



SOUTH AREA COMMITTEE



AGENDA

To: City Councillors: Meftah (Vice-Chair), Ashton, Avery, Blackhurst, Dryden, McPherson, Moore and Pippas

County Councillors: Ashwood, Crawford and Taylor

Dispatched: Friday, 3 October 2014

Date: Monday, 13 October 2014

Time: 7.00 pm

Venue: Alison Shrubsole Room - Homerton College Hills Road Cambridge CB2 8PH

Contact: James Goddard

Direct Dial: 01223 457013

1 APOLOGIES FOR ABSENCE

2 APPOINTMENT OF CHAIR

Following the resignation of former city councillor Sue Birtles, the position of chair of the South Area Committee is vacant.

The Area Committee is asked if it wishes to appoint a Chair or to wait until its next meeting on 8 December, which will be after the by-election in Queen Edith's on 13 November.

3 DECLARATIONS OF INTEREST

Members of the committee are asked to declare any interests in the items on the agenda. In the case of any doubt, the advice of the Head of Legal should be sought **before the meeting**.

4 MINUTES *(Pages 5 - 14)*

To confirm the minutes of the meeting held on 18 August 2014. *(Pages 5 - 14)*

- 5 MATTERS AND ACTIONS ARISING FROM THE MINUTES**
- 6 OPEN FORUM**
Refer to the 'Information for the Public' section for rules on speaking.
- 7 CHERRY HINTON HIGH STREET S106 PROJECT**
Verbal information report by Mike Davies, Team Leader - Cycling Projects,
Major Infrastructure Delivery, Cambridgeshire County Council
- 8 POLICING AND SAFER NEIGHBOURHOODS - SOUTH
AREA COMMITTEE** *(Pages 15 - 26)*
- 9 ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT
2014** *(Pages 27 - 56)*
- 10 SAC S106 DEVOLVED DECISION-MAKING: TAKING
STOCK AND MOVING FORWARD**
Report to follow
- 11 CITYWIDE 20MPH PROJECT - PHASE 3 CONSULTATION**
(Pages 57 - 76)
Appendix D to follow *(Pages 57 - 76)*

Meeting Information

Open Forum Members of the public are invited to ask any question, or make a statement on any matter related to their local area covered by the City Council Wards for this Area Committee. The Forum will last up to 30 minutes, but may be extended at the Chair's discretion. The Chair may also time limit speakers to ensure as many are accommodated as practicable.

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SOUTH AREA COMMITTEE

18 August 2014

7.00 - 9.26 pm

Present

Area Committee Members: Councillors Birtles (Chair), Meftah (Vice-Chair), Ashton, Avery, Blackhurst, Dryden, Moore and Pippas

Area Committee Members: County Councillors Crawford and Taylor

Councillors Crawford and Taylor left after the vote on item 14/50/SAC

Officers:

Principal Planning Officer: Tony Collins

Committee Manager: James Goddard

Other Officers in Attendance:

Head of Refuse & Environment: Jas Lally

FOR THE INFORMATION OF THE COUNCIL

14/44/SAC Filming of Committee

The Chair gave permission for Mr Carpen and Mr Taylor to film the meeting. It was confirmed with Mr Carpen and Mr Taylor that the filming would take place from a fixed position and cease if members of the public or speakers expressed a desire not to be filmed. Members of the public were given an opportunity to state if they did not want to be filmed.

14/45/SAC Apologies for Absence

Apologies were received from Councillors Ashwood and McPherson.

14/46/SAC Declarations of Interest

No declarations were made.

14/47/SAC Minutes

The minutes of the 23 June 2014 meeting were approved and signed as a correct record subject to the following amendment to question 2 in 14/36/SAC Open Forum (struck through text to be deleted and replaced by new bullet points 2 and 3):

1. Mr Woodburn raised the following issues:

- **Asked for speed limits to be enforced and suggested this could be a police priority for the south area. Mr Woodburn raised concerns that people were speeding in the city and that speed cameras may not be operating in some areas. He asked the Police to do speed checks Friday and Saturday nights to catch motorists who had been drinking.**
- ~~**Pedestrian and cycle access to the busway is not in place as agreed from the Kaleidoscope site, Long Road, Hills Road or Shelford Road. Previous access routes are now blocked.**~~
- **Pedestrian and cycle access to the busway from the Kaleidoscope development has still not been provided as required by the Kaleidoscope planning application. Mr Woodburn queried when this would be provided. He asked that all future planning applications have pedestrian and cycle access routes in place before first occupancy, just as car routes have to be.**
- **There was still no access from Hills Road bridge. Access from Long Road and Shelford Road involves a long diversion. Good, direct access is urgently needed in all three cases.**

14/48/SAC Matters and Actions Arising from the Minutes

14/35/SAC Open Forum “Action Point: Councillor Ashton has written to Netherhall School to ask how South Area Committee and the community can support the school to improve following a recent inspection.

Councillor Birtles to follow this up as no response has been received from Netherhall School.”

Councillor Birtles when she took up Chair wrote to Netherhall and still awaits a reply. She said she might ring when term restarts.

ACTION POINT: Councillor Birtles to follow this up as no response has been received from Netherhall School.

14/36/SAC Open Forum “Action Point: Councillor Ashton to query the progress of the Cherry Hinton High Street traffic calming scheme with

County Council Officers. Response to be fed back to South Area Committee and member of public who raised the query.”

Councillor Ashton to liaise with member of public who raised the query outside of South Area Committee (SAC).

14/7/SAC Developer Contributions Devolved Decision-Making: 2nd Round Priority-Setting

Councillor Ashton gave an update on s106 funding for Cherry Hinton Baptist Church as discussed at SAC 13 January 2014. SAC allocated £63,000 to refurbish the family centre. The vision for the project then changed to improve it, so WREN allocated an additional £35,000. This led to a shortfall of £10,000 between what the architect proposed and funding in place. The Head of Community Development or Community Funding & Engagement Officer undertook to approach the SAC Chair, Vice Chair and Cherry Hinton Ward Councillors with a project appraisal to allocate the additional £10,000.

14/49/SAC Open Forum

- 1. Mr Bower raised concerns regarding the traffic calming scheme in Cherry Hinton High Street. He asked if there been any progress on plans for the High Street this Autumn, as September was rapidly approaching. Mr Bower said the County Council had not been forthcoming about the nature of the options to be presented or about any past consultations. He asked for clarification from SAC.**

Councillor Ashton said the County Council had met with City Councillors 26 June 2014 for an s106 workshop, resident's concerns had been discussed. County Councillor Bates had guaranteed a consultation exercise would occur in September 2014. Councillor Bates also undertook to respond to resident's concerns raised at the 26 June meeting. Councillor Ashton would liaise with Mr Bower when further details were known.

- 2. Mr Woodburn referred to the 26 June s106 meeting, and action point from 23 June SAC. He asked when cycle and pedestrian access would be in place between the Kaleidoscope development and busway.**

Councillor Blackhurst said he had not raised the issue of access from the Kaleidoscope development at the 26 June workshop as he thought (from the SAC minutes) the issue was access from Hills Road.

Issues had arisen because what had originally been anticipated as an ancillary thoroughfare for the busway had become the main transport link. This needed to be reviewed.

There was a delay in providing cycle and pedestrian access between the Kaleidoscope development and busway due to a third party landowner. It was hoped this could be overcome.

ACTION POINT: Councillor Blackhurst to query the progress of pedestrian and cycle access to the busway as this is not in place from the Kaleidoscope site as specified in the planning application. Response to be fed back to South Area Committee and member of public who raised the query.

3. Mr Carpen asked if the “Shape Your Place” part of the County Council website could be upgraded to make it compatible with different software packages such as vimeo and soundcloud.

ACTION POINT: Councillors Crawford and Taylor to look into feasibility and funding for upgrading County Council Shape Your Place webpages.

4. Mr Carpen signposted the “Be the Change Cambridge” event 13 September 2014. This would be facilitated by Anglia Ruskin University and Cambridge Ahead. It would be a single day community action event to bring together people from across Cambridge’s diverse communities. The City Council Mayor and Leader were expected, plus Mr Julian Huppert MP. Mr Carpen invited Councillors and members of the public to attend.

SAC Councillors offered to put up posters on community noticeboards.

5. Mr Watson made the following points:
 - Church End and Rosemary Lane were rat runs for traffic at peak times. This led to safety concerns. Residents had strong feeling regarding this long term issue.

- **Councillors Crawford and McPherson had met Highways Officers for a site visit in response to Mr Watson's e-petition.**
- **Various solutions were being looked at such as pinch pints to reduce traffic. Visits to sites around the city were taking place to gather ideas, such as the wooden bollards in Storey's Way.**
- **Mr Watson proposed to look at indicative ideas from Church end and Rosemary Lane residents for quick wins. Closing the roads to traffic had been proposed.**

Councillor Ashton said that Councillor McPherson was aware of the situation.

Agreement had to be obtained from residents before a road could be closed to traffic.

Councillor Ashton thanked residents for their efforts to date and said the traffic issue was being addressed.

Councillor Crawford said residents should not feel obliged to propose their own solutions, Councillors and Officers would work on their behalf.

ACTION POINT: Councillor Ashton to liaise with Councillor McPherson and member of public who raised the issue of closing Church End and Rosemary Lane to traffic.

Councillor Crawford to raise a Local Highway Improvement request upon receipt of petition text.

6. **Mr Sherlock said that closing roads to traffic in the Gwydir Street and Hooper Street area had improved resident's quality of life. He expected residents to support roads to traffic in Cherry Hinton, as proposed by Mr Watson.**

Mr Sherlock went on to say a petition had been submitted for double yellow lines in Neath Farm Court.

7. **Mr Carpen suggested raising the issue of traffic problems at the "Be the Change Cambridge" event 13 September 2014 so issues could be addressed in a joined up approach, instead of on a piecemeal basis.**

14/50/SAC Frequency of SAC Future Meetings

Mr Bower asked how much each cost to hold a SAC meeting. The Committee Manager said this could vary between circa £400 - £600 per meeting, depending on venue and PA system costs.

SAC **unanimously agreed** to keep to the current schedule of meetings September 2014 – May 2015 as follows:

- 13 October 2014.
- 8 December 2014.
- 2 February 2015.
- 30 March 2015.

The situation would be reviewed in New Year 2015.

14/51/SAC Planning Applications

14/51/SACa 14/0208/FUL - 38 Almoners Avenue

The Committee received an application for full planning permission.

The application sought approval to demolish the existing dwelling and garage, and erect two detached four bedroom houses with ancillary parking.

The Principal Planning Officer referred to a pre-committee amendment to the recommendation (set out on the amendment sheet):

Approve as per the conditions on main report and s106 agreement to be completed by the new date of Friday 5th September.

The Committee received a representation in objection to the application from Dr Livesey.

The representation covered the following issues:

- i. SAC had requested a shadow study when considering this application 23 June 2014.
- ii. No progress had been made in the subsequent two months.
- iii. Took issue with shadow study information and raised the following specific concerns:
 - Information was incomplete.
 - SAC concerns had not been addressed.

- The Planning Officer should have pursued details further.
 - The shadow study showed the impact and loss of amenity on Dr Livesey and his partner.
 - No part of the plot was 7m from his boundary, it was 5m.
 - There was a lack of engagement from the Applicant.
- iv. Proposed the following:
- Undertaking a survey to establish his loss of amenity.
 - Reducing the proposed dwelling height.
 - Moving the proposed houses away from the boundary in accordance with the topography, to reduce the appearance of their height.
- v. The needs of the developer appeared to be prioritised over the impact on residents.

The Committee Manager read out a statement on behalf of Mr Mead (Applicant's Agent) in support of the application.

The Principal Planning Officer responded to points raised in Dr Livesey's and Mr Mead's representations at the request of SAC:

- Acknowledged it was difficult to interpret details of the shadow study in text form, hence the diagrams being submitted later.
- The shadow study was more comprehensive than normal. More information could be requested from the Applicant, but this may lead to an appeal based on non-determination, and a Planning Inspector may make a decision on (existing) information submitted.
- It was up to SAC to decide if they had sufficient information on which to make a decision.

The Committee:

Resolved (unanimously) to defer pending the submission of additional shadowing information, which should be at a larger scale, should take proper account of the topography, should provide information for dates other than the spring equinox, should provide a clear representation from the rear of No.36, and should avoid reproducing shadows over an aerial photo background.

14/51/SACb 14/0675/FUL - 102 Glebe Road

The Committee received an application for full planning permission.

The application sought approval to amend the rear elevation ground floor windows to doors and make the building wider by 1 metre.

Mr Jeffery (Applicant) addressed the Committee in support of the application.

The Committee:

Resolved (unanimously) to grant the application for planning permission in accordance with the officer recommendation, for the reasons set out in the officer report, and subject to the conditions recommended by the officers.

14/51/SACc 14/0287/FUL - 29 Fernlea Close

The Committee received an application for full planning permission.

The application sought approval for a single storey front extension, part single storey, part two storey rear extension and two storey side extension.

The Committee:

Resolved (by 8 votes to 0) to reject the officer recommendation to approve the application.

The Chair decided that the reasons for refusal should be voted on and recorded separately.

Resolved (by 8 votes to 0) to refuse the application contrary to the officer recommendations for the following reasons:

Because of the additional massing created by this proposal, the resulting building would respond poorly to existing features of local character and would be poorly integrated with the immediate locality, contrary to policy 3/4 of the Cambridge Local Plan 2006.

Resolved (by 6 votes to 0 with 2 abstentions) to refuse the application contrary to the officer recommendations for the following reasons:

The application does not provide appropriate car parking space on site, contrary to policies 3/14 and 8/10 of the Cambridge Local Plan 2006.

14/51/SACd 14/1122/FUL - 18 Worts Causeway

The Committee received an application for full planning permission.

The application sought approval for a two storey side and rear extension.

The Chair referred to advice from one of the Council's Legal Advisors. The advice to SAC was that Mr Gibbs-Sier could speak to the Committee for 3 minutes. He could provide a brief written summary of what he would say in the allotted time, but not introduce any additional written material. The letter/submission in circulation cites parts of the law and extracts from a neighbours letter. The Legal Advisor recommended that this letter was disregarded at this stage not least because the neighbour has had no chance to respond. If an appeal were made because of a decision SAC made tonight, legal issues could be addressed then.

As part of his introduction the Principal Planning Officer referred to two emails he had received from Mr Gibbs-Sier. The emails were received after the deadline for questions/representations, but as they dealt with factual queries, the Principal Planning Officer sought Chair's approval to address them at this point. Chair's approval was given and the Principal Planning Officer did so.

