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Cambridge City Council

ENVIRONMENT SCRUTINY COMMITTEE

To: **Scrutiny Committee Members:** Councillors Kightley (Chair), Saunders (Vice-Chair), Johnson, Marchant-Daisley, Owers, Pogonowski, Reid and Reiner

Alternates: Councillors Brierley and Herbert

Executive Councillors:
Executive Councillor for Planning and Sustainable Transport: Councillor Ward

Executive Councillor for Environmental and Waste Services: Councillor Swanson

Despatched: Thursday 14 June 2012

Date: Tuesday 26 June 2012
Time: 4.00 pm
Venue: Committee Room 1 & 2 - Guildhall
Contact: James Goddard **Direct Dial:** 01223 457015

AGENDA

1 APOLOGIES

To receive any apologies for absence.

2 DECLARATIONS OF INTEREST

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

3 MINUTES *(Pages 1 - 14)*

To approve the minutes of the meeting held on 13 March 2012 as a correct record.

To approve the minutes of the meeting held on 24 May 2012 as a correct record – item to follow. *(Pages 1 - 14)*

4 PUBLIC QUESTIONS (PLEASE SEE INFORMATION AT THE END OF THE AGENDA)

Items for Decision by the Executive Councillor, Without Debate
These Items will already have received approval in principle from the Executive Councillor. The Executive Councillor will be asked to approve the recommendations as set out in the officer's report.

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

Items for Debate by the Committee and then Decision by the Executive Councillor
These items will require the Executive Councillor to make a decision after hearing the views of the Scrutiny Committee.

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

Decisions for the Executive Councillor for Environmental and Waste Services

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

5 2011/12 REVENUE AND CAPITAL OUTTURN, CARRY FORWARDS AND SIGNIFICANT VARIANCES - ENVIRONMENTAL AND WASTE SERVICES *(Pages 15 - 22)*

6 BID TO DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT FOR IMPROVED RECYCLING COLLECTIONS AT FLATS *(Pages 23 - 28)*

7 WASTE PLANS FOR CAMBRIDGE NORTH WEST (CNW) UNIVERSITY SITE *(Pages 29 - 42)*

Decisions for the Executive Councillor for Planning and Sustainable Transport

Items for Decision by the Executive Councillor, Without Debate

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

18 FUTURE OF PARK STREET CAR PARK *(Pages 405 - 494)*

It is recommended that the committee resolves to exclude the press and public during any discussion on the exempt version of the report by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, as it contains commercially sensitive information.

Information for the Public

QR Codes
(for use with Smart Phones)

Location

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

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

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

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

Public Participation

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

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

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

- For questions and/or statements regarding items on the published agenda, the deadline is the start of the meeting.

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

Speaking on Planning Applications or

Licensing Hearings is subject to other rules. Guidance for speaking on these issues can be obtained from Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk or on-line:

http://www.cambridge.gov.uk/public/docs/Having%20your%20say%20at%20meetings.pdf

The Chair will adopt the principles of the public speaking scheme regarding planning applications for general items, enforcement items and tree items.

Cambridge City Council would value your assistance in improving the public speaking process of committee meetings.

You are invited to complete a feedback form available in the committee room or on-line using the following hyperlink:

http://www.surveymonkey.com/s/Y9Y6MV8

Filming, recording and photography

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Full details of the City Council's protocol on audio/visual recording and photography at meetings can be accessed via:

www.cambridge.gov.uk/democracy/ecSDDisplay.aspx?NAME=SD1057&ID=1057&R

PID=33371389&sch=doc&cat=13203&path=13020%2c13203.

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A loop system is available in Committee Room 1, Committee Room 2 and the Council Chamber.

Adapted toilets are available on the ground and first floor.

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For further assistance please contact Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

Queries on reports

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

General Information

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ENVIRONMENT SCRUTINY COMMITTEE 13 March 2012
4.00 - 5.35 pm

Present: Councillors Kightley (Chair), Saunders (Vice-Chair), Herbert, Marchant-Daisley, Owers, Tucker, Tunnacliffe and Znajek

Executive Councillor for Environmental and Waste Services: Jean Swanson

Executive Councillor for Planning and Sustainable Transport: Tim Ward

Officers: Patsy Dell (Head of Planning Services), James Goddard (Committee Manager), Jas Lally (Head of Refuse & Environment), Matthew Paul (Urban Designer), Simon Payne (Director of Environment), Glenn Richardson (Head of Joint Urban Design Team), Jen Robertson (Waste Strategy Manager) and Susan Smith (Senior Conservation and Design Officer)

FOR THE INFORMATION OF THE COUNCIL

12/15/ENV Apologies

Apologies were received from Councillor Wright.

12/16/ENV Declarations of Interest

Name	Item	Interest
Councillor Saunders	12/22/ENV - 12/26/ENV	Personal: Member of Cambridge Past, Present and Future

12/17/ENV Minutes

The minutes of the 10 January 2012 meeting were approved and signed as a correct record.

12/18/ENV Public Questions

There were no public questions.

12/19/ENV Future of Plastic Pots, Tubs and Trays in the Blue Bin

Matter for Decision:
As of March 2012 plastic bottles were the only plastics accepted for recycling in the council blue bin.

Cambridge City Council collected and recycled 44% of household waste through the blue bin, green bin and bring banks.

In November 2011 a resident's waste collection survey was carried out. More than half of respondents to the online element of the survey said that being able to recycle a greater range of materials would encourage them to recycle more.

Officers negotiated with the current contractor for the inclusion of additional plastic material (i.e. plastic pots, tubs and trays), in the blue bin collections.

The contract between the City Council, two partner authorities (Huntingdonshire DC and Fenland DC) and Viridor Waste Services is due to expire November 2014. Partner authorities are supportive of the inclusion of this material.

The addition of this material has financial implications that are covered in Section 4 of the Officer's report.

Decision of Executive Councillor for Environmental & Waste Services:
Agreed the inclusion of plastic pots, tubs and trays in the blue recycling bin scheme with our contract partner authorities Huntingdonshire DC and Fenland DC.

Reason for the Decision:
As set out in the Officer's report.

Any Alternative Options Considered and Rejected:
Not applicable.

Scrutiny Considerations:
The committee received a report from the Head of Refuse and Environment plus the Waste Strategy Manager regarding the Future of Plastic Pots, Tubs and Trays in the Blue Bin.

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

(i) Welcomed the proposal to include additional plastic material in the blue bin collections to encourage recycling.
(ii) Labour Councillors expressed the view that they would have preferred the expanded recycling scheme to have been implemented sooner; and had been pressing their Liberal Democrat colleagues to do so for some years.

In response to Member's questions the Executive Councillor for Environmental & Waste Services, Head of Refuse and Environment plus the Waste Strategy Manager confirmed the following:

(i) The value of recycled materials was based on national demand. The recycling scheme was expensive when the City Council first entered into the contract in November 2009. The value of recycled materials has since risen, thus generating more potential income for the Council. Financial implication details were set out in section 4a of the Officer's report. This led to the recommendation to introduce more plastic recycling, so 'waste' material could now be seen as desirable material. The value of recycled materials for the City Council should be protected as the cost of disposal should be equal to, or less than, income from recycling additional plastics; so there would be no negative net change to the overall revenue.
(ii) It is anticipated that the range of plastics to be recycled would increase in future.
(iii) The Head of Refuse and Environment has been in discussion with Councillors and Officers from Huntingdonshire and Fenland Councils. He expected a favourable response to the joint contract proposal as all organisations would benefit.
(iv) The current City Council contract terms would have to be reviewed and amended to implement additional plastic recycling. The Head of Refuse and Environment would discuss contract terms with the provider in future. Discussions had been on-going with Viridor since November 2009 when the contract began. It has only recently become economically viable for the City Council to recycle additional plastic materials. The Officer acknowledged that other councils had different recycling contract terms with the provider, and that members of the public would assume these to be universal.
(v) The amended recycling scheme would be included in the (refuse collection) Route Optimisation Strategy if approved.

(vi) The public were given recycling scheme information through a variety of media including leaflets and the Cambridge Matters magazine. Radio adverts had been used in the past, and there was provision in the budget for further radio adverts.

(vii) Officers acknowledged the difficulty in engaging students and residents of multiple occupancy housing in recycling schemes due to the transient nature of the community. Communication and engagement schemes specifically targeting these groups would be reviewed in future. Cambridge Officers were liaising with their Oxford counterparts on methods to achieve better engagement.

(viii) Materials for recycling were sent to a recycling facility for sorting and processing, then passed to another facility for further processing prior to export to China for recycling into other products. Recycled materials were sent to China at minimal cost, as they were put into containers that would be empty once imported goods were unloaded.

(ix) There was no monitoring to limit the number of times items were sent for recycling. Items could potentially be processed multiple times before they degraded into low grade waste and were filtered out of the process.

The committee resolved unanimously to endorse the recommendation.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)
Not applicable.

12/20/ENV Health and Safety Work Plan 2012-2013

Matter for Decision:
The Health and Safety Work Plan incorporates the advice and guidance given to Local Authorities in the Health and Safety at Work Act, 1974 and the Health & Safety Executive's (HSE) Strategic Plan. It is more comprehensive and detailed in respect to health and safety enforcement than that contained in the general Refuse and Environment Operational plan.

The document would provide some reference point to which managers can measure work performance and outputs while recognising the need for continually reviewing the work programme throughout the year.

Decision of Executive Councillor for Environmental & Waste Services:
Approved the attached Health and Safety Service Plan 2012/2013.

Reason for the Decision:
As set out in the Officer's report.

Any alternative options considered and rejected:
Not applicable.

Scrutiny Considerations:
Committee did not request this item for pre-scrutiny.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted):
No conflicts of interest were declared by the Executive Councillor.

12/21/ENV Food Safety Work Plan 2012-2013

Matter for Decision:
The Food Standards Agency (FSA) require each food enforcement authority to produce a Food Enforcement Work Plan that outlines the Authority's work programme to ensure that food businesses in the City comply with the relevant legislation.

The document provides a reference point to allow the service to be reviewed against its objectives whilst still allowing the flexibility to respond to urgent incidents.

Decision of Executive Councillor for Environmental & Waste Services:
Approved the Statutory Enforcement Work Plan for Food Law Enforcement 2012/2013 as set out in the Officer's report.

Reason for the Decision:
As set out in the Officer's report.

Any alternative options considered and rejected:
Not applicable.

Scrutiny Considerations:
Committee did not request this item for pre-scrutiny.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted):
No conflicts of interest were declared by the Executive Councillor.

12/22/ENV Adoption of Cambridge Skyline Guidance (Guidance Note in Respect of the Application of Policy 3/13 of the Cambridge Local Plan)

Matter for Decision:
The Officer's report requested the adoption of guidance to support the application of Policy 3/13 (Tall Buildings and the Skyline) of the Cambridge Local Plan (2006). The guidance was formerly referred to as the "Cambridge Skyline Guidance" during previous draft versions up to January 2012. Final revisions have now been made to the draft document following agreement from the Executive Councillor to responses to representations for the draft guidance in January 2012.

Decision of Executive Councillor for Planning and Sustainable Transport:

(i) Agreed the responses to the Draft Cambridge Skyline Guidance (October 2011) included in Appendix 1 of the Officer's report.

(ii) Approved the document "Guidance for the application of Policy 3/13 (Tall Buildings and the Skyline) of the Cambridge Local Plan (2006)", attached as Appendix 2 (with text amendment to paragraph 4.4.5 set out below), as a material consideration in the determination of future planning applications.

Reason for the Decision:
As set out in the Officer's report.

Any Alternative Options Considered and Rejected:
Not applicable.

Scrutiny Considerations:
The committee received a report from the Head of Joint Urban Design and Urban Designer regarding the Adoption of Cambridge Skyline Guidance.

The Officers referred to an amendment to paragraph 4.4.5 (P31) of the Skyline Guidance document (appendix 2 of the Officer's report):

"Policy 8/13 of the Cambridge Local Plan (2006) is about the Cambridge Airport Safety Zone and Airport safeguarding restrictions. Developers of tall buildings should contact Marshalls Airport at pre-application stage to discuss

the effect which safeguarding restrictions may have on the maximum height of the building."

The committee welcomed the document as a material planning consideration to ensure that the 'right building' was located in the 'right place'.

In response to Member's questions the Chair, Executive Councillor for Planning and Sustainable Transport and Head of Joint Urban Design recommended including a dossier of 'successful' building good practice case studies in a supplement to the Local Plan Review, rather than delaying the Skyline Guidance to include it.

The committee resolved unanimously to endorse the recommendations, including the amendment to paragraph 4.4.5 of the Skyline Guidance.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)
Not applicable.

12/23/ENV Pro-Active Conservation Programme

Matter for Decision:
The Officer's report reviewed 2011-12 progress on the Proactive conservation work programme, which itself was originally started in 2008-9. The purpose of the Officer's report was to outline work completed, what was outstanding, what was proposed for 2012-13, plus the current and proposed budget to support the programme.

Decision of Executive Councillor for Planning and Sustainable Transport:

(i) Noted Appendix 1 of the Officer's report, which comprises an update of the programme of Pro-active conservation work undertaken in 2011-12; and agreed work still to be completed.

(ii) Agreed proposed projects of proactive conservation work to be undertaken by the City Council in 2012-13 and beyond as set out in Appendix 2 of the Officer's report, including the required budget carry over from 2011-12 as noted therein to support the programme.

Reason for the Decision:
As set out in the Officer's report.

Any Alternative Options Considered and Rejected:
Not applicable.

Scrutiny Considerations:
The committee received a report from the Head of Joint Urban Design plus the Senior Conservation and Design Officer regarding the Pro-Active Conservation Programme.

The Officers referred to a typographical error on P226 (Appendix 2 of the Officer's report) listing 'Conduit Heat Road' instead of 'Conduit Head Road'.

In response to Member's questions the Executive Councillor for Planning and Sustainable Transport and the Head of Joint Urban Design and Conservation confirmed the following:

(i) The Executive Councillor undertook to ask Officers to set up a meeting between Councillors and Officers to investigate the practicability of safeguarding advertising signs such as Bull's Dairy, which were seen as historic. Councillors Ward, Herbert and Saunders expressed an interest in joining the discussion.
(ii) The Executive Councillor undertook to ask Officers to investigate sources of funding for public art provision/conservation to mitigate the impact of developments. Officers would be asked to clarify if signage could be classified as art, and so attract section 106 funding.
(iii) The designation of Howes Place as a Conservation Area was on hold pending signing of the NIAB site Section 106 agreement.
(iv) Suburbs and Approaches Studies were proposed as a database of reference material for consideration of application suitability. This would support the Local Plan criteria assessment.

The committee resolved by unanimously to endorse the recommendation.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)
Not applicable.

12/24/ENV Hills Road Suburbs and Approaches Study, Trumpington Road Suburbs and Approaches Study and Long Road Suburbs and Approaches Study

Matter for Decision:
The Officer's report sought approval of the Hills Road Suburbs and Approaches Study, plus Long Road Suburbs and Approaches Study.

The Trumpington Road Suburbs and Approaches Study was withdrawn from the agenda as Savills had queried if their representation had been given due consideration. This report would be brought back to a future Environment Scrutiny Committee.

Decision of Executive Councillor for Planning and Sustainable Transport:

(i) Approved the text of the Hills Road Suburbs & Approaches Study, attached as Appendix 2 to the document, and that the study be used to inform planning decisions in this area.

(ii) Approved the text of the Long Road Suburbs & Approaches Study, attached as Appendix 2 to the document, and that the study be used to inform planning decisions in this area.

Reason for the Decision:
As set out in the Officer's report.

Any Alternative Options Considered and Rejected:
Not applicable.

Scrutiny Considerations:
The committee received a report from the Head of Joint Urban Design and the Senior Conservation and Design Officer regarding the Hills Road Suburbs and Approaches Study, plus Long Road Suburbs and Approaches Study.

The committee resolved by unanimously to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)
Not applicable.

12/25/ENV Conservation Area Boundary Review and Appraisal for Newtown and Glisson Road Conservation Area

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

In 2010, consultants drafted an Appraisal of the New Town and Glisson Road area of the Central Conservation Area with a proposal to extend the boundary, taking in the areas of modern development that were formerly omitted. The Central Conservation Area was designated in 1969 and part of this area now being appraised was included. There have been a series of extensions to this part of the Central Conservation Area, the last being to the east of Hills Road in 1983. This draft Appraisal provides evidence to illustrate that the New Town and Glisson Road area meets current national criteria, in terms of the special architectural and historic interest for Conservation Area designation, and in addition that sections currently outside the existing boundary are also worthy of inclusion.

A period of public consultation began in December 2011 and finished in February 2012. The broad consensus of opinion was in favour of the proposals as outlined in the Appraisal.

Decision of Executive Councillor for Planning and Sustainable Transport:
Approved the Appraisal of the New Town and Glisson Road area of the Central Conservation Area and to agree the revised Central Conservation Area boundary.

Reason for the Decision:
As set out in the Officer's report.

Any Alternative Options Considered and Rejected:
Not applicable.

Scrutiny Considerations:
The committee received a report from the Head of Joint Urban Design and the Senior Conservation and Design Officer regarding the Conservation Area Boundary Review and Appraisal for Newtown and Glisson Road Conservation Area.

In response to Member's questions the Head of Planning Services and the Senior Conservation and Design Officer confirmed the following:

(i) In the area proposed for removal from the existing Conservation Area, newly built or developments underway had their own forms of protection under the CB1 Master Plan, and so did not necessarily meet the criteria for Conservation Area protection. This principle had guided Officer's recommendations for areas to be excluded from the Conservation Area boundary map (ref Appendix 2 of the Officer's report). The original reasons for including CB1 land in a Conservation Area (eg industrial uses and related rail infrastructure), had now fallen away as these uses had now gone and the use of the area was substantially changing.

(ii) Newly built or developments underway as part of the CB1 Master Plan could be included in the Conservation Area, this would provide a duplicate form of protection, as opposed to an additional level.

Councillors requested a change to the proposed boundary of the Conservation Area (ref Appendix 2 of the Officer's report). Councillor Herbert formally proposed to amend the Conservation Area boundary to include all of the CB1 development around Foster's Mill for consistency of protection of character.

The committee approved this additional recommendation by 6 votes to 0.

The committee resolved unanimously to endorse the recommendation as amended.

The Executive Councillor approved the recommendation.

Conflicts of interest declared by the Executive Councillor (and any dispensations granted)
Not applicable.

12/26/ENV Conservation Area Boundary Review and Appraisal for Riverside and Stourbridge Common Conservation Area

Matter for Decision:
The City Council has an obligation under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to periodically review its

Conservation Area designations and boundaries, to consider any new areas, and under Section 71 of the Act to formulate and publish proposals for the preservation and enhancement of these areas.

In 2010, consultants drafted an Appraisal of the Riverside area of the Central Conservation Area with a proposal to extend the boundary. The Central Conservation Area was designated in 1969 and extended to include the Riverside area in 1993. This current Appraisal provides evidence to illustrate that the area meets current national criteria, in terms of the special architectural and historic interest for Conservation Area designation, and in addition that sections currently outside the existing boundary are also worthy of inclusion.

A period of public consultation was held in 2011, the responses were broadly in support of the findings in the appraisal and the boundary changes. However some parties notified were unaware that part of the boundary of the enlarged Conservation Area included land in Chesterton and therefore a second round of consultations was undertaken in 28th November 2011 to 23rd January 2012.

Decision of Executive Councillor for Planning and Sustainable Transport:
Approved the revised Conservation Area boundary and the content of the draft Appraisal for the Riverside and Stourbridge Common Conservation Area.

Reason for the Decision:
As set out in the Officer's report.

Any Alternative Options Considered and Rejected:
Not applicable.

Scrutiny Considerations:
The committee received a report from the Head of Joint Urban Design and the Senior Conservation and Design Officer regarding the Conservation Area Boundary Review and Appraisal for Riverside and Stourbridge Common Conservation Area.

The committee resolved unanimously to endorse the recommendation.

The Executive Councillor approved the recommendation.

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

Not applicable.

The meeting ended at 5.35 pm

CHAIR

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Cambridge City Council **Item**

To	Executive Councillor for Environmental and Waste Services: Councillor Jean Swanson
Report by	Director of Environment Director of Resources
Relevant Scrutiny Committee	Environment 26 June 2012

2011/12 Revenue and Capital Outturn, Carry Forwards and Significant Variances

Not a Key Decision

1. Executive summary

1.1 This report presents a summary of the 2011/12 outturn position (actual income and expenditure) for services within the Environmental and Waste Services portfolio, compared to the final budget for the year. The position for revenue and capital is reported and variances from budgets are highlighted, together with explanations. Requests to carry forward funding arising from certain budget underspends into 2012/13 are identified.

1.2 It should be noted that this report reflects the reporting structure in place prior to the recent changes in Executive reporting responsibilities.

2. Recommendations

The Executive Councillor is recommended:

a) To agree which of the carry forward requests, totalling £76,610 as detailed in Appendix C, are to be recommended to Council for approval.

b) To seek approval from Council to carry forward capital resources to fund rephased net capital spending of £469,000 from 2011/12 into 2012/13, as detailed in Appendix D.

3. Background

Revenue Outturn

3.1 The outturn position for the Environmental and Waste Services portfolio, compared to final revenue budget, is presented in detail in Appendix A.

3.2 There is a carry forward request from 2011/12 to 2012/13 for training budgets within the Head of Street and Open Spaces cost centre. This cost centre is fully recharged and so the underspend on the training budget is shown on Appendix A within other cost centres of this and other portfolios.

3.3 Appendix B to this report provides explanations of the main variances.

3.4 Appendix C sets out the final list of items, for this service portfolio , for which approval is sought to carry forward unspent budget from 2011/12 to the next financial year, 2012/13.

