County Councillors: Manning, Pellew and Wilkins

City Council Officers:

Project Delivery & Environment Manager: Andrew Preston

Head of Customer Services: Jonathan James

Safer Communities Section Manager: Lynda Kilkelly

Principal Planning officer: Tony Collins

Committee Manager: Glenn Burgess

Others in attendance:

Neighbourhood Policing Sergeant: Jason Wragg

Cabinet Member for Community Infrastructure: Councillor Orgee

County Council's Head of Assets and Commissioning: Tom Blackburne-Maze

FOR THE INFORMATION OF THE COUNCIL

13/8/NAC Apologies for Absence

Apologies were received from City Councillors Abbott, Gawthrop and Tunnacliffe, and County Councillor Sales.

Apologies were also noted from Pat Walsh (Balfour Beatty – General Manager) who was due to attend for item 13/13/NAC.

It was noted that Councillor Abbott had recently been unwell and the Committee asked that their best wishes be formally noted.

13/9/NAC Welcome and Introduction (including Declarations of Interest)

The Chair welcomed the public and explained the format of the meeting.

No interests were declared.

13/10/NAC TO CONFIRM WHAT WAS SAID (MINUTES) AT THE LAST MEETING AND WHAT WE HAVE DONE (ACTION LIST)

Minutes

Councillor Pitt requested that page 5 of the minutes be amended to read 'Downham's Lane Play Area' (instead of Downs Play Area).

With this minor amendment the minutes of the 22 November 2012 meeting were approved and signed as a correct record.

Action List

An undated version of the Action was circulated.

In addition to this, Councillors gave the following updates:

Recycling Units: Councillor Pitt confirmed that he had again met with the Executive Councillor for Environmental and Waste Services to discuss the issue. City Services were actively working to address the problem and the public were urged to continuing reporting any issues so that they could be rectified as soon as possible.

Waiving of information submission requirements for small community groups making funding bids: Councillor Pitt confirmed that the Grants Manager would be reviewing the requirements for area committee grant submissions. This would be done as part of the process changes, which will bring administration of area committee grants back 'in house' from the Community Foundation.

Probation Service: Councillor Pitt confirmed that successful funding bids had resulted in some community service workers now being used in the south of the City. It was also noted that, due to tensions between the Probation Service and colleagues in Huntingdonshire, Cambridge might now benefit from increased availability of community service workers.

Campkin Road and St Kilda Avenue traffic concerns: Councillor Price confirmed that the City Council's 20mph Project Officer would be installing automatic traffic counters to quantify the speeding problem through data capture.

With regard to developer contributions (minute number 12/66/NAC) the Chair confirmed that the following citywide projects had been approved by the Executive Councillor for Arts, Sport and Recreation and would now progress to the project appraisal stage:

- Logan's Meadow Local Nature Reserve
- St Andrew's Church Hall extension

13/11/NAC YOU WANT TO KNOW (OPEN FORUM)

1) Dr Jocelyne Scutt: Asked for an update on any planning applications connected to Mitcham's Corner and the related consultation process on the proposed 5 storey building.

The Principal Planning Officer responded that pre-application discussions were ongoing regarding a number of sites in this area.

It was also noted that as the new Local Plan progresses, more weight would be given to it when determining planning applications. However, as it is currently in its early stages of development, less weight would be given to it.

Councillor Ward (Executive Councillor for Planning and Climate Change) confirmed that, whilst each application would be determined on the planning policies in place at the time, it could become more complicated depending on the lead in time and the progression of a certain application.

The Principal Planning Officer and Councillors confirmed that four main sites had been identified at Mitcham's Corner, and were each at different stages in the planning process:

- Staples site
- 1 Milton Road
- Cambridge City Football Ground
- Manor Care Home

2) Mrs Blair: Requested that, as the Fen Road Steering Group had not met recently, an agenda item to discuss progress on Fen Road and Chesterton Station be brought to the March North Area Committee.

The Chair noted this request.

3) Mr Davidson: Highlighted that it had taken 3 years to get the Council to refill the grit bins on Nicholson Way, and asked for some clarity on the process for requesting grit.

Councillor Ward confirmed that, at the request of resident's groups or members of the public, the City Council would deliver bags of grit for use in local areas. It was suggested that requests be directed via the Customer Service Centre.

Councillor Pellew confirmed that ownership of the individual grit bins was unclear and that the City and County Council were working together to address the issue. In response to this, Councillor Price stated that City Council officers had confirmed they would arrange for bins to be refilled at the request of the public.

4) Ms Denny: Requested more dog bins in the Nuns Way area and more waste bins on Nuns Way recreation ground.

Councillor Pitt confirmed that new dog bins had been requested and advised members of the public to contact their Ward Councillors with requests for specific sites. Councillor Price noted the request for Nuns Way and agreed to follow up through the appropriate channels.

Councillor Brierley highlighted that dog waste could also be placed in standard litterbins and suggested that this be better communicating to the public.

5) Mr Sargeant: Asked if parking restrictions could be implemented close to the junction of Courtney Way and Gilbert Road.

Councillor Wilkins agreed to investigate this and feed back at the next meeting.

6) Mr Taylor: Highlighted the issue of broken and vandalised trees and requested that action be taken. The following particular areas were highlighted:

- **Milton Road near to the guest houses**
- **Frazer Road**
- **Midsummer Common**

Councillor Ward confirmed that a policy was in place to deal with this issue. Mr Taylor was asked to forward details of specific trees that needed attention and these would be looked in to.

7) Dr Jocelyne Scutt: Highlighted the danger caused by potholes on pavements and asked if the Council had a detailed programme for addressing this issue. The following particular areas of concern were highlighted:

- **Milton Road**
- **Herbert Road**
- **Primrose Street**

Councillor Wilkins confirmed that the County Council had recently invested £90m, over a 5-year period, to help address this problem. Whilst in its early stages, he did confirm that Gilbert Road was currently being resurfaced and bids had also been put in for Mitcham's Corner and Milton Road. It was also noted that, as it was more cost effective, the policy would be to try and repair trouble spots before they got to the stage of being potholes.

Councillor Manning suggested that members of the public contact their County Council Ward Councillors with specific areas of concern so that these could be looked at as part of the programme. It was also noted that Councillor Bourke was undertaking an Access Review that would look at some of the connected issues.

Councillor Price confirmed that Kings Hedges Road had recently been stripped and replaced and it was a vast improvement.

8) Mr Bond: Raised concern that the exhibition on Dog Control Orders was not very visible at the meeting and members of the public may have missed the opportunity to comment.

The Chair apologised but noted that, unfortunately due to other work commitments, the officer had been unable to stay for the duration of the meeting.

The Chair confirmed that Dr Jocelyne Scutt had submitted further questions in advance of the meeting. The relevant officers had provided written responses and these were circulated to councillors and members of the public.

13/12/NAC Policing and Safer Neighbourhoods

The committee received a verbal update from the Neighbourhood Policing Sergeant on crime and policing in the four wards.

1) Councillor Brierley: Asked whether the increase in the 'other burglary' figures (page 20 of the agenda) was as a result of a single group of offenders.

The Neighbourhood Policing Sergeant confirmed that, whilst it would be difficult to prove, he hoped that a number of recent arrests would result in the number of future offences dropping.

2) Councillor Wilkins: Asked for examples of the types of anti-social cycling offences for which tickets had been issued.

The Neighbourhood Policing Sergeant confirmed that tickets had been issued for offences such as jumping red lights, cycling on the pavement, cycling without lights and not responding to road signs. It was however noted that signage was sometimes confusing and inconsistent and this caused problems for both the cyclists and the police. Signage at Green Dragon Bridge was given as an example of this.

It was also noted that, with a view to improving safety, the police would rescind tickets issued for cycling without lights if people could prove they had subsequently purchased lights.

3) Councillor Wilkins: Asked if there was a way for the police to feed back to the County Council their specific concerns about signage.

The Neighbourhood Policing Sergeant confirmed that he would be happy to organise a walk around with Councillors so that problem areas could be highlighted.

4) Councillor Pitt: Commented that it was good to see the police monitoring anti-social cycling on Arbury Road and Milton Road, but suggested that Courtney Road should also be monitored.

This comment was noted.

5) Councillor Pitt: In light of the increased figures for burglary, enquired as to why cycle theft had been recommended as a priority instead.

The Neighbourhood Policing Sergeant confirmed that, whilst burglary was a higher priority, this was generally dealt with at a divisional level. As cycle theft was the number one crime across the whole city, it was felt more appropriate to have this as a neighbourhood priority.

6) Mr Sargeant: Asked if the new Police and Crime Commissioner (PCC) would have an input into the setting of neighbourhood policing priorities.

The City Council's Safer Communities Section Manager confirmed that the PCC would be attending the next meeting of the Community Safety Partnership to share his views on priorities for Cambridgeshire. It was also noted that he would be asked his views on how these fitted with the neighbourhood policing priorities. It was agreed that the Safer Communities Section Manager would provide further feedback at the next meeting of the North Area Committee.

7) Mr Shaw: Highlighted 2009/11 figure obtained via a Freedom of Information request that indicated that cycling was safest at night. In light of this he questioned why so much police effort was concentrated on cycling without lights.

The Neighbourhood Policing Sergeant noted this comment, but confirmed that anti-social cycling and cycling without lights was a big issue in the City.

8) Mr Taylor: Raised further concern about confusing and incorrect signage, especially in the Milton Road area, and asked if the police were working with the Council to address this.

The Neighbourhood Policing Sergeant confirmed that the police did work with the Council on this issue. It was also noted that the incorrect signage at Green Dragon Bridge had now been rectified.

9) Mr Taylor: Asked if any tickets had been successfully reviewed via the court process.

The Neighbourhood Policing Sergeant confirmed that he was unaware of specific figures relating to this and noted that it would be a magistrate's issue.

10) Mr Taylor: Commented that some of the issues raised about cycling on pavements could be related to complaints about the use of shared space, as appose to people actually cycling illegally.

This comment was noted.

11) Resident: Asked for a view on the reduction in police staffing levels and the current use of PCSO's.

The Neighbourhood Policing Sergeant confirmed that he was unaware of current recruitment levels and therefore unable to comment. He did however acknowledge that PCSO's were a valuable resource for the police.

12) Mr Davidson: Commented that on certain roads other road users bullied cyclists out of cycle lanes. In order to stay safe they were then forced to cycle on pavements and risk being ticketed by the police.

The Neighbourhood Policing Sergeant appreciated the danger posed to cyclists and confirmed that the police were not 'anti-cyclist'. It was however noted that many of the issues raised by the public related to anti-social cycling and it was important that the police address this.

Councillor Wilkins confirmed that the junction at Gilbert Road and Milton Road was due to be remodelling in order to make it safer for cyclists and address some of these issues.

13) Ms Dockerill: Raised concern about the amount of car users still using mobile phones.

The Neighbourhood Policing Sergeant confirmed that a number of offenders were currently going through the court system and the police were actively tacking this when they encountered it.

The Chair asked if the committee were in agreement with the three recommended police priorities, or whether they felt a need to retain anti-social driving on Fen Road as a priority.