Mr Gibbs-Sier's points were:

- i. That Para 8.5 of the Case Officer's report states "The proposed rear Extension projects approx.1.46m further back than the rear of the existing garage."

The Principal Planning Officer agreed that this should read 1m.

- ii. There is an implication in Case Officer's report (eg para 8.7) that the rear Extension will extend beyond the South wall of No. 20.

The Principal Planning Officer could not detect this implication in the report, but confirmed that the proposed extension would not so extend, and referred to the drawing attached as D1 to the application.

- iii. That the statement in Para 8.5 of the report: "The submitted shadow study illustrates the proposed extension will not cause significant additional loss of light to the neighbouring property." was somewhat disingenuous as the case officer had seen in March the shadow study

attached as M1 to the application, stating there would be an increase in sunlight.

The Principal Planning Officer indicated that he felt the details given in para 8.5 remained factually correct.

Mr Gibbs-Sier (Applicant) addressed the Committee in support of the application. SAC allowed Mr Gibbs-Sier to make reference to Buxton and Hunter legal cases as these were pertinent to his representation.

The Committee received a representation in objection to the application from Mr Marsh.

The representation covered the following issues:

- i. Empathised that Mr Gibbs-Sier wanted to improve his property, but would prefer a single storey not a two storey extension.
- ii. Raised the following specific concerns:
 - The two storey development would be built right up to the boundary. It would overlook the landing window of number 20, be visually intrusive and reduce light.
 - Overshadowing the kitchen and living room of number 20.
 - There would only be a 3 – 4 foot gap between buildings at numbers 18 and 20 Worts Causeway at the narrowest point. This would also reduce light in the passageway and lead to a claustrophobic feel.
 - Queried the impact of the proposed development on the value of number 20.

The Committee:

Resolved (by 4 votes to 2 with 2 abstentions) to refuse the application for planning permission in accordance with the officer recommendation, for the reasons set out in the officer report.

The meeting ended at 9.26 pm

CHAIR

Neighbourhood profile update Cambridge City South Neighbourhood

October 2014



**Jason Wragg, Safer
Neighbourhoods
Inspector**

**Lynda KilKelly, Safer
Communities Manager,
Cambridge City Council**

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1 INTRODUCTION

Aim

The aim of the Neighbourhood profile update is to provide an overview of action taken since the last reporting period, identify on-going and emerging crime and disorder issues, and provide recommendations for future priorities and activity in order to facilitate effective policing and partnership working in the area.

The document should be used to inform multi-agency neighbourhood panel meetings and neighbourhood policing teams, so that issues can be identified, effectively prioritised and partnership problem solving activity undertaken.

Methodology

This document was produced using the following data sources:

- Cambridgeshire Constabulary crime and anti-social behaviour (ASB) incident data for June to August 2014, compared to the previous reporting period (March to May 2014) and the same reporting period in 2013.
- City Council environmental services data for the period June to August 2014, compared to the same reporting period in 2013; and
- Information provided by the Safer Neighbourhood Policing team, Cambridgeshire Fire & Rescue Service and the City Council's Safer Communities team.

2 CURRENT PRIORITIES

At the South Area Committee meeting of 23 June 2014, the committee recommended adopting the following priorities:

- ❑ Combat the supply of drugs in the South area
- ❑ Target dwelling burglary in the Cherry Hinton and Trumpington wards
- ❑ Target ASB associated with the “Cambridge Lakes” area

The Neighbourhood Action Group, at its meeting of 30 June 2014, assigned the actions to be taken and the lead officers for each of the priorities. The tables below summarise the action taken and the current situation.

Combat the supply of drugs in the South area	
Objective	<ul style="list-style-type: none"> ❑ Target individuals and organised groups travelling to the South area of Cambridge to engage in the unlawful supply of controlled drugs, particularly Class A drugs. ❑ Target the supply of drugs; particularly Class A drugs, by individuals resident in the South area.
Action Taken	<p>Officers have continued to conduct a number of drugs warrants in the South and neighbouring areas, targeting all classes of drugs. We have also targeted a number of street dealers. The following information details some of the main warrants, actions and arrests which have taken place in the last reporting period:</p> <ul style="list-style-type: none"> ❑ <u>Cherry Hinton</u> 3 arrests made for Possession With Intent To Supply (PWITS) Class A drugs following execution of a drugs search warrant. All charged and remanded. Around £1800 in drug money and a quantity of crack (16 wraps approximately £160 in value) seized. ❑ <u>Queen Edith’s</u> Work is on-going and will hopefully be resulted for next area meeting. ❑ <u>Trumpington</u> 2 arrests for PWITS Class A drugs from the execution of a drugs search warrant. Ecstasy, cannabis and £450 in suspected drug money seized. 2 further arrests were made for possession of Class A drugs namely ecstasy and Class B cannabis. ❑ <u>Adjoining areas</u> Action by the South team in support of adjoining areas is reported here in recognition that the supply of drugs does not respect ward boundaries. Support given to neighbouring areas will also serve to disrupt drugs activity in the South

	<p>area (see Intelligence update below).</p> <p>Support was given to the execution of 7 search warrants resulting in a total of 20 arrests for PWITS Class A and B drugs (crack, heroin, ecstasy, cannabis). In one search a cannabis factory was uncovered and in another around £900 cash was seized as suspected drugs money.</p> <p><u>Historical Action & Results</u></p> <ul style="list-style-type: none"> □ A warrant executed in January 2014 on the Trumpington ward resulted in a male being arrested and subsequently charged with PWITS cannabis and being concerned in the supply of cocaine. During this current reporting period he has been now convicted and sentenced to 33 months imprisonment for this and another matter. A process of eviction is now taking place involving co-operation between the local area police team and the City Council's Safer Communities team. <p><u>Drug money</u></p> <ul style="list-style-type: none"> □ In the last 3 months in the region of £3-4000 has been seized as suspected drug money. Most of these cases are on-going. <p><u>Intelligence</u></p> <ul style="list-style-type: none"> □ Intelligence has indicated that drug dealers are using vulnerable people's addresses. In some cases they have taken over their homes, from which they then run their illicit businesses. Some of these properties are on the East area but as mentioned above the dealers don't stay there. They are often mobile and deal on the South area as well.
Current Situation	This is a busy period in terms of on-going enforcement activity and information gathering, with community intelligence playing a key role. There is much enforcement work still to be done over the next three months which, amongst other activity, will include a number of warrants.
Lead Officer	Sergeant Chris Horton, Cambridgeshire Constabulary.

Target dwelling burglary in the Cherry Hinton and Trumpington wards	
Objective	<ul style="list-style-type: none"> □ Reduce the incidents of dwelling burglary in the Cherry Hinton area. □ Increase the awareness of local residents about the risks of becoming a victim of crime, and inform them of suitable simple crime prevention measures they can take.

Action Taken	<ul style="list-style-type: none"> ❑ A team of detectives has been working on tackling this issue. ❑ Enquiries have indicated that the suspects for these burglaries are cross border criminals, targeting houses whereby there is believed to be gold within. Similar incidents have occurred within the Peterborough and Essex areas. ❑ A number of vehicles have been identified as being involved within these burglaries and work is on-going with the Priority Crime team at Parkside Police Station and ERSOU (a regional crime team) to bring these offenders to justice. ❑ Patrols have increased in the specified areas and further afield. These patrols have included overt uniformed presence as well as the use of unmarked vehicles and plain clothed officers. ❑ “Cocooning” has continued to occur in the affected areas. ❑ Of note, a group of individuals have been arrested and charged with a number of burglaries and theft from motor vehicles in the Hampshire area. These individuals appear to be part of an organised crime group and they have been charged with two burglary offences in the Cambridge City area already.
Current Situation	Work is on-going to link the above group to more Cambridge offences through a number of methods.
Lead Officer	Sergeant Chris Horton, Cambridgeshire Constabulary

Target ASB associated with the “Cambridge Lakes” area	
Objective	To reduce ASB associated with “Cambridge Lakes”
Action Taken	<ul style="list-style-type: none"> ❑ Total number of patrol hours: 17hrs 30mins. ❑ Number of persons seen: 123 people; around 80% were over 18; around 70% were “visitors” to the area rather than locals. They came mainly from Bury / Haverhill / Linton areas and had heard of the area via the internet. ❑ Number of WOA / Request To Leave given; WOA given to most of them apart from those who chose to leave on sighting the approaching high visibility patrols. ❑ Number of GAP forms submitted: None, although all staff have been reminded of the need to submit such forms so that parents can be alerted. On several occasions, staff reported that children were actually present with their parents. ❑ Any other observations: This year has been the worst for damage to the wooden and metal fence. Close co-operation was obtained from the land agents January’s to help resolve this matter. Following the tragedy of the drowning of a young

	boy in the river in the Huntingdon area, the area was also visited by Cambridgeshire Fire & Rescue Service to ensure they had access and were prepared for such an event at this location. Periodic prevention patrols were also conducted by them to assist attempting to get the message across that it was currently considered not to be a safe place for swimming.
Current Situation	<ul style="list-style-type: none"> ❑ The fences are all fixed and there have been no further reports of trespassers. ❑ Warning signs have been displayed by the land agents. ❑ Meetings have been attended by local PCSO Marie Bailey in relation to the proposal by some to turn the area into a country park type location. ❑ The area is now on the radar as a location for high visibility patrols to help prevent a tragedy of a drowning or major disturbance should there be a forecast of a period of warm weather in the City.
Lead Officer	Sergeant Chris Horton, Cambridgeshire Constabulary

3 PRO-ACTIVE WORK & EMERGING ISSUES

- ❑ The City Council's Safer Communities team are currently working closely with the police and other agencies on ASB cases in Arran Close, St. Bedes Crescent, Bridewell Road and Paget Road.
- ❑ The Safer Communities team has also been involved in discussions about the "Cambridge Lakes" and preventing further ASB during the summer months.
- ❑ The Safer Communities team continue to proactively promote the work of the team to ensure that residents of Cambridge understand and are aware of the reporting procedures and how we can help them tackle ASB in their neighbourhoods, for example, an ASB officer from the team attended a 'Friends With Disabilities' meeting to discuss ASB and to advise them on how to report concerns and the Community Cohesion & Racial Harassment Officer, together with an ASB officer, attended the Southern Fringe Group meeting in Trumpington to gain a greater understanding of issues in the area and promote the work of the team amongst the new communities in the area.
- ❑ There has been a rise in overall crime recorded on the South area (+126) which has been reflected across all three wards. Cherry Hinton and Trumpington wards have accounted for the majority of this increase.

- ❑ Anti-social behaviour for the South Area has remained relatively stable by comparison to the previous reporting period (+19). Cherry Hinton and Queen Edith's wards have seen a slight increase in ASB, with Trumpington ward recording a slight decrease (-16).
- ❑ Dwelling burglary for the South area has seen an increase by comparison to the previous reporting period (+5). Cherry Hinton and Queen Edith's wards have both seen increases. Trumpington has however seen a reduction (-4).
- ❑ All violent crime has seen an increase by comparison to the previous reporting period (+45). This increase has been reflected across all three wards.
- ❑ Non-dwelling burglary for the South area has seen an increase (+8) by comparison to the previous reporting period. The majority of this increase took place on the Trumpington ward with Queen Edith's remaining stable.
- ❑ Theft from vehicle for the South Area has remained stable with just 20 offences recorded across all three wards during this reporting period.
- ❑ Cycle crime for the South area overall has remained stable by comparison to the previous reporting period. Queen Edith's has seen a reduction of 13 and Cherry Hinton a slight increase (+6). Trumpington has however seen an increase (+20).
- ❑ Local PCSOs have spent time in addressing inconsiderate parking by parents involved in the school run by a combination of education and enforcement action. This has been carried out in consultation with the local schools that have been requested to remind all parents to park considerately and legally and / or consider alternative methods of getting children to / from school. Councillor Tim Moore raised this issue, but as a perennial problem this was something we were planning to address in the first few weeks of children returning to school.
- ❑ Local PCSOs have also spent time addressing, in various locations along Hills Roads, inconsiderate cycling which includes contravening red traffic lights. On just 2 days, 43 people were spoken to for having contravened red traffic lights. The vast majority of these were adults who offered the reason that they were "late for work".
- ❑ Residents can rest assured that these types of behaviour will continue to be revisited and addressed throughout the year by their local PCSOs.

- ❑ Cambridge City Police has drawn up a new service level agreement with Neighbourhood Watch and are seeking to build on the already good relationship with members to increase scheme numbers even more. Anyone interested in finding out more should visit www.cambsnhw.org.uk
- ❑ Cambridge City Police has launched its own Twitter account: @CambridgeCops
- ❑ Cambridgeshire Police has launched Neighbourhood Alert to enhance communication with neighbourhoods.
- ❑ The police are exploring how they could utilise the **Shape Your Place** website (<http://cambridge.shapeyourplace.org/>) to improve community engagement and will include the results of consultation in the next profile.

4 ADDITIONAL INFORMATION

CURRENT CRIME & ASB INCIDENT LEVELS BY WARD

AREA		Dwelling Burglary	Other Burglary	Violent Crime	Robbery	Theft of Vehicle	Theft from Vehicle	Cycle Theft	Theft from Shop	Criminal Damage	Other Crime	TOTAL CRIME	TOTAL ASB
City South	Jun 14 – Aug 14	34	24	81	6	3	20	85	20	47	156	476	211
	Jun 13 – Aug 13	26	16	47	1	5	15	76	3	38	81	308	232
	Mar 14 – May 14	29	16	36	1	3	17	72	8	20	148	350	192
Cherry Hinton	Jun 14 – Aug 14	17	4	21	4	2	4	12	6	22	43	135	70
	Jun 13 – Aug 13	9	2	14	0	1	4	18	2	14	21	85	114
	Mar 14 – May 14	11	2	13	1	0	2	6	1	5	45	86	51
Queen Edith's	Jun 14 – Aug 14	10	2	24	0	0	5	18	0	11	55	125	58
	Jun 13 – Aug 13	7	5	16	1	3	6	16	0	10	32	96	55
	Mar 14 – May 14	7	2	8	0	1	2	31	0	5	44	100	42
Trumpington	Jun 14 – Aug 14	7	18	36	2	1	11	55	14	14	58	216	83
	Jun 13 – Aug 13	10	9	17	0	1	5	42	1	14	28	127	63
	Mar 14 – May 14	11	12	15	0	2	13	35	7	10	59	164	99

ENVIRONMENTAL SERVICES DATA

Cherry Hinton

Abandoned vehicles

- ❑ June to August 2014: 13 reports, which included
 - 10 vehicles not on site following inspection
 - 1 vehicle subsequently destroyed following non-payment of the DVLA fine
- ❑ Hotspots: St Bede's Crescent (4)
- ❑ June to August 2013: 6 reports

Fly tipping

- ❑ June to August 2014: 14 reports, which included
 - 3 formal warning letters issued to domestic offenders
 - 1 request for waste transfer documentation from trade offenders
- ❑ Offences at Colville Road accounted for 3 of the formal warning letters sent
- ❑ Hotspots: None
- ❑ June to August 2013: 18 reports

Derelict cycles

- ❑ June to August 2014: None
- ❑ Hotspots: None
- ❑ June to August 2013: 5

Needle finds

- ❑ June to August 2014: 475¹
- ❑ Hotspots: Daws Lane (475)
- ❑ June to August 2013: None

Queen Edith's

Abandoned vehicles

- ❑ June to August 2014: 2 reports, which included 2 vehicles not on site following inspection
- ❑ Hotspots: None
- ❑ June to August 2013: 1 report

Fly tipping

- ❑ June to August 2014: 12 reports
- ❑ Hotspots: None

¹ Needles were removed from Daws Lane near the stream going towards Cherry Hinton Hall. They were removed by the Rapid Response team following a telephone call from a member of the public to the Customer Service Centre. Photographs of evidence were taken. Find reported to Cambridgeshire Drug & Alcohol Action Team.