3.5 The overall revenue budget outturn position for the Environmental and Waste Services portfolio is set out in the table below:

Environmental and Waste Services **2011/12 Revenue Summary**	**£**
Final Budget	8,492,090
Outturn	8,013,477
Variation – (Under)/Overspend for the year	(478,613)
Carry Forward Requests:	76,610
Net Variance	(402,003)

The variance represents 4.7% of the overall portfolio budget for 2011/12

Capital Outturn

3.6 Appendix D shows the outturn position for schemes and programmes within the Environmental and Waste Services portfolio, with explanations of variances.

3.7 An overall underspend of £483,000 has arisen. £469,000 is due to slippage and rephasing of the capital programmes is required to transfer the budget into 2012/13. £14,000 is in respect of an underspend within the project to replace air monitoring equipment.

4. Implications

4.1 The net variance from final budget, after approvals to carry forward £76,610 budget from 2011/12 to the next financial year, 2012/13, would result in a reduced use of General Fund reserves of £402,003.

4.2 In relation to anticipated requests to carry forward revenue budgets into 2012/13 the decisions made may have a number of implications. A decision not to approve a carry forward request will impact on officers' ability to deliver the service or scheme in question and this could have staffing, equal opportunities, environmental and/or community safety implications.

5. Background papers

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

- Closedown Working Files 2011/12
- Directors Variance Explanations – March 2012
- Capital Monitoring Reports – March 2012
- Budgetary Control Reports to 31 March 2012

6. Appendices

- Appendix A - Revenue Budget 2011/12 - Outturn
- Appendix B - Revenue Budget 2011/12 - Major Variances from Final Revenue Budgets
- Appendix C - Revenue Budget 2011/12 - Carry Forward Requests
- Appendix D - Capital Budget 2011/12 - Outturn

7. Inspection of papers

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

Authors' Names:	Karen Whyatt; Jackie Collinwood
Authors' Phone Numbers:	Telephone: 01223 – 458145; 01223 - 458241;
Authors' Email:	karen.whyatt@cambridge.gov.uk jackie.collinwood@cambridge.gov.uk

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Appendix A

Environmental & Waste Services Portfolio / Environment Scrutiny Committee

Revenue Budget - 2011/12 Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn £	Variation - Final Budget & Outturn Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
Environment - Environmental Services						
Control of Disease	166,640	78,160	79,889	1,729		1,729
Out of Hours	138,280	108,960	110,829	1,869		1,869
Small Projects	4,090	4,090	499	(3,591)		(3,591)
Scientific Team	231,890	191,260	170,889	(20,371)		(20,371)
Food and Occupational Safety	593,330	354,090	328,647	(25,443)	16,000	(9,443)
Environmental Protection	553,400	290,290	290,411	121		121
	1,687,630	**1,026,850**	**981,164**	**(45,686)**	**16,000**	**(29,686)**
Environment - Licensing						
Liquor Licensing	23,360	(65,450)	(82,347)	(16,897)		(16,897)
Gambling Act	3,520	(12,560)	(8,952)	3,608		3,608
Miscellaneous Licensing	7,530	2,510	2,370	(140)		(140)
Private Hire Vehicles	0	0	0	0		0
Taxis	0	0	0	0		0
	34,410	**(75,500)**	**(88,929)**	**(13,429)**	**0**	**(13,429)**
Environment - Streets and Open Spaces						
Rangers	363,550	367,480	321,670	(45,810)		(45,810)
Abandoned Vehicles	57,930	31,940	22,077	(9,863)		(9,863)
Public Realm Enforcement	193,570	184,180	129,474	(54,706)		(54,706)
Control of Dogs	141,240	62,730	54,277	(8,453)		(8,453)
Conveniences	634,770	619,060	609,128	(9,932)		(9,932)
Street Cleansing	1,878,530	1,856,930	1,789,914	(67,016)		(67,016)
	3,269,590	**3,122,320**	**2,926,540**	**(195,780)**	**0**	**(195,780)**
Environment - Waste & Recycling						
Green Waste Recycling	746,950	632,220	642,870	10,650		10,650
Domestic Refuse	1,079,210	845,990	847,912	1,922		1,922
Trade Refuse	(174,330)	(480,850)	(631,844)	(150,994)		(150,994)
Dry Recycling	736,290	626,250	623,794	(2,456)		(2,456)
College/Bring Bank Recycling	249,290	192,530	183,263	(9,267)		(9,267)
Bin Deliveries	43,460	44,110	44,967	857		857
Recycling Strategy	32,530	(96,040)	(160,112)	(64,072)	36,610	(27,462)
Waste Strategy	164,780	171,470	169,482	(1,988)		(1,988)
	2,878,180	**1,935,680**	**1,720,332**	**(215,348)**	**36,610**	**(178,738)**
Environment - Central Support &						
Recharges - Refuse & Environment	0	1,709,930	1,688,187	(21,743)		(21,743)
Recharges - Streets & Open Spaces	0	424,080	482,740	58,660		58,660
	0	**2,134,010**	**2,170,927**	**36,917**	**0**	**36,917**
Environment - Service & Dept						
Refuse & Environment Administration	0	204,590	193,480	(11,110)		(11,110)
Refuse & Environment Operational Support	0	144,140	109,963	(34,177)		(34,177)
Head of Streets and Open Spaces	0	0	0	0	24,000	24,000
	0	**348,730**	**303,443**	**(45,287)**	**24,000**	**(21,287)**
Total Net Budget	**7,869,810**	**8,492,090**	**8,013,477**	**(478,613)**	**76,610**	**(402,003)**

Changes between original and final budgets may be made to reflect:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted for

and are detailed and approved:

- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium Term Strategy (MTS))
- in the January committee cycle (as part of the budget setting report)

- and via technical adjustments/virements throughout the year

Appendix B

Environmental & Waste Services Portfolio / Environment Scrutiny Committee

Revenue Budget 2011/12 - Major Variances from Final Revenue Budgets

Cost Centre	Reason for Variance	Amount £	Contact
	Environment - Environmental Services		
Scientific Team	The underspend is due to the delay of the appointment of a new air quality equipment maintenance contractor. The negotiations were lengthy resulting in a period when we were not under contract and thus payments were not made resulting in an underspend of £11.6k. There were other minor variances of £8.8k.	(20,371)	J Dicks
Food and Occupational Safety	There has been a delay in spending the budget of £16,000 for the public health agenda. It is requested that this budget is carried forward to 2012/13. There are also minor underspends of £9,443.	(25,443)	F Harrison
	Environment - Streets and Open Spaces		
Rangers	Underspend in salaries due to vacant posts in restructure	(45,810)	Y Collins
Public Realm Enforcement	Underspend in salaries due to vacant posts in restructure	(54,706)	Y Collins
Street Cleansing	Underspend in salaries due to vacant posts in restructure	(67,016)	B Carter
	Environment - Waste & Recycling		
Trade Refuse	Reduced expenditure due to vacant posts in advance of route optimisation project, reduced landfill costs due to increased recycling, the reduction in bin purchases due to an increase in refurbishment work plus additional income due to success of University of Cambridge waste and recycling contract has resulted in this underspend.	(150,994)	C Hipwood
Recycling Strategy	The underspend is partly due to additional income of £31.8k plus the underspend of the Waste Analysis and Campaign to promote recycling budgets of £36,610. A request for the carry forward of these budgets is included in appendix C.	(64,072)	R Weymouth-Wood
	Environment - Central Support & Overheads		
Recharges - Refuse & Environment	The underspend is due to the recharge of expenditure from this budget to the taxis and private hire cost centres.	(21,743)	J Lally
Recharges - Streets & Open Spaces	Charges for Legal Services have been changed from a historic Service Level Agreement to an actual time-recording basis for 2011/12 so, although these charges have been met from Council budgets overall, there may be variances within individual services and in this case the charges appear as a budget variance of £58,700.	58,660	T Ainley
	Environment - Central Support & Overheads		
Refuse & Environment Operational Support	In previous years IT budgets were split over different services within Refuse and Environment. Due to the amalgamation of these budgets an overall underspend of £26.7k is now shown within this cost centre. The overall budget is greater than is required and as a result will be reviewed as part of the revised budget. There is also an underspend on staff recruitment budgets of £12.6k and minor overspend variances of £5.2k	(34,177)	J Lally

Appendix C

Environmental & Waste Services Portfolio / Environment Scrutiny Committee

Revenue Budget 2011/12 - Carry Forward Requests

Request to Carry Forward Budgets from 2011/12 into 2012/13

Item		Final Request £	Contact
	Director of Environment		
1	Food and Occupational Safety - The Health Improvement Strategy is to accommodate the council's foreseeable requirements when the legal responsibilities for public health are transferred from the Health Protection Agency to us. Although this transition has been in the public domain for sometime, the details of the movement or when it will finally occur is not yet known. It is requested that this budget is carried forward to 2012/13	16,000	F Harrison
2	Recycling Strategy - The waste analysis and door-knocking project work began in March 2012 but will not be completed until September 2012. Therefore a carry forward of the balance of the budget to 2012/13 is requested.	36,610	J Robertson
3	Head of Streets and Open Spaces - Planned training did not take place in 2011/12 due to continuing restructure issues. Training will take place in 2012/13 and therefore a carry forward of this budget is requested.	24,000	T Ainley
	Total Carry Forward Requests for Environmental & Waste Services Portfolio / Environment Scrutiny Committee	**76,610**	

Appendix D

Environmental and Waste Services Portfolio / Environment Scrutiny Committee

Capital Budget 2011/12 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
PR016	Public Conveniences	B Carter	350	6	14	8	(8)	0	Silver Street refurbishment project is underway and in its early stages. Fisher Square toilet refurbishment is on hold until the Lion Yard redevelopment and associated planning issues are resolved.
PR017	Vehicle Replacement Programme	D Cox	612	450	21	(429)	429	0	The underspend is due to the delay with vehicle orders. It is asked that the budget is rephased to 2012/13. This includes £160K for the replacement of a RCV but this may not be used to due to the route optimisation project.
SC423	Recycling Bins for Flats	J Robertson	75	85	37	(48)	48	0	Work on covering the remainder of flats without recycling is almost complete. It is asked that the budget is rephased to 2012/13 in order to convert flats with segregated recycling to commingled (ie blue bins).
SC466	Air Monitoring Equipment	J Dicks	120	85	71	(14)	0	(14)	Project complete. Budget greater than required.
SC511	Route Optimisation Software	C Hipwood	0	8	8	0	0	0	
Total for Environmental and Waste Services Portfolio			**1,157**	**634**	**151**	**(483)**	**469**	**(14)**	

Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium Term Strategy (MTS))
- in the January committee cycle (as part of the budget setting report)

Cambridge City Council **Item**

To:	Executive Councillor for Environmental and Waste Services – Councillor Jean Swanson
Report by:	Jen Robertson – Waste Strategy Manager
Relevant scrutiny committee:	Environment Scrutiny Committee 26th June 2012
Wards affected:	All Wards

Bid for funding to the Department for Communities and Local Government under the Weekly Collections Support Fund
Key Decision

1. Executive summary

1.1 In October 2011 members considered a report entitled 'Beyond 45% recycling', which included options for increasing recycling. The Executive Councillor approved the commissioning of a waste analysis and door-knocking exercise which is in the process of being conducted. The report and outcome from this work will be brought to committee for consideration in October with an action plan of ways of increasing recycling in the city in order to meet targets of recycling 50-55% by 2015/16. This report recommended waiting for the results of the waste analysis before making decisions on food waste collections.

1.2 However, in February 2012 the Department for Communities and Local Government (DCLG) announced a fund of £250 million to support local authorities to:

1.2.1 Introduce, retain or reinstate a weekly collection of residual household waste

1.2.2 Propose improvements to an existing waste service centred around a weekly residual collection

1.2.3 Add a weekly food waste (or organic waste) service to an existing fortnightly collection of residual waste

1.3 At Committee in October the Exec Councillor ruled out applying under criteria 1.2.1 and 1.2.1.

1.4 Cambridge City Council has submitted an outline bid for a weekly food waste collection from flats under the third criterion, but seeks approval to continue with the submission. Although we probably will not have the results of the waste analysis work until after the final bid submission date, it was felt that this was an opportunity and because of the lack of coverage/use of the green waste service at flats and

therefore participation is low, we are confident that food waste capture in flats is very low.

1.5 The deadline for final bids to be submitted is 17th August, with decisions being made by DCLG in October. However, it is important to note that the fund has been over subscribed by almost double with bids being submitted to the value of £450 million.

1.6 If successful the funding would be for three years, however the authority has to commit to funding the scheme for years 4 and 5.

2. Recommendations

The Executive Councillor is recommended:

2.1 To approve the continuation of the submission of the bid for funding for a weekly food waste collection for flats.

2.2 To include in the forthcoming budget cycle a capital bid funded by the external grant, plus revenue implications for five years funded for the first three years by the external grant.

2.3 To include in the forthcoming budget cycle a revenue bid for the continuation of the scheme beyond the initial five year.

3. Background

3.1 DCLG have also set three core criteria which each bid had to satisfy. These are:

3.1.1 Deliver a weekly collection of residual waste or the addition of a weekly food waste collection to support a fortnightly residual collection.

3.1.2 Deliver value for money and

3.1.3 Deliver an environmental benefit over current performance.

3.2 As the current mixed food and garden waste collection provided to houses is fortnightly, we have tended to shy away from including flats as best practice indicates that food only services are more suited to weekly collections. The council recognises the potential for increased capture of food waste through a weekly collection system for flats. Research carried out by WRAP[1] shows that the combination of fortnightly residual waste and weekly food waste collections maximises the diversion of food waste.

3.3 However, this funding provides an opportunity to improve services to residents in flats and capture more food waste, thereby diverting more

[1] Performance analysis of mixed food and garden waste collection schemes WRAP Feb 2010

waste from the residual bins.

3.4 The bid includes capital funding for a vehicle suitable for collecting food waste only, kitchen caddies, housing units for bins and the bins themselves. The revenue funding is to run the vehicle and promote the scheme. There is also a small allocation for cleaning the food waste bins.

3.5 We have approximately 18,000 residents living in 10,000 flats across the city. This equates to 350 blocks of flats plus approximately 450 flats above shops. The proposal is for these blocks and individual flats to be provided with a slightly different weekly service. The blocks may have on average 30 flats per block and would therefore require a 240 or 360 litre wheeled bin which would be provided along with a housing unit to enclose the bin and reduce odour.

3.6 The individual flats within the blocks would be provided with a kitchen caddy and one roll of liners free of charge to get people started. Flats above shops would be provided with 23 litre caddy bins to be put out at the kerbside for collection. These residents would also be offered a kitchen caddy and liners. Evidence suggests that these caddies are a real support to residents in managing their food waste and encouraging them to separate out food waste from residual waste in the kitchen.

3.7 Like the fortnightly mixed food and garden waste collection, the material would be taken to an In-Vessel Composting facility, where it would be included as part of the contract the County Council has with AmeyCespa.

3.8 Providing this service to 10,000 households on a weekly basis would require one extra collection vehicle. We have been advised that the suitable type of vehicle for food waste only collections is a Terburg top-loader with 25m3 capacity and an 18 tonne chassis. In order to monitor tonnage produced from specific flats we have included costs for in cab technology and on-board weighing facilities.

3.9 Targeted promotional work would be carried out as only a proportion of residents would be included in the new service. However, we would also be keen to support this through the use of the resident magazine, the website and our Facebook page. Printed literature would be delivered direct to households with the caddies. In order to carry out targeted promotions and support the operational roll out we would want to employ a temporary member of staff for 18 months to work specifically on this new service to flats to make sure the maximum potential can be gained from the service. We would also use our

volunteer Recycling Champions to provide face to face follow-up to specific flats if tonnage figures suggested low participation rate.

3.10 WRAP research suggests that between 0.4 – 0.6 kg/hh/week can be obtained from weekly food waste collections at flats. We believe that with high quality frequent communications with residents in flats plus targeted follow-up, we can obtain the top of this range. Based on this we are predicting an extra 312 tonnes of material diverted to the composting process each year (0.6kg of food waste x 10,000 flats x 52 weeks).

4. Implications

(a) Financial Implications

The table below shows the funding requirements for each year of the five years that the bid required figures for. A successful bid will receive funding for the first three years. The council will be required to fund years 4 and 5. The totals for years 4 and 5 include £6,000 for communications work.

	Capital	Revenue	Total
Year 1	266,105	152,982	419,087
Year 2		153,932	153,932
Year 3		125,932	125,932
Year 4		125,932	125,932
Year 5		125,932	125,932
Total	266,105	684,711	950,816

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

A driver/loader and loader would need to be employed to carry out the collections of food waste and flats.

(c) Equal Opportunities Implications

An Equality Impact Assessment has not been carried out. This will take place if the recommendations are approved and the bid is successful.

(d) Environmental Implications

The bid submission includes required details about carbon savings. These were based on diverting food waste from landfill and an expected increase in dry recycling as a result of the publicity and promotion of the new service to flats. Over the 5 years that the bid covers, the approximate total diverted material is calculated at 2,604 tonnes. This equates to 1,692,027 kg CO_2 e emissions.

The bid only required information about tonnages diverted and therefore no calculation for the CO_2 emissions for the vehicle was included.

(e) **Consultation**

Cambridge City Council carried out a consultation with residents in October 2011 in which 50% of people using communal refuse bins said their bins were full. This suggests that these resident would be able to recycle more of their waste. Also 17% of residents said a weekly food waste collection would encourage them recycle more.

Further consultation would be carried out with residents in individual blocks of flats to establish the detail for example where bins could be sited and how best to provide information about the service.

(f) **Community Safety**

There are no community safety issues associated with the bid or associated work.

5. Background papers

These background papers were used in the preparation of this report:
Environment Scrutiny Committee report 'Beyond 45% Recycling' – 4/10/11

6. Appendices

None

7. Inspection of papers

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

Author's Name: Jen Robertson – Waste Strategy Manager
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Author's Email: jen.Robertson@cambridge.gov.uk

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Cambridge City Council **Item**

To:	Executive Councillor for Environment
Report by:	Chloe Hipwood
Relevant scrutiny committee:	Environment Scrutiny Committee 26th June 2012
Wards affected:	Castle (and Girton Parish – South Cambridgeshire)

Waste Strategy Proposals for the Cambridge North West Development Key

1. Executive summary

1.1 In September 2011 the University of Cambridge submitted outline planning applications to Cambridge City and South Cambridgeshire District Councils for a mixed-use extension to the north-west of Cambridge. The waste management strategy for this site proposes the use of underground banks for the collection of waste and recycling from residential premises.

1.2 The proposal for underground bins represents a departure from the conventional waste collection methods used currently by Cambridge City Council and South Cambridgeshire District Council. The current proposals contained within this report have been developed in conjunction with the authorities through a series of joint task group meetings between the University, South Cambridgeshire District Council and Cambridge City Council from 2009 to 2012.

1.3 The scheme has been selected based on the desire to minimise the visual impact of waste collection infrastructure on the proposed development, and meets the requirements of the Area Action Plan to incorporate innovative waste strategies.

1.4 It is anticipated that the scheme will provide both South Cambridgeshire District Council and Cambridge City Council with an innovative yet practical waste management solution maintaining the potential for recycling and allowing scope for future change within the restrictions of an underground scheme.

1.5 This report focuses solely on the waste management strategy and does not form part of the planning approval process.

2. Recommendations

The Executive Councillor is recommended:

2.1 To agree the principle of the use of an underground banks collection system for the Cambridge North West development for all residents across both South Cambridgeshire and Cambridge City districts.

2.2 To agree to delegate authority to the Head of Refuse and Environment the development of an Inter Authority Agreement between Cambridge City Council and South Cambridgeshire District Council, that the City Council will undertake waste and recycling collections across the entire Cambridge North West development including those areas within the South Cambridgeshire District Council administrative boundary for agreement by the Executive Councillors of both districts.

2.3 To delegate authority to the Head of Refuse & Environment to comment upon the final waste strategy in conjunction with South Cambridgeshire District Council and submit them to JDCC for consideration.

2.4 To delegate authority to the Head of Refuse & Environment to finalise, in conjunction with South Cambridgeshire District Council, the 'above baseline' costs of service delivery, which will be recovered from the developer through a Section 106 agreement for agreement by the Executive Councillors of both districts.

3. Background

3.1 Strategic Context

3.1.1 In September 2011 the University of Cambridge submitted outline planning applications to Cambridge City and South Cambridgeshire District Councils for a mixed-use extension to the north-west of Cambridge, known as the 'Land Between Huntingdon Road and Madingley Road' or the 'University site'. The site crosses over the administrative boundary between the two authorities, being split on almost 50/50 basis geographically between each Council.

3.1.2 The scheme comprises up to 3,000 dwellings (of which 1,500 are to be key worker units), 2,000 student bed spaces, 100,000sqm of employment floor space (of which at least 60,000sqm will be academic employment space), senior living accommodation, a primary school, open space, recreational facilities, and a local centre which includes retail and

community facilities, a hotel, police and health facilities, and an energy centre. As part of that proposal, the University have proposed a non-standard waste collection scheme for residential facilities utilising a network of underground bins.

3.2 North-West Cambridge Area Action Plan

3.2.1 The University site was proposed as an area to be released from the Green Belt through the review of the 2003 Cambridgeshire and Peterborough Structure Plan, and is allocated for predominately Cambridge University related uses in the Cambridge Local Plan, adopted in 2006. The policy required that the land was only to be released from the Green Belt in order to meet University needs, given the importance of the University locally, nationally and internationally.

3.2.2 The North-West Cambridge Area Action Plan (NWCAAP) was subsequently prepared jointly by South Cambridgeshire District Council and Cambridge City Council, working with Cambridgeshire County Council, to build upon the Local Plan allocation, and was adopted in 2009.