Councillor Manning confirmed that the police work in this area had been excellent but questioned whether there needed to be sustained pressure in order to keep the problem from re-emerging. It was also noted that problems were now being experienced outside the Tesco store.

Councillor Kerr confirmed that illegal parking was proving to be a big issue outside the Tesco store and asked if the Fen Road problem had simply been displaced to a new area. It was also asked if the police would consider 4 priorities instead of three.

The Neighbourhood Policing Sergeant confirmed that the problems experienced outside Tesco did appear to be caused by the same small group of people. It was however noted that offenders soon become wise to police presence in this and the Fen Road area, and allocating this as a set priority may not be the most appropriate way to tackle it. The police were already very active in this area and it would be more effective for the police to continue to tackle this as part of their everyday work.

Councillor Manning and Kerr were happy with the suggested approach and were confident that the police would respond to the issues as part of their day to day activity. It was felt important however to enthiasise to the public that this was still an important issue, regardless of it not being a set police priority.

Councillor Wilkins suggested some additional wording on the anti-social cycling priority to emphasise the notion that the Council and the police would work together to address signage issues.

The committee agreed with this suggestion.

On a show of hands the following three Neighbourhood Priorities were agreed unanimously (12 votes to 0):

- i. Arson preventative work to continue for the Nuffield Road area to support on-going intervention and investigative work.
- ii. Preventative and enforcement work to reduce cycle theft.
- iii. Anti-social cycling and cycling without lights – including liaison between the police and the Council to address any signage issues.

The Chair noted that at the West/Central Area Committee on 10 January 2013 a police priority regarding enforcement of the 7.5t weight restrictions on Newmarket Road was discussed.

Inspector Poppit had responded that enforcing the restriction was a specialised task that would require additional resources. In order to evidence the need for such resources, he proposed that a traffic survey or a local lorry watch could be undertaken.

It was suggested that the North Area Committee could be invited to share the priority in order to include Victoria Road in any work undertaken.

The committee noted this, but did not allocate it as a police priority.

13/13/NAC Street Lighting Programme

The committee received a verbal presentation from County Councillor Orgee (Cabinet Member for Community Infrastructure).

The presentation covered the following points:

- i. The County Council managed tens of thousands of street lights across Cambridgeshire and most columns were at, or beyond, their usable life span.
- ii. The current lighting columns generated high levels of carbon emissions and were costly to run. Newer columns provided better quality lighting, lower emissions and were more efficient to run.
- iii. The County Council had approached the government for funding and has been allocated sufficient funds to replace 90% of the columns.
- iv. Unfortunately the original consultation regarding replacements was not as detailed as it should have been and the County Council were now looking to rectify this. Communities consulted on the original first phases would now be consulted again.
- v. The original maintenance contract was also too restrictive and more flexibility was now being built into the process.

1) Councillor Pellew: Asked if lighting in parks and in and around trees had been taken into account.

Councillor Orgee confirmed that, because of the limited consultation last time, this issue had not been fully addressed. However, this was an example of issues that needed to be considered better this time.

2) Resident: Asked if part time lighting would also be considered.

Councillor Orgee confirmed that an advantage of the new contract was that lower level and dimmer type lighting could be used in some areas.

The County Council's Head of Assets and Commissioning confirmed that all of the new lighting columns had the option of a dimmer switch.

On traffic routes there would be the following built-in 2-stage dimmer process:

- between 8pm and 12 midnight the light would dim by 20%
- between 12 midnight and 6am it would dim by a further 20%

On residential routes it would be the following built-in 1-stage dimmer process:

- between 10pm and 6am the light would dim by 30%

3) Dr Jocelyne Scutt: Raised concern that lower level lighting may result in pools of darkness that could be dangerous for cyclists and pedestrians.

Councillor Orgee confirmed that the public could email to him areas of specific concern and these would be looked in to. It was hoped that issues such as this would be highlighted through the new consultation process.

4) Dr Jocelyne Scutt: Highlighted the issue of streetlights shining through bedroom windows and causing a nuisance to residents.

Councillor Orgee confirmed that as the new columns were higher (6 metres instead of 5 metres) this could be a problem. However it was noted that light shields could be fitted, and any specific issues should be highlighted through the new consultation process.

5) Mrs Blair: Noted that some of the historic street lighting columns remained in East Chesterton. Residents have requested that they be either removed or put back into use.

Councillor Orgee confirmed that a process was in place for the removal of these columns but it may be more complicated if they were listed. Members of the public were advised to email Councillor Orgee with specific locations so that the issue could be looked into more closely.

Mr Bond confirmed that some of the older columns may actual be cast iron spin pipes, and not lighting columns.

6) Resident: Highlighted the importance of directional lighting and the use of deflectors.

Councillor Orgee confirmed that the new columns would use 'white' light, which gave more definition and reduced the need for deflectors. There would also be less light pollution with the new columns as the light was directed downwards.

7) Councillor Brierley: Asked if the new lights would use light-emitting diode (LED) technology.

The County Council's Head of Assets and Commissioning confirmed that LED was currently not economical enough to use on this large a scale. Unfortunately as the government funding was time limited it was not possible to wait for this new technology to come down in price.

It was noted that all new housing developments would be required to use the new specification lighting and in due course the County Council would adopt this.

8) Resident: Asked if the programme was scheduled to include East Chesterton.

Councillor Orgee confirmed that the programme would cover East Chesterton and take between 3-4 years to complete in full. Full details of the programme could be found on the County Council's website.

9) Councillor Bird: Raised concern that lower level lighting could cause problems for partially sighted people, and asked if these groups had been specifically consulted.

Councillor Orgee confirmed that the consultation would be as wide-ranging as possible and agreed to provide a full written response to Councillor Bird.

10) Councillor Todd-Jones: Noted that an information leaflet had been distributed by the contractor (Balfour Beatty) and asked if the County Council's contact details had been included.

Councillor Orgee confirmed that the first point of contact in relation to this leaflet should be Balfour Beatty. The Council's details were therefore not included.

13/14/NAC Proposed 20mph zone

The committee received a verbal presentation from the Project Delivery and Environment Manager.

The presentation covered the following points:

- i. £400,000 had been allocated in the City Council's budget to investigate the implementation of a 20mph speed limit on all residential streets in the City.
- ii. The project would be delivered over a 2-3 year period with the aim of reducing pollution, noise and road accidents.
- iii. If public consultation was positive, the project would be implementing in four phases:
 - Phase 1: North Area
 - Phase 2: East Area
 - Phase 3: South Area
 - Phase 4: West/Central Area
- iv. A full report on the proposed consultation process would be brought to the North Area Committee on 21 March 2013. It was envisaged that the consultation would include local events, exhibitions and leaflet drops to residents.
- v. Traffic surveys would be undertaken at 61 sites throughout the City and Councillors had been consulted on the specific locations.
- vi. The results of the Phase 1 consultation would be brought back to the North Area Committee prior to the Executive Councillor for Planning and Climate Change making a final decision on implementation.
- vii. A Project Board would be set up to provide a steer on various project related issues throughout the life of the project.

1) Resident: Raised concern that the cost of the new signage alone would be very high, and questioned how the changes would be implemented without causing traffic congestion.

Councillor Ward (Executive Councillor for Planning and Climate Change) responded that the project was moving forward as a result of public demand. It was noted that undertaking a full programme would be more cost effective than tackling the problem in a piecemeal fashion.

2) Resident: Questioned whether local residents would be represented on the Project Board.

The Project Delivery and Environment Manager confirmed that the Project Board had been set up as a management tool to help direct the project.

It was noted that a detailed report on the 20mph project had been taken to the Environment Scrutiny Committee on 15 January 2013 and was available on the City Council's website.

Councillor Ward (Executive Councillor for Planning and Climate Change) confirmed that local residents would be able to have a valuable input through the consultation process. Other consultees would include the taxi trade, local police, the bus trade and the Cambridge Cycling Campaign.

3) Resident: Asked what the objective of a 20mph citywide limit was.

The Project Delivery and Environment Manager responded that the objective was to rationalise speed limits within the City and therefore make it less confusing for road users.

4) Mr Bond: Confirmed that Old Chesterton Resident's Association had asked for a 20mph limit over 20 years ago and were therefore very supportive of this proposal. It was however noted that, as the traffic artery roads may become congested, the project needed to be managed carefully.

Councillor Ward (Executive Councillor for Planning and Climate Change) noted the comments but hoped that a citywide 20mph limit may make more people confident to cycle on the roads and therefore result in less traffic congestion.

5) Resident: Questioned what would happen with strategic roads such as Gilbert Road, especially as these were located near to schools.

Councillor Ward (Executive Councillor for Planning and Climate Change) confirmed that all A and B roads would be outside of the 20mph limit, and C roads (of which Gilbert Road was one) would be subject to the consultation.

6) Mr Taylor: Asked if the traffic survey equipment would be brought by the Council or be hired in, and if the results would be publicly available.

The Project Delivery and Environment Manager confirmed that an external contractor would be undertaking the surveys at a cost of between £60-£100 per site. The results of the surveys would be published as part of the public consultation.

The Chair reminded the public that a more detailed item would be brought back to the North Area Committee on 21 March 2013.

13/15/NAC Meeting dates 2013/14

It was agreed that the proposed 2013/14 meeting dates would be agreed by Councillors outside of the meeting.

The meeting ended at 10.00 pm

CHAIR

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COMMITTEE ACTION SHEET

Committee	North Area Committee
Date	31 January 2013
Circulated on	13 February 2013
Updated on	

ACTION	LEAD OFFICER/MEMBER	TIMESCALE	PROGRESS
<p style="text-align: center;"><u>Open Forum</u></p> <p>In response to a public questions regarding parking restrictions being implemented close to the junction of Courtney Way and Gilbert Road - Councillor Wilkins agreed to investigate this and feed back at the next meeting.</p>	Councillor Wilkins	Feedback at the next meeting	
<p style="text-align: center;"><u>Police and Safer Neighbourhoods</u></p> <p>The PCC would be attending the next meeting of the Community Safety Partnership and it was agreed that feedback would be provided at the next meeting of the North Area Committee.</p>	Safer Communities Section Manager	Feedback at the next meeting	
<p style="text-align: center;"><u>Street Lighting Programme</u></p> <p>Provide a full written response to Cllr Bird's questions about partially sighted people and if they had been specifically consultation.</p>	Cllr Orgee	ASAP	

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To: **North Area Committee - 21st March 2013**
 Report by: Jackie Hanson, Operations & Resources Manager,
 Community Development
 Wards affected: Arbury, East Chesterton, King's Hedges, West
 Chesterton

Community Development and Arts & Recreation Development AREA COMMITTEE GRANTS 2013-14

1. Executive summary

1.1 This report details applications received to date for 2013-14 funding for projects in the North Area, makes recommendations for awards and provides information on the eligibility and funding criteria.