- ❑ June to August 2013: 8 reports

Derelict cycles

- ❑ June to August 2014: 2
- ❑ Hotspots: None
- ❑ June to August 2013: 5

Needle finds

- ❑ June to August 2014: None
- ❑ Hotspots: None
- ❑ June to August 2013: 597

Trumpington

Abandoned vehicles

- ❑ June to August 2014: 4 reports, which included
 - 1 vehicle not on site following inspection
 - 1 vehicle subsequently destroyed following non-payment of the DVLA fine
- ❑ Hotspots: None
- ❑ June to August 2013: 1 report

Fly tipping

- ❑ June to August 2014: 8 reports, which included
 - 2 formal warning letters issued to domestic offenders
 - 1 request for waste transfer documentation from trade offenders
- ❑ Offences at Hauxton Road and Rialto Close accounted for 1 each of the formal warning letters sent
- ❑ Hotspots: None
- ❑ June to August 2013: 24 reports

Derelict cycles

- ❑ June to August 2014: 7
- ❑ Hotspots: None
- ❑ June to August 2013: 12

Needle finds

- ❑ June to August 2014: 2²
- ❑ Hotspots: None
- ❑ June to August 2013: None

² Single needle removed from car park at 30 Station Road and another single needle removed from outside garage on Bentinck Street

5 RECOMMENDATIONS

- ❑ Continue work against Class A dealers
- ❑ Address cycle crime in response to citywide spike
- ❑ Address cycling offences with return of students and darker evenings (will compliment effort against cycle crime)

CAMBRIDGE CITY COUNCIL

REPORT OF: Director of Customer and Community Services and
Chair of the Cambridge Community Safety Partnership

TO:	Area Committee - West	29/10/2014
	Area Committee - East	23/10/2014
	Area Committee - South	13/10/2014
	Area Committee - North	30/10/2014

WARDS: All

Anti-social Behaviour, Crime and Policing Act 2014

1 INTRODUCTION

1.1 A report on the introduction of the new Anti-social Behaviour, Crime and Policing Act 2014 was taken to Strategy and Resources Committee on 29/09/2014. The Executive Councillor approved the recommendation at 2.1.4 in the report to 'take the report to Area Committees and request that they review if any areas merit consideration for Public Space Protection Orders (PSPOs). The full Strategy and Resources report with appendices is attached and gives details of the new powers being made available through the Act, the information regarding PSPOs can be found at 3.29.

2. RECOMMENDATIONS

2.1 The Area Committee is asked to note the new measures being introduced to address anti-social behaviour, as detailed in the attached report; and

2.2 To review if any areas merit consideration for Public Space Protection Orders.

3. Background

3.1 The background and details are set out in the Strategy and Resources Committee report attached.

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To: The Leader and Executive Councillor for Strategy:
Councillor Lewis Herbert

Report by: Director of Customer and Community Services

Relevant scrutiny committee: Strategy & Resources
29/9/2014
Scrutiny Committee

Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge
East Chesterton King's Hedges Market Newnham
Petersfield Queen Edith's Romsey Trumpington
West Chesterton

ANTI-SOCIAL BEHAVIOUR CRIME AND POLICING ACT 2014

Not a Key Decision

1. Executive summary

- 1.1 The Anti-social Behaviour, Crime and Policing Act 2014 received Royal Assent on 13th March 2014, with full implementation of the Act due on 20th October 2014. It contains some wide ranging reforms around a number of previous Acts, including the law relating to dangerous dogs, terrorism and forced marriages. This report will look specifically at the reforms in the Act that are designed to address anti-social behaviour and that will have an impact on services such as Safer Communities, City Homes, Environmental Health and Streets and Open Spaces.
- 1.2 The Act contains two new measures which are designed to give victims and communities a say in the way anti-social behaviour is dealt with, they are: The Community Trigger; and the Community Remedy.
- 1.3 The Community Trigger gives victims and communities the right to request a review of their anti-social behaviour case and bring agencies together to take a joined up, problem solving approach to find a solution. The draft [threshold and procedure](#) for the Community Trigger, which are presented for approval by the Executive Councillor, have been developed through consultation with the representatives of the statutory bodies and members of the public. Home Office Guidance suggests that the threshold and procedure should be tested in practice for six months and then reviewed.

- 1.4 The Community Remedy gives victims a say in the out-of-court punishment of perpetrators for low-level crime and anti-social behaviour. The Police and Crime Commissioner will publish the Community Remedy Document following consultation. Details of the Community Remedy are included here for information; there is no decision required by the Executive Councillor.
- 1.5 The Act also makes provision for six new powers to address anti-social behaviour, which replace 19 currently available. ([Appendix 2](#))
- 1.6 Operational managers, whose services are affected by the new legislation, have been consulted and although the changes are wide-ranging the consensus is that the new powers can be used according to operational needs as and when appropriate.
- 1.7 There are however, some changes that the Executive Councillor may like to discuss in more detail, whilst leaving the operational decisions to be made by managers on a case by case basis. For example, civil injunction can be used for under 18s and it is suggested that officers should develop a procedure and checklist for assessing when this is appropriate.
- 1.8 Councils can designate social landlords to issue Community Protection Notices (CPNs) in their area and the Executive Councillor may want to do this if social landlords are willing. It is suggested that we monitor how CPNs operate in practice and bring a report back with recommendations on the appropriateness of this designation.
- 1.9 The procedure towards introducing individual Public Spaces Protection Orders will require careful consideration and consultation and would need to be discussed by Strategy and Resources Scrutiny Committee before a final decision is taken by the Executive Councillor. Although the test for introducing a PSPO is broad, conditions included in the test are that the behaviour being targeted is, or is likely to be persistent, unreasonable and justifies the restrictions imposed. It is suggested that this report should go to each Area Committee and request any comments that they may have on the use of powers in the Act, including the Community Trigger, and that they review if any areas may merit consideration for PSPOs.
- 1.10 The Closure Notices will require consideration by the CEX with regard to designation of officers at an appropriate level to authorise notices for periods exceeding 24 hours.

- 1.11 The new Dispersal Powers are purely police powers and details are included in the report for information as the previous powers, that is, Section 30 Dispersal Powers and Section 27 Direction To Leave, were used extensively in the past and the changes will be of interest.
- 1.12 There are a number of delegation issues to be addressed in relation to the new Act. It is suggested that the levels of delegation are maintained where they are broadly similar to those currently in place. Current relevant delegations and suggestions for additions or amendments are attached as [Appendix 3](#)

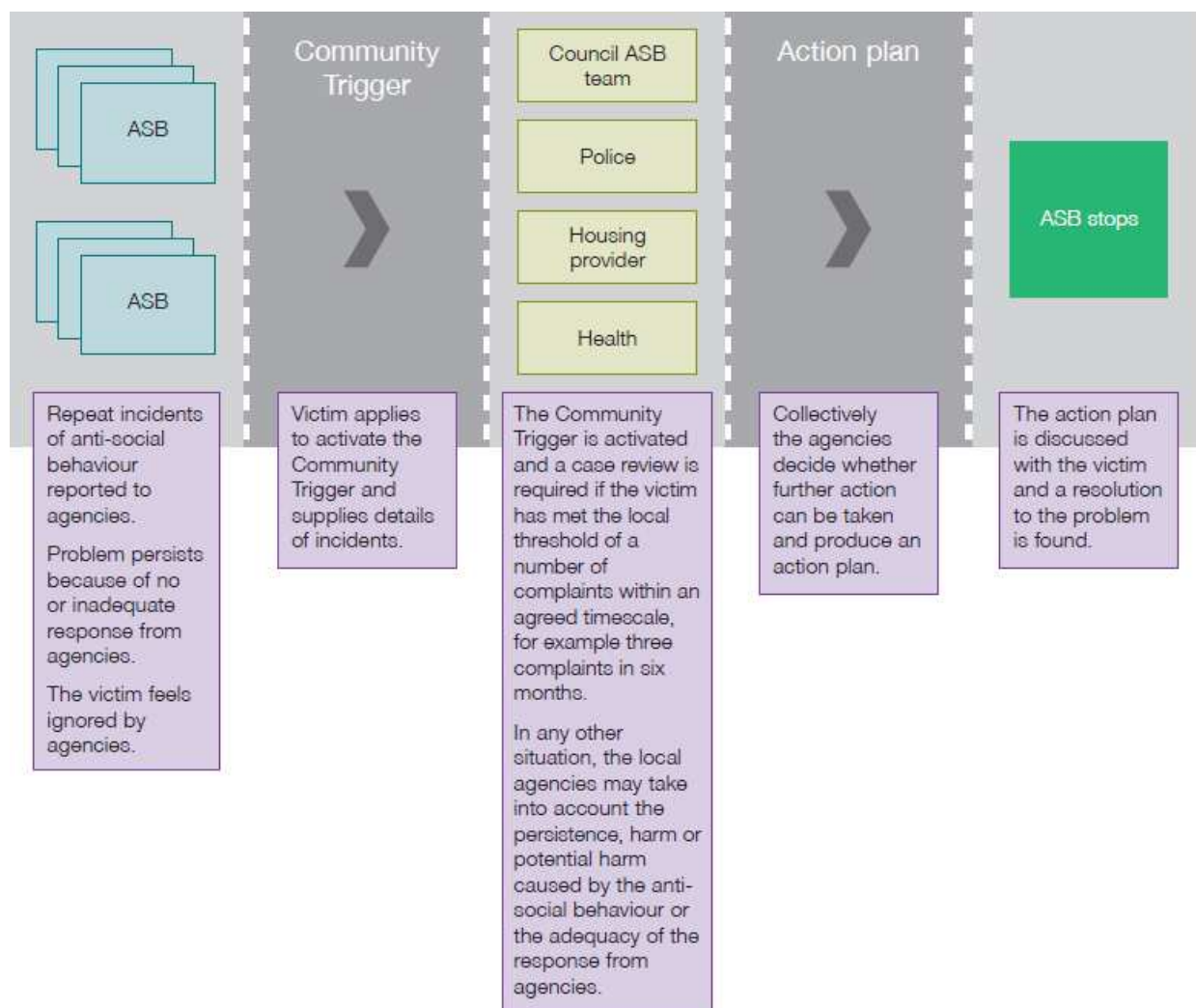
2. Recommendations

- 2.1 The Executive Councillor is recommended:
 - 2.1.1 To note the new measures being introduced to address anti-social behaviour, as detailed in this report;
 - 2.1.2 To approve the [threshold and procedure](#) for the Community Trigger and to agree to test the threshold and procedure and to review the process in six months with a further report to Strategy and Resources Scrutiny Committee at that point;
 - 2.1.3 To agree to test Community Protection Notices in practice and bring a further report to Strategy and Resources Scrutiny Committee with recommendations around the appropriateness of designating the power to social landlords;
 - 2.1.4 To take this report to Area Committees and request that they review if any areas merit consideration for PSPOs; and
 - 2.1.5 To approve the delegation additions and amendments as detailed in [Appendix 3](#)

3. Background

- 3.1 This paper concentrates on those aspects of the Act that may impact on policy and procedures in delivering services across the council and gives some background details for those areas that will be of interest operationally but that do not require any decisions at this time.

Community Trigger



- 3.2 Anti-social behaviour, for the purposes of the community trigger, is defined as behaviour causing harassment, alarm or distress to a member or members of the public. One of the aims of the community trigger is to encourage those who are most vulnerable, or may not otherwise engage with agencies, to report incidents of anti-social behaviour.
- 3.3 An application for a community trigger can be made by any individual, business or community group to a single point of contact, in the local authority area, for a review of the actions carried out on any anti-social behaviour reports that meet the locally agreed and published threshold.
- 3.4 The responsible authorities and relevant bodies, who must work together to agree the threshold and the local procedure, are the Council, Police, Clinical Commissioning Groups and registered providers of social housing. The Cambridge steering group for developing the threshold and procedure is made up of representatives

from City Council, Police, City Homes, Hundred Housing, Metropolitan, Cambridge Housing Society and Cambridgeshire and Peterborough Clinical Commissioning Group.

3.5 Rules governing the threshold and procedure

The threshold for making a community trigger application must be **no higher than three complaints of anti-social behaviour in a six months period** and;

- α the anti-social behaviour must have been reported within one month of the alleged behaviour taking place and;
- α the application to use the Community Trigger must be made within six months of the report of anti-social behaviour.

3.6 Where a person makes an application for a case review and the number of qualifying complaints has been made, the threshold for a review is met.

3.7 The harm or potential harm caused to the victim, the persistence of the anti-social behaviour and the adequacy of the response should be taken into account in determining whether the threshold is met.

3.8 The procedure should as a basic outline include the following steps:

- α A victim or someone acting on their behalf makes an application to use the Community Trigger;
- α The relevant bodies decide whether the threshold is met; and
- α If the threshold is met, the relevant bodies share information about the case, consider whether any new information needs to be obtained, review previous actions and propose a response. The victim is informed of the outcome or agencies will work with the victim to devise and implement an action plan.