3.2.3 The NWCAAP established a footprint for the development and set the development principles, including aspirations for meeting exemplar sustainability standards, including the promotion of waste reduction and the use of well-designed integrated refuse and recycling systems.

3.2.4 In response to the NWCAAP, and subsequent task groups that were established to inform the design of the proposals, the University has proposed an underground waste collection system.

3.3 Residential Waste Management Proposal

3.3.1 Both Councils are committed to ensuring the same waste types can be recycled on the Cambridge North West development; as are provided within either the South Cambridgeshire district or Cambridge City district.

3.3.2 A feasibility study was undertaken by AECOM a consultancy company employed by the University of Cambridge. Details of this study can be found in the Sustainable Resource and Waste Management Strategy on the planning portal. There are a number of reasons why traditional surface collection methods may not be the most appropriate for this site which has led to the development of an underground bins proposal. Surface bins, especially when multiple bins are required for separate waste streams, can be visually intrusive, and require somewhere to be stored. The storage requirements and the need for manhandling mean that the size of the bins is also limited. For communal bins, this means that multiple bins are necessary to maintain a reasonable collection periodicity. For individual

dwellings, separation of waste means that some 240 litre or 140L bins may be too large, resulting in overcapacity and potentially encouraging rather than discouraging waste generation, but a set for each dwelling is still required.

3.3.3 Underground bins can remove two of these disadvantages by enabling a large volume of waste to be stored in a single container, whilst keeping it out of sight. They originate from the continent where the prevalence of flats instead of houses means that communal bin systems are more common.

3.3.4 The use of underground banks can provide an innovative solution to waste collections and developers are encouraged to consider underground banks in section 5.2 of the RECAP Waste Management Design Guide Supplementary Planning Document. The City Council 'Household Waste and Recycling Strategy' approved in March 2011 also acknowledges the merits of underground systems.

3.3.5 The basic system comprises a concrete bunker set in the ground, a bin-liner or container which holds the waste and is located in the bunker, and a surface entry point or input bin (which often looks like a normal street bin) mounted on a section of paving or platform. All that is visible at street level is the input bin, and the special paving section or platform which covers the main underground receptacle.

3.3.6 The picture below shows two underground units currently being used for flats in Peterborough.

3.3.7 The storage volumes are typically between 3,000 and 5,000 litres which mean that fewer bins are required and / or a larger period between collections is adequate. Collection of the bins requires a waste collection vehicle equipped with a crane which can remove the container from the bunker the Council does not currently operate a vehicle of this type.

3.3.8 An example of the emptying operation is shown below.

3.3.9 The proposal for this development is for approximately 155 sites across the development containing three underground banks which will service approximately 3000 homes from flats to detached houses. 90% of houses and flats will be within 30m of a site and residents will walk to their nearest site to deposit their waste.

3.3.10 The proposed waste streams for the banks is a variation from current collection arrangements in Cambridge City and will include an underground unit for dry recycling, one for paper and one for residual waste including food.

3.3.11 Collection schedules for the underground banks are anticipated to be fortnightly for residual waste and commingled recycling and up to every 6 weeks for paper. It is proposed that the system will include an automated fill detection system to ensure optimum emptying frequencies are maintained.

3.3.12 The sustainability aspirations for the site will emphasise the importance of home composting. Home composting facilities will be provided to all households with a garden enabling the home composting of grass clippings, hedge trimmings, dead plants, cut flowers and some food waste such as egg shells, tea bags, coffee grounds, fruit and vegetable peelings.

3.3.13 Due to potential difficulties with larger items of garden waste in underground banks; an additional community composting scheme is also proposed, which will enable residents to bring any additional garden waste

to a central location. The full details of this element of the scheme are yet to be determined however it is proposed that an in-vessel composting unit will be provided onsite to enable the onsite production of compost. Residents would have access to the facility at certain controlled times the full details of which are still in discussion with the University.

3.3.14 In-vessel composting is already proposed to manage the catering waste from the school and green waste from communal parks and gardens. This is subject to appropriate permitting by the Environment Agency.

3.3.15 We do not currently have vehicles within the fleet capable of undertaking underground bank collections. It will therefore be necessary to procure a bespoke vehicle.

3.3.16 Current growth predications in the City indicate that new vehicle capacity would be required for this development regardless of the collection type once the development is completed. The bespoke vehicle requirement will therefore bring forward procurement requirements. Amendments to the Medium Term Strategy are required to reflect this change in growth requirement. A growth related report will be also be submitted to Asset Management Group and a further committee report brought forward requesting funding for a vehicle, this is a necessary requirement for the growth of the city.

3.4 Bring Site Provision

3.4.1 One Bring Site (Recycling Point) is required for every 800 properties. Due to the scale of the development provision will also be made for 4 Bring Sites these are also likely to be underground systems and will provide capacity for additional materials to those collected at the kerbside underground banks. Examples of waste streams likely to be provided are WEEE (Waste Electrical and Electronic Equipment), textiles and media (books, CD's and DVD's) There are currently no proposed Section 106 contributions for these sites as they will be owned and maintained by the developer. The collection costs are offset by the material value for most waste streams however additional costs may be incurred for the collection of certain waste streams. For example Waste Electrical Electronic Equipment (WEEE) which incurs a small annual cost.

3.5 Student Accommodation/ Research Units

3.5.1 In addition to residential houses and flats there will also be student rooms and commercial/ research units. Proposals are currently being considered for student rooms to all be serviced by underground bank units

however the commercial and research units are more likely have more traditional collection methods due to specific requirements.

3.6 A commitment is required from members to support the continued use of underground bank collections beyond the initial 25 year proposal to ensure stability of the site and that any proposed changes to services at the site will be discussed in conjunction with the University of Cambridge.

4. Implications

4.1 Financial Implications

4.1.1 There are both capital and revenue implications for this project. It is proposed that the ownership of the units once operational will fall to the Council.

4.1.2 The baseline collection service costs are shown in the table below, based on the 2013/14 budget this includes costs incurred by the developer (University) for bins and bin storage compounds and collection and repair and maintenance costs incurred by the Councils in providing our standard three bin collection service.

Baseline	Cost to University	District Cost (2012/13)
Capital (excl. vehicles)	£5,198,000	
Annual Collection		£118,800
Annual container/store maintenance	£17,690	
Annual container R & R		£18,000
Total costs over 25 years	£5,640,250	£3,420,000
Net annual cost	**£225,610**	**£136,800**

4.1.3 The baseline costs are those costs we would anticipate due to growth for the size of the development receiving a standard three bin service.

4.1.4 A full procurement exercise will be required to determine the exact costs for an underground collection system both in terms of capital for the University and in Revenue and Capital for the Council.

4.1.5 Section 106 discussions are currently in progress to determine a suitable recompense by the University of Cambridge for ongoing extra

collection and maintenance costs. It is anticipated that the service provided for this development should incur no cost above the baseline for South Cambridgeshire District Council and Cambridge City Council. Work will be done during the due diligence process to confirm this, however it must be agreed to continue with the underground bin scheme beyond the initial life of the system to ensure stability in collection mechanisms for the site and prevent wheeled bins being introduced to a site which has not been designed for wheeled bin collections.

4.1.6 It is anticipated that the initial additional capital cost of the new vehicle will be met by Section 106 contributions, as a one off payment. This one off payment will also seek to cover the additional costs associated with bringing forward the procurement of additional refuse vehicle capacity for development at this site which can not be supported by the existing fleet due to the difference in collection arrangements. The possibility of vehicle hire has been considered but due to the bespoke requirements for the site it is unlikely a suitable vehicle will be available for hire. We will continue to seek the best value option for the councils.

4.1.7 Permission will be sort in a future committee report to undertake the necessary procurement exercise in liaison with the University of Cambridge to ensure delivery in advance of the first occupancy. It is however necessary to acknowledge and commit at this stage to this future procurement and Capital requirement. Any additional revenue requirement to cover the additional maintenance and operational costs of the scheme will also be recompensed, the details of which are yet to be confirmed, however it is anticipated that the cost of additional underground bank maintenance, underground bank R & R and maintenance on fill monitoring equipment will be in excess of Cambridge City Council and South Cambridgeshire District Council baseline costs. Discussions will continue with the University of Cambridge and the Executive Councillor.

4.1.8 The separation of paper into a separate underground bank will bring additional income to the Council to also offset these additional costs. Based on an estimation of 92kg paper recycled separately by each household this will return an estimated £22,000 annually based on ‘Lets Recycle’ income figures averaging £80/tonne, this will offset some of the additional maintenance costs incurred by this collection method supporting the long term viability of this collection method on site.

4.1.8 The vehicle required for underground bank collection is anticipated to be a higher cost than a standard refuse collection vehicle we therefore propose in addition to the request for Capital funding to cover a standard RCV (typically £145,000) at a later committee; to request additional funding through Section 106 from the developer to cover this additional cost and

offsetting the cost of providing additional vehicle capacity in advance of those outlined in the MTS.

4.1.9 It has been advised to insure the underground banks and above ground receptacles against all risks, which will be an additional cost to the Council. This is due to the significantly higher costs of repairs for damage to any unit. If banks are not insured an additional revenue sum will be required to ensure the banks can be kept in good working order to prevent any disruption to services which may result from damage. These costs will be addressed and considered further in the due diligence process and S106 discussions.

4.2 Staffing Implications

4.2.1 Additional staffing will be required to service this development; this is anticipated to be inline with baseline growth predictions or less.

4.2.2 There is a proposal for the vehicle operation to be one person which deviates from current health and safety practices. This option will be fully assessed and considered in liaison with our in house Health and Safety Team and the Unions.

4.3 Equal Opportunities Implications

4.3.1 As with any communal bin scheme, it is important that the bins are located within an acceptable distance of the dwellings, and the proposals here are based on 90% of homes being within a distance of 30m from bin stores, and all homes being within 35m, This is in line with the Code for Sustainable Homes, but requires a small degree of flexibility with Building Regulations Part H, and the Cambridgeshire and Peterborough RECAP design guide supplementary planning document.

4.3.2 In higher density areas, underground bins are a direct replacement for the alternative bin compounds with similar operation for residents. In the mid density and low density areas, underground bins provide significant visual impact benefits though the removal of intrusive wheelie bin storage and the removal of pavement obstructions on collection day. Therefore the underground scheme is proposed for all residential areas providing a single consistent waste collection method for all residents.

4.3.3 The use of communal collection systems can pose an issue for those who are elderly or infirm and require assisted collections. The analysis in the report produced by the University consultants AECOM demonstrates that the numbers of homes requiring assisted collection is likely to be low at around 44 homes in total out of 3,000. Underground collection is simpler for

the elderly and infirm to operate, removing the need for manoeuvring heavy wheelie bins and instead requiring the carrying of small waste bags.

4.3.4 Therefore the need for assisted collection is likely to be reduced. However for those still requiring assisted collection, a number of options are proposed and are currently being considered.

4.3.5 The proposed scheme enables residents in this new proposed development the same opportunity to dispose of waste types despite the proposed differences in the split of the waste streams. Additional council services such as special collections of bulky waste will still be available and options for battery collections will be considered and confirmed in future discussions with the University of Cambridge.

4.4 Environmental Implications

4.4.1 The University of Cambridge has a whole site vision for sustainability.

4.4.2 This proposal is anticipated to give the following carbon impacts:-

Table 1: Carbon Emissions	**Is Impact + , – or Nil?**	**Is Impact High, Medium or Low?**	**Comments**
1. Reduce the City Council's energy consumption	-	Low	Additional vehicle is a requirement due to growth.
2. Reduce energy consumption by others in Cambridge	Nil		
3. Increase the proportion of the City Council's energy consumption from solar, wind, biomass or other renewable sources	Nil		
4. Increase the proportion of energy consumption by others in Cambridge from solar, wind, biomass or other renewable sources	Nil		
5. Reduce the level of motor vehicle traffic by City Council staff commuting or operations	+	Low	It is anticipated this would be a reduction on the baseline

Table 1: Carbon Emissions	Is Impact +, – or Nil?	Is Impact High, Medium or Low?	Comments
			required vehicle movements for this site and a reduction in stop/start vehicle operations
6. Reduce the level of motor-vehicle traffic by others in Cambridge	-	Low	Some items of garden waste which may have previously been disposed of in a green bin may be disposed of at a community site accessible by car. This would however reduce the impact of bulky garden waste which may have been taken to an HWRC.
7. Increase the proportion of the City Council's vehicles powered by biofuel, electricity, LPG or other low-carbon fuels	Nil		All fleet vehicles are powered by a 5% biodiesel mix.
8. Increase the proportion of other vehicles in Cambridge powered by biofuel, electricity, LPG or other low-carbon fuels	Nil		
9. Reduce the amount or increase the level of recycling of the City Council's own waste	Nil		
10. Reduce the amount of waste or increase the level of recycling by others in Cambridge	+		Increased home composting leading to a decrease in waste arisings for this site.

4.4.3 There will be additional benefits from an increase in home composting which reduces waste arisings and necessary vehicle movements in association with the transport of kerbside collections of garden waste.

4.4.4 It is likely that fewer vehicle movements will be required on site than from the baseline waste collection service and a reduction in 'stop/start' operations will also mean the air pollution impact will be reduced.

4.4.6 It is also anticipated that the use of underground banks where communal compounds would have been provided at flats will also lead to a reduction in fly tipping and litter.

4.5 Consultation

4.5.1 As part of the planning application processes, extensive consultation and publicity has been undertaken.

4.5.2 In addition to standard planning consultation letters, statutory press notices and the display of site notices, an extensive series of public meetings/workshops and exhibitions have been convened leading up to and following the submission of the applications.

4.5.3 Energy and Waste Task group meetings took place in September and October 2009, March, April, May, June, July and September 2010, and May 2011 to specifically discuss the waste and energy implications and proposals for the scheme.

4.5.4 Individual briefings, addressing the whole North-West Cambridge Development, were undertaken with the following elected members between October 2009 and March 2011:

- Cllr Tom Bygott – South Cambridgeshire District Council
- Cllr Douglas de Lacey – South Cambridgeshire District Council
- Cllr John Reynolds – Cambridgeshire County Council
- Cllr Belinda Brooks-Gordon – Cambridgeshire County Council
- Cllr John Hipkin – Cambridge City Council
- Cllr Simon Kightley – Cambridge City Council
- Cllr Tanya Zmura – Cambridge City Council
- Cllr Philip Tucker – Cambridge City Council

4.5.5 In addition to the above, wider community engagement has included a number of site-specific public exhibitions held between January 2005 and July 2010, alongside various meetings that the University of Cambridge have undertaken with Parish Councils, residents associations, student groups and faith groups between November 2009 and April 2011. Throughout the pre-application process a dedicated website was available

informing the community of consultation events and hosted relevant material and news regarding the scheme. Further to the site specific briefings, the Councils' North West Forum has provided a platform for public engagement as the scheme has been progressed.

4.5.6 Following the submission of the planning applications, two further public consultation events were organised (15th and 20th October) by Cambridge City Council and South Cambridgeshire District Council to present the applications and provide the opportunity for questions. Approximately 300 people attended these events.

4.5.7 The Head of Refuse and Environment has also undertaken briefings with the Executive Councillor to inform of the discussions with the developer and the proposed way forward.

4.6 Community Safety

4.6.1 The underground bins are likely to be operated by a fob which should prevent unauthorised access. The input units are constructed to prevent access to the underground banks other than by 'posting' waste and will be too small for children to gain access.

4.6.2 There is little or no risk of fire spreading should a bank be subject to arson; due to their enclosed nature.

5. Background papers

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

All planning documents in relation the Cambridge North West development are available in the Cambridge City Council Planning Portal under planning reference 11/1114/OUT.

http://idox.cambridge.gov.uk/online-applications/

RECAP Waste Management Design Guide:-

http://www.cambridgeshire.gov.uk/environment/planning/mineralswasteframework/recapwastemanagementdesignguidespd.htm

Household Waste and Recycling Policy 2012:-

http://www.cambridge.gov.uk/public/docs/household-waste-and-recycling-policy-2012.pdf

6. Appendices

7. Inspection of papers

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

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Cambridge City Council **Item**

To:	Executive Councillor for Waste and Environment
Report by:	Head of Streets and Open Spaces
Relevant scrutiny committee:	Environment 26th June 2012
Wards affected:	All

Environmental Apprenticeship Scheme
Non Key Decision

1. Executive summary

1.1 Streets and Open Spaces ran an Apprenticeship Scheme in Environmental Cleansing during 2011. 12 young people were given the opportunity to join the scheme. 8 completed and attained the full educational achievements available under the scheme. 1 apprentice has gone on to secure full time employment within the cleansing team.

There have been benefits for all involved in the scheme including apprentices, workforce and the partner organisation Nordic Pioneer.

This report highlights the success of the scheme and recommends that the scheme is undertaken again in 2012.

1.2 It is requested that receipts from Fixed Penalty Notices be used to part fund the scheme to the value of £9000.
The further £21,000 funding required will be met from existing staffing budgets.

2. Recommendations

2.1 The Executive Councillor is recommended:

a) To note the achievements of the Apprentice scheme that ran in 2011.
b) To approve a further scheme for 2012.
c) To approve the use of receipts from Fixed Penalty Notices to the value of £9000.

3. Background

3.1 This report provides an overview of the apprenticeship scheme managed by Cambridge City Council with Nordic Pioneer Limited. The scheme commenced in 2011. It explains the background to the project and what the respective parties gained from the scheme and also the scope for future schemes in the city.

3.2 The media have been highlighting for some time public concerns about national youth unemployment levels. These levels were reported to have topped the 1 million mark on 16 November 2011. Specific concerns relate to how the 16-24 year old unemployed youth age range appears to be the most difficult to reach.

3.3 Nordic Pioneer Limited had developed and successfully implemented 'young apprenticeship' programmes across the broad range of local authority environmental services. These include 'street scene' services, grounds maintenance, housing management and refuse collection services.

3.4 Approval was given at the Environment Scrutiny Committee of 15th March 2011 for a pilot Apprenticeship scheme with Nordic Pioneer to be undertaken and outcomes reviewed.

3.5 The apprenticeships offered solutions to address those nationally felt concerns at local level. Nordic Pioneer had a success rate being of over 95%, in reaching that specific, seemingly 'hard-to-reach' age range.

3.6 The original proposal for a Cambridge City Council apprenticeship programme was prepared in January 2011. It followed a series of partnership development meetings between officers of Cambridge City Council, and Nordic Pioneer Limited. Two phases of the apprenticeship programme were implemented in June and September 2011.

3.7 The broad concept was to establish an apprenticeship scheme in Cambridge, to employ 8 – 12 local young people, ideally in the 16 – 24 year old age range. These people would then be required to undertake high value and highly visible environmental services work activities, throughout the city. After six months, the young people would have received a wealth of operational services training and guidance at the hands of council experts. This 'on-the-job' experience was to be founded on an initial, intensive period of work-specific training, conducted by Nordic Pioneer Limited.

3.8 On commencement of the scheme initial training was designed to prepare apprentices for the work environment, as relates to a major public sector employer. As such, apprentices received the following training before they are allowed into the work place:

Apprentices' Induction Training

Make sure your own actions reduce risks to health and safety (H&S legislation, dealing with hazards, reporting, risk assessments);
Communicate effectively with customers and others (customer service, diversity, equal opportunities, bullying in workplace, keeping calm when dealing with difficult customers, body language, open/closed questions);
Develop Yourself (1:1 appraisal, personal development, SMART targets);
Working with others and follow reporting procedures (team work benefits, when and how to report work matters);
Clean external surfaces and areas (includes graffiti removal, weather, visual inspection, looking after tools and equipment);
Dealing with Routine Waste (what is routine and hazardous, clinical etc different ways to handle/ dispose of waste, PPE)
Perform Street Cleansing manually (legislation, different brooms and tools how and why we use them, standards of cleansing, public/private land);
Conflict management - (signs verbal and non verbal and what actions to take- respond but not to react);
Sharps Handling and Disposal (where you will find sharps, how to pick up safely, disposal, diseases that can be transmitted, action to take if stuck by needle and where to go for advice).

3.9 On completion of the apprenticeship programme, the young people were trained, and able to undertake an entry level role in the operational work force – should such a valuable opportunity exist. At the very least, the apprentices have acquired sufficient skills, knowledge and experience to make them much better placed to enter full-time employment. It is pleasing to note that an apprentice has been successful in securing a permanent post as a Cleansing Operative through the Council's vacancy and recruitment process.

3.10 In addition to the practical experience, and just as important, apprentices have gained the equivalent of 5 GCSEs at A-E level. On completion of the scheme the main academic achievements are:

City and Guilds Level 2 Certificate in Cleaning & Support Services Skills (QCF = Qualification and Credits Framework)
City and Guilds Level 2 Award in Cleaning Principles (QCF)
NCFE Level 1 Key Skills in Application of Number
NCFE Level 1 Key Skills in Communication
NCFE Level 2 Certificate of Sharps Handling and Disposal

3.11 The stated aim of the project was to ensure that young people in Cambridge achieve an apprenticeship in six months, whilst supporting the council policy and aspiration to be a cleaner, greener and safer city.

This has been achieved with both phases of the scheme.

3.12 The scheme objectives were:-

To recruit and maintain young people to become neighbourhood assistants in Cleansing Services within Cambridge City Council.
To assist the Council to achieve it's objective to keep the city clear of litter and graffiti.
To assist the Council to achieve it's objective to maintain public realm, footpaths and cycle ways to a high standard of cleanliness.
To support young people into employment and enhance their ongoing employment chances, either with the council or elsewhere.
To attract a more diverse age range into the workforce.