2. Recommendations

The North Area Committee Councillors are recommended:

- 2.1 To consider the grant applications received, officer comments and proposed awards detailed in Appendix 1
- 2.2 To agree the proposed awards detailed in Appendix 1 and summarised in the table below:

Ref	Organisation	Purpose	Award
N1	18th Cambridge Scout Group	Catering equipment	£2,000
N2*	Arbury Carnival	2013 Carnival 8.6.13	£2,500
N3	Arbury Townswomen's Guild	Speakers for meetings	£250
N4	Bridho Society	Monthly meetings and trips	£1,000
N5*	Chesterton Community Association	Meetings and newsletters	£600
N6	Chesterton Community Choir	Room hire, music director	£220
N7*	Chesterton Festival Committee	Chesterton Festival 28-30/6/13	£3,520
N8	Chesterton Parents Group	Trip to Shepreth Zoo	£1,390
N9	Chesterton Parents Group	3 story telling sessions	£190
N10	Darwin Drive Residents Association	Multi cultural cooking exchange	£200
N11	Darwin Drive Youth Association	Sports, community activities, trips	£1,000
N12	Fen Estate & Nuffield Road Area Residents Association (FENRA)	Welcome event, leaflets events	£100
N13	Fen Estate & Nuffield Road Area Residents Association (FENRA)	Quarterly newsletter	£574

N14	Friends of Histon Road Cemetery	3 newsletters, website, posters, meetings	£1,000
N15	Friends of Histon Road Cemetery	Histon Road Cemetery History Day	£200
N16	Grovebury Ladies Club	50th anniversary event and 2 trips	£800
N17	Kings Hedges Brownies	2 trips	£1,490
N18	Kings Hedges Brownies	Bursary for 3 girls	£0
N19	Kings Hedges Family Support Project	Play worker for activities with older siblings	£500
N20	Meadows Centre Bowlers	Weekly 2 hour carpet bowls sessions	£1,116
N21	Meadows Children and Family Wing	Monday & Tuesday after school clubs	£2,000
N22	Not Quite Over the Hill Club	4 parties and 4 trips	£1,656
N23	Old Chesterton Residents Association (OCRA)	Meeting costs, AGM, campaigns, printing	£449
N24	Rainbow Playgroup	Outside shelter at playgroup premises	£1,000
N25	Red Hen	Toys and equipment and family trip	£800
N26	Romsey Mill	After school youth club	£1,000
N27	Sport Cambridge CIC	Summer holiday multi sports activities	£4,200
N28	St Andrews Hall	Chesterton Community Carols	£246
N29	St Andrews Hall	May Day event	£203
N30	St Lukes Church & Community Centre – Little Acorns	Baby toddler and carer's group	£0
N31	St Lukes Church & Community Centre – Everyone's welcome	Fortnightly soup lunches, afternoon teas	£1,000
N32	St Lukes Church & Community Centre – Live Wires	After school activities	£250

* This committee approved N2, N5 and N7 awards in November 2012.

Budget available	£31,752
Total awards	£31,454
Budget remaining	£298

3. Background

3.1 Management

Funding has been devolved to Area Committees for local projects meeting the Community Development, Sports or Arts strategic priorities since 2004. For the previous four years these grants have been managed on behalf of the council by the Cambridgeshire Community Foundation which was unable to continue with this service. This responsibility has returned to the Community Development Grants Team.

3.2 Following consultation with councillors in October 2012 it was agreed to promote one grants round which was launched in January 2013, bringing applications for consideration to one meeting of each of the area committees. The grants were publicised in Cambridge Matters, via neighbourhood workers and members, in local publications and voluntary organisations newsletters, by posters and publicity leaflets and previous applicants were also invited to apply. The closing date for applications for consideration by North Area Committee was 4th March 2013.

3.3 Funding Available

There is a total of £84,000 available across the four area committees for 2013-14. £55,000 has been allocated from the Community Development grants budget and £29,000 from the Arts and Recreation Development (formerly known as Leisure) grants budget.

These budgets have been merged and divided between the area committees in accordance with population and poverty calculations. The amount available for each area is as follows:

Committee	%	£
North	37.8	31,752
South	20	16,800
East	32.2	27,048
West Central	10	8,400
Total		84,000

3.4 Eligibility Criteria and Funding Priorities

Applications are invited from voluntary organisations, community groups and groupings of local residents that are able to meet basic accountability requirements. Priority is given to projects that are aimed at those people whose opportunities are restricted by disability, low income or discrimination. Projects should meet the Community Development and Arts and Recreation Development priorities detailed in Appendix 2.

The maximum any organisation can apply for is £5,000 across all area committees and grants cannot be made retrospectively. Full details of the eligibility criteria are available on request.

3.5 Year Round Applications

Applications will be considered on an individual basis after this main grants round for as long as funding is available. Officers will make decisions on awards up to £2,000. Committee Chairs will be required to make decisions on awards proposed between £2,000 and £5,000. Officers will circulate updates on applications and awards twice a year. In December 2013 the area budgets will be merged and any funding remaining will be allocated across the areas as applications are received to ensure effective use of the funds available.

3.6 **2012-13 Awards**

After the end of the financial year we will collect the monitoring reports for awards made during 2012-13 and circulate a summary to members.

3.7 **Funding Agreements**

All awards are subject to funding agreements and monitoring reports. We consider proportionate requirements dependent on the size of the organisation, project and award.

Appendix 1 - North Area Committee Grant Applications and Recommendations 2013-14

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N1	18th Cambridge Scout Group	Catering equipment towards a Spring 2013 Banquet Camp in Newmarket. Beavers, Club and Scouts will then use equipment in future years.	To develop Scouts organisational, team working, cooking and presentation skills.	20 children all from Arbury followed by many more in later years.	Full cost: £2711 Income: none	£2,711	£2,000
	Officer comment	Current equipment is over 20 years old and needs replacing. Scouts will pay a fee towards the camp itself. Recommend contribution.					
	Previous 2 years funding	none					
N2	Arbury Carnival	2013 Carnival 8.6.13	Award approved 22.11.12				£2,500
N3	Arbury Townswomen's Guild	Costs of speakers for 11 monthly meetings at Arbury Community Centre	Social meetings and aim to educate and inform women.	31 beneficiaries, all women almost all are pensioners. Mostly live in Arbury, a few from West and East Chesterton and a very few from Abbey.	Full cost: £250 Income: none	£250	£250
	Officer comment	Part of Federation of Townswomen's Guilds national organisation. Room rent is £200. Speaker costs £20 - £40 per year. Recommend full amount.					
	Previous 2 years funding	2012/13 £250					
N4	Bridho Society	Monthly meetings at Shah Community House on Darwin Drive and trips	Eliminate isolation; provide social and practical support for elders, entertainment and activity programme.	30 elderly Bengali men and women from Darwin Drive area plus others. Arbury 30; East C 5; West C 5; Kings Hedges 5	Full cost: £1480 Income: none	£1,900	£1,000
	Officer comment	3 trips for males (£700) 3 trips for females (£700). Other expenses £80. New group. Recommend contribution.					
	Previous 2 years funding	none					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N5	Chesterton Community Association	Meetings programme, newsletters and garden competition	Award approved 22.11.12 - £1,100 They have confirmed they require £600				£600
N6	Chesterton Community Choir	Room hire in Brownsfield Community Centre for rehearsals, Music Director, music to entertain residents of Buchan Street Residential home and Chesterton Festival. Officer comment Previous 2 years funding	Entertainment for people less able to enjoy music by themselves Recommend full amount as income not secure. none	50-250. Arbury 50; West Chesterton 30; East Chesterton 180; Kings Hedges 40	Full cost: £1228 Income: £1216	£220	£220
N7	Chesterton Festival Committee	Chesterton Festival 28-30/6/13	Award approved 22.11.12				£3,520
N8	Chesterton Parents Group	Trip to Shepreth Zoo. Officer comment Previous 2 years funding	Encourage socialisation, reduced social isolation and strengthen community cohesion. Monthly planning meetings with 10 local parents. Consultation with parents resulted in a zoo visit being agreed. Recommend full amount. 2012/13 £200 soft play, £1000 music group	Approx 80 (20 families 2 adults + 2 children). All East Chesterton	Full cost: £1540 Income: £150	£1,390	£1,390
N9	Chesterton Parents Group	3 story telling sessions in summer holidays run by a professional story teller. Officer comment Previous 2 years funding	Encourage socialisation, reduced social isolation and strengthen community cohesion. Recommend full amount. see above	12 children per session, all East Chesterton	Full cost: £240 Income: £50	£190	£190