3.9 Representatives from the responsible authorities and relevant bodies worked together to develop the Cambridge City draft threshold and procedures. The local community have been consulted through fora made up of 9 Cambridge residents including a representative from the Disability Forum and 1 voluntary sector manager. Some representatives were self-selecting in answer to publicity on the City Council website and others came through invitations sent out through the steering group organisations.

3.10 The consultation response was generally positive about the draft procedure and threshold and the groups felt this was a welcome initiative. Among the points raised were requests to:

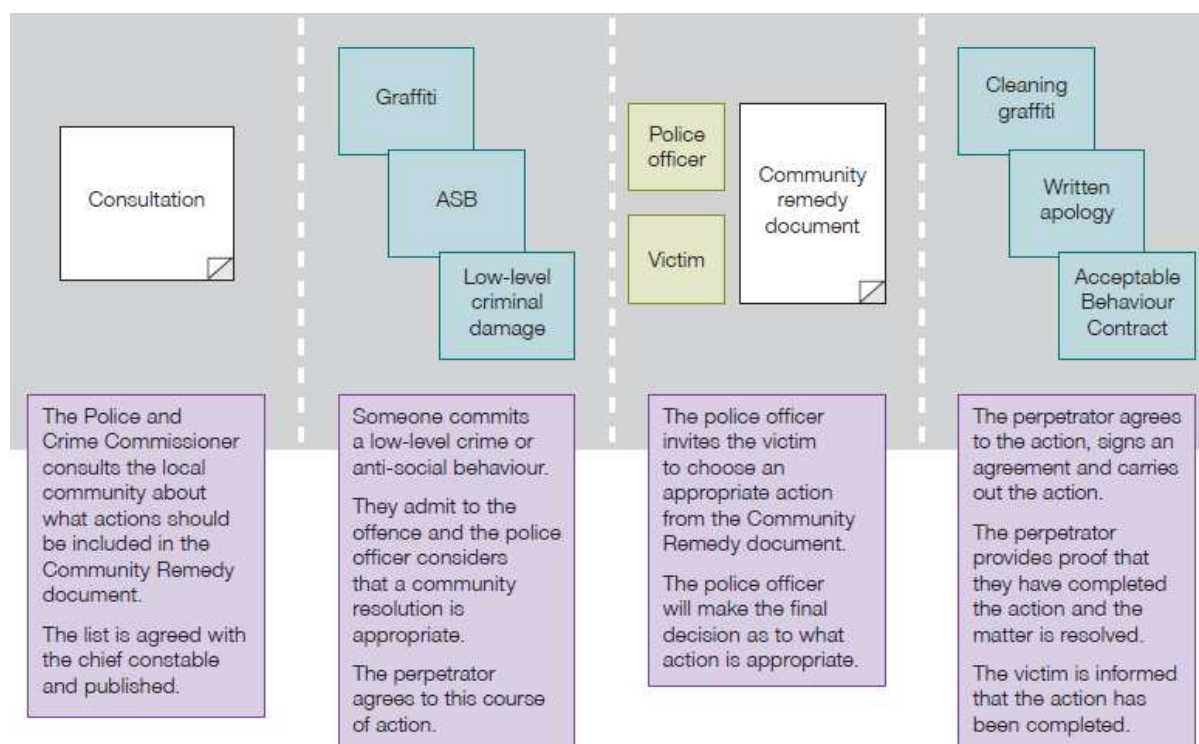
- α keep the threshold clear and uncomplicated (the threshold was simplified to meet this request);

- α consider whether it needs to be as high as 3 complaints in 6 months. The number of complaints has not been reduced as the steering group already discussed in detail the issue of resource if we have to deal with a large volume of applications. We can review this after 6 months as advised in the guidance;
- α be aware when publicising the availability of the trigger that many people do not have access to computers; and
- α ensure the applicant is kept informed during the process.

3.11 The draft Community Trigger review [threshold and procedure](#) are attached as [Appendix 1](#) for consideration by the Executive Councillor with the recommendation to approve them as presented.

3.12 The Home Office Guidance suggests that the threshold and procedure should be tested in practice for six months and reviewed at that time. Environmental Health Managers would like the opportunity to consider how the Community Trigger applications link with the corporate complaints procedure and how best to incorporate it. It is therefore suggested that we test the threshold and procedure as suggested in the guidance and bring a report back to Strategy and Resources Scrutiny Committee with an update at that point.

Community Remedy

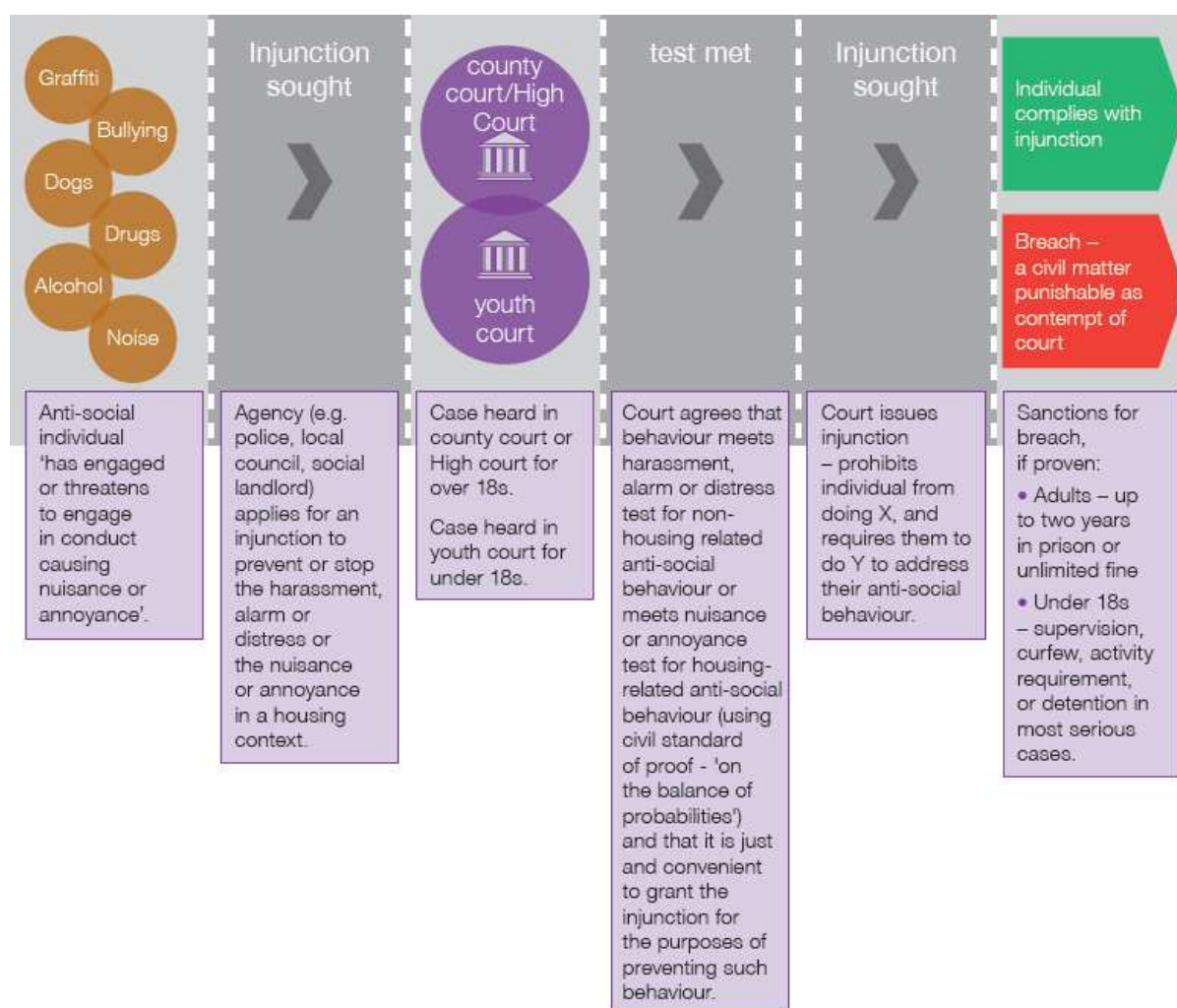


3.13 Following consultation, the Police and Crime Commissioner will publish the Community Remedy document which will be used as part of the existing process for delivering community resolutions. It will give victims of low-level crime and anti-social behaviour a say in the

punishment of perpetrators out of court. The Community Remedy may also be used when a conditional caution or youth conditional caution is given, as a means of consulting the victim about the possible conditions to be attached to the caution.

- 3.14 The community remedy is for anti-social behaviour and low-level criminal offences.
- 3.15 The role of the City Council was to respond to the Cambridgeshire and Peterborough consultation and the City Council also accommodated the consultation by including the link to the survey and information on the Council website, highlighting its presence to all Councillors and members of the Community Safety. The results of the consultation were not available when publishing this document.

Civil Injunction



- 3.16 The injunction is a civil power which can be applied for by local councils and other agencies, such as police, housing providers and NHS Protect to deal with anti-social individuals. The injunction can offer fast and effective protection for victims and communities and set

a clear standard of behaviour for perpetrators, stopping the person's behaviour from escalating.

3.17 The injunction will include relevant prohibitions to stop the anti-social behaviour. It can also include positive requirements to get individuals to deal with the underlying cause of their behaviour.

3.18 The injunction can be used to deal with a wide range of behaviours, in both housing related and non-housing related situations. This can include vandalism, public drunkenness, aggressive begging, irresponsible dog ownership and noisy and abusive behaviours towards neighbours.

3.19 Agencies must make reasonable and proportionate judgement before applying for an injunction.

3.20 There are two tests for an injunction:

α Non-housing related

For anti-social behaviour in a non-housing related context the test is conduct that has caused or is likely to cause, harassment, alarm or distress to any person. It applies where the behaviour has occurred, in a public place, such as a city centre, shopping mall or local park, and where the behaviour does not affect the housing management functions of a social landlord or people in their homes.

α Housing related

For anti-social behaviour in a housing context the nuisance or annoyance test will apply, that is, where the conduct is capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises or the conduct is capable of causing housing-related nuisance or annoyance to any person. Only social landlords, local councils or the police will be able to apply for an injunction under these provisions in the legislation. In the case of social landlords only, "housing-related" means directly or indirectly relating to their housing management function.

3.21 Power to issue an injunction to children

The new civil injunctions can be issued against anyone who is 10 years or over. Applicants must consult the local youth offending team (YOT) if the application is against someone under the age of 18 and inform any other body or individual the applicant thinks appropriate. Applications for injunctions against anyone who is under 18 must be made to the youth court.

It is suggested that officers should develop a procedure and check list for assessing when it is appropriate to apply for an injunction for a person under 18 and decisions can then be made on a case by case basis.

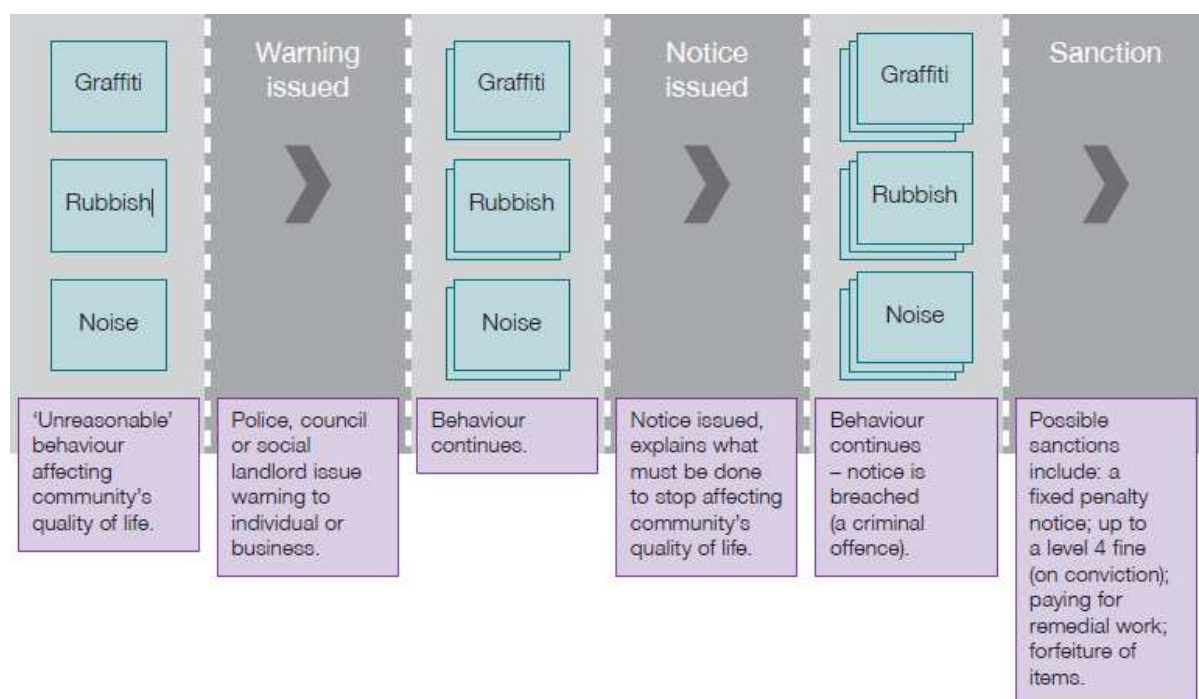
3.22 Exclusion from home

Councils and police can apply for an injunction to exclude private tenants or owner-occupiers, over the age of 18, from their homes where the ASB includes the use, or threatened use of violence or there is a significant risk of harm. It is not expected that the power of exclusion will be used often, and applications should only be made where the higher threshold is met.