3.13 Partnership Requirements
Nordic Pioneer were required to:
Advertise, recruit and employ the apprentices.
Provide 10 days initial on-site training for apprentices.
Complete assessor visits (at least two per candidate).
Complete paperwork and apply for the qualification and certificates for apprentices.
Participate in media / awards ceremony for young people.

Cambridge City Council were required to:
Provide suitable training venues and refreshments.
Provide apprentices' uniform and other personal protective equipment.
Develop and provide operational services work and supervision programme.
Fund the apprentices' weekly salary.

3.14 The broad conclusions of the scheme are:

- There had been appreciable difficulties in recruiting the optimum numbers of young apprentices for each phase of the programme. These have been addressed. The reasonable expectation is that any future recruitment process outputs will improve with the benefit of practical, local experience.

- Those apprentices who were recruited have quickly become valued and valuable members of the operational services work force, albeit on a short-term basis.

- Suitable work place supervision and mentoring systems have been implemented and developed, and these contributed in making the scheme a success. Further improvement would be of benefit and this is a shared responsibility, between Cambridge City Council and Nordic Pioneer Limited.

- Apprentices benefit most from being introduced to a variety of work activities, as part of a structured development programme. This needs to include simply observing or 'shadowing' related work colleagues or activities.

- Apprentices have been noticed and welcomed by local residents and the general public.

- Apprentices wear council uniform with pride and appreciate the opportunity of being associated with a major, local employer.

- The majority of apprentices were able to complete both the practical and academic aspects of the apprenticeship programmes with 8 out of 12 apprentices completing all educational attainments.

- A Cambridge City Council apprentice was one of only a select few who achieved distinction or merit awards for part of their studies.

- Partnership working between Cambridge City Council and Nordic Pioneer Limited has been very effective and continues to grow.

- There are clear economic and social benefits from engaging in apprenticeship programmes aimed at the 16-24 year old age group.

3.15 It is felt that the scheme has been of incredible benefit to all participants. The effect on the existing workforce has been positive. Some team members have learnt new skills including mentoring, coaching and training and many have enjoyed the very positive experience of sharing their knowledge. The introduction of young people into the existing workforce altered some dynamics but again in a positive way with existing employees being refreshed by the presence of young people. There were no adverse effects from the scheme.

3.16 It is recommended to continue with the Apprenticeship Scheme with Nordic Pioneer for 2012/13 and offer a further 12 young people this great opportunity.

4. Implications

(a)**Financial Implications**

The cost of the scheme for 2012/13 will be £30,000. £9000 of which will be funded from the receipts of Fixed Penalty Notices issued for littering, flytipping and abandoned vehicles. The use of Fixed Penalty receipts in this way falls within DEFRA guidelines. The remaining £21,000 will be funded from existing budgets.

(b) **Staffing Implications**

Staff are not involved in 1-2-1 training with individual young people. Many of the team are already CRB checked however existing staff would not be put in a position where this would be an issue. No complaints about the scheme were received from any existing team member during the two phases of 2011/12.

(c) **Equal Opportunities Implications**

Within the Service Delivery Team we have an ageing workforce. The introduction of young people brings diversity into the team that is missing.

(d) **Environmental Implications**

The Apprenticeship scheme has a positive impact on the environment with the use of a resource which would not otherwise be available to us.

(e) **Consultation**

There are no direct consultation implications for this report.

(f) **Community Safety**

The work of the Apprentices in clearing up areas that are overgrown or heavily littered contribute to the feeling of well being for residents and will instil a sense of pride in the environment for the apprentices.

5. Background papers

Environment Scrutiny report 15th March 2011

6. Appendices

7. Inspection of papers

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Cambridge City Council **Item**

To:	Executive Councillor for Planning and Sustainable Transport: Councillor Tim Ward	
Report by:	Head of Planning Services	
Relevant scrutiny committee:	Environment Scrutiny Committee	26/06/2012
Wards affected:	Trumpington	

TRUMPINGTON ROAD SUBURBS AND APPROACHES STUDY
Not a Key Decision

1. Executive summary

1.1 This report seeks approval of the Trumpington Road Suburbs and Approaches Study.

2. Recommendations

2.1 The Executive Councillor is recommended to approve the text of the Trumpington Road Suburbs and Approaches Study, attached as Appendix 2, and that the study be used to inform planning decisions in this area.

3. Background

3.1 Funding of £30,000 per year for pro-active conservation work was agreed for each of the financial years 2008-9, 2009-10, and 2010-11.

3.2 In 2008, a programme of pro-active Conservation work identified, priorities for studies of Suburbs and Approaches to the city which are subject to change. The work to be undertaken was agreed in consultation with members and residents' groups. It was agreed that rapid appraisals would be undertaken of these particular areas. Trumpington Road is the fourth of the second tranche of these studies.

3.3 The idea and the scope of potential Suburbs and Approaches studies were set out in the report to Committee on 8 April 2008: " *4.2. d) Rapid appraisal of sensitive areas subject to change".* Some areas may have characteristics that are much appreciated, but do not have sufficient merit to justify designation as Conservation Areas. These may be the subject of character appraisals leading to the development of guidance to manage change".

3.4 The Suburbs and Approaches Studies are *rapid* studies by historic environment professionals, drawing on national criteria and best practice. Such studies will be a material consideration in determining planning applications; they will provide assessments of Local Distinctiveness to support the National Planning Policy Framework; they will contribute to the evidence base for the Local Plan Review.

3.5 The purpose of the document is to be a descriptive account of this approach into the city and it is not a mechanism for making specific policy recommendations which instead is a matter for the Local Plan review. The studies will identify areas with potential for Conservation Area designation, and potential Buildings of Local Interest. The studies will not in themselves provide a basis for Conservation Area designation.

3.6 The Study, attached as Appendix 2, was prepared by consultants in 2010 with alterations made following public consultation.

3.7 Should this Study be approved and adopted, prior to publication the most up to date base map will be used for the Character Assessment Maps. This may differ from that included with the Study at Appendix 2 and may be done without the formal approval of the Executive Councillor for Planning and Sustainable Transport. This is required in order to provide factual updates showing changes to the study area that have occurred on the ground since the publication of the first draft of the study.

3.8 Ward Councillors and the County Councillor were consulted as statutory consultees. Local residents' associations were also notified of the consultation period which ran from 10th January to 7th February 2012. The public consultation was promoted on the City Council website with a link to the draft Study and a comments form. Hard copies of the document were available at Cambridge City Council Customer Service Centre for reference along with comments forms. The comments received are summarised in Appendix 1

3.9 Since the report was first written for the March 2012 Committee, comprehensive comments from Savills on behalf of Grosvenor Developments Ltd have been addressed in Appendix 1. A response was made to Savills on their first set of comments (February 2012) and this resulted in a second representation which has also been addressed in the appendix (May 2012).

3.10 It is recommended that the Study be approved and adopted. When adopted, the Study will comprise a material consideration in the determination of future planning applications in the area.

4. Implications

(a) Financial Implications
The financial implications are set out within the report above.

(b) Staffing Implications
There are no direct staffing implications

(c) Equal Opportunities Implications
There are no direct physical equality and diversity implications. Involvement of local people in the work followed the guidance set out in the Statement of Community Involvement.

(d) Environmental Implications
There are no direct environmental implications

(e) Consultation
The consultations are set out in the report above.

(f) Community Safety
There are no direct community safety implications.

5. Background papers

Environment Scrutiny Committee report from 8 April 2008, Item 10 – Proactive Conservation Work Programme
English Heritage guidance on Area Assessments of the Built Environment

6. Appendices

Appendix 1
Summary of responses to public consultation

Appendix 2
Trumpington Road Suburbs and Approaches Study, February 2012

7. Inspection of papers

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

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Trumpington Road Suburbs & Approaches Study: Summary of Responses

1 = action taken
2 = not within the remit of this document
3 = no action taken

NB: Where the same comments have been made by different methods, these have only been included once e.g. where emails are making the same points as Comments Forms.

	Respondent	Comment		Response		Action
1	Save Our Green Spaces	(i)	Grave concerns over the proposed expansion in the southern approaches and Trumpington area. The new development proposed will aggravate the marked decrease in green features in the city in recent years. The council should demonstrate its commitment to preserving and enhancing green spaces by ensuring indigenous trees of real size and character are included	(i)	Noted. The proposed new developments should be accompanied by appropriate landscaping plans	(i) 2
2	1 email	(i)	Mill Road should be Mill Lane	(i)	Alteration made to text	(i) 1
3	Trumpington Local History Group	(i)	Cambridge Preservation Society not Trust	(i)	Alterations made to text	(i) 1
		(ii)	There is a second turnpike but Trumpington Road remained the main route used by both	(ii)	Alterations made to text	(ii) 1
		(iii)	Comments regarding the listed milestone	(iii)	Alterations made to text	(iii) 1
		(iv)	Comments regarding the Hobson's Conduit	(iv)	Alterations made to text	(iv) 1
		(v)	Are 'fig X' maps 1 and 2?	(v)	Alterations made to text	(v) 1
		(vi)	Suggested textual changes	(vi)	Not deemed to be necessary	(vi) 3
		(vii)	The third of the Trinity milestones has been reinstated	(vii)	Alterations made to text	(vii) 1
		(viii)	Change the name of the road to Hauxton Road at the end of Character Area 1	(viii)	Alterations made to text	(viii) 1
		(ix)	Suggested textual changes	(ix)	Alterations made to text	(ix) 1
		(x)	The listed building at 71 High Street was demolished	(x)	Alteration made to text	(x) 1
4	Cambridge Past, Present &	(i)	Welcomes this study	(i)	Noted	(i) 3

	Future	(ii)	Textual changes	(ii)	Alterations made to text	(ii) 1
		(iii)	Comments regarding the new developments	(iii)	Alteration made to text	(iii) 1
		(iv)	Add comment on gated entrances	(iv)	Alteration made to text	(iv) 1
		(v)	It should be Brooklands Avenue Conservation Area	(v)	Alteration made to text	(v) 1
		(vi)	Old Mill House, rather than Old Mill	(vi)	Alterations made to text	(vi) 1
		(vii)	Botanic Garden does not have an "s" on the end	(vii)	Alterations made to text	(vii) 1
		(viii)	Landmark buildings are not mapped	(viii)	This study follows the English Heritage rapid assessment guidelines	(viii) 3
		(ix)	A tree strategy should be developed for all Character Areas	(ix)	Noted	(ix) 2
		(x)	Additional street furniture is needed	(x)	Comment to be referred to South Area Committee Chair and Environmental Projects Manager	(x) 1
		(xi)	Street lighting needs to be updated	(xi)	Comments to be referred to Cambridgeshire County Council who are responsible for street lighting	(xi) 1
5	Savills on behalf of Grosvenor Developments Ltd (First representation - 7th February 2012: please note the majority of the comments under 'Response' have been sent directly to Savills – the response herein has been updated again since)	(i)	We support and agree with a number of elements of the document, but consider there are areas where document needs amending	(i)	Noted	(i) 3
		(ii)	Analysis of significance of Trumpington Road supported, but entrance to city lacks real presence and sense of gateway/arrival	(ii)	The document is a rapid appraisal of an arterial road into the historic city centre, based on what can currently be seen from the highway. The Suburbs and Approaches Studies are not intended to be in depth studies, but may form the basis for further designation, for example inclusion within a conservation area.	(ii) 3
		(iii)	Section 3.3 should clarify that the southern expansion was intended to meet residential development needs up to 2016, include investment in community facilities and the	(iii)	The draft document reflects the time of the survey and adoption and is more descriptive than analytical. The comments regarding the	(iii) 2

			opportunity to support the local amenities. The comments in the document has a seemingly negative approach to the growth		positive advantages alongside the route are noted.	
		(iv)	Under the Character Assessment, 4.1 does not include reference to the weak entrance/gateway to the city. It does not reflect Landscape Design Associates' 2002 study for South Cambridgeshire which identifies the area as lacking individualism. The City Council's own study of 2002 identified the area of low importance to character. This section should be amended to state that the entrance to the city is currently weak, that the agricultural land between the M11 and the urban edge does not make a significant contribution to the setting of the city or its character.	(iv)	As noted above, the draft document is descriptive as seen from the highway. The analysis of the contribution of the agricultural character and Green Belt function of the area was not mentioned by the consultants or by other respondents to the consultation. Other studies and the Cambridge Local Plan 2006 have set the context for the southern setting to the city. The Suburbs & Approaches Study may be used as a material consideration should any planning applications come forward, however it will not be used to set out policy for the future allocation of land which must be done through the Local Plan review process.	(iv) 2
		(v)	Assessment makes little reference to consented development either side of Hauxton Road and how this will significantly alter the character of the area. Therefore the analysis of the green and semi-rural context is misleading and does not recognise the way the area will change.	(v)	As noted above, the draft document is descriptive and is a snapshot in time. The preceding section, 3.3, does note the southern expansion of Cambridge. This document would be read in conjunction with other policy documents, it is not intended to include all other material on this part of the city.	(v) 2
		(vi)	The study refers to landmarks in Trumpington and glimpsed views. These will change and the most significant views will become the new development edge.	(vi)	The draft document refers to 'significant views ' in terms of historical interest and the character of the area when the document was drafted. The draft document reflects the time of the survey and adoption	(vi) 2

				and is more descriptive than analytical			
		(vii)	Under Character Area 1 there a reference to 'the substantial belts under the western edge of Trumpington Road make an important contribution to the structure of the skyline and townscape defining the important Grantchester Meadows area on one side'. We consider that this is describing Character Area 2 and that these views are not relevant to Character Area 1.	(vii)	This is a reference to Trumpington Meadows and not Grantchester Meadows. The text has been altered.	(vii)	1
		(viii)	The character areas should be drawn more widely. The setting of the city is wider than the narrow strip described. A wider study area would enable the area between the urban edge and M11 to be seen in its proper context, and show that other areas make a more significant contribution to the setting of the city.	(viii)	The narrow boundary of the approach into the city is the format of these types of studies. This approach follows the format and brief for these including those already approved for Huntingdon and Newmarket Roads	(viii)	3
		(ix)	Section 4.2 states that there is a single unifying characteristic to the area of mature tree planting. However that is not the case close to the M11 junction. The study also identifies the open character of the area to the west of the Hauxton Road. It is agreed that it is open, but it is also flat and devoid of significant landscape value or features. There is also a lack of views of the historic core. Given the purposes of the Green Belt, the lack of views should be noted under 4.2 and reflected in 4.3.	(ix)	As mentioned above, this document is a description of a narrow route and approach into the city centre and its local distinctiveness. It is not intended to be a landscape character assessment. The consultee response is written in relation to a specific area and this is not the purpose of these studies See comments above regarding the arrival into the city.	(ix)	2
		(x)	Section 4.3 should also refer to the lack of sense of arrival and gateway on this key route into the city.	(x)	See comments above regarding the arrival into the city	(x)	3
		(xi)	Section 5 considers the features of the study area and whether or not they detract from its character. The significance assessment does not identify any important features within Area 1. The current entrance represented by the Park and Ride should be classed as a negative visual feature at the	(xi)	The Park and Ride entrance is not considered to be a negative visual feature. There are multiple entrances onto the route which is the nature of these types of approaches into a city	(xi)	3

			entrance to the city. Enhancing this gateway should be a priority to reflect the importance of the entrance to the city.			
		(xii)	The treatment of the Green Belt land is unclear and confusing. The term 'open space' implies a recreational function, however, the land west of Hauxton Road has no function. It is designated as Green Belt, yet the text suggests only areas without any formal designation are indicated. We consider that at best the land could be said to be neutral in terms of the assessment value.	(xii)	The significant green areas highlighted on the map may or may not be formally protected green spaces. The term 'open space' has no policy significance, it is a description of the undeveloped character of the area as part of a study that describes suburbs and approaches. In the case of the land by Hauxton Road, this is part of the Green Belt as set out in the city and South Cambridgeshire planning policy.	(xii) 3
		(xiii)	We do not agree with the proposed study area as the setting of Cambridge and the Approach to Trumpington is much wider.	(xiii)	This document is a description of a narrow approach into the city centre and its local distinctiveness. This format has been agreed elsewhere in the city. Disagreement noted but no change recommended	(xiii) 3
6	Savills on behalf of Grosvenor Developments Ltd (Second representation - 16th May 2012)	(i)	Our representations do not object to the report being based on what can be seen from the highway, but more can be seen than is defined by the study area. From the Hauxton Road can be seen a wider vista including green, open land eastwards towards Addenbrooke's and Great Shelford and westwards to the river and extensive area of open land. These are critical to the approach to Cambridge yet the study makes no comment on these.	(i)	As with all the Suburbs and Approaches Studies, the boundary of the area was drawn tightly around the approach road, mainly taking in properties and their curtilage that fronted the roads. The boundary that defined the area of open space which was considered, was a strip along the side of the road in order to keep the study compact and relevant to the approach into the city. The description in the document covers the area within the boundary that	(i) 3

					was drawn.	
		(ii)	The comment sheet that accompanied the consultation asked whether the respondent agreed with the proposed study area. If the Council is to disagree with suggestions to alter the study boundary, there needs to be a technical justification for that rather than just to simply state that the boundaries are intended to be narrow for this type of study. Why else ask the question? Our response sets out reasons why it is incorrect and we would expect that to be reported to committee and a justification as to why the boundary is set and how it is related to the purpose of this study i.e. its assessment of the approach to Cambridge, rather than the justification which is based on it simply being narrow.	(ii)	The purpose of the document is to be a descriptive account of this approach into the city. Due to the nature of these types of studies, which are a rapid assessment, the area considered is kept tight against the road to ensure that what can be seen is what is described. It would be inappropriate to greatly enlarge the area at one point along its length when the rest of it is focussed on properties along the edge of the road and tree belts. No other respondents to the consultation have questioned the validity of the area that was studied. The wording for question 2 of the consultation will be reviewed for any subsequent Suburbs and Approaches consultations. Comment noted but no change recommended	(ii) 3
		(iii)	We take it from your response to our previous representation that there is no intention to balance out the negative views that are in the report. We suggest that the report should objectively look at issues rather than what appears to be a subjective assumption that growth and development are negative. Again we advance a technical argument that the text is inappropriate, but there appears to be no technical justification to support the subjective comments made in the report. They appear to be entirely contrary to local planning policy which recognises the benefits, in sustainability terms, of accommodating growth in and on the edge of Cambridge.	(iii)	The Suburbs and Approaches Studies are descriptive and are generally a desktop study, to look at the historical interest of the area, followed by a physical assessment on foot. The resultant document contains a view of what was present historically and at a point in time when the study was undertaken. The agreed and under development housing sites will change the appearance and perceptions of the area as one approaches the city. The document acknowledges that	(iii) 3

					these studies are a snapshot in time. They relate to the entire study area, not just the growth sites on the fringes of the city	
		(iv)	We consider the foreground views and the low quality of the landscape of critical importance to the approach into the city. It is the purpose of the Green Belt to preserve the character and setting. However the report appears to look at two very thin strips of land and takes no account of the wider setting of the city. We consider this to be a significant omission from the report in that it fails to take account of this absolutely critical consideration. Our comments draw on a number of previous studies in identifying the character of the area. Again we would expect to see a technical justification as to why the study area arrives at its views on setting to the approach to the city rather than simply dismissing our comments.	(iv)	Please see responses to earlier points above. This study is to be read alongside other documents and is not intended to draw in all previous work	(iv) 3
		(v)	The response to the previous comments states that the document will be used as material consideration in any planning applications, but then says it is a snapshot in time and doesn't take into account approved developments. If it is to be used in considering applications, surely it is a significant consideration that intervening development needs explanation in the document? It also appears that this approach is not necessarily actually followed in the document. For example, at the junction of Hauxton Road and the M11 two green edges are shown. There are also green areas further north between those and the urban edge, but these are not shown as green, presumably as they are shortly to be developed . Either the green area needs to be extended onto these in order to take a consistent approach or, as	(v)	Due to the constant development of a city such as Cambridge, studies of the character have to be a snapshot in time. If they were not a snapshot they would be impossible to complete due to the ever changing nature of urban areas. When any development application is submitted for an area that is within the study area, the Suburbs and Approaches Study would be one of a number of documents that will be taken into consideration when determining the application, the foremost of which will be the local plan. The map at the end of the document highlights significant	(v) 3

			we have suggested, the document needs to explain the proper context for future development.		features of the character areas. The green areas are either highlighted as an overall colour or as a green boundary with tree symbols where these are important.		
		(vi)	The document talks of substantial tree belts along the western edge of Trumpington Road. Trumpington Road is not in Character Area 1 where it is Hauxton Road. We believe the reference is not to Character Area 1 but to a different character area and this should be corrected.	(vi)	This comment was addressed in the previous response. The text has been changed to read Hauxton Road where the tree belt is between the Guided Busway bridge and the junction with Shelford Road.	(vi)	1
		(vii)	There is no response to our suggestion that the local authority boundary should not define the study area but rather it should be based on what is important to the setting.	(vii)	The document was commissioned as a study for the local planning authority and it is to be used as a material consideration for applications which come to its planning department. The focus of the studies is the land in the suburbs and approaches, the majority of which lies within the city. The document is for city use only at this stage	(vii)	3
		(viii)	There was no response to our comment that the report describes the single unifying characteristic across the area being mature tree planting when there is no such planting close to the M11 junction. There is no response to the technical points that we raised regarding there being no assessment of features within Character Area 1 and in particular that the Park and Ride being a negative visual feature. Nor is there any response to our point that the report is unclear about what is Green Belt and what are 'major open spaces'.	(viii)	As mentioned above, the document is mainly descriptive. It is agreed that there are no trees at the junction between the M11 and the Hauxton Road, however, there are trees and other vegetation within Character Area 1 which are important to its character and are picked up as a feature of the area. The consultants did not consider the Park and Ride site a negative feature and it is not proposed to add text to the contrary as it sits within a managed landscape. The	(viii)	3

		(ix)	We remain of the view that there are important points in our representation which are either not being dealt with adequately or at all.	(ix)	comments regarding the difference between the 'Green Belt' and the 'Green Areas' as depicted on the map is dealt with above. The comments made and points raised have been dealt with either by amending the text of the document or by responding in this appendix as they relate to the study and its limitations. All representations have been fully considered and addressed by the suggested responses. The respondent may still disagree with how they have been addressed and it will be for members to consider the officers' responses that are suggested	(ix) 3

Cambridge Suburbs and Approaches:

Trumpington Road (including Hauxton Road and Trumpington High Street)

Consultation Draft: February 2012

CAMBRIDGE CITY COUNCIL

Contents

1. Character Summary

Trumpington Road has historically always been one of the primary routes into and out of Cambridge from the south and this is manifested in its character. Crucially, it was the preferred route to London and the Thames valley. It continues to play an important role in Cambridge's transport infrastructure, providing a gateway to the city centre when travelling north and allowing easy access onto the M11 and London beyond when exiting the City. The importance of the road has long been established, dating back as far as the late Saxon period.