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N10	Darwin Drive Residents Association	Multi cultural cooking exchange - monthly meeting x 3 hours at 82 Akeman Street Community Room.	Promote community cohesion, improve cooking, healthy eating and communication skills.	4 white and 4 Bangladesh women from Darwin Drive	Full cost: £525 Income: none	£525	£200
	Officer comment	Pilot project. Contribute to hall hire and publicity. Low number of beneficiaries. Can charge for ingredients. Recommend contribution.					
	Previous 2 years funding	none					
N11	Darwin Drive Youth Association	Weekly sports activities, trips, social events, litter picking and other community work.	Healthy exercise, relationship building with young people and community; extra curricular life skills; leaderships skills, education and health awareness; eliminate isolation	20-25 local young people from Darwin Drive.	Full cost £1886 Reserves: £500	£1,386	£1,000
	Officer comment	Group has run since 1990's with some breaks. Good links with local residents association and do joint activities. Recommend contribution.					
	Previous 2 years funding	2012/13 £1,500					
N12	Fen Estate & Nuffield Road Area Residents Association (FENRA)	Welcome and introduction event for residents + leaflets + events	Increase membership to become a representative organisation. Share thoughts and concerns around the station development and other issues.	Residents of FENRA area in East Chesterton. Up to 1000 homes with 3-4000 people. Currently 50 members	Full cost: £503 Income: none	£503	£100
	Officer comment	£400 available from resident association funding. Group notified. Recommend contribute the balance.					
	Previous 2 years funding	none					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N13	Fen Estate & Nuffield Road Area Residents Association (FENRA)	Quarterly newsletter	Increase membership to become a representative organisation. Share thoughts around the station development and other issues.	Residents of FENRA area in East Chesterton. Up to 1000 homes with 3-4000 people. Currently 50 members	Full cost: £574 Income: none	£574	£574
	Officer comment Previous 2 years funding	See above. Recommend full amount. none					
N14	Friends of Histon Road Cemetery	3 newsletters; website maintenance; posters; materials and insurance for volunteers; meetings, AGM; talks and exchanges with other similar groups.	Improve, conserve, support and protect Histon Recreation Park for the use and enjoyment of the public. Opportunity for members of the Friends to meet and socialise.	Approx 2000 - anyone who lives by, visits or passes through the cemetery. North residents = 1500; Castle 500.	Full cost: £3100 Income: £1810	£1,290	£1,000
	Officer comment Previous 2 years funding	Request £290 contribution from West Central Area Committee. 2012/13 £1200, £625 Green day event	2011/12 £ 450, £700				
N15	Friends of Histon Road Cemetery	Histon Road Cemetery History Day - an open day with displays, tours and other activities in July 2013.	Promote awareness of the historical and heritage aspects of the cemetery and to increase awareness of cemetery as a space for recreation and reflection. Awareness of friends' activities.	100 from North and 100 from Castle. All ages	Full cost: £400 Income £ none	£400	£200
	Officer comment Previous 2 years funding	Request £200 contribution from West Central Area Committee. see above					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N16	Grovebury Ladies Club	50th anniversary event on 12 November 2013; summer trip; Christmas trip + meal	Be with friends, social activities, celebrate 50th anniversary.	52 older people from Arbury ward.	Full cost: £1430 Income: none	£1,430	£800
	Officer comment	Have reserves. Recommend contribution.					
	Previous 2 years funding	2012/13 £600					
N17	Kings Hedges Brownies	1. Summer trip to Dinosaur Park 2. Autumn trip to safety centre at Milton Keynes	Many girls do not get a summer holiday. Hands on learning experience on how to keep safe.	32 girls. 20 from Kings Hedges and 12 from Arbury.	Full cost: £1490 Income: £150	£1,340	£1,490
	Officer comment	Recommend award full cost. Donations can be allocated to bursaries below					
	Previous 2 years funding	2011/12 £582					
N18	Kings Hedges Brownies	Bursary for 3 girls whose parents cannot pay subs.	Develop their potential and become more aware of the community. Give the children fun in a caring environment.	3 girls	Full cost: £171 Income: none	£171	£0
	Officer comment	Recommend no award. Would set a precedent to pay many bursaries.					
	Previous 2 years funding	see above					
N19	Kings Hedges Family Support Project	Play worker to plan and lead specific activities with older siblings within the 3 times weekly family support drop in sessions in summer holidays and materials.	High quality, fun, engaging, age appropriate activities for children aged 4 plus, supported by a worker. Reduce social isolation.	59 older siblings from 43 families (58 parents /carers and 53 under 4's = 170 direct beneficiaries. Arbury 9; 20 Kings Hedges; 135 E Chesterton; Abbey 6	Full cost: £1022 Income: none	£1,022	£500
	Officer comment	Recommend contribution for Brownsfield location. Children's Centres remit.					
	Previous 2 years funding	2012/13 £750 books 2011/12 £700					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N20	Meadows Centre Bowlers	Weekly 2 hour carpet bowls session at the Meadows Community centre	Reduce social isolation, get together, keep fit	12 older people from Arbury and King's Hedges	Full cost: £1656 Income: £388		£1,116
	Officer comment	Recommend full amount.					
	Previous 2 years funding	2012/13 £1,000					
N21	Meadows Children and Family Wing	Monday & Tuesday after school clubs term time for 5-8 and for 8-11 year olds	Fun activities, engage and socialise with different communities; structured setting and healthy snacks support the needs of the children.	Arbury 20; Kings Hedges 18; East Chesterton 2. Disadvantaged area - low income, BME groups, domestic violence and children with behavioural problems	Full cost: £18,911 Income: £3240	£5,000	£2,000
	Officer comment	Community Development has awarded £15,500 and £20,000 for projects including this one. Recommend contribution as they need to find additional funding.					
	Previous 2 years funding	2012/13 £3990 2011/12 £690					
N22	Not Quite Over the Hill Club	4 parties (all at Arbury Community Centre) and 4 trips (Summer, Spring, Autumn and Christmas)	To bring people together. To reduce social isolation.	Membership: Arbury 50 West Chesterton 10 East Chesterton 5 Kings Hedges 50. All older people many in their 80's and 90's. 60 attend parties and 100 trips.	Full cost: £3856 Income: £2200	£1,656	£1,656
	Officer comment	Group has a long waiting list to join. Recommend full amount.					
	Previous 2 years funding	2012/13 £300 jubilee party					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N23	Old Chesterton Residents Association (OCRA)	Meeting costs, AGM, campaigns, printing	Improve Old Chesterton's facilities to protect existing facilities and amenities.	Chesterton residents, river users and people travelling to Milton Road and Science Park	Full cost: £489 Income: £40	£449	£449
	Officer comment	Meet in St Andrew's Hall. Recommend full amount.					
	Previous 2 years funding	2012/13 £399	2011/12 £465				
N24	Rainbow Playgroup	To build an outside Shelter on playgroup premises based at The Grove School	To provide year round protection while children are outdoors	Kings Hedges 26; East Chesterton 1	Full cost: £5000 Income: £884	£4,116	£1,000
	Officer comment	School site, under 5's County remit. Recommend contribution only.					
	Previous 2 years funding	none					
N25	Red Hen	1. Toys, play and art equipment for children attending the weekly coffee morning 2. Family trip	1. Provide peer support and support of home school worker to local families. 2. Trip reduces isolation caused by poverty and lack of resources and to give positive experiences to children + families.	15-20 at coffee morning. 40-50 summer trip. All Arbury and Kings Hedges	Full cost: £800 Income: none	£800	£800
	Officer comment	Recommend full amount.					
	Previous 2 years funding	none					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N26	Romsey Mill	After school youth club providing positive activities via 12 weekly sessions at the Manor Pavilion January to March 2014. Attendees are children who have been identified as needing extra support and face multiple challenges.	Disadvantaged children to gain confidence, make friends and learn new skills, and can receive support, advice and guidance.	Up to 13 children aged 10-11 with disadvantage. Arbury 5; East Chesterton 3; Kings Hedges 5.	Full cost: £1504 Income £504	£1,000	£1,000
	Officer comment	Successful pilot project took place recently led by Romsey Mill Youth Workers and also Manor School staff. Recommend full amount.					
	Previous 2 years funding	2012/13 £4835					
N27	Sport Cambridge CIC	Summer holiday multi sports activities for 4 weeks for 2 hours a day at Manor Sports Centre.	High quality safe and enjoyable activities for primary school children. Generate a long-term interest in playing sport.	Target is 300 primary age children in total. 100 Arbury, 60 West Chesterton, 60 East Chesterton, 60 Kings Hedges.20 outside area	Full cost: £8280 Income: £2010	£4,920	£4,200
	Officer comment	City council have previously funded this via Activities for Cambridge for 4 years. 7 sports activities provided. Recommend contribution.					
	Previous 2 years funding	2012/13 £4500					
N28	St Andrews Hall	Chesterton Community Carols outside at St Andrews Churchyard (inside church if wet)	Draw people together and build bridges between people of all ages and social and economic backgrounds.	200 local residents. All from West and East Chesterton	Full cost: £246 Income: cover costs if wet	£246	£246
	Officer comment	Annual event. Recommend full amount.					
	Previous 2 years funding	2012/13 £226 2011/12 £287					

Ref	Organisation	Purpose	Aim of activity	Beneficiaries	Budget	Bid	Award
N29	St Andrews Hall	May Day one off event on land near the new Riverside Bridge	Build community cohesion and spirit in Chesterton, between people of different social and economic backgrounds.	150 local residents from W and E Chesterton including Wintercomfort service users as part of the café team.	Full cost: £257 Income: £53	£203	£203
	Officer comment Previous 2 years funding	Annual event. Recommend full amount. 2012/13 £260, £400 materials	2011/12 £175 chippings, £165 finger guards				
N30	St Lukes Church & Community Centre - Little Acorns	Baby toddler and carer's group x 48 weekly sessions	Parents can meet and learn from each other; safe, nurturing environment for small children to interact.	100+ Arbury 50; W Chesterton 15; East Chesterton 10; Kings Hedges 15. 15 out of area	Full cost £2710 Income: None	£1,355	£0
	Officer comment Previous 2 years funding	Under 5s County remit. Recommend no award. none					
N31	St Lukes Church & Community Centre - Everyone Welcome	Fortnightly group - soup lunches and afternoon teas	Reduce social isolation. Social interaction; nutrition Supported housing and residential homes for elderly.	50+ mainly older people. Arbury 30; West Chesterton 5; East Chesterton 5; Kings Hedges 5;5 out of area	Full cost: £2376 Income: £1230	£1,146	£1,000
	Officer comment Previous 2 years funding	Have trialled these events for 2 years. Recommend contribution. 2012/13	2011/12				
N32	St Lukes Church & Community Centre - Live Wires	After school activities x 18 fortnightly sessions eg crafts, stories, BBQ, cooking, sport, games	Activities for siblings varied age, gender, with behavioural difficulties and new to England, children of foreign students.	30 children age 5-11. Arbury 20; West Chesterton 5; Kings Hedges 5.	Full cost: £750 Income: £250	£500	£250
	Officer comment Previous 2 years funding	Recommend contribution. none					

Community Development

Community Activities

1. Activities which support children and young people and families experiencing disadvantage:

- § to provide children and young people with opportunities to participate in positive activities, engage in democratic processes, and improve the quality of life in neighbourhoods
- § to meet the needs of children and young people in the areas of growth or demographic change

2. Activities which support

- § **BME groups**
- § **people with disabilities**
- § **LGBT groups**
- § **women** lacking opportunities to live safe and fulfilling lives
- § **community cohesion** - activities helping people from different backgrounds to integrate into the Cambridge community and to get on well together

3. Activities which support older people to live socially and physically active lives.

Consideration will be given to specific activities and services that enable those groups and individuals to participate in their communities and improve their own well-being. Activities must include one or more of the following:

- § supporting those who are disadvantaged by low income/ disability/ discrimination
- § proposals that enable people to participate in decisions and influence the services that affect their lives
- § bringing people together to identify common issues and to bring about change
- § investigating local needs and developing responsive projects
- § increasing the awareness of and celebrating the city's cultural diversity

It is not for personal care services, proselytising or worship or services which are the responsibility of other statutory agencies

4. Social and Economic Deprivation

Projects, services or activities which promote Economic Inclusion.

- § Supporting organisations that help individuals to overcome barriers to participation in the City's economy.
- § Support, advice and guidance for workless people and those at the risk of worklessness to gain the confidence, motivation, skills and qualifications to engage in rewarding employment or entrepreneurial activities.

Arts & Recreation

1. Improve access to leisure activities

A targeted approach to improving access to arts and sports for city residents who currently have restricted access, particularly including:

- § Minority Ethnic Groups
- § People with disabilities
- § People on low incomes
- § Children, young people and older people at risk of exclusion from leisure opportunities

2. Enhance the City's cultural offer

Arts and sports activities that enhance Cambridge's cultural offer by doing some or all of the following:

- § Celebrating Cambridge's cultural identity or local traditions
- § Benefiting the local economy
- § Reflecting the city's creative reputation through being new, innovative, and ambitious
- § Promoting environmental sustainability

3. Encourage and support local neighbourhood arts and sports activities that enhance current provision and are for the benefit of local residents



To: North Area Committee
Report by: Simon Payne – Director of Environment
Relevant scrutiny committee: Environment 21/03/13
Wards affected: Arbury, East Chesterton, King’s Hedges and West Chesterton

Cambridge 20mph Project – Phase 1

1. Executive summary

This report sets out the overall programme for the proposed City-Wide Cambridge 20mph Project. It also brings the project to the North Area Committee in order to request recommendation and comments on the form of consultation proposed to take place for Phase 1 of the project (the North Area).

2. Recommendations

The North Area Committee is asked:

- 2.1 to note the project programme, previous approvals from Environment Scrutiny Committee and proposed consultation area, method and content for Phase 1;
- 2.2 to provide comments and recommendations to the Executive Councillor for Planning and Climate change (Councillor Tim Ward) on the proposed consultation arrangements.