3.23 Publishing details of Injunctions

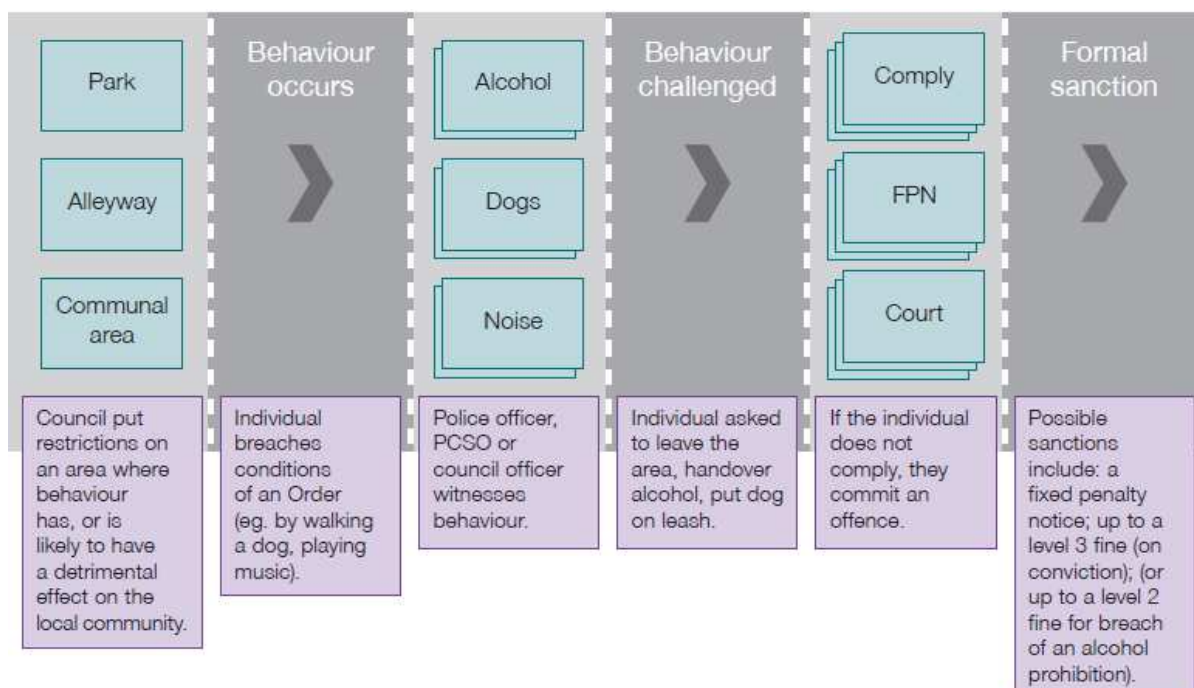
Councils and police can decide to publish details of the terms of the order including details of the perpetrator, unless the Court has made a section 39 order (Children and Young Persons Act 1933) prohibiting the publication. When deciding whether to publicise the injunction, public authorities (including the courts) must consider that it is necessary and proportionate to interfere with the young person's right to privacy, and the likely impact on a young person's behaviour. This will need to be balanced against the need to provide re-assurance to the victims and the wider community as well as providing them with information so that they can report any breaches. Each case should be decided carefully on its own facts.

Community Protection Notices



- 3.24 Community protection notices (CPN) are designed to deal with particular, ongoing instances of anti-social behaviour that spoil the community's quality of life, such as graffiti, rubbish and noise. The anti-social behaviour must be persistent or continuing and unreasonable. They can be used against individuals over 16, businesses or organisations, and can be issued by the police, and authorised officers of the council or staff of social housing providers.
- 3.25 Statutory nuisance is dealt with by the Environmental Health Team using the powers available through the Environmental Act 1990. The issuing of a CPN does not and cannot discharge the Council from its duty to issue Abatement Notices if the behaviour is considered to constitute a statutory nuisance.
- 3.26 Who can issue a CPN
Council Enforcement officers have in the past taken the lead in dealing with these kinds of environmental issues and now police officers and police community support officers will also be able to issue CPNs.
- 3.27 In addition, there is a formal role for social landlords. Where it is appropriate, local councils can designate social landlords in their area to issue CPNs. It is suggested that we monitor how CPN are operating in practice and report back to committee before a decision is made to designate social landlords to issue them.
- 3.28 The CPN must be written for the situation and can contain any or all of the following:
- α Requirement to stop doing specific things;
 - α Requirement to do specific things; and
 - α Requirement to take reasonable steps to achieve specified results.

Public Spaces Protection Orders (PSPO)



3.29 The PSPO is designed to stop individuals or groups committing anti-social behaviour in a public space. A local authority can make these orders, following consultation with the police, Police and Crime Commissioner and other relevant bodies.

3.30 The test is designed to be broad and focus on the impact anti-social behaviour is having on victims and communities. A PSPO can be made by the council if they are satisfied on reasonable grounds that the activities carried out, or likely to be carried out, in a public space:

- α have had, or are likely to have, a detrimental effect on the quality of life of those in the locality;
- α is, or is likely to be, persistent or continuing in nature;
- α is, or is likely to be, unreasonable; and
- α justifies the restrictions imposed.

3.31 Where can the PSPO apply

The council can make a PSPO on any public space within its own area. The definition of public space is wide and includes any place to which the public or any section of the public has access, on payment or otherwise, as of right or by virtue of express or implied permission, for example a shopping centre. Before the PSPO is made, the council also has to publish the draft order in accordance with regulations published by the Secretary of State.

3.32 Penalties for breaching an order

Depending on the behaviour in question, the enforcing officer could decide that a fixed penalty notice (FPN) would be the most appropriate sanction. The FPN can be issued by a police officer, PCSO, council officer or other person designated by the council. In making the decision to issue a FPN, the officer should consider that if issued, payment of the FPN would discharge any liability to conviction for the offence. However, where the FPN is not paid within the required timescale, court proceedings can be initiated (prosecution for the offence of failing to comply with the PSPO).

3.33 What can be included in a PSPO

A PSPO can include multiple restrictions and requirements in one order. It can prohibit certain activities, such as the drinking of alcohol as well as placing a requirement on people to do certain things such as keep their dog on a lead. The PSPO is intended to make public spaces more welcoming to the majority of law abiding people, for this reason the requirements or restrictions can be targeted at specific people, designed to apply only at certain times or apply in certain circumstances.

3.34 Challenging a PSPO

Any challenge to the PSPO must be made in the High Court by an interested person within six weeks of it being made. An interested person is someone who lives in, regularly works in, or visits the restricted area. This means that only those who are directly affected by the restrictions have the power to challenge. This right to challenge also exists where an order is varied by a council.

3.35 Interested persons can challenge the validity of a PSPO on two grounds. They could argue that the council did not have power to make the order, or to include particular prohibitions or requirements. In addition, the interested person could argue that one of the requirements (for instance, consultation) had not been complied with. When the application is made, the High Court can decide to suspend the operation of the PSPO pending the verdict in part or in totality. The High Court has the ability to uphold the PSPO, quash it, or vary it.

3.36 Restricting alcohol

The PSPO cannot be used to restrict the consumption of alcohol where the premises or its curtilage is licensed for the supply of alcohol.

3.37 Restricting access

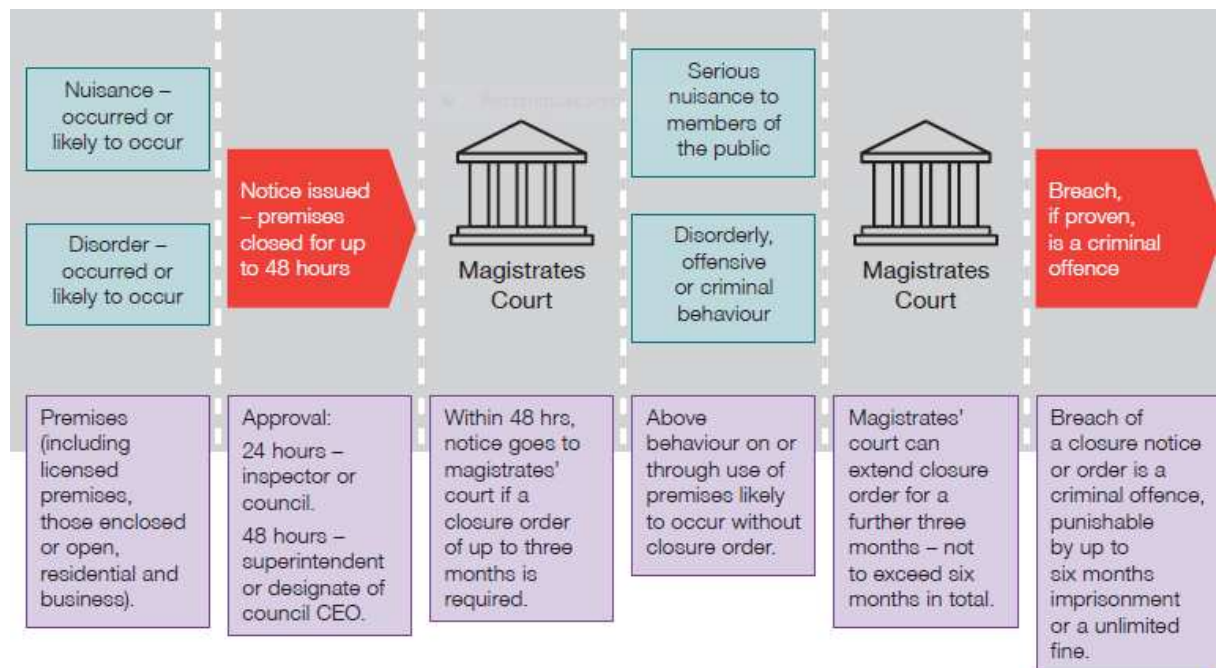
If the order is to be used to restrict access to a public right of way, a number of things need to be considered. What impact will the restriction have, for example is there a reasonably convenient alternative route. It may be more reasonable to restrict activities causing the ASB rather than restricting access. Consultation with affected parties is required if access is to be restricted.

3.38 Decision on the introduction of a PSPO

The detail on PSPOs is included for information. The procedure towards introducing individual orders will require careful consideration and consultation and would need to be taken to Strategy and Resources Scrutiny Committee before a final decision by the Executive Councillor.

- 3.39 The City Council's Annual Report 2014 states that the Council will work to 'introduce targeted Public Spaces Protection Orders (PSPOs) in areas where problem drinking and the behaviour of street drinkers is proving to be a public nuisance, subject to consultation'. It is planned that this report should go to each Area Committee and that, in addition to seeking views on the Community Trigger and other aspects of the Act, Area Committees be asked if they want to identify any areas that merit potential consideration for PSPOs.

Closure Power



- 3.40 The closure power is a fast, flexible power that can be used to protect victims and communities by quickly closing premises that are causing

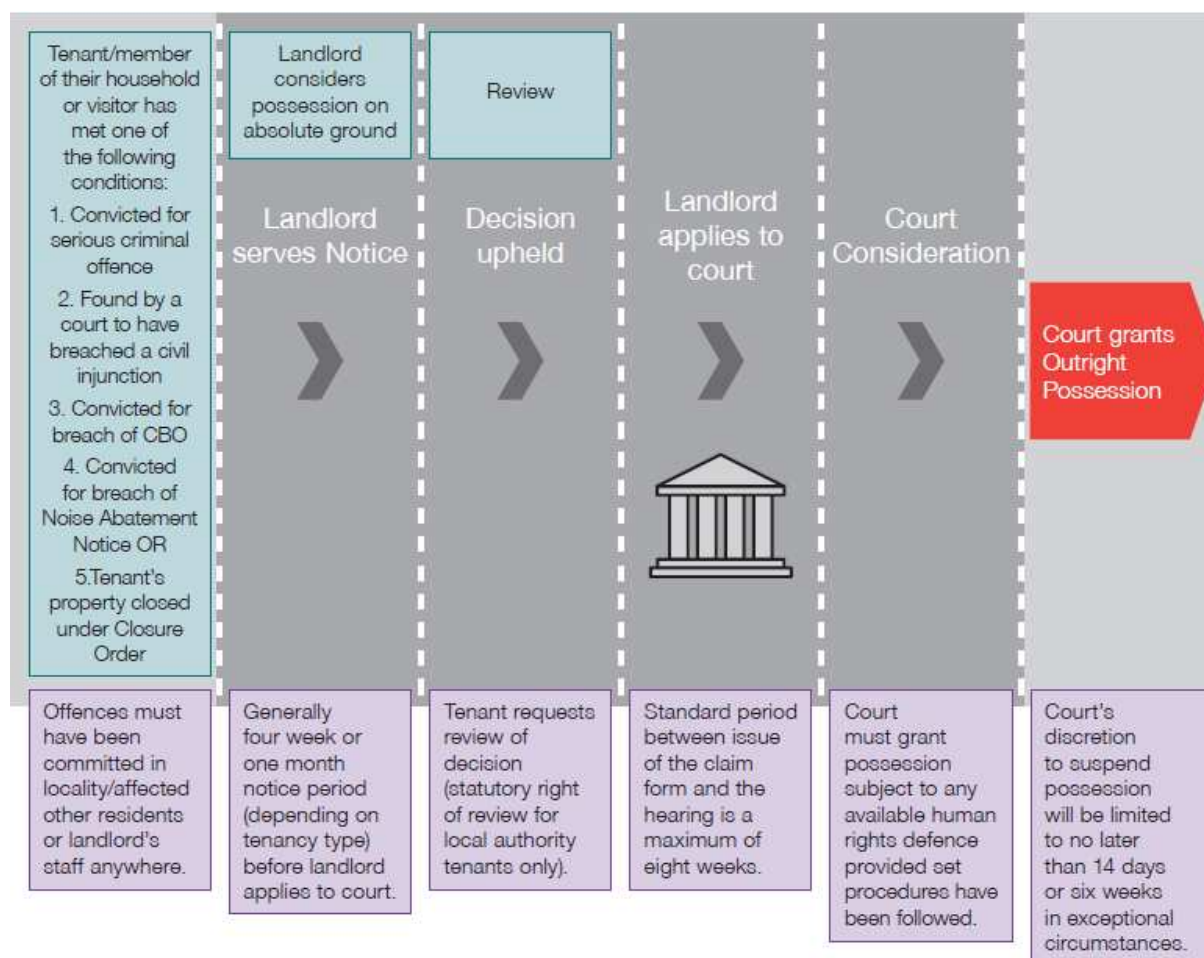
nuisance or disorder. It replaces current closure orders and is similar in process to Premises Closure.

- 3.41 A closure notice prohibits access to the premises for a specified period up to a maximum of 48 hours. As a safeguard, the Act requires that closure notices issued by a local authority for periods exceeding 24 hours or extensions of 24 hour notices must be signed by the Chief Executive or a person designated by the Chief Executive. A closure order prohibits access to a premise for a maximum of three months and must be applied for to the magistrates' court no later than 48 hours after service of the notice closure.

3.42 Delegation

The Government guidance states that consideration needs to be given to the level or role of employee within the council who can issue a notice for periods not exceeding 24 hours. Suggestions for delegations which will fit with currently delegated powers are contained in [Appendix 3](#). The Act gives power to the Chief Executor Officer (or a person designated by her) to issue notices for periods up to 48 hours.