Approaching from the south, the road (Hauxton Road at this point) crosses open fields before the Park & Ride and a 1970s development signal the entrance to the village. At this point the road undergoes a distinct change with the introduction of trees, green verges and green boundary treatments which become the prevailing character from this point onwards. The dominance of the mature landscape gives the road a sense of status as well as permanence, and is a common theme that unites all four character areas.

Trumpington claims to be Cambridge City's only 'village'. This close proximity to the city centre is reflected in its mixed character with both historic residential properties as well as large commercial developments of the second half of the C20. There is a range of architectural styles, form and grain of development along the High Street. Some properties sit tight to the back of the pavement and address the road while others are recessed and screened behind mature trees and property boundaries. The main Bidwells office at the corner with Maris Lane forms a landmark that, although bulky and alien to the historic character, has been softened by maturing trees to the front. Bidwells, the Shell Garage and the parade of shops opposite form a rather discordant ensemble that acts as a reminder of the arterial nature of the High Street and C20 changes to the character of the village. Most buildings along the High Street are brick rather than rendered, with the use of gault and red brick. The earlier properties generally have thatch or clay tile roofs, whereas slate and tile are common on C19 and C20 developments.

Development along the stretch between Long Road and Brooklands Avenue is largely screened behind tree belts and green boundary treatments. The western side has remained agricultural fields, and Trumpington village has therefore largely managed to retain its identity as a discrete settlement separated from the city centre by a green wedge.

North of Brooklands Avenue the character changes once again as the distinctive gault brick typical of Cambridge and used particularly throughout the New Town development introduces a more uniform palette of materials and building form. The well-treed character continues but in a more orderly and managed form as shown in the open spaces of New Bit and the Botanic Gardens, and in the gardens to the front of Brookside. The Leys School on the western side offers a pleasing contrast to the orderly terrace of Brookside, with its red brick gothic buildings and mature trees creating private enclosed spaces set behind a high boundary fence. The road ends at the busy

roundabout with Fen Causeway, with the junction with Lensfield Road close by, signifying the arrival at the fringes of the city centre.

2. Introduction

2.1 Background

Beacon Planning Ltd was commissioned in July 2010 by Cambridge City Council to prepare a rapid assessment of Trumpington Road, from the Cambridge City boundary (where it is Hauxton Road) to the junction with Fen Causeway. The aim is to provide an assessment and understanding of this route's 'local distinctiveness'.

The City Council has a programme of 'Suburbs and Approaches Assessments' and this Trumpington Road rapid appraisal is one of four in the second tranche of the programme. These projects form part of the Council's pro-active Conservation programme which also includes Conservation Area Appraisals. The Trumpington Road assessment follows the review of the Conservation Area Appraisal for Trumpington in June 2010.

2.2 Methodology

The assessment involved fieldwork, some desk research and analysis. Research was carried out at the County Record Office and in the building control records of the City Council. It consisted of a review of historic maps, and a more general review of works on the history of Cambridge, its architecture and development. Trumpington Road was physically assessed on foot in October 2010. The assessment is based on what could be seen from the public highway.

2.3 Limitations

Beacon Planning Ltd. were commissioned to assess the architectural and historic character of Trumpington Road as part of a characterisation assessment, including the heritage significance of the area. The assessment is not in sufficient depth to support potential Conservation Area designation, although this assessment follows the recent appraisal of Trumpington Conservation Area and parts of the study area are proposed for inclusion within the Conservation Area. This assessment may also provide a useful basis for consideration for further designations.

There are a number of additional lines of research which might produce additional historical information on the history and development of Trumpington Road such as rate books, insurance and building control records. Further research would provide greater detail and depth to an understanding of the development of the area.

3. Historical Development

3.1 Brief overview of the development of Cambridge

The City of Cambridge lies at the intersection of four Roman roads. The Roman settlement developed on the west side of the river Cam in the present Castle Hill area. In Saxon times there was further settlement south of the river. After the Norman Conquest a castle was built north of the river and several churches and monastic foundations were in existence by the mid C13. The major growth of the town dates from the establishment of the University from the C13, and at the time of the Reformation there were 15 colleges.

With the exception of some minor suburban development, Cambridge did not significantly develop beyond its medieval bounds until the early 1800s, following the Acts of Enclosure. New housing began to appear on the roads leading out of town, including Trumpington Road. With the arrival of the railway in the 1840s the town expanded as a market town and agricultural centre. Large new areas of housing were built throughout the second half of the C19, building off and connecting the historic routes radiating out from the centre. In the first half of the C20 the town's population grew from 40,000 to 90,000; outlying villages were connected and absorbed as ribbon development spread out from the centre.

Early resistance to this growth and the loss of village character in outlying areas was manifested in the establishment of the Cambridge Preservation Trust in 1928, and the protection given to the Gog Magog Hills, Grantchester, Coton and Madingley. After the Second World War Sir William (later Lord) Holford and H. Myles Wright's *Cambridge Survey and Plan* of 1950 formed the basis of the 1952 County Development Plan, defining the Green Belt and proposing new housing growth on the northern and south-eastern fringes of the town (which became a City in 1951). Population was to be capped at 100,000.

Holford's policy of containment proved unsustainable, and the post-war period has seen continuing pressure for and accommodation of development in and around the City. The coming years will see significant development in and around the City, with new housing, associated community facilities, and development of land for employment, medical and higher education expansion.

The southernmost section of the study area and adjacent land has been identified to deliver a significant proportion of new residential development required in Cambridge. Consequently, the southern end of Hauxton Road will be directly affected by the delivery of large scale new developments on predominantly greenfield sites to both the east and west of the road. The agricultural and open character of this southern section will be significantly altered – a change that has already begun with the delivery of new highways infrastructure to service the expansion of the biomedical campus at Addenbrooke's Hospital.

Further north, the proximity to the city centre as well as the presence of educational institutions will continue to drive larger scale development, whilst pressure for further units in the highly desirable and prestigious residential areas along the road is unlikely to reduce. The City Council wishes to ensure that proposals are developed in the most appropriate way, taking account of the sustainability, mixed use and design objectives set out elsewhere in the Local Plan. This assessment will provide the strategic and historic environment analysis required to inform the preparation of more detailed policies and guidance.

3.2. The development of Trumpington Road

Trumpington Road lies south of the historic core of the city, travelling south through predominantly C19 and C20 century development before reaching the medieval settlement of Trumpington village and then finally stretching out through open countryside to join the transport corridor of the M11. It is in Trumpington that the earliest buildings in the study area are located. To the north, the road extends as Trumpington Street into the historic core of the city. It is joined at two major points by the key east-west routes of Brooklands Avenue and Long Road, and the junction with Shelford Road creates another important interchange. Minor roads and residential streets such as Bateman Street and Latham Road also join the road at various intervals. Trumpington Road ends at Fen Causeway where it joins the city ring road.

Trumpington Road has historically been the main road leading due south from the city centre, with references made to the route to London via the Trumpington road in C13 documents. Ogilby's map of 1675 demonstrates Cambridge's importance as a transport hub of local roads, providing easy access north to Norwich as well as west to Oxford and Bedford, and south to London. Trumpington Road performed an important part as one of these key axial routes. Trumpington Road continued to be the favoured route to London travelling via Royston until the early C19 despite a rival turnpike being established along the Shelford Road at that time. The Toll House built in 1811 still survives opposite Shelford Road (listed in Grade II).

The location of early churches suggests that Trumpington Road was established early on as an important link road to London and the Thames valley. It joined Trumpington Street, or Trumpintonestrata, which continued into the city, crossing the King's Ditch at the junction with Mill Lane. The road runs south into the former Eastern Fields and what was the rural hinterland of Cambridge. The London Road, as it was also known, was maintained since 1584 by the bequest of Henry Harvey, Master of Trinity Hall. It continued to serve travellers and merchants throughout the centuries, becoming a turnpike road in 1793 until 1872. In the C18, a series of 16 milestones were erected along the road by William Warren under the will of Dr William Mowse, Master of Trinity Hall 1552-3. The first was sited opposite the Brooklands Avenue junction with Trumpington Road which is the Stone Bridge over Vicars Brook. It is Grade II listed and can still be seen in place.

Hobson's Conduit flows along the northern section of Trumpington Road and is an interesting local feature. Running from its natural source at Nine Wells,

Hobson's Conduit (also known as Hobson's River and Cambridge New River) was devised by the Master of Peterhouse in 1574 to channel fresh water into the city. The conduit was built by 1610, when the Lord of Trumpington Manor allowed the University and town access to it for maintenance purposes. In 1630 Thomas Hobson left a bequest so that the conduit could be maintained It flows northwards to the east of Trumpington Road along Hobson's Brook through open land until it reaches development to the south of Brooklands Avenue. The brook flows under Brooklands Avenue and then past the Botanic Gardens and Brookside. At the junction of Lensfield Road stands the listed Conduit Head, built on market Hill in 1614 and moved from there to its current location in 1856. The water then flows under Lensfield Road, upon which it breaks into four different branches, two of which run along open conduits on either side of Trumpington Street.

Baker's Map of 1830 shows a very open Trumpington Road with relatively little development on either its eastern or western edges. Fen Causeway had yet to be laid out, first appearing on the 1888 OS map as Coe Fen Lane. In 1830 New Town was in its formative stages and yet to enclose Trumpington Road on its eastern edge. Belvoir Terrace of c.1825 is shown, Grade II listed, and marks the last significant development on Cambridge's southern boundary before the road reaches the village of Trumpington. The historic village of Trumpington was focussed upon the Church, with the main road to London, now a principal arterial route serving Cambridge, dotted with coaching inns – a sign of the primary importance of Trumpington Road as a trade and travel route to London and the south east. Trumpington New Road – now Long Road – had been laid out by 1830, and a cluster of development including Weigh Bridge House, Clay Farm and Trumpington Mill lay at the junction.

By 1888, the northern end of Trumpington Road had undergone quite dramatic development. Baker's Map of 1830 shows the beginnings of C19 development, now designated within the Southacre Conservation Area, with Chaucer Road and Latham Road – a former byroad leading to River Farm – depicted as having been laid out but not yet developed. It was not until the end of the C19 that the Pemberton family of Trumpington Hall began to sell off plots for building on long leases. Attached to these leases were covenants ensuring high quality design and spacious building plots. The first house to be constructed was Southacre for the Master of Trinity Hall, built in 1880 on the site of the old nurseries. This was followed in quick succession with houses along Chaucer Road and Latham Road at the end of the C19 and into the C20, built in a variety of architectural styles including Victorian Gothic, Italianate and 'Queen Anne'.

Throughout the C19 the area known as 'New Town' had come forward for speculative development on plots owned by a number of landowners, including the University, Addenbrooke's Hospital and Trinity Hall, as well as private individuals. The Pemberton family owned the plots fronting onto Hobson's Brook that were developed into attractive high quality houses for the middle-classes. The southern end of New Town encompassed open land

owned by Trinity Hall and the University to which the University relocated its Botanic Gardens to in 1846 where it has remained.

In 1862, the London and North Western Railway opened a Bedford-Cambridge line, following closely the precedent set by the Great Eastern Railway line that connected London to Cambridge in 1845. It skirted the southern edge of Trumpington, crossing under Hauxton Road and running north-eastwards into Cambridge Station. By 1965 the line was redundant and the track was removed. It is now the route of the new guided busway.

By 1888, a development of four substantial houses had appeared facing onto the eastern side of Trumpington Road south of Brooklands Avenue, along with Leighton House further south again, built c.1867 by the wealthy Cambridge shopkeeper Robert Sayle. By the 1903-1904 OS map, no further significant built development had taken place on the western side of Trumpington Road between Fen Causeway and the village of Trumpington, aside from the aforementioned development of Chaucer Road and Latham Road. On the eastern side, development was limited but included the construction of the building that is now St Faith's School and Newton Road, the latter started sometime between 1892 and 1896. This was followed by Bentley Road, begun c.1903 which connected Newton Road to Trumpington Road. The houses here are designed in a simplified Garden Suburbs style and were built into the late 1920s.

The 1927-28 OS map shows increasing levels of development but still largely localised to specific places within the study area. Large houses on plots along Newton Road and the adjoining Bentley Road were built, and to the west, similarly large houses appeared extending southwards from Latham Road which itself saw development spreading east-west along both sides of the road. Little if any development occurred in around the junction with Long Road. Further south again, ribbon development of more modest early C20 terraces appeared at the fork of Trumpington Road and Shelford Road.

Development along Bentley Road continued and by the 1938-1952 OS map, Barrow Road is shown running parallel to Bentley Road to the south, with houses on large plots lining either side. A small number of properties have continued to extend southwards on the western side of Trumpington Road, including a cluster of three just south of Bentley Road. Trumpington High Street appears to have remained relatively unchanged in the first half of the C20 with little development of note.

The pace of development in Trumpington village changed rapidly however from 1945 onwards with a significant expansion on the eastern side with the creation of a large council estate. This included the erection of a curved parade of shops fronting onto open space and the High Street. Development continued through the 1950s and 1960s with the infilling of land between Hauxton Road and Shelford Road, including an interesting development of bungalows for retired clergymen. Bishop's Road, shown in its early stages of development leading off Shelford Road towards Hauxton Road on the 1938-1952 OS map, has by 1972 extended significantly and the development of Bishop's Court that is prominent from the southern approach was underway.

In the C19 and C20, the improvement of the roads saw Trumpington village shift its commercial focus onto the High Street and this has continued to the present day. The Bidwells office building Campbell House of 1968 introduces a strong commercial character that is somewhat alien to its historic location, and more recently a large Waitrose supermarket and John Lewis distribution centre, and a park and ride to serve traffic entering Cambridge from the south now form the southern boundary to the village. This pressure for development is unlikely to cease and will continue into the future with the delivery of outline plans for new communities in the land between the M11 and Trumpington village and land to the east of Hauxton Road towards the Addenbrooke's Hospital site.

3.3 Southern expansion of Cambridge

Over 4,000 homes are planned for southern Cambridge which will be delivered over four sites: Trumpington Meadows, Glebe Farm, Clay Farm and the Bell School Site. The first two overlap with southern sections of the study area, with development on open land either side of Hauxton Road. Impacts upon character are likely to extend through to Trumpington High Street through the resulting increase in population and the pressures this invariably brings.

The Glebe Farm site occupies land east of Hauxton Road between the southern extent of Trumpington village and the new Addenbrooke's Access Road. It will deliver 286 houses, informal open space and allotment provision. This will significantly change the approach to Trumpington from the M11 roundabout, altering current views to the edge of the village and reducing the perception of an agricultural hinterland to the city.

Trumpington Meadows is a larger scale development incorporating land in both the City as well as South Cambridgeshire to the west of Hauxton Road and abutting the south-western fringe of Trumpington village. It will deliver 1,200 homes, along with a primary school, commercial units, a community park and recreational and sports facilities. This will likewise significantly change the perception of agricultural open space buffering the southern edge of Cambridge from the M11.

4. Character Assessment

4.1. The Assessment Area

The area covered by the assessment is shown in the maps at the rear of the document. It encompasses Trumpington Road from the junction with Fen Causeway to the City boundary in the south where Hauxton Road meets the M11. It includes the properties with frontages to the road and landscape areas with relationships to the road. The assessment area can be broadly divided into four character areas:

Character Area 1 (red) encompasses Hauxton Road from the City boundary to the beginning of the historic core of Trumpington village where the road bridges the old London-Bedford railway line. This part of the road is particularly devoid of development, with the southernmost section consisting of arable fields. The Park & Ride is a notable exception and its presence is symptomatic of its city edge location. Residential development either does not address the street or is well set back and screened, and the resulting streetscape does not have a particularly strong built form.

Character Area 2 (orange) encompasses the historic core of the village. In this character area, Hauxton Road meets Shelford Road where it becomes Trumpington High Street. The High Street displays a wide mix of styles with historic properties dating back to the C15 alongside a large proportion of mid-late C20 development with both residential and commercial uses. The main road is a dominant feature throughout this character area.

Character Area 3 (blue) encompasses the wide and leafy stretch of Trumpington Road with desirable early-mid C20 housing alongside its eastern and western sides as well as some later C20 development along its southern section. Its dominant character is that of substantial tree belts and tree specimens that flank the road on both sides for the majority of this stretch, along with timber fencing, hedging and gates.

Character Area 4 (pink) encompasses the northernmost section of the road. It is characterised by the C19 development of New Town with its gault brick and slate roofs and the black railings to New Bit, Brookside and the Botanic Gardens. The notable exception is the Leys School complex with its red brick and enclosed character.

Most of Character Area 2 forms part of the Trumpington Conservation Area. This, along with Character Area 4, contains a larger concentration of Listed Buildings and Buildings of Local Interest.

The northern area of Character Area 3 is included within the Southacre Conservation Area and a negligible section overlaps with the Brooklands Avenue Conservation Area.

Character Area 4 lies wholly within the New Town and Glisson Road section of the Central Cambridge Conservation Area and together with Character Area 2 contains the bulk of the Listed Buildings and Buildings of Local Interest.

4.2. Overall Character and Appearance

Trumpington Road can be split into relatively distinct sections but the unifying character common the length of the road is the presence of mature landscaping, and most particularly the impact of street trees and trees in private ownership. The leafy residential streets have a varied range of tree species, although there is a greater presence of beech towards the southern end of the road towards the chalk of the hills beyond Haslingfield and Harlton.

Approaching from the south, the predominant character is of open green space to the east and west of Hauxton Road, although with views towards Trumpington village and mature tree belts and hedges. The scale of the road decreases on the approach to the village as hedges and tree planting enclose either side of the road. The Park & Ride and views across to Addenbrooke's Hospital hint to the close proximity to the city centre.

Entering Trumpington, the new Waitrose supermarket and car park become apparent and combined with the Park & Ride they indicate Trumpington Road's importance as a major approach to the city centre. The early C20 semi-detached properties with front gardens on the eastern side offer a contrast and introduce a domestic scale that leads into the historic core of the village and the High Street.

While remnants of the medieval village survive along the High Street, development in the second half of the C20 has significantly altered its historic character. The busy road and its associated paraphernalia of pedestrian crossings, lights and barriers, as well as the bus shelters is a dominant feature that overwhelms the historic village character.

The village has expanded in an adhoc fashion on its northern extent with predominantly C20 residential development stretching as far as the busy junction with Long Road, dominated by the C19 Old Mill House. Development continues along its eastern side but is either well screened or set back from the road in such a way that the overriding feature is the substantial tree belt to the front of the properties that mirrors that on the western side of the road. The road is flanked either side by mature trees that give a sense of high status and gentility. The sense of prestige is heightened by glimpses to large properties set within generous plots along Bentley and Barrow Roads, and of occasional views afforded to the Perse Preparatory School and its associated buildings and landscaped grounds.

The rough boundary on the western side of the road gives way to more formal fences and hedges as the road travels north, and the sense of development on both sides of the road increases with views to St Faith's School and signs for the Nuffield Hospital. Views through Queensway to the complex of 1970s flats marks the arrival at the junction with Brooklands Avenue at which point the character of the road changes once more.

The leafy environs at the junction with Brooklands Avenue give way to the more open landscape of New Bit and the greens beyond. While the landscape remains predominantly green and well-treed, the character is one of more

managed and deliberate planting with the regimented avenue of trees along the western side and the specimen trees of the Botanic Gardens visible on the east.

Large structural planting continues further north with the mature trees providing a green screen to the three storey houses along Brookside. Belvoir Terrace on the western side marks the beginning of the C19 century development that largely comprises the New Town development. The step up in the scale and density of development signals the arrival in the city centre fringe, with views to the city centre continuing along Trumpington Street beyond the northern limit of the study area and glimpses to other large developments such as the University Department of Engineering and University Chemical Laboratory. The railings and homogenous style of architecture and materials create a sense of formality and uniformity on the eastern side, enhanced by the mature landscaping around Hobson's Brook. The gault brick of the New Town contrasts to the darker red brick development of the Leys School opposite, which retains a sense of privacy with a strong boundary fence and mature trees screening much of the complex.

4.3. Character Area 1

The City boundary lies just south of the large junction where the A10 meets the M11, indicative of Trumpington Road's position as one of the primary transport routes into Cambridge from the south. This is a busy junction with traffic arriving from the A10 and M11, as well as accommodating traffic travelling south from the city centre. Views east and west on the City boundary take in the carriageways of the M11 set within a predominantly open landscape and extending to higher ground in the distance to the south.