3. Background

- 3.1 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 staffing was also approved.

3.2 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).

3.3 Due to the size of the project, it has been divided into four separate phases, reflecting existing area committee boundaries (for further details see Project Phase Identification and Phase Prioritisation Report at **Appendix A**). It is intended that each phase be progressed separately and brought to the relevant area committee for recommendation.

3.4 The project aims to:

- 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

3.4 The project is reflected in the City's current policy context including strategic objective PST4.4 in the Planning and Sustainable Transport Portfolio Plan 2012-13. The extension of 20mph zones is also included within the Council's Annual Statement 2012-13 and contributes to the 'Vision for the City'. The project will help to achieve objectives set out in the council's Medium Term Strategy, which includes an action to 'Improve facilities for pedestrians, cyclists and public transport users, including consideration of extending areas with a 20mph limit'. In addition forthcoming Climate Change Strategy 2012-2016 includes an action to 'Identify

opportunities in the development of the Cambridge Local Plan to minimise traffic generation and promote public transport, cycling and walking’.

3.5 The project was taken to the Environment Scrutiny Committee on 15/01/13, at which approval was provided for the project:

- Programme (see **Appendix B**)
- Governance/Decision making process as set out below
- Board terms of reference (see **Appendix C**)
- Phasing (see **Appendix A**)
- 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

4. **Governance/Decision Making**

4.1 A project Board has been set up, as outlined in the terms of reference at **Appendix C**. The board meets on a bi-monthly basis and is chaired by the Executive Councillor for Planning and Climate Change. Invitees include Councillor Gail Marchant-Daisley and at appropriate points in the project programme the chair of each area committee is also invited. The board is both a forum for major stakeholders and a project management tool. Board members provide steer on various project related issues throughout the life of the project.

4.2 During each phase the project will be taken to the relevant Area Committee(s) to provide recommendation to the Executive Councillor for Planning and Climate Change regarding formal consultation. The project would also be taken where required to adjacent Area Committees as appropriate. The manner in which the project would be brought to adjacent area committees would be defined following discussion with the relevant committee chairs.

Following formal consultation the project will be presented back to the Area Committee(s) for recommendation. The project will then be taken to the Asset Management Group and then return to Environment Scrutiny Committee for appraisal to seek permission to progress Traffic Orders and implement. Traffic Orders will be progressed in partnership with the County Council and following their advertisement of the orders; any objections would be taken to the County Cabinet for a final decision.

5. Implications

(a) Financial Implications

Financial implications will be reviewed for each stage following preliminary design work. There will be revenue implications associated with commuted signage maintenance, which will be discussed with the county council.

(b) Staffing Implications

The project delivery team within the Streets and Open Spaces Service will provide the vast majority of staffing for the project. However, other resources will be required for attendance at Officer and Project board meetings as well as specialist services from the council web team.

(c) Equal Opportunities Implications

Please see equalities impact assessment (**Appendix D**)

(d) Environmental Implications

Following assessment the project has been rated as +M (medium positive environmental impact).

(e) Procurement

Highways works associated with the project will be procured through the forthcoming Civils Framework. Procurement for all other works/items associated with the project that are not

covered by this framework will be undertaken in accordance with the council's procurement policy.

(f) **Consultation and communication**

It is recognised that consultation, communication and engagement will contribute significantly to the success of the project.

Each phase will be fully consulted independently.

Project events/outcomes to be communicated to stakeholders via a project website attached to the city website (<https://www.cambridge.gov.uk/20mph-speed-limit>), press releases, and tweets.

Please see Section 6 for further details

(g) **Community Safety**

Due to the nature of this project it would improve safety for all road users, particularly more vulnerable groups such as pedestrians, cyclists, the young, and the old. Research indicates that fewer PIAs occur where a 20mph limit is in place, and where they do occur their severity is reduced. ROSPA, the road safety charity, states that studies have found that a pedestrian struck at 20mph has a 97% chance of survival; at 30mph this chance falls to 80%

6. Consultation

- 6.1 It is proposed that Phase 1 of the project be consulted via the delivery of a consultation pack containing an explanatory leaflet and questionnaire to all addresses located within the Phase 1 area along with statutory consultees. The content of the proposed consultation pack can be viewed at **Appendix E**. The pack would be contained within an envelope on which the City Council logo would be printed along with a note in bold lettering reading "Important consultation documents affecting your area inside, Please Read". The pack would consist of an A3 sheet printed in colour on both sides and folded in half to form an A4 size information leaflet. An A4

size questionnaire sheet printed on both sides in black and white would also be enclosed. In addition to questions, the questionnaire sheet would have a Freepost response address printed on it.

See table 1 below for a list of statutory consultees.

Table 1

Statutory Consultees
Local Police
Local Fire Service
Local Ambulance
Cambridge Cycling Campaign
Disability Cambridgeshire
Cambridgeshire County Council
Cambridge University
Anglia Ruskin University
The Ramblers Association (Cambridge Group)
Local Bus Operators
Local Taxi Operators

- 6.2 Consultees would be provided with two options to respond. Either via an on-line questionnaire hosted via the City Council 'Survey Monkey' account, or by filling in a questionnaire delivered in the consultation pack and returning it via a freepost address. In order to identify any consultation responses that are returned by respondees from outside the consultation area, each questionnaire would include a unique code, which would also need to be quoted when filling in the on-line questionnaire. As such all responses whether hard copy or on-line would include this unique code. The code would be used to help identify if multiple responses have been received with the same single respondent. In so doing it would be possible to minimise the possibility that an individual or organisation could attempt to sway the final result by submitting the same responses many times. However, should a single household respond multiple times these will be analysed in order to detect any potential

attempts to unfairly sway the result, whilst allowing each member of a household to provide their view.

- 6.3 By consulting in this way it would be possible to provide reliable data on the views of the local community about the proposals. Without a controlled consultation process, it would not be possible to gain a reliable or quantifiable understanding of whether the proposals have met with a positive response or not.
- 6.4 The consultation would be open for a minimum of 5 weeks and during this time an exhibition would be installed at a local community centre with extra information and a larger format copy of the consultation plan. There would also be two public drop-in sessions during the consultation period at which council officers would be available to answer questions on the proposals. These would take place at the same location as the exhibition, with one taking place on a week day evening and the other during the day on a Saturday. It is currently proposed that the exhibition and drop-in sessions take place either at the Meadows Community Centre located at the junction of Arbury Road and King's Hedges Road, or Arbury Community Centre located at the junction of Arbury Road with Campkin Road. The content of the exhibition boards would also be available for download from the project web page.
- 6.5 The consultation questionnaire would consist of the four following project related questions which would be mirrored in the on-line questionnaire:
- 1) Do you agree with the principle of 20mph speed limits on residential and shopping streets in Cambridge?
 - 2) Do you agree with installing the proposed 20mph on the roads coloured in with solid blue lines on the consultation plan?
(respondents would be invited to provide reasons for a 'No' response to this question in the comments section)
 - 3) Do you agree with installing the proposed 20mph limit on each of the more main roads that are coloured in with red dashed lines on the consultation plan?
(the five roads in question are listed below question 3 with separate yes or no options for each)

4) If you wish, please provide any further comments on the proposals (continue on a separate page if you wish)

A distinction has been drawn between the smaller roads (subject of question 2) and slightly larger C classified roads (subject of question 3) within the Phase area in order to gain an quantifiable understanding of stakeholder views with regard the proposals on the slightly larger roads. General comments would be collated and any themes identified.

- 6.6 The questionnaire would include details of the respondents address. In the case of a hard copy questionnaire response, this would be printed on the questionnaire. The on-line questionnaire would include a request for respondees to include the address to which the consultation was delivered. The unique code printed on each questionnaire would also be visible on hard copy responses and be a mandatory field that requires population in order to submit an on-line response. These two data sets would provide a means by which to identify potential attempts to sway the result.
- 6.7 During the consultation period, should individuals or organisations from outside the phase area wish to respond, either via the on-line or a hard copy response method, they would be requested to provide their address and their main reasons for entering the area (for work, for leisure, school run, etc.). If using the on-line questionnaire they would be asked to quote a specific code, which would identify them as not living within the consultation area. This information would be provided to those outside the consultation areas via the council consultation pages and the project specific web page. It would also be highlighted at drop-in sessions and through a press release.
- 6.8 During and after the consultation period, all responses would be recorded on a central database.
- 6.9 Once all responses have been collated, the data would be analysed in order to identify the response rate and the level of positive versus negative response in addition to any themes identified from the comments provided. These consultation outcomes would be collated into a subsequent report, which would be brought to this Area Committee.

- 6.10 Prior to and during the consultation process, the project and consultation would be highlighted to local residents and businesses through a number of channels. Where feasible the project would be outlined in articles in local community newsletters such as those produced by the local Neighbourhood Community Projects (NCPs) in Arbury and Kings Hedges and the Chesterton News. Opportunities for the project to be represented at NCP and other community events would also be investigated such as the Arbury Carnival, which falls within the programmed Phase 1 consultation period. Representation at the Chesterton Festival will also be investigated subject to the project programme. The project consultation would also be highlighted on the City Council website and via the Council's twitter feed, as well as through a press release.
- 6.11 Copies of the exhibition board contents would be distributed to various local community centres, libraries and other community organisations such that visitors/members would be able to view these. This would be particularly useful to those who may not be able to travel to the exhibition venue, or who do not have access to the internet. The presence of this information would be highlighted to consultees through the consultation document and local newsletters, via the twitter feed, local community groups and the project webpage. It could also be highlighted through health trainers based at local practices in North Cambridge. The exhibition materials would also be provided to the Council Customer Service Centre at Mandela House, and staff their briefed so that they are able to answer questions related to the proposals, particularly regarding access to additional information. See **Appendix F** for a list of current proposed activities to raise public awareness and understanding of the project and Phase 1 consultation.
- 6.12 Where the consultation area encompasses university halls of residents such as the Clare Colony, these will be contacted separately to ensure students can respond to the proposals if they wish

7. Background papers

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

- 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>
- Cambridge 20mph Project – Phase 1 Draft Consultation Pack – Please contact the author for a PDF copy
- 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

7. Appendices

Appendix A – Project Phase Identification and Phase Prioritisation Report

Appendix B – Appendix B – 20mph Project Programme – Phase 1 in Detail

Appendix C – Cambridge 20mph Project Board Terms of Reference

Appendix D – Cambridge City Council Equality Impact Assessment

Appendix E – Consultation Pack (Page 1, Consultation plan, back page, questionnaire, Envelope

Appendix F – List of proposed activities to raise public awareness and understanding of Phase 1 Consultation

8. Inspection of papers

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

Author's Name:	Ben Bishop or Andy Preston
Author's Phone Number:	01223 457385 or 01223 457271
Author's Email:	ben.bishop@cambridge.gov.uk

Appendix A

Cambridge 20mph Project Briefing Note Project Phase Identification and Phase Prioritisation Report

Summary

This note outlines the reasons behind the alignment of the project phase boundaries, and also analyses factors to inform the order in which the phases should be progressed on the basis of a cost/benefit analysis.