Recovery of possession of dwelling-house on anti-social behaviour grounds – mandatory possession

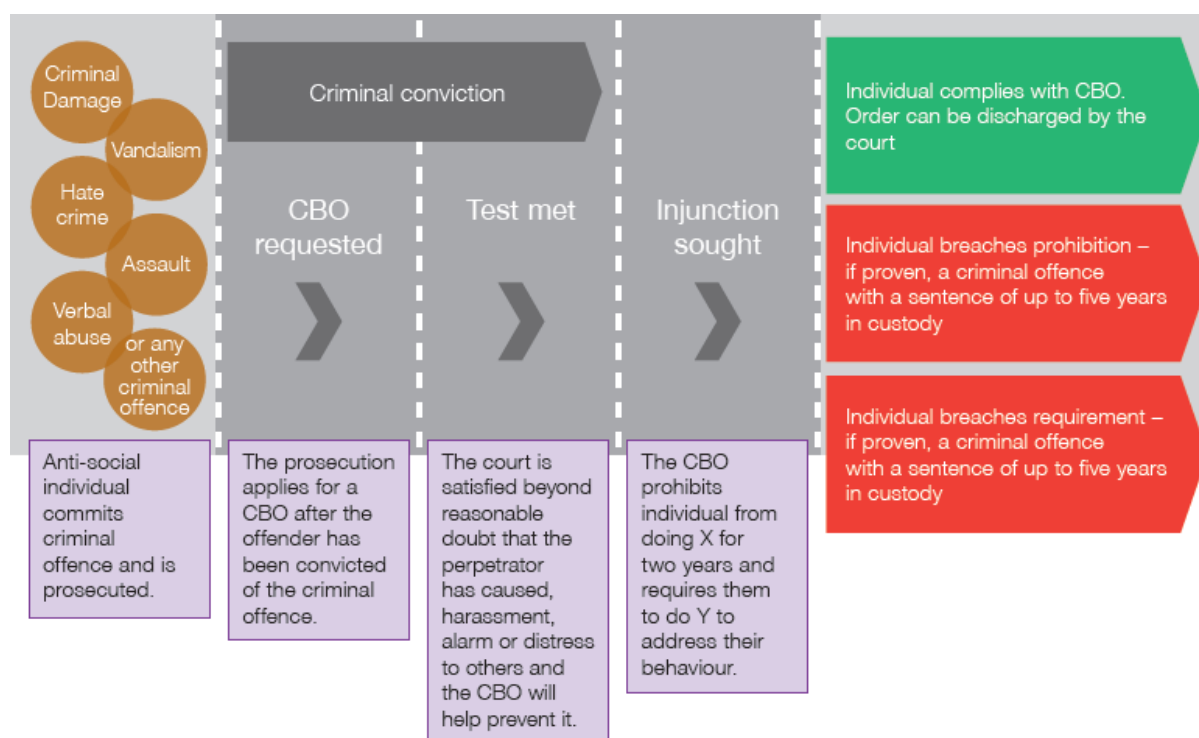


- 3.43 Prior to the 2014 ASB Act, the court had discretion as to whether to evict a tenant under the Housing Act 1985 and 1988 when the landlord sought possession of secure and assured tenancies because the tenant had been involved in anti-social behaviour. Landlords can now seek to evict tenants if it is proven that the tenant has been involved in anti-social behaviour or criminal activity and the court must evict them.
- 3.44 The Act introduces a new absolute ground for possession of secure and assured tenancies where anti-social behaviour or criminality has already been proven by another court.
- 3.45 Prevention and early intervention should be at the heart of all landlords' approaches to dealing with anti-social behaviour. The evidence shows this is the case with over 80% of anti-social behaviour complaints resolved by social landlords through early intervention and informal routes without resorting to formal tools.
- 3.46 It is, however, a source of frustration for landlords and victims that in exceptional cases where anti-social behaviour (or criminality) persists and it becomes necessary to seek possession, the existing process for evicting anti-social tenants is often very lengthy and expensive for landlords and the courts and, most importantly, prolongs the suffering of victims, witnesses and the community.
- 3.47 The court must grant possession (subject to any available human rights defence raised by the tenant, including proportionality) provided the landlord has followed the correct procedure and at least one of the following five conditions is met:
- α The tenant, a member of the tenant's household, or a person visiting the property has been convicted of a serious offence;
 - α The tenant, a member of the tenant's household, or a person visiting the property has been found by a court to have breached a civil injunction;
 - α The tenant, a member of the tenant's household, or a person visiting the property has been convicted for breaching a criminal behaviour order;
 - α The tenant's property has been closed for more than 48 hours under a closure order for anti-social behaviour; or
 - α The tenant, a member of the tenant's household, or a person visiting the property has been convicted for breaching a noise abatement notice or order.
- 3.48 The offence or anti-social conduct must have been committed in, or in the locality of, the property, affected a person with a right to live in the

locality of the property or affected the landlord or the landlord's staff or contractors.

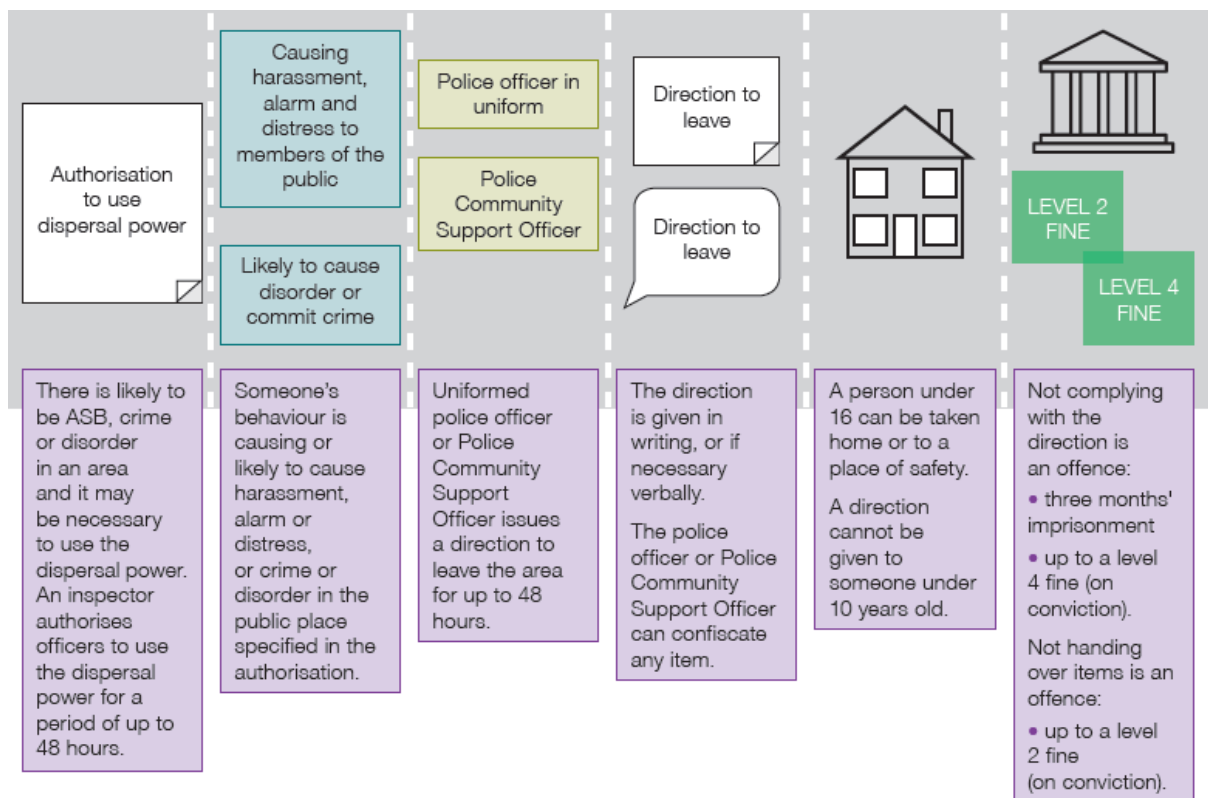
- 3.49 This new ground is an additional tool to provide more flexibility for landlords but will be applicable only in limited circumstances. Details are provided here for information and no decision is required from the Executive Councillor.

Criminal Behaviour Orders (CBO)



- 3.50 Criminal Behaviours Orders are issued by any criminal court against a person who has been convicted of an offence to tackle the most persistently anti-social individuals who are also engaged in criminal activity.
- 3.51 The prosecution, usually the Crown Prosecution Service (CPS), but in some cases it could be a local council, may apply for the CBO after the offender has been convicted of a criminal offence. The prosecution can apply for a CBO on its own initiative or following a request from a council or the police. The CBO hearing will occur after, or at the same time as, the sentencing for the criminal conviction.
- 3.52 For a CBO to be made the court must be satisfied, beyond reasonable doubt, that:
- α the offender has engaged in behaviour that caused, or was likely to cause, harassment, alarm or distress to any person; and
 - α that the court considers making the order will help in preventing the offender from engaging in such behaviour.

Dispersal Power (Police Power Only)



3.53 The dispersal power is a flexible power which the police can use in a range of situations to disperse anti-social individuals and provide immediate short-term respite to a local community. The power is preventative as it allows an officer to deal instantly with someone's behaviour and nip the problem in the bud before it escalates.

3.54 In areas where there are regular problems, the police force should work with the local council to find sustainable long-term solutions. In all instances, the impact on the local community should be considered before using the dispersal power.

NB: The process charts used in this report are extracted from the Home Office document "Anti-social Behaviour, Crime and Policing Act 2014: Reform of anti-social behaviour powers – Statutory guidance for frontline professionals".

4. Implications

(a) Financial Implications

None at present.

(b) Staffing Implications (if not covered in Consultations Section)

None at present. However, we do not know how many Community Trigger applications we will receive and until this is tested we don't know what implications it has for our available resource.

(c) Equal Opportunities Implications

An EqlA has been carried out in relation to the Community Trigger procedure. Where the new powers have created policy changes EqlAs will need to be carried out accordingly.

(d) Environmental Implications

Nil: to indicate that the proposal has no climate change impact.

(e) Procurement

None

(f) Consultation and communication

- α Consultation carried out as stated in paragraph 3.9 and 3.10
- α Consultation has also been carried out with managers from Environmental Health, Street and Open Spaces, City Homes, Legal Department, Democratic Services
- α Consultation with Cambridgeshire and Peterborough Police Force and other districts has been carried out through workshops and a county wide steering group
- α Consultation with the Police and Crime Commissioner will be required to agree the appeal process for the Community Trigger
- α A communications plan for raising awareness of the Community Trigger has been developed.

5. Background papers

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

- α Anti-social Behaviour, Crime and Policing Act 2014: Reform of anti-social behaviour powers – Statutory guidance for frontline staff

6. Appendices

Threshold and procedure for the Community Trigger
List of the six new powers Appendix 2
Delegations table Appendix 3

7. Inspection of papers

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

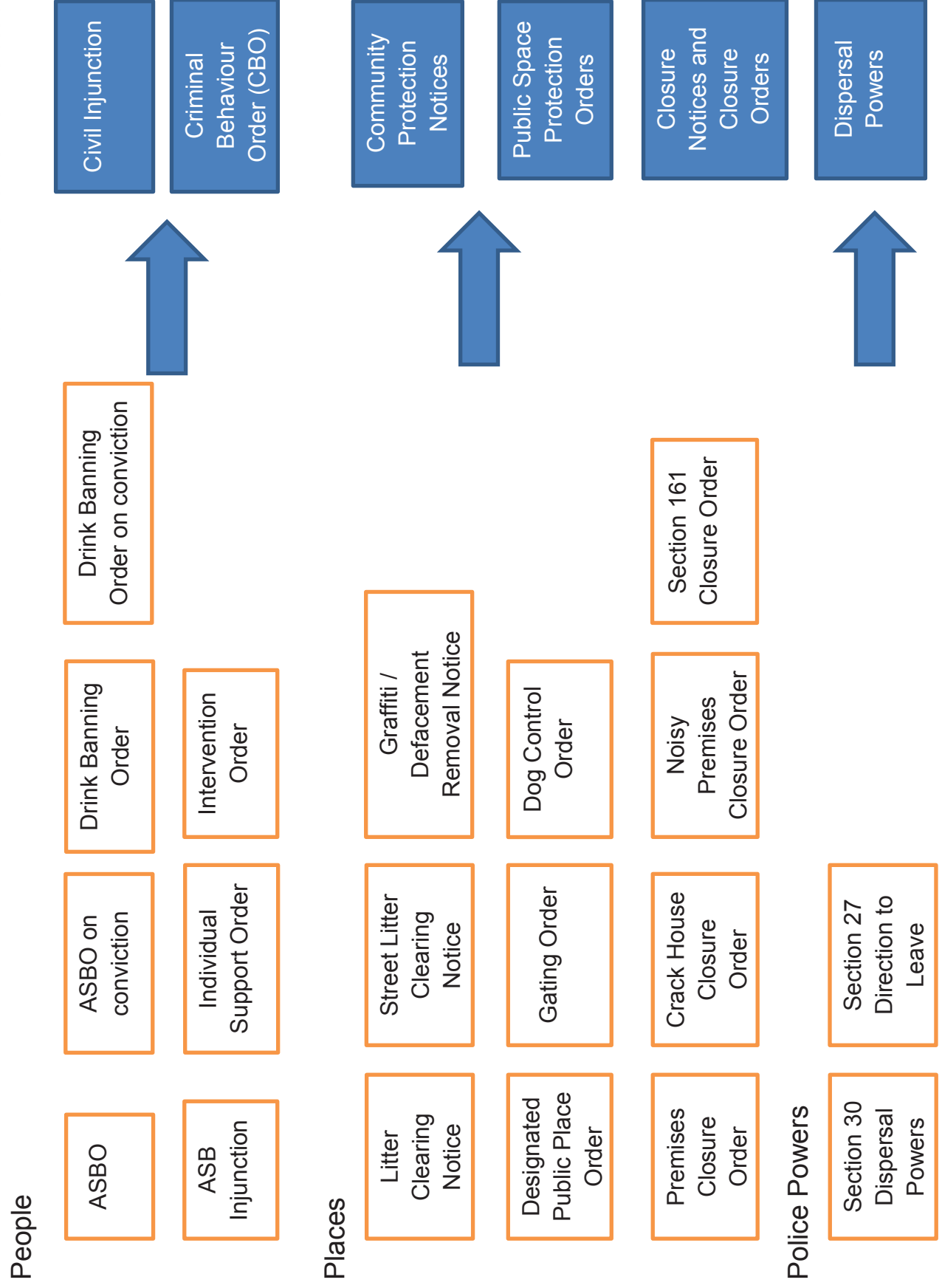
Author's Name: Lynda Kilkelly

Author's Phone Number: 01223 457045
Author's Email: lynda.kilkelly@cambridge.gov.uk