The recent upgrading of Hauxton Road and the construction of a new relief road to serve Addenbrooke's Hospital and planned developments to the east and west of Hauxton Road has increased the dominance of the highways over the landscape. The separate access road leading to Trumpington Park & Ride adds further to the impression of this road being a major gateway to Cambridge City. Despite the prominence of the highways developments, the prevailing character is of open countryside looking across fields to substantial tree belts in the distance. Before the outskirts of Trumpington the roads are open to the countryside; the immature street trees have yet to make much impact. Landmarks within Trumpington can be glimpsed, with the tower of the medieval church visible to the north-west but generally views to the City and Trumpington village are well screened by trees. This contrasts to views to the north-east towards Addenbrooke's Hospital which act as a reminder of the proximity to the city centre. The third of the Trinity Hall milestones has recently been reinstated following the completion of the roadworks.

The substantial belts along the western edge of Hauxton Road make an important contribution to the structure of the skyline and townscape, defining the important Trumpington Meadows area on one side. As well as being a defining character feature of Trumpington and Hauxton Road and others in the locale (principally Long Road), the tree belts are also an important

resource for biodiversity. As development extends south along Hauxton Road with the delivery of Glebe Farm and Trumpington Meadows, it will be important to protect existing tree belts and plant new trees to reinforce the well-treed character of this southern section of Cambridge. It would be appropriate to plant beech trees as part of the landscaping strategy for this new development to continue the existing trends.

As the road enters the outskirts of Trumpington village an immediate sense of enclosure is created by the narrowing of the road to a generous two lane width with trees and hedgerows lining either side. The hedgerows and trees begin on the western side, leaving open views east to the three storey apartment blocks of Bishop's Court, first visible on the 1970-1972 OS map. These, with their prominent white window frames and balconies signal the approach to Trumpington village. The C20 development within this section has relatively little impact on the street scene with no development actively engaging with the road. The development either does not address the street or is set back some distance from the road. The flats visible on the approach neither enclose the street nor are they accessed from Hauxton Road, and they are screened behind a hedge – all of which work to give them a sense of detachment from the busy road. Those properties that are accessed from Hauxton Road are more modest in scale and set back from the road behind front gardens and mature green boundaries.

Significant landscaping measures have helped to mitigate the impacts of the Park & Ride and its subsequent green appearance helps to integrate it into its surrounding agricultural landscape to the south and west. However the associated access junction, entrance and exit roads and street lighting are particularly urban features within an otherwise green and semi-rural context. In particular, the size of the road junction with its prominent traffic management measures detracts from the greening effects of the landscaping strategy and is another reminder of Trumpington's edge of town location. One of the most incongruous views is that gained from the bridge over the old railway line looking south-westwards over the Park & Ride site.

4.4. Character Area 2

Over the old railway bridge, the verdant feel is continued with a substantial tree belt extending eastwards along the south side of the old railway line (now the route of the guided busway) and northwards along the west side of the road towards the city centre. The appearance of semi-detached two storey mid C20 ribbon development on the eastern side that engages the street and with front gardens immediately changes the character of the road to that more akin of a residential suburb. The houses generally take two forms, with either render and tile or brick and slate combinations of materials. The use of bay windows is a common feature to nearly all properties, as is the use of green boundary treatments to the front gardens.

Further towards the junction with Shelford Road, the characteristic yew trees of the cemetery (first shown on the 1903 OS map) and nice early C20 housing on the north side of the junction with Shelford Road announces the arrival into the historic core of Trumpington village. A complex of six bungalows by Lyster

and Grillet for retired clergy with their white exteriors and distinctive pierced concrete screen walls create an interesting contrast to the dark evergreens of the cemetery. The domestic early C20 character is compromised however by the large Waitrose supermarket and car park. A white box-like construction, its form is alien to the rest of the built environment in its locale and contrasts to the historic roof structures of Anstey Hall that can be seen across the car park. Its intrusive impact is exacerbated further by the highways provision, which, with its four lanes, pedestrian barriers, traffic islands, traffic lights, signs and street lights, contributes to the busy and cluttered impression of this junction with Shelford Road. Fortunately, views towards Waitrose from the north and east are largely screened by a substantial tree belt that was historically the boundary of the Anstey Hall Estate.

The main road continues to dominate as it travels northwards towards the centre of Cambridge. The toll house is a reminder of the historic importance of this route way, an importance that continues to the present day. Maris Lane leads off to the west, its winding and narrower form indicative of its destination into the medieval core of the village. The green triangle with the village sign outside the Bidwells main office marks the heart of the settlement.

The presence of the Bidwells office on this corner with Maris Lane is a continuing reminder of the commercial and arterial nature of Trumpington Road as it travels through the village. Pleasant landscaping to the front of the building helps to soften its impact on the more domestic scale residential streetscape on the opposite side of the High Street and Maris Lane, but this greenery ends abruptly with the Shell Garage and associated large expanse of hard standing. This section of Trumpington lacks any real coherence. Where the historic properties tend to enclose the road, the late C20 development on the east side of the road at this point is set back behind trees and hedges, and has very little interaction with the street. The mid C20 parade of shops with accommodation above is a particularly striking feature; its three storey curved shape introduces a different form of building not seen elsewhere along the High Street. The green space to its front helps to integrate it into the village setting but its scale and massing remains a contrast with the majority of buildings within the study area. It does however form a relationship with the other larger buildings in the village, Campbell House of Bidwells and the Shell Garage, and together their increased scale and massing signal the commercial core. The flat roofed extension to the off licence and pharmacy is unfortunate and has little architectural merit. Pedestrian crossings, bus shelters and laybys and the bright signs of the Shell garage continue to give great prominence to the road.

The northern half of the village begins to regain a more domestic character with a greater concentration of historic features, including the historic parkland boundary wall of flint and brick to Trumpington Hall and the Green Man Inn, the oldest building in Trumpington (aside from the church) dating to the C15. The historic properties in general sit tight to the pavement in contrast to C20 developments that are recessed from the road with gardens to the front. North of the shops, on the eastern side is a near complete run of C19 estate cottages associated with Trumpington Hall. With the exception of the

northernmost pair of cottages, they have been little altered and retain their uniform character and colour palette, with low-lying boundary walls and small front gardens. The one-storey village hall of 1908 with its red brick, low eaves height and small paned window lights introduces an arts and crafts style and blends well with other red brick historic properties nearby. A particularly fine WWI war memorial with later WWII additions, designed and carved by Eric Gill is an important feature within the streetscape, set within an area of green landscaping with cobbled paving at its base. Behind it the attractive iron gates to Trumpington Hall can be seen along with the boundary wall to the parkland that is an important reminder of the once rural village setting. Opposite the war memorial is a terrace of mid-late C20 houses with white timber boarding that is particularly suburban in character, and the lack of formally defined front gardens or boundary treatments is incongruous within the study area. Bidwells's second and smaller office on the junction with Church Lane has made a relatively successful attempt to take a more domestic form appropriate to its village location by limiting its height and bulk. The use of red brick matches both historic properties as well as C20 domestic development found along the High Street, and the retention of the historic parkland wall that curves around to Church Lane helps to knit it into the historic streetscene.

Further north again a series of low-lying C17 and C18 red brick thatched and clay-tile cottages sit close to the road with gardens to the side rather than the front. Their position below the level of the road indicates how the road has been built up over the centuries. The derelict petrol station on the eastern side is an unfortunate intrusion that detracts from the high quality of the historic environment adjacent and opposite. The yew trees outside the Green Man Inn contribute to the historic character of the C15 inn with its white plaster work and clay-tiled roof, one of many inns in the village and a legacy of its primacy as the favoured route south to London. The impact of modern development however is never far away with glimpses through to Winchmore Drive and the unattractive 1960s brown brick and tile hung three storey flats and associated car parking. These detract from the historic properties to the front.

The Coach and Horses public house on the western side of the road, dating to the C17, sits forward addressing the street and signals the entrance to Trumpington when approached from the north. It similarly forms a prominent end to the historic core of the village. It is unusual in displaying exposed timber framing. The Home Affairs building on the corner of Alpha Terrace that appears to be shown on the 1888-1891 OS map is particularly attractive with gault brick, hipped slate roof and stone window dressings typical of large Victorian villas in Cambridge. The ornamental tree in the front garden forms an attractive scene. Alpha Cottage encloses the junction with Alpha Terrace on the opposite side with a brick boundary wall and is a building of local interest. On the western side of the road the view suddenly widens out to reveal a large expanse of pasture, bounded by historic parkland wall to the road and a substantial tree belt on its northern and western boundaries. It is a vestige of the parkland attached to Trumpington Hall and helps to establish the sense of break in development between Trumpington village and the city centre.

There are a number of significant trees and tree groups close to the road and at times overhanging that improve the streetscape by softening and screening incongruous buildings and enhancing the setting of historic properties. Importantly, their presence helps to reduce the urbanising effects of the busy road.

4.5. Character Area 3

The overriding character of this section of Trumpington Road is of a wide, generous road flanked either side by mature deciduous trees, some of which overhang the road, that create a sense of enclosure and privacy. The road, with its dedicated bus lane, is three lanes wide at this point, which adds to the feeling of high status. This sense of space and greening effect of the mature trees helps to lessen the visual impact of the continuous stream of traffic using the road as well as the buses travelling along the bus lane.

After Alpha Terrace, development is predominantly set back from the road and is late C20, consisting of mostly semi-detached and detached properties. After Wingate Way it is particularly low in density and has a very limited impact on the streetscape. Characteristically of this section, they are generally well screened from the road behind substantial trees and solid boundary treatments. A notable exception to this is a flat-roofed development with a set-back third storey which has a large and open area of unattractive tarmac in poor condition to the front.

A separate Approaches study has been conducted for Long Road which connects to Hills Road, also the subject of an Approaches study. Connecting two of the principal routeways into and out of the city, the junction with Long Road is busy and controlled by traffic lights with the usual array of accompanying signage and pedestrian barriers. From Trumpington Road, the dominant features are the two developments north and south of the junction. To the north is the landmark of the Old Mill House, a large two storey white painted brick building bounded by a defensive high curved gault brick wall that contrasts to the softer green and fence boundaries found elsewhere in the character area. The Old Mill House is a building of local interest and has a significant mature beech tree to the front of the property. To the south, Gilmerton Court, while largely screened behind mature specimen trees, is an interesting 1960s flat-roofed development of flats fronting Trumpington Road raised on pilotis and designed with a horizontal emphasis. This development, together with the Old Mill House and their associated trees create a sense of enclosure either side of the junction and signal the important entrance to Long Road.

The western side of the road is screened by a large mature tree belt protected by TPOs that offers occasional glimpses through farm access gates to agricultural open land beyond. Domestic scale development extends north beyond the junction with Long Road. The buildings are either gable end onto the road in the case of the terrace of North Cottages or set back behind front gardens as with the attractive Vine and Rose cottages, the latter displaying a

canted bay window. The large area of hard-standing outside the Bollywood Spice Indian Restaurant, formerly the Volunteer public house. is contrary to the character of this section of Trumpington Road. Similarly, the side and rear elevations of the row of North Cottages can be seen beyond the car park, creating a rare sense of dense built development in this otherwise very green character area.

Built development continues on the eastern side of the road, but the maturity of the trees fronting the road acts as an effective shield and the dominant feature continues to be the substantial tree belts. The west remains open fields, glimpses of which are afforded through the tree belts to the front at gated access points. Views down Porson Road, Bentley Road and Barrow Road are of substantial private residential properties set in a maintained landscape of tree avenues that emphasise the linear nature of these side roads. The pleasant red brick Perse Preparatory School set in a mature and well maintained green landscape can be glimpsed through the tree belt along with a substantial modern white-framed building.

Large mid C20 residential properties begin to appear on the western side of the road but these are very effectively hidden behind high fences and mature trees, the gated access driveways being the only real perception of their presence. Closer to town, the properties are earlier, belonging to the late C19/early C20 Chaucer Road and Latham Road developments that form the core of the Southacre Conservation Area. Green boundary treatments and mature trees largely hide the Nuffield Hospital complex, the principal manifestations being prominent signage and the gate piers that mark the entrance and exit points. The evergreen trees to the front contrast with the predominantly deciduous character of the road. St Faith's School continues the institutional nature of this northern section of the eastern side of the road, with the attractive c.1885 red brick with tiled roof school house echoing that of the Perse Preparatory School further south. It is particularly prominent from the road due to a rare extended break in the tree screen. The fence marks a change from the more common use of green boundary treatments in this section, particularly on the eastern side. It is a large two and a half storey building with a particularly attractive porch displaying interesting glazing and decorative brickwork at eaves level, and the sculpted ironwork gates provide an interesting feature within the streetscape.

The late 1970s three storey development on Queensway signals the beginning of town with its denser character, garage provision and colourful ironwork to the external stairways offering a contrast to the traditional building forms and materials found elsewhere within the character area and creating a more urban feel.

4.6. Character Area 4

Brooklands Avenue marks a change in the character of Trumpington Road where the northernmost section widens and opens out. Mature trees are still prevalent, but the sense of enclosure with mature trees flanking either side of the road and at times overhanging is replaced by one of a more managed and deliberately planted landscape.

The use of ‘Cambridge’ railings where fences, hedges and scrub had previously demarcated property edges creates a gentrified and distinctive public realm. The greater formality and quality of materials signals a change in the hierarchy of space and announces the arrival into the city fringe. This is reinforced by the extensive provision of car parking either side of the road. The Cambridge railings are a feature of the C19 development that characterises the built form of this fourth character area that takes in the mid C19 University Botanic Garden and the New Town, built from the early C19 onwards.

The transition from an enclosed to open landscape is abrupt, with the open common of New Bit appearing immediately beyond the busy junction with Brooklands Avenue and contrasting with the well-treed junction with Chaucer Road. New Bit links to Coe Fen and Sheep’s Green, creating a green wedge that extends into the historic core of the city. The line of horse chestnut trees create a more regimented and managed feel to the tree planting that contrasts to the wilder nature of the tree belts in Character Area 3. On the eastern side, the one-storey lodge nestled within extensive planting, originally the lodge to Brooklands House, defines the southernmost boundary of the Botanic Garden. The gradual elevation of Hobson’s Brook and the resulting banked verge and footpath help to give the Botanic Garden great dominance over the road and beyond to the rough pasture of New Bit opposite. The mid C18 gates moved from the original botanic garden in Free School Lane create an imposing, albeit unused, entrance and form a focal point along this stretch of road.

Views travelling northwards are of the major C19 expansion of Cambridge as it grew southwards on land made available by enclosure. On the western side of the road, New Bit is enclosed at its northern end with the gault brick side elevation and garden wall of Belvoir Terrace, one of the earliest developments in the immediate area of c.1825. The two storey semi-detached and detached properties of the C20 development along the southern section of Trumpington Road have been replaced by up to three storey terraced houses often with basements and dormers built for the middle classes. The relatively uniform palette of materials, (mainly gault brick with slate roofs), and repetitive forms create a homogenous and well ordered streetscape. The most desirable houses are located adjacent to Hobson’s Brook behind a green landscape with large mature trees. The cast iron bridges and railings provide continuity from the Botanic Garden side of Bateman Street right up to the junction with Lensfield Road.

The Leys School dominates the western side of Trumpington Road at the northern end with a high fence screening open playing fields bounded in the distance by academic and residential accommodation. The oldest school buildings are clustered in the northern end of the site. Established in 1875 in the Wesleyan tradition for the sons of non-conformist university fellows, the first buildings were constructed from the 1870s on meadow land. The oldest building on the site is a villa in gault brick dating to 1815. The complex of red brick buildings with stone quoins and mullions and transoms are a contrast to the gault brick that characterises the New Town development to the east. The

somewhat austere block facing Fen Causeway is particularly prominent; its red brick and gabled form is one of the most visible of all the buildings within the Leys School complex from the road. Other buildings on the site are somewhat obscured by mature trees that continue the green theme, reconciling somewhat the red brick gothic character of the western side of the road with the earlier gault brick development on the eastern side.

At the junction with Fen Causeway, views are afforded in many different directions, often towards buildings of a larger and denser scale that heighten the perception of having reached the city centre fringe. To the north, the large three storey terrace of the Royal Cambridge Hotel dominates the junction, with the bulky Department of Engineering stepping up the scale of building behind. The close proximity of the junction with Lensfield Road creates a quick succession of two busy interchanges, and the associated signage, traffic islands and pedestrian barriers contribute to the increasingly urban character of this northern section. Views northwards beyond the study area continue along to a terrace of buildings fronting directly on to the pavement. The relative absence of street trees or front gardens marks a distinct change in character from primarily residential to institutional and commercial. On the eastern side immediately south of the junction with Lensfield Road, Hobson's Brook is channelled under the road from whereon it flows in runnels along the road side until going underground and entering the river. The conduit head provides a decorative landmark at this otherwise busy traffic junction that marks the end of the study area.

5. Significance Assessment

The relative significance of buildings and landscape features in the study area has been assessed according to the following five categories (to be read in conjunction with the coloured map at appendix 1):

- Protected: buildings and trees that are protected by listing or Tree Preservation Orders (TPOs). Listed buildings in the assessment area are listed below. Buildings protected by listing are outlined in dark blue on the map at appendix 1, and TPOs and TPO areas are also indicated.

- Building of Local Interest: although not afforded statutory protection, these make a positive contribution to the street scene, and are listed below. They are outlined in red on the map at appendix 1.

- Positive: buildings of clear local interest, but not yet included as a Building of Local Interest, or of lesser quality than Buildings of Local Interest, or altered superficially. They are outlined in light blue on the map in appendix 1.

- Neutral: buildings which although of little individual merit (sometimes on account of unsympathetic alteration) nevertheless combine with other buildings and spaces to create a townscape of value, or at least do not detract. These are left uncoloured on the map at Appendix 1.

- Negative: buildings which have an adverse impact. These are identified in pink on the map at Appendix 1.

In addition to these categories, significant but not formally protected green spaces, including roadside verges and major open spaces, are also indicated on the map at Appendix 1.

5.1 Listed Buildings

Trumpington High Street

Milestone about 150 yards South of Cromwell House, High Street, Trumpington, Grade II

The 2nd of the series of 16 stones set up on the old London road under the will of Dr Mowse of Trinity Hall. This one has only the trace of a shield of the arms of Trinity Hall. It was dated 1729. See also Trumpington Road, and the church of St Mary-the-Great. (RCHM 83).

Nos. 18 & 20 (The Coach and Horses Public House), High Street, Trumpington, Grade II GV

CI7; 2 storeys with attics; timber-framed and plastered, hipped tile roof; ground floor of front refaced with modern bricks; remodelled C18;dentilled wooden eaves cornice with some C17 carved brackets below; 2 gabled projecting blocks at back and old chimney stack; old chimney on North end, with grouped diagonal shafts shortened and replaced by later top. Early C19

brick West wing, sashes with glazing bars, hipped slate roof. The interior has several rooms with C17 Panelling, a good staircase, and some C18 fittings. (RCHM 337). Nos 18 to 30 (even) form a group with No 55.

No. 22, High Street, Trumpington, Grade II GV

Cl8. Red brick. 1 storey and attics with 3 gabled dormers in a thatched roof. Band at 1st floor level. End chimney stacks. [Nos 18 to 30 (even) form a group with No 55.

Nos. 24 & 26, High Street, Trumpington, Grade II GV

Circa 1700. Red brick. 1 storey and attic. Probably divided in late C18. Band at 1st floor level. 2 and 3 light leaded casements, 3 gabled dormers, thatched roof, (RCHM 335). Nos 18 to 3O (even) form a group with No 55.

Nos. 28 & 30, High Street, Trumpington, Grade II GV

C17, extended and re-roofed in C18. Red brick, 2 storeys and cellars. Continuous band between storeys raised over the heads of the windows and doors. 3 windows, sliding sashes below, leaded casements above. Tiled roof. Original staircases, doors and other fittings. (RCHM 334) [Nos 18 to 30 (even) form a group with No 55.

No. 52, High Street, Trumpington, Grade II

C18, 1 storey with attics; timber-framed and plastered; central chimney- stack. Leaded glazing in windows, end wall gabled.

The Green Man Inn, No. 55, High Street, Trumpington, Grade II GV

C15 with later additions and alterations. Central block, 1 storey with attics; gabled crosswings, 2 storeys; timber-framed and plastered, part refaced with brick; tile roof; south wing extends at back; 2 later bays on front. Modernised. Much of the original internal timbering survives, but has been concealed. (RCHM 336). Nos. 55 forms a group with Nos. 18 to 30 (even).

Nos. 60 & 62, High Street, Trumpington, Grade II

Early C19 with mid C19 additions. Probably a toll-house. Grey gault brick. 2 storeys, sash windows with glazing bars. The entrance to No 62 is canted forward onto the pavement. No 60 has a canted bay through both floors on the north wall, probably mid C19. Hipped slate roof.

Trumpington War Memorial, High Street, Trumpington, Grade II*

First World War memorial. 1921 by Eric Gill for Dr Wingate. Stone. Square pedestal of 3 steps supports square plinth, each face of which has 3 roll-moulded round-headed arches. The south side has inscribed names of the fallen in the outer arches, 1939-1945 in the centre. East side with 1914 in the left arch, 1918 in the right and centre inscription: 'MEN/OF TRUM-/PINGTON/WHO GAVE/THEIR LIVES/IN THE/GREAT/WAR'. North side without inscriptions. West side with blank outer arches and centre inscription: 'FOR/LIBERTY / AND/JUSTICE'. Tapering square-section shaft terminating with a Latin cross and with 2 roll-moulded panels to lower half of each facet.

Lower panels are round-headed, upper panels in shape of elongated oval. The lower panels each have high-relief carving. South side has figure of foot-slogging soldier in army greatcoat, tin hat and shouldered rifle traversing blasted landscape with broken trees towards the setting sun. East side with St George slaying the dragon. North side with St Michael also slaying a dragon with the Spear of Justice under the Hand of God, while an angel observes. West side with the Virgin and Child enthroned, with a flaming torch. Upper panels each have a small patee cross at top and bottom and the names of 9 fallen.