Note: Analysis is based on the data that is currently available.

1.0 Identification

1.1 The Cambridge 20mph Project is proposed to cover all appropriate roads within the Cambridge City Boundary. An area of roughly 40km². Due to the scale of work that would be involved in consulting and implementing a new speed limit on all appropriate roads across this entire area in one instance, it is proposed to phase the works into smaller more practical areas or phases. It is currently proposed for there to be four phases, which divide the City's road network roughly into quarters.

1.2 The phase boundaries have been identified in line with the existing Cambridge City area committee boundaries. Each area committee is formed of three or four wards and are identified as North, East, South and West Central. The wards within each area committee are as follows:

- North: Arbury, West Chesterton, East Chesterton and Kings Hedges
- East: Petersfield, Abbey, Romsey and Coleridge
- South: Trumpington, Queen Edith, Cherry Hinton
- West Central: Castle, Newnham and Market

14 wards in all.

1.3 Existing ward boundaries and therefore area committee boundaries run along building lines and cut across sections of road between junctions. As such these boundaries are not

ideal for the phasing of a project based on the road network. For this reason, the boundaries have been amended to fit more practically with potential implementation. To this end, in certain locations the boundaries have been relocated from building lines to run along the nearest practical road. Particular attention has been made to the strategic A and B road network, along which the new limit would not be implemented, and as such the network provides useful boundaries. Similarly where the boundary runs across a road between junctions, it has been relocated to a junction. Other practical boundary features include watercourses and railway lines. The phase boundaries identified allow for entry/exit points to be positioned at practical locations for signage/gate features. The phase boundaries have also been identified in order to avoid, wherever possible, the need to amend works that have been implemented as part of a previous phase when building a subsequent phase. This could occur where a road forming the boundary of a previous phase, is included within a subsequent phase.

- 1.4 The proposed phase boundaries are illustrated at **Annex A**. As the phases are still a close approximation to the area committee boundaries, it would still be possible to include area committees within the project engagement/consultation plan. Please note the phase boundaries currently include some sections of the road network that sit outside any of the Cambridge City wards, and as such are officially outside the city boundary. These roads, including Fen Road, the estate roads off Gazelle Way, and some roads off the north end of Arbury Road have been included as they could be deemed to form part of the Cambridge City Road network. However, the inclusion of these roads is yet to be finalised and will be subject to consultation with relevant stakeholders.

2.0 Prioritisation

- 2.1 Subsequent to agreement of the phase boundaries, it is necessary to identify how the phases should be ordered within the project. This can be achieved through a cost/benefit analysis with a view to providing maximum benefit for the time/funding invested.

2.2 In order to analyse the cost benefits for each phase, firstly the benefits of the project have been identified. These include:

- Facilitating/encouraging modal shift towards more active and sustainable transport modes with associated health benefits, reduction in air borne and noise pollution, and reduced levels of transport poverty
- Reduction in personal injury accidents (PIAs)

2.3 Then the ways in which these benefits affect the different phase areas has been identified, with a view to maximising the potential positive impact.

Modal Shift

Travel to Work data was collected as part of the 2001 census. This data has been analysed to indicate which transport modes are used to get to work on a ward-by-ward basis in Cambridge. For the purposes of this report, the data was further analysed to identify the proportion of transport for work that was undertaken through active modes for each ward. The results are set out in the table below.

Table 1 – Transport for work using active modes

Rank - Proportion of transport for work using active modes	2003 ST ward	S129:10 (ALL PEOPLE : Bicycle)	S129:11 (ALL PEOPLE : On foot)	Sum of Active Travel Modes	Total number of census responses per ward	Portion of total responses using active modes
14	12UBFZ Newnham	1,080	421	1,501	9,000	16.68
13	12UBFY Market	3,960	2,202	6,162	37,004	16.65
12	12UBGA Petersfield	797	444	1,241	8,002	15.51
11	12UBFS Castle	1,175	571	1,746	12,196	14.32
10	12UBGB Queen Edith's	1,447	788	2,235	19,164	11.66
9	12UBGD Trumpington	1,672	692	2,364	20,432	11.57
8	12UBGE West Chesterton	426	259	685	5,972	11.47
7	12UBFU Coleridge	471	197	668	6,176	10.82
6	12UBFQ Abbey	703	336	1,039	9,998	10.39
5	12UBGC Romsey	434	256	690	6,916	9.98
4	12UBFT Cherry Hinton	256	163	419	4,294	9.76
3	12UBFR Arbury	177	129	306	3,138	9.75
2	12UBFW East Chesterton	666	320	986	10,956	9.00
1	12UBFX King's Hedges	216	150	366	4,146	8.83
		13,480	6,928	20,408	157,394	

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The table indicates that in terms of transport for work, active modes are least well represented in the Kings Hedges, East Chesterton, Arbury and Cherry Hinton Wards. Three of these fall within the northern phase and as such, this factor suggests maximum benefit from potential modal shift towards active modes may be gained within this phase area.

Health

With regard potential health benefits, data from the Cambridge ward profiles atlas available at: <http://atlas.cambridgeshire.gov.uk/Profiles/WardProfiles/atlas.html>, has been analysed. Health issues are linked to deprivation. The '*Strategy to tackle Health Inequalities in Cambridgeshire 2009-2011*' states "there are marked geographical and socio-environmental health inequalities in Cambridgeshire. These are closely linked with the index of multiple deprivation". The Cambridge Ward atlas includes the index of multiple deprivation. Cambridge wards are listed below in order of level of deprivation from lowest to highest:

- Newnham
- Castle
- Queen Edith's
- Market
- West Chesterton
- Coleridge
- Cherry Hinton
- Romsey
- Trumpington
- Petersfield
- Arbury
- East Chesterton
- Abbey
- Kings Hedges

East Chesterton, Abbey and Kings Hedges are the most deprived wards in the city. In addition the ward atlas indicates that Kings Hedges and East Chesterton have the highest mortality figures across the city. As such the health benefits of the project may well be best realised within the northern phase area.

Personal Injury Accidents

Traffic accident data has yet to be provided by the county council. Once this has been provided it will be analysed and the results added to this report.

- 2.4 Following analysis of the benefits, it is also useful to analyse the phase areas in terms of the number of people who could potentially benefit.

Population Density

The ward profiles atlas indicates that population density across the wards is as follows from high to low:

- Petersfield
- Arbury
- Romsey
- West Chesterton
- Kings Hedges
- Market
- Coleridge
- East Chesterton
- Cherry Hinton
- Abbey
- Castle
- Queen Edith's
- Newnham
- Trumpington

The population density can be taken as a rough indicator of the population per mile of road brought into 20mph working. In terms of cost benefit, population density is useful as a high density indicates that a larger number of people would be likely to benefit from the project for a similar level of time/funding spent. All of the wards in the northern phase are located within the top eight most densely populated wards. As such this is on average the most densely populated phase. The second most densely populated phase is the eastern phase.

Schools/Colleges

It is useful to look at the density of schools within the phase areas as journeys to and from school are likely to benefit from the project in real terms and provide benefits to the project in terms of marketing/engagement. Not only does the

density of schools provide an indication of overall potential benefit to pupils/parents/staff with a less intimidating road environment and a potential reduction in PIAs, but also may provide opportunities for engagement and potentially improve compliance, with the wider community influenced by the school and issues that are of benefit to the school. The table below provides the density of schools within each phase area.

Table 2 – Density of schools per phase area

Phase Area	Area (Km square)	No. of Schools	Schools per square km
North	7.9	13	1.65
East	7.2	8	1.11
South	13.2	14	1.06
West and Central	8.1	4	0.49

As the table above illustrates the north area has the highest density of schools, followed by the eastern phase.

- 2.5 Consideration has also been given to likely compliance with the project following implementation. It is judged that if the first phase implemented achieves reasonable compliance and success, this would promote compliance for the following phases. Probable levels of compliance are hard to estimate without details of the existing traffic speed, however, the estate type roads, which dominate in the northern area, may well be more conducive to compliance than for instance, the straighter suburban roads which characterise the southern phase area.

In addition as mentioned above schools may form a key opportunity for marketing and engagement. Schools could act as conduits for demonstrating the benefits of and reasons for the proposed limit to the wider community. Compliance with the limit is likely to be significantly effected by the level of understanding road users have for the reasons behind it. The northern phase does not currently have any existing 20mph limits or zones located within it. Without 20mph limits already in place, post implementation speed monitoring is likely to register a reduction in speed over a wider number of roads. It would also serve to provide the benefits of 20mph to an area that has as yet has not benefited from any.

3.0 Conclusion / Recommendations

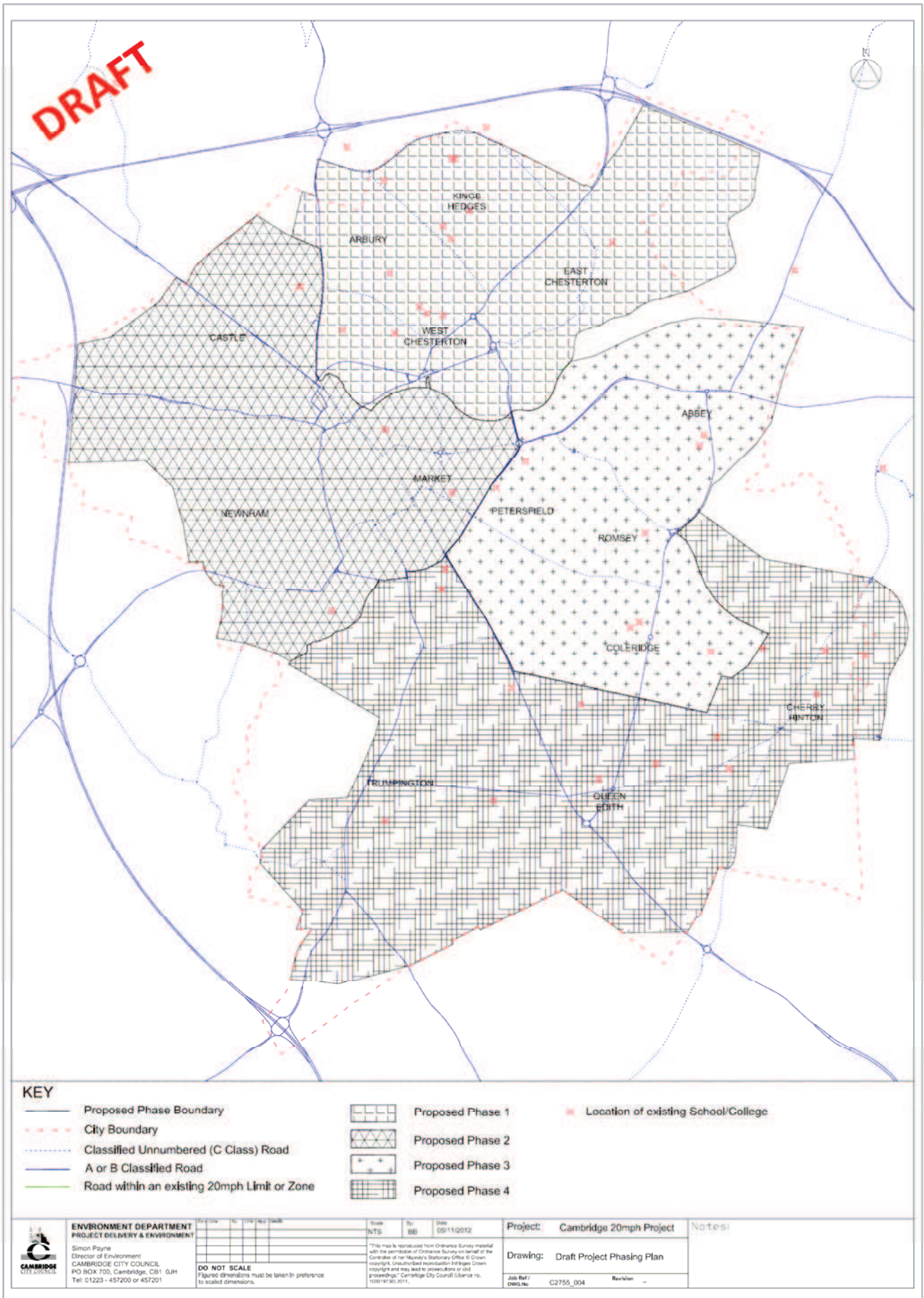
3.1 Following the analysis above it is recommended that the identified phase boundaries be adopted.