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Simplification from 19 to 6

Powers available from October 2014



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Community Trigger

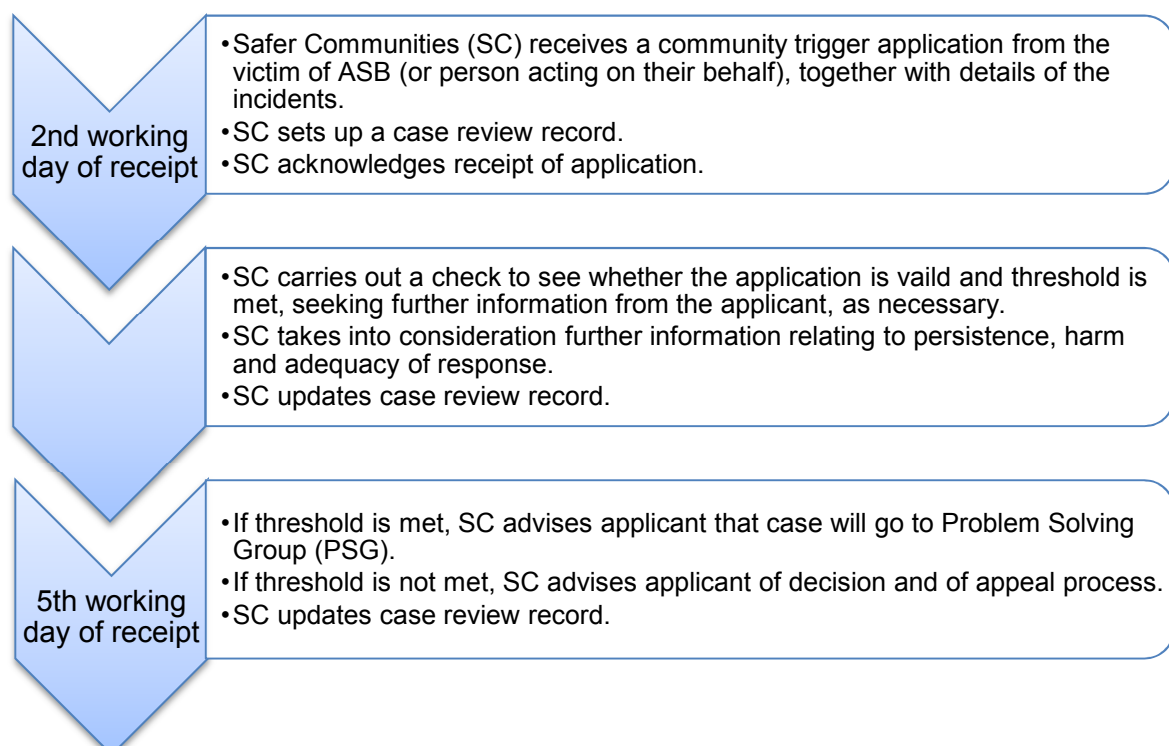
The Community Trigger gives victims and communities the right to request a review of their case and bring agencies together to take a joined up, problem solving approach to find a solution.

An application under the community trigger procedure can be made when three qualifying complaints of anti-social behaviour (ASB) have been made within a six months period, and the victim feels that the relevant agencies have made no or inadequate response . This is called the threshold.

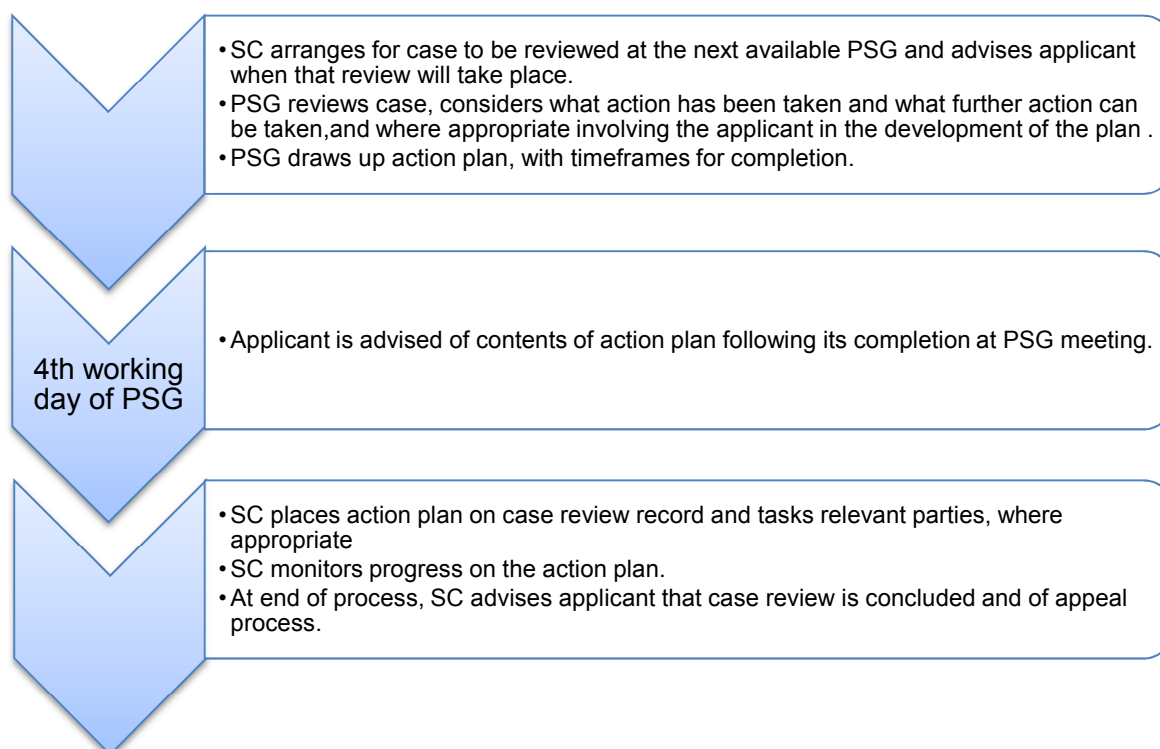
A qualifying complaint is one where:

- ☐ **The complaint of ASB has been reported within one month of it taking place; and**
- ☐ **The application is made within six months of the original report of ASB.**

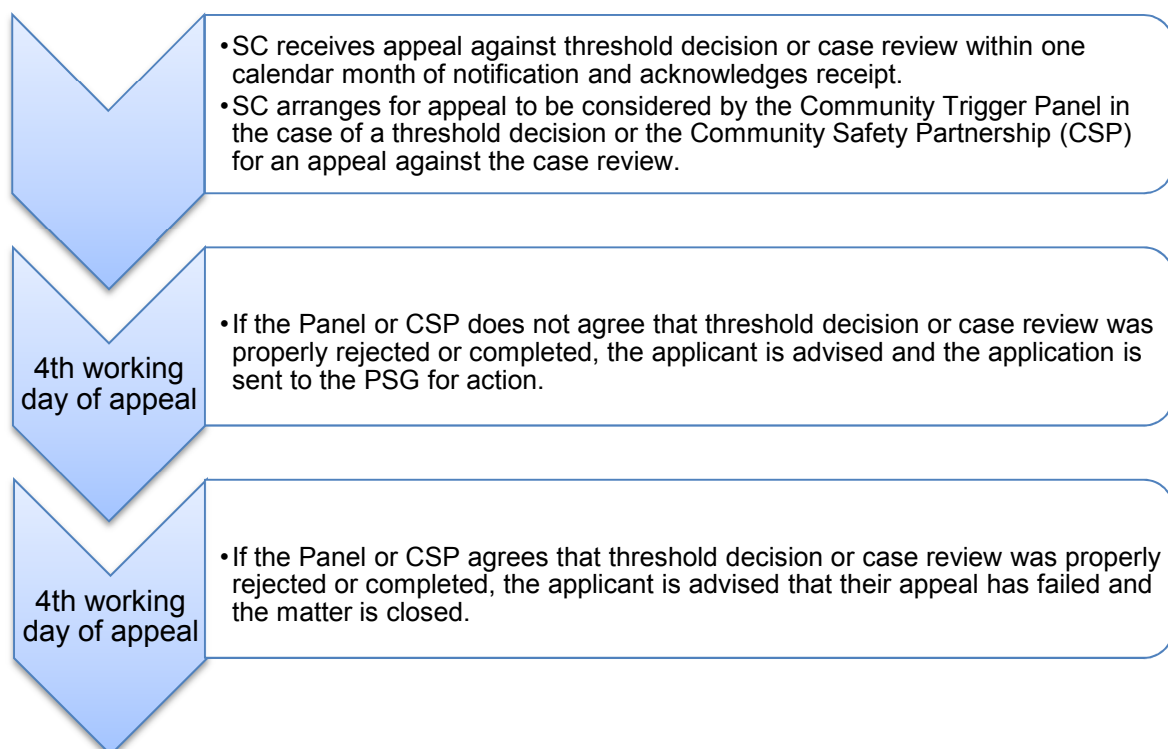
Initial Process



Review Process



Appeal Process¹



¹ Assuming PCC is not involved in the appeal process.

Power	New/existing power	Purpose	Applicants	Test	Penalty on breach	Appeal
Closure Power	Existing power but modified	To allow the Police or Council to quickly close premises which are being used, or likely to be used, to commit nuisance or disorder.	Police, Council	Satisfied that the use of particular premises has resulted or is likely soon to result in nuisance to members of the public or that there has been or is likely soon to be disorder near those premises associated with the use of those premises, and that the notice is necessary to prevent the nuisance or disorder from continuing, recurring or occurring.	Criminal offence - unlimited fine or prison	Appeal to the Crown Court
Community Protection Notice	Existing power but modified	To stop a person, business or organisation committing anti-social behaviour which spoils the community's quality of life.	Police, Council, Designated Social landlords	The conduct of the individual, business or organisation is having a detrimental effect on the quality of life of those in the locality, is persistent or continuing in nature and is unreasonable.	Criminal offence - fine	Appeal to the Magistrates Court
Criminal Behaviour Order	Existing power but modified	To deal with a wide range of anti-social behaviours with the aim to tackle the most serious and persistent offenders and available on conviction for any criminal offence.	CPS	Offender has engaged in behaviour that caused, or was likely to cause, harassment, alarm or distress to one or more persons and that making the order will help in preventing the offender from engaging in such behaviour.	Criminal offence - fine and or prison	Appeal to the Crown Court
Civil Injunction	Existing power but modified	To stop or prevent individuals engaging in anti-social behaviour quickly before they escalate.	Police, Council, Housing Provider, NHS, Environment Agency	Evidence to the civil standard of proof that the respondent has engaged in, or is threatening to engage in, conduct capable of causing nuisance or annoyance to another person.	Contempt of Court - fine or prison	Appeal to Crown Court
Police Dispersal Power	Existing power but modified	Requires a person committing or likely to commit anti-social behaviour, crime or disorder to leave an area for up to 48 hours.	Police	Reasonable grounds to suspect that the behaviour of the person has contributed or is likely to contribute to members of the public in the locality being harassed, alarmed or distressed or to crime and disorder occurring in the locality. Giving a direction to the person is necessary for the purpose of removing or reducing the likelihood of anti-social behaviour, crime or disorder.	Criminal offence - fine and or prison	Appeal to Police
Public Spaces Protection Order	Existing power but modified	To stop individuals or groups committing anti-social behaviour in a public space.	Council after consultation with Police and Crime Commissioner and Police	The activities carried out have had, or are likely to have a detrimental effect on the quality of life of those in the locality, is likely to be persistent or continuing in nature, is unreasonable and justifies the restrictions imposed.	Criminal offence - fine	Appeal to High Court by anyone who lives in or regularly works or visits the area subject to PSPO.

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Delegations to Council Officers in relation to Anti Social Behaviour following the coming into force of the Anti-social Behaviour, Crime and Policing Act 2014	
Current relevant delegations	Recommended delegations
<p>1. Delegated by the Executive Councillor for Housing to the Director of Customer and Community Services</p> <p>“The Council’s powers relating to Housing Management and Anti-Social Behaviour as contained in the Anti-Social Behaviour Act 2003”</p>	<p>Delegated by the Leader and Executive Councillor for Strategy to the Director of Customer and Community Services::</p> <p>in addition to the existing delegation”</p> <p>The Council’s powers and functions relating to anti-social behaviour as contained in the Anti-Social Behaviour, Crime and Policing Act 2014 with the exception of Public Spaces Protection Orders and approval of the Community Trigger Threshold and procedure.</p>
<p>2. Delegated by the Executive Councillor for Community Development and Health to the Director of Customer and Community Services</p> <p>“S1 Crime and Disorder Act 1998 (ASBOS) and subject to notifying the Leader and the Spokespersons of the Strategy Committee of any order which has been authorised”</p> <p>Note: S1 has been repealed by the Anti-Social Behaviour, Crime and Policing Act 2014</p>	<p>Delegated by the Leader and Executive Councillor for Strategy to the Director of Customer and Community Services</p> <p>“Injunctions under Part 1 of the Anti-Social Behaviour, Crime and Policing Act 2014 including the decision about whether to publicise an injunction subject to notifying the Leader, and the Chair and Spokespersons of the Strategy and Resources Scrutiny Committee when publicity has been authorised”</p> <p>“Criminal Behaviour Orders (CBOs) under Part 2 of the Anti-Social Behaviour, Crime and Policing Act 2014 including the decision about whether to publicise a CBO except when an order prohibiting publication has been made under section 39 of the Children and Young Persons Act 1933, subject to notifying the Leader and the Chair and Spokespersons of the Strategy and Resources Scrutiny Committee when publicity has been authorised”</p>

<p>3. Currently delegated to Head of Refuse and Environment</p> <p>Prevention control and remedy of statutory nuisances</p> <p>Monitoring and control of noise, including management of the Noise Call Out Service and powers under Anti-Social Behaviour Act 2003 (NB the delegation to close premises causing a noise problem under the 2003 Act is to the Chief Executive, who in turn authorized the HEHWS to undertake this function (29.4.04))</p> <p>Other Public Health regulatory functions not otherwise specified within these delegations</p> <p>Note: the provisions of the Anti-Social Behaviour Act 2003 relating to closure of noisy premises have been repealed by the Anti-Social Behaviour, Crime and Policing Act 2014</p>	<p>Delegated by the Leader and Executive Councillor for Strategy to the Director of Customer and Community Services, the Director of Environment and the Head of Refuse and Environment</p> <p>In addition to the current delegation</p> <p>To authorise the issue and enforcement of Community Protection Notices under Part 4 of the Anti-Social Behaviour, Crime and Policing Act 2014</p> <p>Note: The delegation of this power to the Director of the Environment and Director of Customer and Community Services will enable the Directors to delegate the issue of Community Protection Notices to officers within their departments as they consider appropriate to enable enforcement to be carried out effectively</p>
<p>4. Currently delegated to the Director of Customer and Community Services</p> <p>“Consultation with the Police generally in relation to the closure of premises where drugs are used unlawfully under Part 1 of the Anti- Social Behaviour Act 2003”</p> <p>Note: Part 1 of the Anti-Social Behaviour Act 2003 has been repealed by the Anti-Social Behaviour, Crime and Policing Act 2014</p>	<p>From the Leader and Executive Councillor for Strategy to the Director of Customer and Community Services and the Head of Refuse and Environment</p> <p>The Council’s powers relating to Closure Notices and Closure Orders under Part 4 of the Anti-Social Behaviour Crime and Policing Act 2014 including issuing notices for periods not exceeding 24 hours, subject to the Chief Executive (or a person designated by her) having power to issue notices for periods up to 48 hours.</p> <p>Note: The Anti-Social Behaviour, Crime and Policing Act gives power to the Chief Executive (or a person designated by her) to issue notices for periods up to 48 hours. The Chief Executive will decide which officers she will designate.</p>



Cambridge City Council

To: South Area Committee
Report by: Simon Payne – Director of Environment
Wards affected: Abbey, Coleridge, Petersfield, and Romsey

Cambridge 20mph Project – Phase 3 Consultation

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 South Area Committee in order to request feedback and input to the consultation plans for Phase 3 of the project (the South & West/Central Area).