Trumpington Road

Milestone beside the road opposite Brookland Avenue, Trumpington Road, Grade II

The first of a series of 16 stones set up on the old road to London by William Warren in 1728 under the will of Dr William Mowse Master of Trinity Hall 1552-3. It is a rectangular stone with inset rounded head and has the arms of Trinity Hall impaling Mowse and a pointing hand. The inscription reads "1 Mile to Great Saint Maries Church Cambridge" "A D" 1728. See also the datum mark on Great St Mary's Church. (RCHM 83).

Bridge over Hobson's Brook at Brooklands Lodge, Trumpington Road, Grade II

Date obscured but circa 1850. Single span cast-iron bridge with pierced spandrels. Moulded standards with plain handrails. Decorated with rosettes. (RCHM 79).

Brooklands Lodge, Trumpington Road, Grade II

Early C19. Grey gault brick. In the Gothic style. 1 storey and semi-basement, 2 windows with pointed heads and external shutters. Pointed arched panelled door with fanlight over. Hipped slate roof. (RCHM 20).

Gateway and Screen to the Botanic Garden facing Trumpington Road, Trumpington Road, Grade II

Circa 1765. Wrought iron gates with semi-circular overthrow between rusticated stone piers. They come from the original Botanic Garden in Free School Lane. Circa 1850. Semi-circular cast iron screen on red brick base. (RCHM 79).

Bridge over Hobson's Brook at entrance to the Botanic Garden, Trumpington Road, Grade II

Dated 1850. Single span cast-iron bridge with pierced spandrels. Moulded standards with plain handrails. Decorated with rosettes and the University Arms; and the ironfounder's name Hurrell (Swan Hurrell of Market Hill). Thee West end of the bridge has iron gates with flanking railings, all with spear-head uprights. (RCHM 79).

Nos. 1 to 5 (consec) (Belvoir Terrace), Trumpington Road, Grade II

Circa 1825. 3 storeys; gault brick; slate roof; each house 2 windows to each floor; flat brick arches; glazing bars; jalousies on ground floor; round-headed doorways, moulded plaster surrounds with key-blocks; lower windows to No 1, the northernmost house replaced by modern 2 storeyed bay window. No 5 extends over a carriage-arch and has an additional window over. The houses have panelled doors with fanlight over. (RCHM 284).

The King George V Gateway and the Building housing the Library at the Leys School, Trumpington Road, Grade II

The King George V Gateway and Library 1913-14 by Sir Aston Webb. Entrance has 5 bay arcade with on inner side steps ascending on either side. 3 gables. Central cupola. Red brick with stone dressings.

Chapel at the Leys School, Grade II

1905-6, By Robert Curwen. Decorated style with buttresses. Turret with cupola. Glass by H J Salisbury. Woodwork mostly by amateurs. Red brick with stone dressings.

Gateway onto Trumpington Road at the Less *(sic.)* School, Grade II

In front of the King George V Gateway and contemporary with it. Circa 1913, probably by Sir Aston Webb. Rusticated red brick pier with stone ball finials. Wrought-Iron double gates with overthrow carrying a coat-of-arms.

Headmaster's House at the Leys School, Grade II

Circa 1820. Grey gault brick on stone plinth 2 storeys. 3 bay front with the side bays projecting and pedimented. All sash windows with glazing bars. Single storey stone screen across centre bay forming a porch, 2 Doric columns. Original 2 storeyed bay on south front. Continuous wide projecting eaves cornice on shaped brackets. Slate roof. The interior features including a fine staircase, good doorways and fireplaces, and enriched plaster cornices, Barrel vaulted cellars. Later bay window on the east and single storey, 2 window projection on north. (RCHM 283).

Railings along the West side of Hobson's Brook stretching from Hobson's Conduit to Brooklands Avenue, Trumpington Road, Grade II

Circa 1850. Moulded standards with elbowed stays and plain rails. Marked Headley and Edwards, Cambridge. (RCHM 79).

Bridge over Hobson's Brook opposite Pemberton Terrace, Trumpington Road, Grade II

Dated 1851. Single span cast-iron bridge with pierced spandrels. Moulded standards with plain handrails. Decorated with rosettes and the University Arms; and the ironfounder's name, Hurrell (Swan Hurrel of Market Hill). (RCHM 79).

Bridge over Hobson's Brook mid-way along Brookside, Trumpington Road, Grade II

Dated 1851. Single span cast-iron bridge with pierced spandrels. Moulded standards with plain handrails. Decorated with rosettes and the University Arms; and the ironfounder's name Hurrell (Swan Hurrell of Market Hill). (RCHM 79).

Hobson's Conduit, Trumpington Road, Grade II*

Erected on Market Hill 1614, re-erected in present position in 1856. Hexagonal stone structure with moulded plinth; niche in each side with shell-head; entablature surmounted by strapwork cresting, achievement of Royal Arms on one side, putti and carved beasts at angles and ogee-shaped top surmounted by pineapple finial. Restored 1967. Interesting as the fountainhead of a very early public water supply. See also Market Hill. (RCHM 79).

Railings round Hobson's Conduit, Trumpington Road, Grade II

Late C19. Cast-iron spear-head railings. (RCHM 79).

5.2 Buildings of Local Interest

Trumpington High Street

Cromwell House, No. 19 High Street Trumpington

Two storey cottage with thatched roof.

Alpha Cottage, No. 45 High Street, Trumpington

Early C19. Grey gault brick. Two storeys, three sliding sashes with glazing bars per floor of front elevation. Central panelled door, rustic porch. Welsh slate roof.

The Red House, No. 50 High Street, Trumpington

Early C19. Three storeys, red brick, hipped slate roof. Three sliding sashes with glazing bars per floor of front elevation. Doorcase with reeded surround and fanlight above door.

Village Hall, No. 75 High Street, Trumpington

1908. Red/orange brick with penny-struck pointing, cant nosed brick detailing (including plinth course, buttresses and gable ends). Tile stack corbelling and mock-Tudor brick arches over openings.

Nos. 79 to 81 (odd) High Street, Trumpington

Not Buildings of Local Interest as the pair of cottages have been radically altered but do show similarities to Nos 83-85, in particular how the doors there may have been originally.

No. 83 High Street, Trumpington

C19. Gault brick pair of cottages. Similar to others in grouping, but with drip moulds over ground floor window openings, horizontally sliding sashes. Now has later windows in former end doorways (see Nos. 79-81), and modern panelled central front door.

No. 87 High Street, Trumpington

C19. Gault brick cottage, plain clay tiled roof, central ridge stack set on the diagonal, two gabled dormers. Planked front door and side hung casements under rubbed brick flat arches. Details similar to Nos. 91-93.

Nos. 91 to 93 (odd) High Street, Trumpington

Gault brick pair of cottages, Welsh slated roof, two heavy decorative brick ridge stacks, gabled cross wing at either end with circular vents near the top. Front door and three-light casement to ground floor of each projecting gable, other windows are two-light side hung casements under decorative brick shallow arched heads.

Nos. 105 to 107 (odd) High Street, Trumpington

C20. Pair of cottages, thatched roof with hipped ends down to single storey eyebrow dormer on each end, dumbbell pan, two storey centre section, three red brick chimney stacks, rendered walls. Leaded light windows in timber sub-frames, integral porches under eaves.

Trumpington Road

The Old Mill House, Trumpington Road

An early C19 two storey house of brick with hipped slate roof associated with the milling complex now lost on the corner of Long Road and Trumpington Road.

6 Belvoir Terrace (Vine Cottage), Trumpington Road

1857, by Anthony Salvin. The house was built on to an existing cottage, which remains to the rear. It was built for and first occupied by Professor William Selwyn. Whilst a striking contrast with the neighbouring terrace, it does utilise the local brick and Welsh slate but the junction between the two is odd. The coach arch through the terrace adjacent to the house perhaps suggests that the terrace was intended to be longer and symmetrical. Some fireplaces of the period remain. Salvin worked extensively in Cambridge and this house for a local academic displays his domestic rather than collegiate work. There have been some alterations, such as the insertion of garage doors into the cottage at the rear, and there are notable cracks evident in the walls of some rooms.

No. 2 Brookside

This building was occupied by St. Mary's Junior School. It is detached and has four storeys, including a basement. The walls are Gault brick, the gutters

are plastic, and all the windows are timber-framed. There are three chimney stacks. The hipped roof has a slate covering.

The second and first floors each have four 2/2 vertical sash windows. The ground floor has three 2/2 vertical sash windows, and the basement has one 2/2 vertical sash and two 1/1 horizontal casement windows. The second floor windows have curved tops. There are plat bands below the second and first floor windows. The main entrance has stone steps leading up to the timber door. These are covered by a metal arched canopy, with decorative wrought iron supports. There are wrought iron railings to the front of the property. The south elevation has iron balconies on the first and second floors and bay windows on the ground floor.

Nos. 3 & 4 Brookside

This four-storey building is occupied by the Mander Portman Woodward Independent Fifth and Sixth Form College. It 3 and 4 are a semi-detached building. The walls are Gault brick with decorative red brick. The roof is slate and there are five chimneystacks. The second floor has large gables and dormer windows. Three of these have 2/2 vertical sash windows with shaped tops, and the fourth has two 2/2 vertical sash windows with flat tops. There is an additional small extension with three 2/2 vertical sash windows. The first floor has one bay with three 1/1 vertical sash windows, another bay with four 1/1 vertical sash windows, two 1/1 additional vertical sash windows, two 2/2 vertical sash windows with pointed tops and two 2/2 vertical sash windows with flat tops. The ground floor has three bays, two with three 1/1 vertical sash windows each and one with four 1/1 vertical sash windows, plus an additional three 1/1 vertical sash windows. The basement has two bays, each with one 1/1 and two 1/1 vertical sash windows. It also has three small top-hung casements and one 2/2 vertical sash. There are stone steps leading up the main entrance of each building.

No. 5 Brookside

This is a four-storey plus attics, detached building, occupied by the Perse Junior School for Girls. The walls are Gault brick and the roof is tile, with two chimney stacks. There are three dormer windows. The second floor has three 2/2 vertical sash windows with stone surround. The first floor has three 2/4 top-hung casement windows with stone surrounds and pediment over the top of the frame. The ground floor has two 2/2 vertical sash windows with a stone surround, and the basement has two 6/6 horizontal casement windows. All windows are timber-framed. There are stone steps leading up to the main entrance. The timber door has a stone canopy supported on corbels. There are wrought iron railings to the front.

No. 6 Brookside

A tall gault brick building of 3 floors, basement and dormers to attic. 3 bays with door to left side, limestone surround, round arch with keystone to panelled door which has semi-circular fanlight and narrow round headed windows the each side with a brick wall alongside steps leading to the street. There is a door beneath the steps. Centre bay of 1/1 sash windows with low

window -box iron railings to first floor and then end bay has canted, limestone bay windows to basement, ground and 1st floors, 1/6 sashes of timber (2/2 to basement). Flat lead roof to bay windows. All windows have gauged gault brick arches with limestone edges and stone sills. Windows are set in four inch reveals with round moulded brick edges. Dog tooth string course between ground & 1st floors, plain string between 1st & 2nd and broad frieze to cornice. To left is single storey section, heightened in recent times with modern windows. The roof is slate with end stack and the 3 dormers have hipped slate roofs, casements and timber bargeboards.

No. 7 Brookside

Two storey house of gault brick in Flemish bond with basement and attic. Red brick detail to window arches, which have limestone keystones. Red brick banding and red brick bold cornice. 5 bays wide with bay containing front door, recessed on left hand side. Steps between a pair of low gault brick piers with copings and iron gate lead up to arched double doors with modern canopy above. Windows above are 2/2. Second, third and fourth bays of windows in four inch reveals and the bay between them has canted bay windows to ground floor and basement with a low parapet on top (3/1 sashes to basement windows). First floor has tall plastic windows divided into 3 panes. Above and to dormers are 2/2 sashes and basement. Slate roof with high gable stacks and 4 gabled dormers with ball finials.

Nos. 8-12 (consec) Brookside

A row of double fronted villas, 3 storeys with basements and attics of gault brick in Flemish bond and limestone dressings. Wrought iron railings with finials to front and following steps to pavement. Each villa has door to left and bay windows to right. Bays run from basement to 1st floor, canted with limestone around windows of 1/1 timber sashes (2/2 to basements). Doors have doorcases of limestone with acanthus leaf consoles supporting small flat canopies, 4 panelled doors with semi-circular fanlights. Above are 1/1 sashes. Slate roof above projecting cornice, rows of stacks between villas and dormers.

Nos. 13 & 14 Brookside

As above but slightly lower in height and bay windows running from basement to ground floor only. Windows 2/2 no dormers and doors with upper panels glazed and rectangular fanlights.

Nos. 15 & 16 Brookside

As above again but with bay windows running from basement to 1st floors. Windows 2/2 sashes, except above the front door which are 1/1 as are the bay windows. Front doors paired at the top of steps with railings. 4 panels with upper panels glazed to no15. Rectangular fanlights. Doorcase has triangular pediment supported on scrolled brackets with scallop shell detail above and acanthus leaf below and plain pilasters – all in limestone. 4 dormer windows in slate roof.

No. 17 Brookside

'School of Education'. 3 storeys with basement. Brown brick in English bond. 12/12 sash windows with limestone surrounds. Similar limestone around central double front doors with rectangular fanlight and railings lining steps to pavement. Roof hidden behind parapet.

No. 18/19 Brookside

Double fronted corner house, 3 storeys and basement with wrought iron spear railings in front. Bay windows from basement to 1st floor either side of central front door. Bay windows of limestone with parapets 2/2 with 1/1 side lights, canted. Door is recessed, 6 panel door with central moulding with arched windows above on both floors with limestone surrounds and keystones to the arches – all 2/2. Stone quoins to corner of Pemberton Terrace and the gable to this street has blind windows within stone surrounds either side of central door with rectangular fanlight and sturdy pilasters framing the door and supporting a simple canopy. Arched window above. Hipped slate roof.

Nos. 20 & 21 Brookside

Pair of early C19 houses, 2 storey with basements and dropped dormers. Each is of 2 bays with a sash window to the left of the front door and 2 6/6 sash windows without horns above. Ground floor sashes are of 3 lights, the centre being 3/3 without horns and side lights of 4 panes vertical. Similar windows to basement. 2 dormers to 21 face Brookside of 6/6. No 20 has one dormer of same type facing Brookside and one facing Pemberton Terrace. Semi-circular fanlights over 4 panel front doors. Fanlight to 21 has decorative glazing bars, no 20 is plain. Gault brick in Flemish bond and slate roof. Steps and iron railings lead to road with iron fencing in front. Brick flank wall to Pemberton Terrace.

No. 22 Brookside

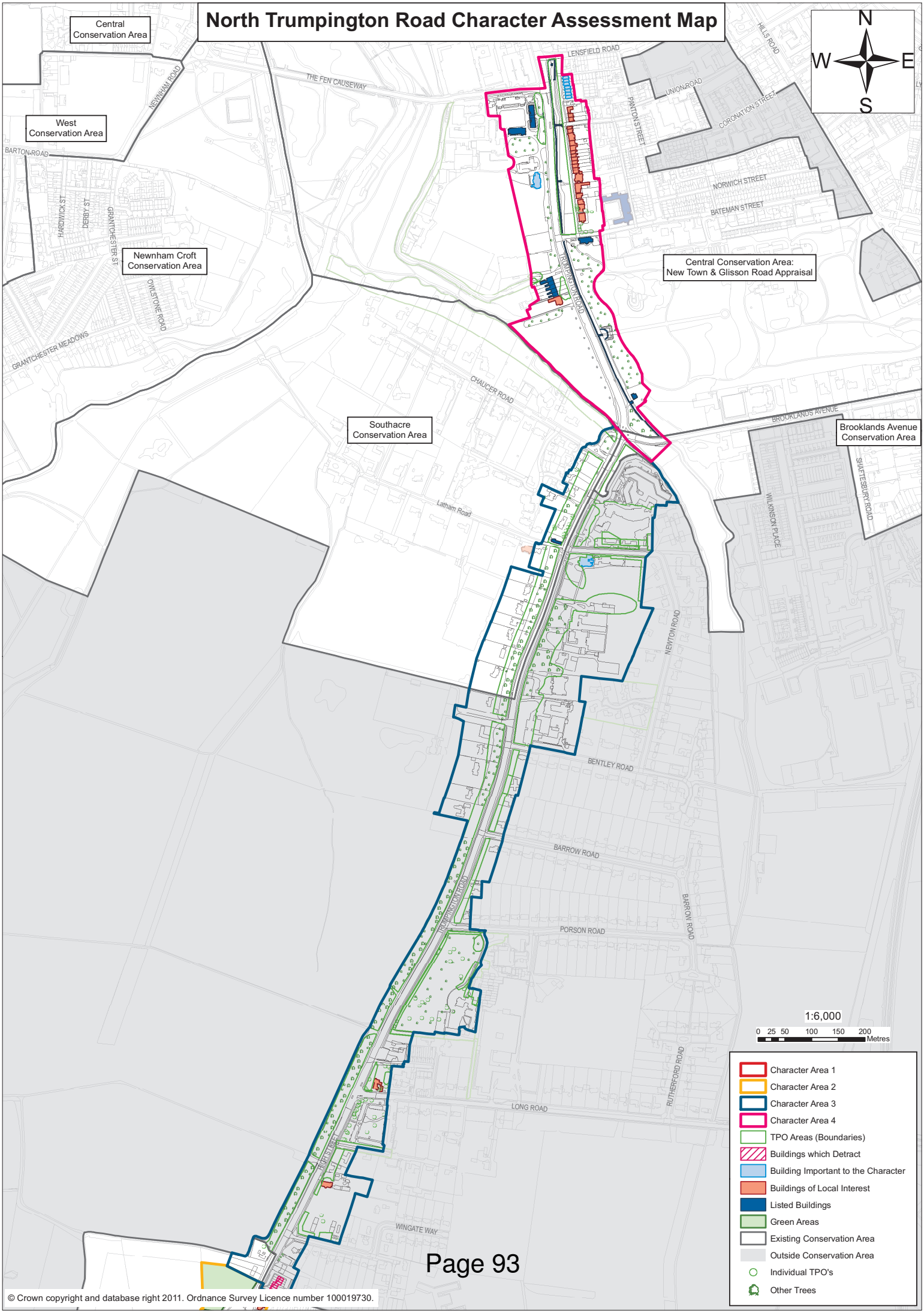
2 storey with lean-to roof over front bay window and door. 8/1 sashes to ground floor and 6/1 above. White painted brick with slate roof.

References

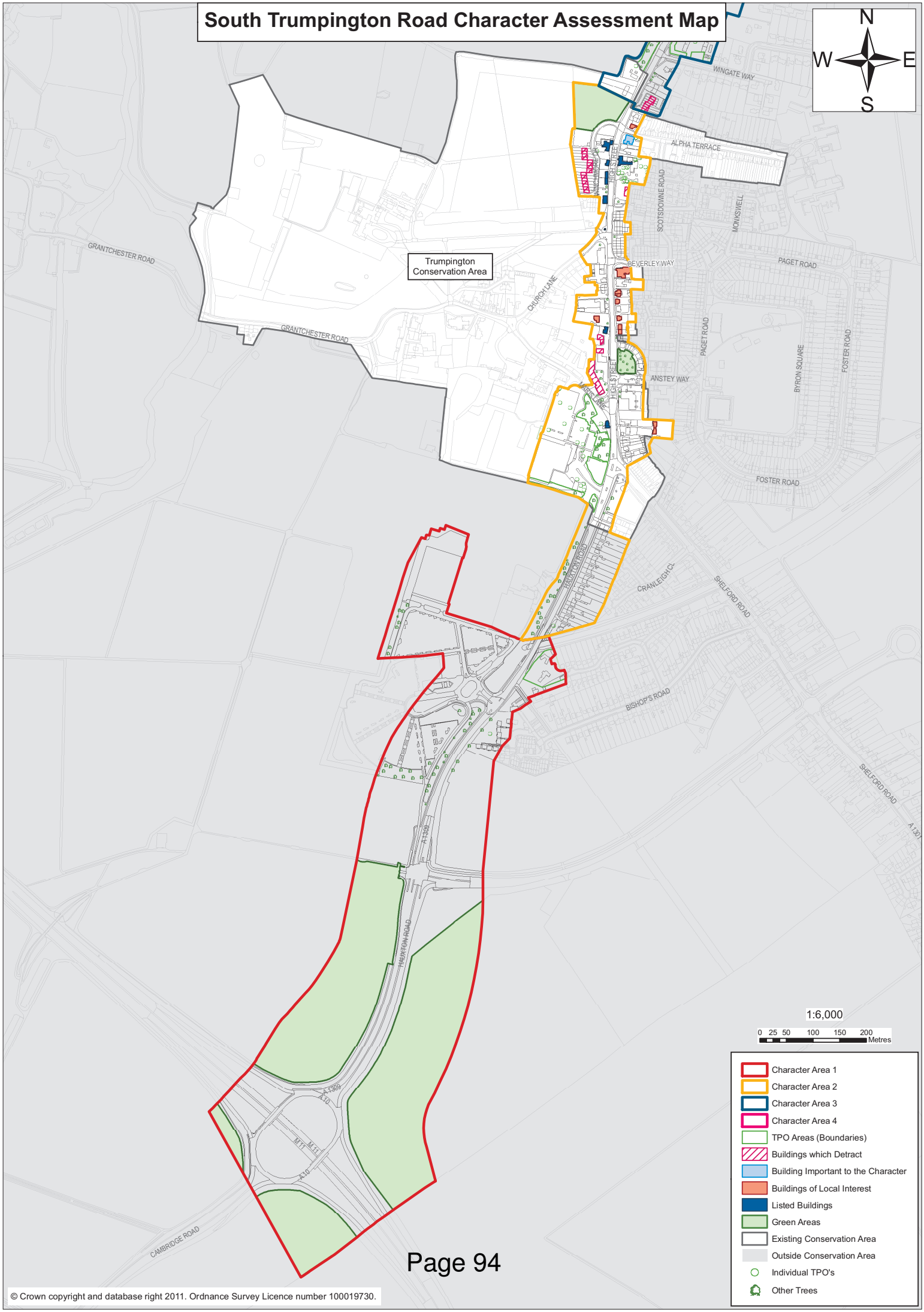
Trumpington Local History Group – www.trumpingtonlocalhistorygroup.org

Cambridgeshire Landscape Guidelines: A Manual for Management and Change in the Rural Landscape 1991

6. Maps



South Trumpington Road Character Assessment Map



Cambridge City Council **Item**

To:	Executive Councillor for Planning and Sustainable Transport: Councillor Tim Ward	
Report by:	Head of Planning Services	
Relevant scrutiny committee:	Environment Scrutiny Committee	26/06/2012
Wards affected:	Castle, Arbury, West Chesterton	

CONSERVATION AREA BOUNDARY REVIEW AND APPRAISAL FOR CASTLE AND VICTORIA ROAD
Not a Key Decision

1. Executive summary

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

1.2 In 2010, consultants drafted an Appraisal of the Castle and Victoria Road area of the Central Conservation Area. The consultants proposed an extension to the boundary of the Conservation Area at the same time. The Central Conservation Area was designated in 1969 and part of this area now being appraised, more specifically Castle Street, Mount Pleasant, Pound Hill, and Lady Margaret Road, was included in an extension in 1976. This draft Appraisal provides evidence to illustrate that the Castle and Victoria Road area meets current national criteria in terms of special architectural and historic interest for Conservation Area designation, and in addition that sections currently outside the existing boundary are also worthy of inclusion.