3.2 Although it has not been possible to analyse accident statistics as part of this report as yet, the factors taken into account to date suggest that in terms of cost/benefit, the phases should be progressed in the following order:

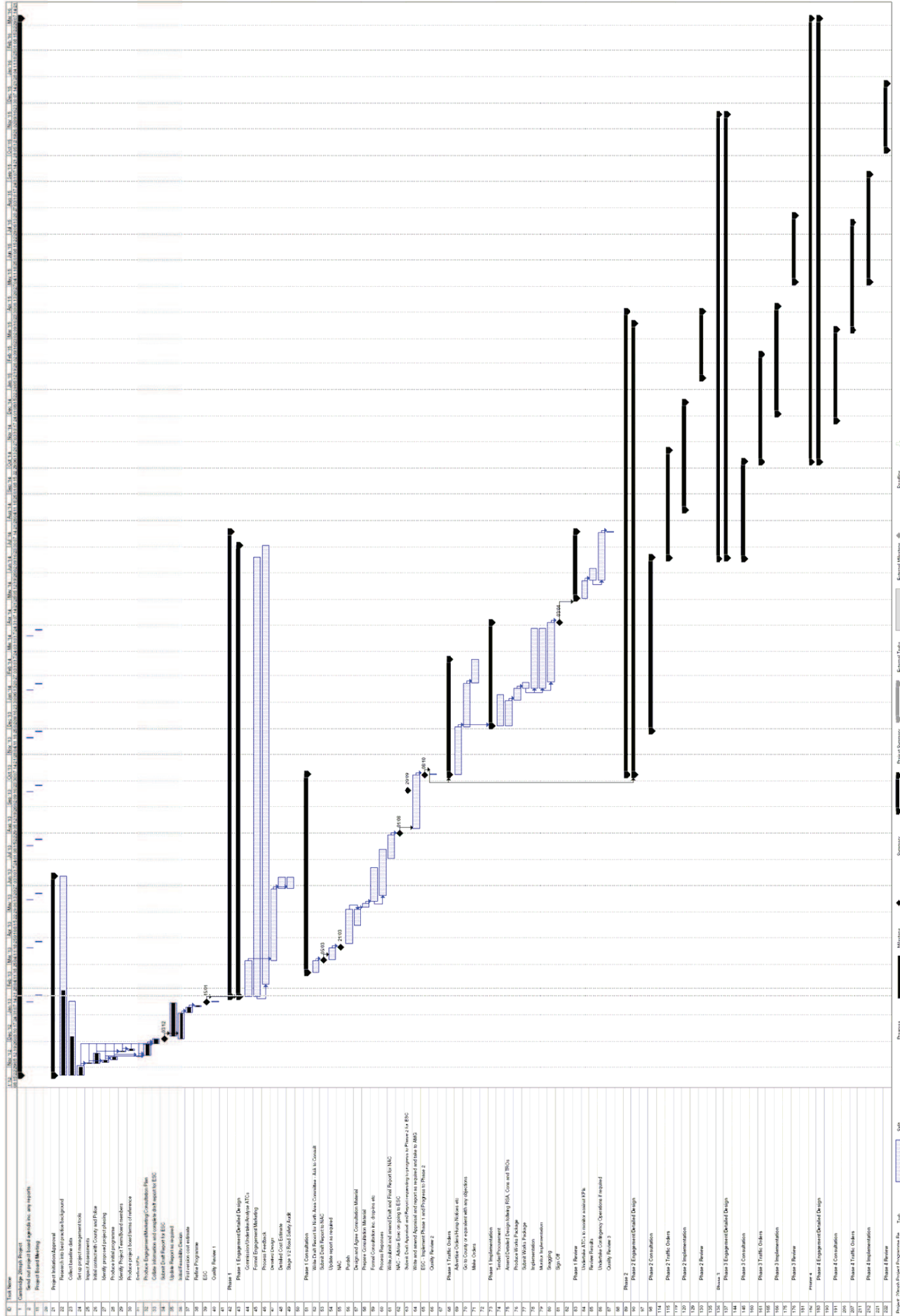
- North
- East
- South
- West Central

Analysis has indicated that prioritisation of the northern phase for a 20mph limit is likely to result in the greatest improvements in terms of benefits identified in 2.2, per the amount of time and funding invested. This report also suggests that potential success of the project within the northern phase is likely to promote success and compliance in subsequently implemented phases.

Annex A to Appendix A



Appendix B – 20mph Project Programme – Phase 1 in Detail



Appendix C

Cambridge 20mph Project Board Terms of Reference

Purpose / role:

The project board has been identified to provide steer on various project related issues throughout the life of the project. Board members have been chosen to represent major stakeholder groups associated with the project. The board has been identified at project inception in order to ensure the requirements/preferences of stakeholders are taken into account throughout project development and progress. It is intended that in so doing, the project board will help to ensure success of the project.

Membership:

Board members have been chosen to represent the views of all major stakeholder groups affected by the project.

Proposed Cambridge City Council invitees:

- Cllr Tim Ward – Executive Councillor for Planning and Climate Change
- Simon Payne – Director of Environment
- Andrew Preston – Project Delivery & Environment Manager
- Patsy Dell – Head of Planning
- Cllr Gail Marchant-Daisley – Spokes for Planning and Climate Change
- Ben Bishop – Cambridge 20mph Project Officer
- City Business Support - TBC

Proposed Cambridgeshire County Council invitees:

- Cllr Tony Orgee – Cabinet Member for Community Infrastructure
- John Onslow - Director of Infrastructure Management and Operations: Environment Services
- Nicola Debnam – Head of Local Infrastructure and Street Management
- County Officer - Brian Stinton or nominated officer

Proposed Other Stakeholder/Partner invitees:

- Representative from local 20mph Campaign 20 Sense – Hugh Kellett
- Representative from Cambridgeshire Constabulary – Clive Holgate – Area Traffic Management Officer
- Representative from Cambridge Cycling Campaign – Jim Chisholm
- Representatives from Local Bus and Taxi Operators – Panther, Camcab, Stagecoach
- Representative from local Public Health Authority – Cambridgeshire NHS

It may not be necessary for all proposed invitees at Project Board to attend all meetings. Specific attendance would be designated by project stage.

Accountability:

The board is accountable to the Cambridge City Council Environment Scrutiny Committee. Activities/decisions of the board will be outlined in appraisal reports submitted to the committee prior to implementation of each project phase.

Review:

Terms of reference to be reviewed once a year in December

Working methods / ways of working:

Meetings to be organised by Project Manager. Meetings to be held bi-monthly - on the third Wednesday of every other month (subject to invitees availability) at the Guildhall and chaired by Executive Councillor for Planning and Climate Change. Agenda and any associated reports/resources to be distributed to all invitees 1 week prior to meeting via email. Should any resource be too large for email, it will be distributed via a file transfer protocol (FTP) site.

For every meeting the agenda will include: progress report and programme, project risks/issues, change control, and finance log, to be presented by project manager and AOBs.

Previous meeting minutes to be covered as relevant agenda item is covered at subsequent meeting.

Specific issues to be covered and where appropriate agreed at each meeting in relation to project stage. Details of specific issues to be distributed with agenda prior to each meeting and covered during progress report and programme section of agenda. For example proposed project KPIs to be presented at first board meeting.

Last item on agenda to ask all attendees if they have any other business.

Minutes of each meeting to be taken by Cambridge City Council Business Support and distributed to all invitees 1 week after meeting.

Outside speakers may be invited to present at certain meetings such as: 20s Plenty for Us or, specific equipment suppliers as appropriate.

Subject to consent, email addresses of all invitees to be distributed to all board members to facilitate communications.

Definition of terms

Project Phase – due to its size project has been divided into four phases, which would be consulted and implemented separately. For more details see Project Phase Identification and Phase Prioritisation Report.

Appendix D

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.

<p>1. Title of strategy, policy, plan, project, contract or major change to your service:</p>
<p>Cambridge 20mph Project</p>

<p>2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?</p>
<p>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.</p>

<p>3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)</p>
<p><input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Visitors <input checked="" type="checkbox"/> Staff</p>

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 Highway 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 severity of Personal Injury Accidents (PIAs) is reduced, 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

- | |
|---|
| <ul style="list-style-type: none">• 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:****Date of completion:**

Equality Group	Age
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

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
Details of	

possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Pregnancy and maternity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Transgender
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	

Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Marriage and Civil Partnership
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Race or ethnicity
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Religion or belief
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

Equality Group	Sexual orientation
Details of possible disadvantage or negative impact	
Action to be taken to address the disadvantage or negative impact	
Officer responsible for progressing the action	
Date action to be completed by	

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.