2. Recommendations

The South Area Committee is recommended;

- 2.1 to note the project programme, and previous approvals from Environment Scrutiny Committee, and to note the proposed consultation area, consultation method, and content for Phase 3;
- 2.2 to provide comments and recommendations to the Executive Councillor for Planning, Policy and Transport (Councillor Kevin Blencowe) on the proposed consultation arrangements. Particularly with regard to which roads/sections of roads are specifically identified within Question 3.

3. Background

- 3.1 In July 2011, a motion to Council was agreed that requested the Executive Councillor for Planning and Climate Change 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, along with a revenue Priority Policy Fund bid for

£59,800 to cover staffing. This initial budget bid was subsequently increased to £600,000 in February 2014, following more detailed development of the project.

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 20mph limit. Works are subject to agreement with the Highway Authority (Cambridgeshire County Council).

3.3 Due to the size of the project, it was divided into four separate phases, reflecting existing area committee boundaries. It is intended that the final two phases, South and West/Central Area, be progressed concurrently and brought to the relevant area committee's to make a recommendation to the Executive Councillor for Planning, Policy & Transport.

3.4 The project aims to:

- provide conditions that are conducive to an increase in the take up of active travel modes such as walking and cycling, and to encourage a modal shift towards these modes
- reduce the severity of road traffic collisions that occur on the city's road network
- reduce noise and air pollution levels, and generally provide a better environment for residents and users of the city.

3.4 The project was initially taken to Environment Scrutiny Committee on 15 January 2013, at which approval was provided for the project:

- Phasing
- Programme (see **Appendix A**)
- Governance/Decision making process as set out below
- Board terms of reference (see **Appendix B**)
- Engagement/Consultation to commence for Phase 1

Approval was also provided for the following items:

- Automatic Traffic Counts (ATCs) for project baseline data collection
- Project wide Engagement/Consultation Activities

- 3.5 Subsequently both Phase 1 and 2 was taken to public consultation and met with a positive response, with Phase 1 now implemented and Phase 2 due to start its legal traffic order stage shortly.
- 3.6 The project returned to Environment Scrutiny Committee on 8 July 2014, at which approval was provided for:
- Commencement of the statutory legal process for Phase 2 and Victoria Road, and implementation subject to any objections determined by Cambridgeshire County Council's Highways & Infrastructure Committee and the Cambridge Joint Area Committee.
 - Public consultation and pre-consultation ATCs for Phase 3 to be progressed.

4. Governance/Decision Making

- 4.1 A project Board has been set up, as outlined in the terms of reference at **Appendix B**. The board meets on a quarterly and is chaired by the Executive Councillor for Planning, Policy & Transport. Invitees include the chair of the area committee(s) currently affected by the project. The board provides 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 to provide recommendation to the Executive Councillor for Planning, Policy and Transport regarding proposed public consultation arrangements.
- 4.3 Following public consultation the project will be presented back to the relevant Area Committee(s) for recommendation to the Executive Councillor on whether to proceed with the phase. The project will then be reported to the Asset Management Group before returning to Environment Scrutiny Committee for appraisal to seek permission to progress the statutory traffic orders and, subject to formal objections, implement the phase.
- 4.4 Traffic Orders will be progressed in partnership with the County Council. Following advertisement of the orders; any objections would be taken to the Cambridge Joint Area Committee for determination.

5. Implications

(a) Financial Implications

Financial implications will be reviewed for each stage following preliminary design work, and covered in appraisal to Environment Scrutiny Committee. The commuted sum for maintenance, will be payable to the County Council on completion of each phase. The total contribution for the project is £82,800.

(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. County Council resources will also be required to progress the legal traffic order process.

(c) Equal Opportunities Implications

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

(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 in accordance with the Council's Contract Procedure Rules.

(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 webpage on the city website (<https://www.cambridge.gov.uk/20mph-speed-limit>), media 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 RTCs 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 3 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 3 area along with statutory consultees. The content of the proposed consultation pack can be viewed at **Appendix D**.
- 6.2 The pack would be contained within an A5 size 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 and an alphabetical list of all affected roads printed on the back.

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
Road Haulage Association
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.
- 6.3 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 multiple times.
- 6.4 This also enables responses from specific streets to be identified, particularly those that live on any of the 'C' class roads in the consultation area.
- 6.5 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.

- 6.6 The consultation would be open for a minimum of 8 weeks and during this time exhibitions would be installed at a local community centre and the Customer Service Centre at Mandela House, providing additional information and a larger format copy of the consultation plan.
- 6.7 There would also be two public drop-in sessions at the local community centre 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. The content of the exhibition boards for Phase 1 are available for download from the project web page.
- 6.8 The consultation questionnaire is proposed to consist of four 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 roads in question are listed below question 3 with separate yes or no options for each. Some roads have been divided into sections to provide more clarity from responses)
 - 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 a quantifiable understanding of stakeholder views with regard the proposals on the more main roads. General comments would be collated and any themes identified.

- 6.9 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 post code and 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.
- 6.10 The consultation would be advertised to those outside the consultation area via the council consultation pages, the project specific web page, media releases, and tweets
- 6.11 During and after the consultation period, all responses would be recorded on a central database and published on the City Council website.
- 6.12 Consultation outcomes would be collated into a subsequent report, which would be brought to this Area Committee.
- 6.13 Small format copies of the exhibition boards would be distributed to local community centres, libraries, schools, and other community organisations. 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, local newsletters, twitter, local community groups and the project webpage.
- 6.14 Where the consultation area encompasses university halls of residence, 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 City Council, Project Appraisal and Scrutiny Committee Recommendation, Environment Scrutiny, Cambridge 20mph Project – Phase 2 Implementation and Phase 3 Consultation
<http://democracy.cambridge.gov.uk/documents/s24972/20mph%20Project.pdf>
- Department for Transport Local Transport Note 1/07 – Traffic Calming
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/38111/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://mgsqlmh01/documents/s8599/BSR%20Version%20Ver%201.1%2021%20Dec%202011_1.pdf

8. Appendices

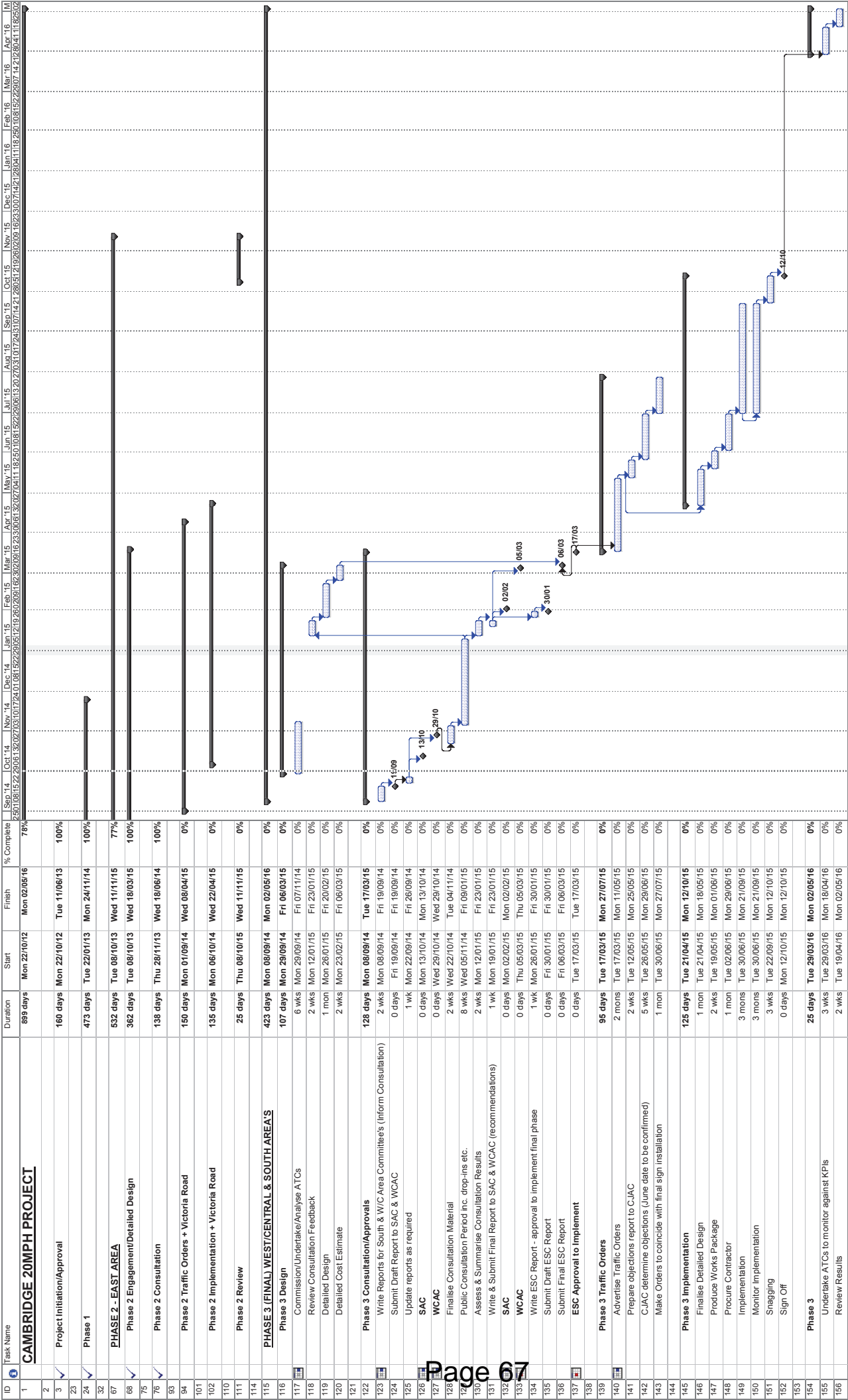
Appendix A – 20mph Project Programme – Phase 3 in Detail
Appendix B – Cambridge 20mph Project Board Terms of Reference
Appendix C – Cambridge City Council Equality Impact Assessment
Appendix D – Consultation Pack (Consultation Leaflet, Questionnaire, Envelope)

9. Inspection of papers

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

Author's Name:	Andrew Preston
Author's Phone Number:	01223 458234
Author's Email:	andrew.preston@cambridge.gov.uk

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APPENDIX B

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 Kevin Blencowe – Executive Councillor for Planning, Policy and Transport
- Simon Payne – Director of Environment
- Andrew Preston – Project Delivery & Environment Manager
- Patsy Dell – Head of Planning
- Cllr Catherine Smart – Spokes for Planning, Policy & Transport
- John Richards – Project Leader
- City Business Support - TBC

Cambridgeshire County Council invitees:

- Cllr Ashley Walsh – Petersfield County Ward Councillor
- Nicola Debnam – Head of Local Infrastructure and Street Management
- Sharon Piper - Policy & Regulation

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
- 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 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 the Project Manager. Meetings to be held quarterly and chaired by Executive Councillor for Planning, Policy & Transport. 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.

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Cambridge City Council Equality Impact Assessment



Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from David Kidston, Strategy and Partnerships Manager on 01223 457043 or email david.kidston@cambridge.gov.uk, or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Cambridge 20mph Project

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

To reduce the speed of traffic on non-classified roads and some classified roads within the city of Cambridge to 20mph in order to provide a safer, greener and less threatening road environment for all road users.

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

- ☒ Residents
- ☒ Visitors
- ☒ Staff

A specific client group or groups (please state):

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- ☒ New
- ☐ Revised
- ☐ Existing

5. Responsible directorate and service

Directorate: Environment
Service: Streets and Open Spaces

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

- ☐ No
☒ Yes (please give details):

Cambridgeshire County Council (as traffic authority)
Cambridge City Web Team
Local Police (enforcement)
Local public transport providers

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

(a) Age (any group of people of a particular age, including younger and older people)

The project should have a positive impact on the more vulnerable younger and older road users, by providing a less threatening road environment. In addition, at 20mph the number of Personal Injury Accidents (PIAs) is reduced and where they do occur they result in less severe injury, which is of particular importance to more vulnerable road users.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

In certain cases road users with a disability such as sensory or physical impairment would be classed as vulnerable road users. As such the scheme will provide a positive impact by providing a safer road environment.

(c) Gender

No specific impact

(d) Pregnancy and maternity

No specific impact

(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 – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state):
This scheme will promote a safer road environment for all road users, particularly for the most sustainable and cost effective modes such as cycling and walking. Those experiencing the impacts of poverty may now have the opportunity to reconsider these modes and therefore benefit from this project.

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.

10. Sign off

Name and job title of assessment lead officer:

Andrew Preston, Project Delivery & Environment Manager

Names and job titles of other assessment team members and people consulted: N/A

Date of completion: 08.10.12

Date of last review: 08.10.13

Date of next review of the assessment: 08.10.14