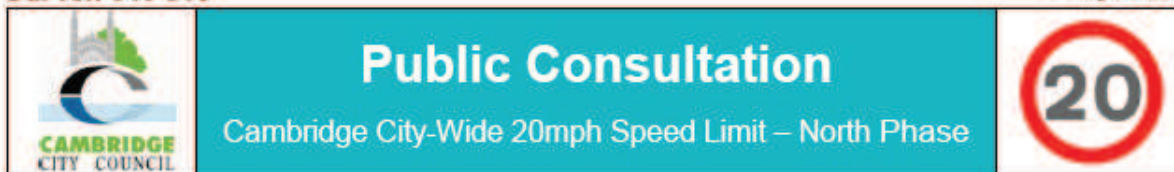
<p>Action to be taken to address the disadvantage or negative impact</p>	<p>All consultation documentation to be produced in accordance with council consultation policy, to include information in foreign languages on receiving the documents translated into these languages. The signs and lines implemented will be based on national signs and line design standards and as such should be easily understood by all road users.</p>
<p>Officer responsible for progressing the action</p>	<p>Ben Bishop</p>
<p>Date action to be completed by</p>	<p>During scheme design and consultation phases</p>

Appendix E – Consultation Pack

Information Leaflet - Front Page

Our ref: 040-016

May 2013



Following requests from local residents, the council is proposing to reduce the speed limit on shopping and residential roads. A 20mph limit would provide the following benefits:

- Road conditions that encourage and allow for more people to use sustainable transport, such as walking and cycling, which has associated health and wellbeing benefits;
- Easier conditions for pedestrians to cross the road, particularly for children or the elderly;
- A reduced amount of road noise generated by traffic in residential areas;
- Improved traffic flow, as it flows more smoothly through junctions at lower speed;
- Reduced airborne pollution levels;
- Reduced severity of injuries sustained as a result of road accidents:- According to the road safety charity ROSPA, studies have found that a pedestrian struck at 20mph has a 97% chance of survival; at 30mph the chances of survival fall to 80%

This leaflet outlines Cambridge City Council's proposals for a City-Wide 20mph limit on residential and shopping streets. Please read through the information in this leaflet and respond to the consultation either by post using the enclosed questionnaire (**postage is free**) or on-line at: cambridge.gov.uk/20MPH. A letter and questionnaire is being sent to all addresses within the North Phase area. The Closing date for responses is: **21/06/13**

Due to its size, the project has been divided into four phases. The first Phase covers the north area of Cambridge. Should this first phase receive a positive response further consultations will take place across other areas of the city.

The proposals do not include any new speed humps, only new signs and road markings installed in line with national regulations to make road users aware of the 20mph limit. The project does not proposed to include the A and B classified roads as these are not currently suited to 20mph. Please see the plan overleaf for more information on the roads proposed to be changed from 30mph to a 20mph limit.

Proposed signs and 20mph 'roundel' road markings would be installed on entry into the limit. Repeater signs and markings would be placed within the limit to remind road users of the 20mph limit. Where new signs are installed, these would be placed on existing lampposts or signposts wherever possible. Please see the back page of this leaflet for examples of how the proposed 20mph limit signs and road markings could look.

To find out more:

Please go to: cambridge.gov.uk/20mph-speed-limit. There will also be a public exhibition with information boards and large format copies of the plans installed at the Meadows Community Centre (1 St Catharine's Rd, Cambridge, CB4 3XJ) from **13/05/13** to **21/06/13**, Public drop-in sessions with officers on hand to answer questions will also take place at the Meadows Community Centre on **??/??/??** from **??:??** to **??:??** and on **??/??/??** from **??:??** to **??:??**. Information is also available at other local community centres, libraries, schools and the City Council Customer Service Centre at Mandela House (4 Regent Street, Cambridge, CB2 1BY).

Your views are important to the Council

Information Leaflet - Back Page

Example of how entry into the proposed 20mph on a more main road could look with a 20mph road marking 'roundel', some colored road surface and two 20mph Zone entry signs



Example of how entry into the proposed limit on a smaller road could look with a 20mph roundel road marking and 20mph limit signs



If the proposed 20mph limit is introduced, 20mph roundel road markings, and repeater signs would be installed. Wherever possible the repeater signs would be mounted on existing lampposts or signposts. Similar signs are already in place in the city centre such as on Silver Street Bridge



As well as the signs and road markings, it is proposed to install some moveable light up signs. These signs would detect the speed of approaching vehicles and if required light up to remind drivers of the new speed limit



The following are being consulted: All properties within the area shown on the plan, Local and Statutory Groups, Emergency Services, Public Transport Providers and Ward Councilors.

Consultation results will be available to view on the project webpage within one month of the closing date: cambridge.gov.uk/20mph-speed-limit

The outcome of this consultation will be presented to the North Area Committee on 01/08/13 and taken to the Environment Scrutiny Committee for a final decision on 08/10/13

For further information please Email: 20mph@cambridge.gov.uk or Call: 01223 457385

**If you require this leaflet in larger print please telephone
01223 457385**



The western section of Kings Hedges Road is not an A or B road but it is wide and does not have shops or houses directly along it. For these reasons it has not been included in the 20mph project proposals

KEY

- Boundary of Phase 1 of the City-Wide 20mph Project
- Residential and shopping roads proposed to be changed from 30mph a 20mph limit
- - - More main residential and shopping roads proposed to be changed from 30mph to 20mph
- - - A and B Classified Roads which do not have a change to speed limit proposed on them due to existing conditions on these roads which do not currently make them suitable for a 20mph limit
- Private roads not included within the project
- Existing Green Space
- S Existing School or College

Please see the back page of your questionnaire for an alphabetical list of all the roads effected by this consultation



Questionnaire – Front

Our ref: 040-016

20MPHCODE

May 2013



Consultation Questionnaire

Proposed Cambridge City-Wide 20mph Speed Limit – North Phase

Owner/Occupier
 ??? Milton Road
 Cambridge
 CB3 ???

CAMBRIDGE CITY COUNCIL
 Environment and Planning
 Policy and Projects Division
 FREEPOST ANG 6390
 Guildhall
 Cambridge
 CB2 3YA

Dear Sir/Madam,

Please read the enclosed information and respond either by filling in an on-line questionnaire at: cambridge.gov.uk/20MHP (quoting the code starting in 20MPH at top of this page) or by filling in this form and posting it to the **Freepost** address in the dashed box above.

Please respond as your opinion is essential to the council's decision-making process

The closing date for responses is: 28/06/13

Question 1		
Do you agree in principle with 20mph speed limits on residential and shopping roads in Cambridge?		
YES <input type="checkbox"/>	NO <input type="checkbox"/>	NO OPINION <input type="checkbox"/>
Question 2		
Do you agree with installing the proposed 20mph limit on the roads coloured in with solid blue lines on the consultation plan? (if 'No' please provide details in the comments section below)		
YES <input type="checkbox"/>	NO <input type="checkbox"/>	NO OPINION <input type="checkbox"/>
Question 3		
Do you agree with installing the proposed 20mph limit on each of the more main roads that are coloured in with red dashed lines on the consultation plan?		
	YES	NO
Arbury Road	<input type="checkbox"/>	<input type="checkbox"/>
Chesterton High Street	<input type="checkbox"/>	<input type="checkbox"/>
Gilbert Road	<input type="checkbox"/>	<input type="checkbox"/>
Green End Road	<input type="checkbox"/>	<input type="checkbox"/>
King's Hedges Road (Eastern Section)	<input type="checkbox"/>	<input type="checkbox"/>
If you wish, please provide any further comments on the proposals (Continue on a separate page if you wish)		

Thank you for taking the time to provide the council with your views

Your response is protected by the Data Protection Act and will only be used by Cambridge City Council.

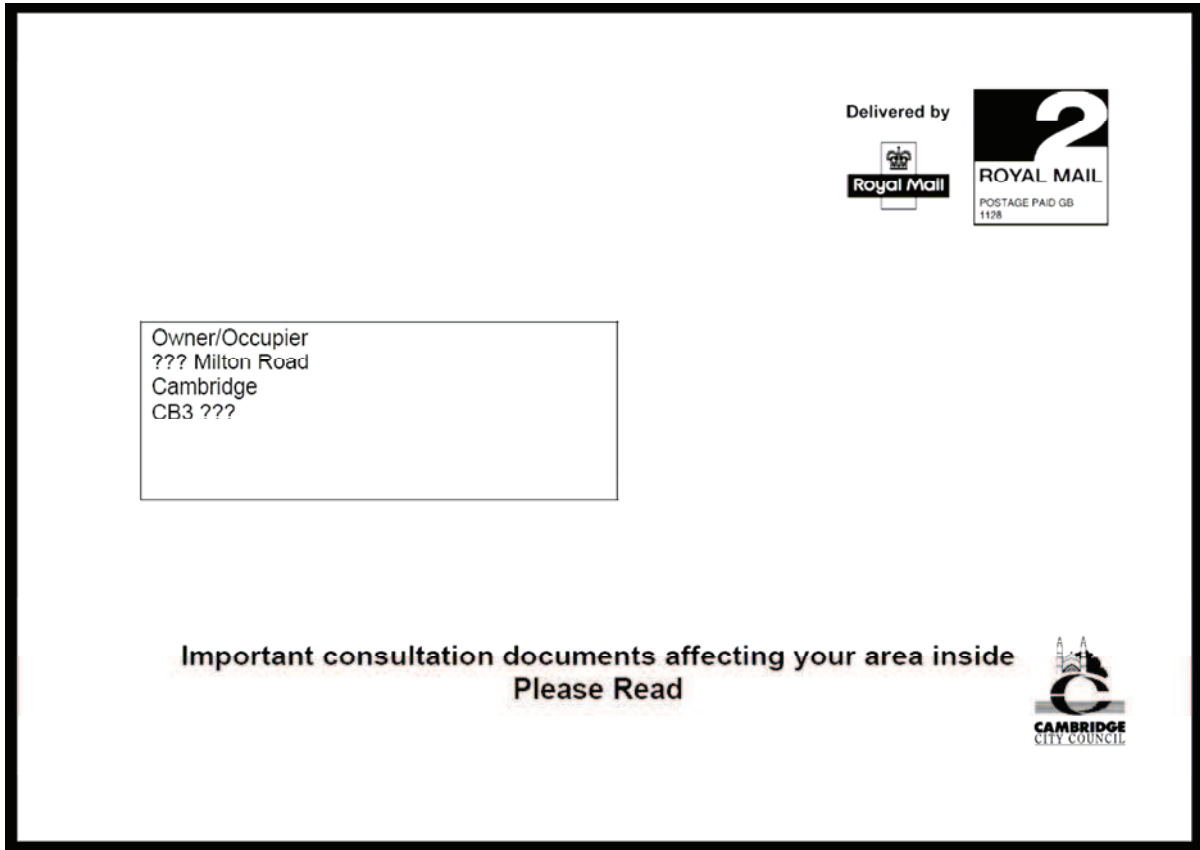
20MPHCODE

Questionnaire - Back

Note to North Area Committee:

The back of the questionnaire would feature a list in alphabetical order of all the roads that are proposed to be made 20mph for those who have difficulty understanding the map. These would be divided into the smaller roads (the subject of question 2) and the more main roads (the subject of question 3)

Envelope



Appendix E – Proposed activities to raise public awareness and understanding of Phase 1 Consultation

Proposed Activity to Raise Public Awareness and understanding of Phase 1 (North Phase)
Article in Arbury NP newsletter
Article in Kings Hedges NP newsletter
Article in Chesterton News
Article in Open Door (news letter to council tenants)
Article in Cambridge Matters
Article in local paper
Article in Chesterton News
Provide information for dissemination by Health Workers at local clinics
Get a spot at Arbury Carnival
Get a spot at Chesterton Festival
Exhibition at Arbury Community Centre
Exhibition materials at Customer Services Mandela House
Exhibition materials at local libraries
Exhibition materials at City Homes North
Exhibition materials at local schools
Distribute information to Chesterton Community Assoc.
Provide info at East Chesterton Info Exchange (networking)
Present to Ethnic Community forum
Present or provide info at Bengali Health Project
Provide info to Sally Roden for dissemination to team
Provide information to customer Services
Advertise on City Council Twitter Feed
Press Release
Link from City Council Web Page to Consultation

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