1.3 A period of public consultation was held between 19th March and 30th April 2012. The broad consensus of opinion was in favour of the proposals as outlined in the Appraisal.

2. Recommendations

2.1 The Executive Councillor is recommended to agree the summary of responses to the public consultation on the draft Appraisal of the Castle and Victoria Road area of the Central Conservation Area.

2.2 The Executive Councillor is recommended to approve the Appraisal of the Castle and Victoria Road area of the Central Conservation Area attached as Appendix 2 and to agree the revised Central Conservation Area boundary.

3. Background

3.1 Funding for Pro-Active Conservation work, including Conservation Area Appraisals, was agreed for the financial years 2008-9, 2009-10, and 2010-11.

3.2 Conservation Areas are defined as "areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance". Conservation Areas comprise a material consideration in the determination of planning applications. They also serve as a useful record of information for pro-active work, such as Supplementary Planning Documents or other formal or informal guidance on the development of a given area.

3.3 Consultants were invited to quote for work to appraise the Castle and Victoria Road area of the Central Conservation Area in May 2010 and one, of two, bids was accepted in June 2010. The first draft was completed in August 2010.

3.4 The methodology the consultants used for the work was in accordance with the best practice guidance set out in Planning Policy Statement 5 and Guidance on Conservation Appraisals, February 2006.

3.5 The amenity societies, English Heritage, County Highways and Planning, Environment Agency, the Ward Councillors and the County Councillor were consulted as statutory consultees.

3.6 The public consultation period was held from 19th March to 30th April 2012. The public consultation was promoted on the City Council website with a link to the draft Appraisal and a comments form. A press release was issued to promote the consultation. Hard copies of the document were available at Cambridge City Council Customer Service Centre for reference along with comments forms. Property owners of those properties which will be added to the current Conservation Area should the draft Appraisal be agreed ,were advised of the exhibition and consultation by leaflet drop.

3.7 Prior to the public consultation, local residents' associations and ward councillors were contacted giving advance notice of the consultation and were asked to suggest a suitable format and venue for an exhibition. A weekday evening exhibition was provided as this proved previously successful for another exhibition.

3.8 A public exhibition on the Appraisal was held on the 19th April at St Luke's Church, Victoria Road. Local residents' associations, ward and county councillors were notified of the exhibition. The information regarding the exhibition was included in the text on the consultations page of the City Council website and it was also in the press release issued to publicise the consultation. In a two and a half hour period, some 30-40 residents attended the exhibition to ask questions of the Conservation Officers present.

3.9 In total the consultation produced 38 written responses, 22 in support of the draft Appraisal and proposed extension, with some proposed additions or alterations to the text, and 11 against. The other responses were general comments on the text or the process. A summary of the responses has been included in Appendix 1. This includes responses to each comment and notes of any amendments made to the draft consultation document.

3.10 The recommendation is to consider approving the alterations to the boundary of Conservation Area no 1, the Central Conservation Area, as shown on the proposed Castle and Victoria Road Conservation Area map in the Appraisal. The proposed new boundary includes the following streets:

- Hertford Street, East Hertford Street, Alpha Road, Carlyle Road, Albert Street, Croft Holme Lane, Magrath Avenue, Clare Street, Hale Street, Arthur Street, St Luke's Street, Searle Street, Hilda Street, Victoria Road, Corona Road, Green's Road, Primrose Street, Victoria Park, Nos. 2 to 46 and Nos. 1 to 63 Garden Walk, Nos. 2 to 34 and Nos. 1 to 13 French's Road, Nos. 20 to 43a Bermuda Terrace, Nos. 14 to 62 Histon Road, Histon Road Cemetery, Cranwell Court Histon Road, Nos. 17 to 115 Histon Road, Histon Road Recreation Ground, Service Station Histon Road, Nos. 2 to 130 Huntingdon Road, Benson Street, Benson Place, Canterbury Street, North Street, Canterbury Close, Priory Street, Westfield Road, St Stephen's Place, St Christopher's Avenue, Halifax Road, Richmond Road, Wentworth Road, Nos. 2 to 146 and Nos. 3 to 135 Oxford Road

3.11 Subject to approval of the Appraisal and prior to publication, the most up to date base map will be used for all the maps in the document. This may differ slightly from that included with the Appraisal at Appendix 2 and may be done without the formal approval of the Executive Councillor for Planning and Sustainable Transport in order to provide factual updates showing changes to the Appraisal area that have occurred on the ground since the publication of the draft study.

3.12 In the Appraisal, the consultants have suggested that the use of Article 4 Directions to control alterations to principal elevations be considered. Article 4 Directions in effect remove some Permitted Development Rights for property owners in a specified area. Any such Direction would need to be considered in the context of the review of development policies in the Cambridge Local Plan and appropriate consultation and review undertaken. The Appraisal cannot, on its own, obligate the Council to take such an action.

3.13 In summary, the Castle and Victoria Road Conservation Area Appraisal detailed assessment shows that the area, together with the proposed extension, clearly meets the statutory Conservation Area criteria of an "area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance". This is principally due to its character and the quality of the architecture and open spaces. It is therefore recommended that the draft Appraisal be approved and adopted.

4. Implications

(a) **Financial Implications**

The Appraisal has already been paid for from the Pro-Active Conservation Program budget.

(b) **Staffing Implications**

The extensions to the Conservation Areas will result in some additional workload arising from planning and tree work applications that involve properties and trees in the Conservation Area boundaries.

(c) **Equal Opportunities Implications**

There are no direct equality and diversity implications. Involvement of local people in the work followed the guidance set out in the Statement of Community Involvement. It should be noted that there are additional responsibilities on householders living within Conservation Areas who will need to apply for planning permission for certain works to dwellings and trees.

(d) **Environmental Implications**

The Appraisal provides a useful base of information from which to help protect and enhance the existing historic and natural environment of the Castle and Victoria Road area.

(e) **Consultation**

The consultations are set out in the report above.

(f) **Community Safety**

There are no direct community safety implications.

5. Background papers

These background papers were used in the preparation of this report:
Planning Policy Statement 5

http://www.communities.gov.uk/publications/planningandbuilding/pps5

English Heritage: Guidance on Conservation Appraisals, February 2006

http://www.english-heritage.org.uk/publications/guidance-conservation-area-appraisals-2006/

Consultation draft Castle and Victoria Road Conservation Area Character Appraisal, 2012

6. Appendices

Appendix 1
Summary of responses to public consultation

Appendix 2
Draft Castle and Victoria Road Conservation Area Character Appraisal, March 2012

7. Inspection of papers

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

Author's Name:	Susan Smith
Author's Phone Number:	01223 - 457168
Author's Email:	susan.smith@cambridge.gov.uk

Castle & Victoria Road Conservation Area - Draft Appraisal: Summary of Responses

1 = action taken
2 = not within the remit of this document
3 = no action taken

NB: Where the same comments have been made by different methods, these have only been included once e.g. where emails are making the same points as Comments Forms.

	Respondent	Comment		Response		Action
1	English Heritage East of England Region	(i)	English Heritage support and encourages the preparation of up-to-date appraisals, therefore the document is welcomed.	(i)	Noted	(i) 3
		(ii)	The appraisal clearly defines the expanded boundary and Article 4 designations to protect the street elevations of unlisted buildings should be considered.	(ii)	Noted	(ii) 2
		(iii)	Consideration should be given to preparing development briefs to encourage redevelopment of negative sites within expanded conservation area	(iii)	Noted	(iii) 2
2	Natural England	(i)	No response received			
3	Cambridgeshire County Council – Strategic Planning	(i)	The proposed boundary alterations are supported	(i)	Noted	(i) 3
		(ii)	It would be useful to acknowledge the importance that the areas of open space and gardens (particularly mature vegetation) provide for wildlife. In addition, reference to the River Cam should also refer to its county-wide importance for wildlife, having been designated as a County Wildlife Site	(ii)	This point is noted and will be addressed in future conservation area reviews	(ii) 3
4	Cambridgeshire County Council – Highways	(i)	No response received			
5	Environment Agency	(i)	The Environment Agency would seek to prevent inappropriate development within the floodplain area or would impact on the wider environment including flora, fauna and potential contamination	(i)	Noted	(i) 3

			of the water environment.			
6	Save Our Green Spaces	(i)	The report is comprehensive and deals with green spaces and trees in a perceptive way and calls for action in several areas.	(i)	Noted	(i) 3
		(ii)	The area does not have many sizable public open green spaces, Concern is growing that there is a real need to ensure green spaces are created where possible with substantial rather than decorative trees, Magrath Avenue is a case where the retention of the avenue is important.	(ii)	Noted	(ii) 2
		(iii)	TPOs are rescinded far too easily in favour of development. This is a damaging trend and we hope that the City and County Councils will work together to ensure more tree planting and their protection.	(iii)	Noted	(iii) 2
		(iv)	Castle Mound and its approach are important as a green landmark as well as for historical reasons. It needs attention to improve the appearance and preservation.	(iv)	Noted	(iv) 2
7	Cambridge Past, Present and Future	(i)	The updating of the appraisal covering one of the oldest designated Conservation Areas in Cambridge is welcomed.	(i)	Noted	(i) 3
		(ii)	The proposed extensions are strongly welcomed. The designation should benefit any future redevelopment proposals	(ii)	Noted	(ii) 3
		(iii)	Any lost boundary railings, for example Alexandra Gardens, should be studied to determine if any should be replaced	(iii)	This work would need to be undertaken as part of a wider assessment of the public realm	(iii) 2
		(iv)	A street lighting strategy is needed for the conservation area with descriptions to highlight where historic or special lighting should be kept. The County Council's current PFI contract should be updated and funding allocated accordingly in close liaison with the community	(iv)	The City Council is working closely with the County Council and the contractor, Balfour Beatty, as part of the maintenance contract for the PFI contract in order to ensure suitable lighting columns replace historic/special lighting	(iv) 2
		(v)	Clearer guidelines for the historic environment are required with regard to street clutter and furniture	(v)	Any guidance would have to form part of a specific project in a given	(v) 2

			design. Colour themes and finishes should be introduced and full design guidance established and shared between the City and the County Councils. Surplus signage should be reduced. The Guided Bus and other bus routes have an impact on the street design in the local area and should be more sympathetically designed to prevent erosion of the quality of streetscapes and green spaces		area, as the budget/resource to complete such guidance separate to an agreed project does not exist		
		(vi)	There is a lack of street furniture in the area which needs to be addressed. There should be more emphasis on sustainable access to the city centre ie walking and cycling. Designs should respect the historic environment and be comfortable. The departments within the City and County Councils should co-ordinate and manage the street furniture	(vi)	See (v) above	(vi)	2
		(vii)	There should be more opportunities for on-street tree planting. Major trees are focal points which should be highlighted on the map. New opportunities should be taken to enhance the Conservation Area with new planting	(vii)	Some additional features added to the maps. The suggestion regarding new planting is noted	(vii)	1
		(viii)	There is a lack of green and other open spaces which should be addressed with reference to the Open Space & Recreation Strategy 2011. Protected Open Spaces should be highlighted and a more detailed history and description of other open spaces such as Histon Road Park should be provided	(viii)	Additional text may be added regarding the description of open spaces prior to the publication of the appraisal	(viii)	1
		(ix)	There are no comments regarding any new and old public art	(ix)	No new public art was noted by the consultants	(ix)	3
		(x)	Mitcham's Corner requires a full description including the origin of the name and more reference to the design brief for the area	(x)	The document does make reference to the Mitchams Corner Area Strategic Planning & Development Brief. The corner that Mtcham's Corner gets its name from is not in a Conservation Area	(x)	3

		(xi)	The National Policies need to be updated to take account of the approved NPPF	(xi)	Alterations made to text	(xi) 1
		(xii)	In 3.1, the reference to 'good provision of pubs' needs to be clarified. There are more near the river but none within housing areas on and off Huntingdon Road	(xii)	There are pubs at Mitcham's Corner, Pound Hill, Histon Road, Castle Street as well as other areas. Therefore as a comment on the general character of the area it is deemed to be appropriate	(xii) 3
		(xiii)	The landscape setting should note the total lack of formal sports pitches	(xiii)	There are many areas of Cambridge without formal sports areas. There is no necessity to mention this within the text in this type of document	(xiii) 3
		(xiv)	Some historical maps illustrating changes to the area over time would help to illustrate the development	(xiv)	Historic maps may be included in the final document	(xiv) 1
		(xv)	The reference to J C Loudon should be expanded to include his other works	(xv)	Noted but considered an unnecessary level of detail.	(xv) 3
		(xvi)	An additional map should be added to highlight the distinct character areas as per other appraisals, as well as ward area delineation within the Conservation Area	(xvi)	The map is an illustration of what is written in the text of the document. The document clearly states the three character areas. There is no advantage to be gained from an additional map. The ward areas map does show the division of the area by ward. They are shown by the use of a dotted black line	(xvi) 3
		(xvii)	The involvement of the Cambridge Preservation Society in the prevention of full slum clearance and the retention of historic buildings around Kettle's Yard should be added	(xvii)	Additional text may be added to the final document once the information has been researched	(xvii) 3
		(xviii)	It is unclear why Stretton Avenue and Harvey Goodwin Avenue are not included as presentable 20th century developments	(xviii)	Noted, however these streets were not picked up by the consultants as being worthy of inclusion. They are of different character to the majority of the housing in the area	(xviii) 3
		(xix)	The Issues section (8) should be broadened with	(xix)	The issues highlighted in section 8 are general comments which will be	(xix) 3

			clearer recommendations for improvements to be made, including guidance, threats and opportunities		taken into consideration should there be an opportunity to make improvements when development is being undertaken		
		(xx)	The inclusion of Article 4s is welcomed which we would like to see the City Council take further	(xx)	The use of Article 4 directions is a matter of policy which is a matter for the Local Plan	(xx)	3
		(xxi)	It is recommended that St Luke's Church should be put forward for listing (rather than as a BLI) and that some additional buildings are considered for BLI status	(xxi)	These recommendations are noted and will be further considered in due course	(xxi)	3
		(xxii)	Opportunities to carry out further enhancements of the historic environment: threats to historic environment	(xxii)	Noted	(xxii)	2
		(xxiii)	Listed Buildings descriptions in Appendix 1 is not clear whether this is the original full listings	(xxiii)	These are the full listings as issued by the DCMS	(xxiii)	3
		(xxiv)	Headings and annotations on the maps appear to differ from one Conservation Area Appraisal to the next these need to be consistent	(xxiv)	Noted. The Council is improving the mapping annotations as the appraisals are drawn up therefore some of them will differ. Future maps will use the same colour scheme as that which has now been developed	(xxiv)	3
		(xxv)	Some additional views should be added to the maps	(xxv)	Alterations made to the maps	(xxv)	1
8	A C Architects Cambridge Ltd	(i)	Mitcham's Corner is a significant barrier to free movement and the highway configuration in general is a negative aspect to the character of the area	(i)	Alterations made to the text	(i)	1
		(ii)	The reference to a former 'pub' on the corner of Albert Street is incorrect	(ii)	Alterations made to text	(ii)	1
		(iii)	The reference to a new house on the corner of Westfield Lane is incorrect as these are flats designed by this company	(iii)	Alterations made to text	(iii)	1
		(iv)	The reference to the prevalence of UPVc windows	(iv)	Alterations made to text	(iv)	1

			in Histon Road and Victoria road is directly linked to the traffic noise and sound reduction qualities of these windows. Traffic impact should be acknowledged in the appraisal			
		(v)	If the area is to be expanded as suggested, it should join up with De Freville Avenue and include George Street, Herbert Street and other Victorian/Edwardian streets which are part of this development phase of Cambridge's expansion. The management of traffic has a huge impact and this should be acknowledged and tackled head on	(v)	The consultants did not suggest the expansion of the boundary any further than that proposed in this appraisal. To expand further would require another consultation. References have been made in the draft document to the problem of highways following previous comments as above	(v) 3
9	2 letters in favour of designation, 1 against	(i)	Strongly support	(i)	Noted	(i) 3
		(ii)	Despite some buildings which detract, it is a remarkably intact urban environment of mainly 19th and early 20th century housing with outstanding architectural and historic surviving features. The extent is a key feature with the whole being greater than the sum of its parts.	(ii)	Noted	(ii) 3
		(iii)	There is a danger that many benefits of designation are underplayed and the additional restrictions on permitted development tend to be exaggerated.	(iii)	Noted	(iii) 3
		(iv)	The use of Article 4 Directions would be welcomed to protect the most intact parts of the proposed area, for example Victoria Park	(iv)	The use of Article 4 directions is a matter of policy for the Local Plan	(iv) 3
		(v)	There are many modern buildings which are correctly marked on the maps as buildings which detract. Surprisingly the large worksheds at Hibbitt's stone masons on Victoria Road are not mapped and they should be considered as such	(v)	These buildings have been added to the map	(v) 1
		(vi)	The number of responses to the consultation is far too small to be used to contribute to determination of the decision on designation.	(vi)	There have been a number of responses including those from residents' associations (which represent a number of people).	(vi) 3

					Some Conservation Area consultations do not receive a great response, however this does not detract from the suitability of an area for designation.		
		(vii)	I strongly support the designation but the number of responses is very, very few.	(vii)	See above	(vii)	3
		(viii)	Having lived in the area over the last forty-five years I feel it completely unjustified	(viii)	Noted	(viii)	3
		(ix)	The relatively few Listed Buildings are spread around giving no consistency to any particular street. To lump the other variable buildings into a Conservation Area is not a good thing as the constraints would hinder all sorts of work. The Planning rules and regulations are completely adequate	(ix)	There are designated Conservation Areas in the city which have no Listed Buildings at all. Conservation Area designation can be for many reasons including the visibility of the original layout and consistency of the building style, as can be seen in the proposed extension	(ix)	3
		(x)	The idea that even more bureaucracy is a help in future development is burdensome, very costly and completely ludicrous. The survey is useful and informative but I feel no good argument has been put forward to recommend this new proposal and it should be rejected out of hand	(x)	The appraisal gives a good account of the character of the area and indicates the reasons why the area is worthy of Conservation Area status	(x)	3
10	10 comments forms in favour of the proposed extension	(i)	Richmond Road Residents' Association - broadly in agreement of the character and that there is much worth preserving here. However it has been difficult to put together a representative response reflecting the considered views as the residents are unclear as to the impact the designation would have on the issues that could potentially affect them. These include improvements to energy conservation and the longer term sustainability of the existing housing stock. It would be helpful for the Council to provide links to information on permitted development rights and planning policies as they would apply to Conservation Areas.	(i)	There was an outline of the what additional permissions are required for development in a Conservation Area available at the exhibition. This information is also available on the internet and officers are happy to answer any questions relating to these points directly.	(i)	3

		(ii)	Fuller guidance on possible access to financial assistance for residential and environmental improvements should be more fully explained, although it is recognised that these are difficult issues to compress into a single consultation exercise. They do have a bearing on attitudes towards Conservation Area designation and we would welcome further discussion and debate about the approach that can be expected from the Council were designation to be approved.	(ii)	Conservation Area designation or extension does not have a budget for any particular works or improvements. Information available on the website will be reviewed for possible improvements. The Conservation team are happy to answer any questions or queries directly.	(ii) 2
		(iii)	Nevertheless as an association we concur with the consultants' view that the area is worth protecting from inappropriate development, but we also need to ensure that the area is able to adapt and to develop in a way that will provide sustainable living conditions for future generations	(iii)	Please see comments above	(iii) 3
		(iv)	Broadly speaking a sensible enough extension – although it is open to question whether it would stop some recently approved developments	(iv)	Noted	(iv) 3
		(v)	With the loosening of planning regulations, conservation status may be useful in controlling some developer's wider ambitions	(v)	Noted	(v) 3
		(vi)	What are the costs of implementing and regulating this process? One wonders if such funds as are available might not be better directed towards, say, evolving a local policy of energy conservation	(vi)	There are costs involved with the designation of Conservation Areas in regard to additional work within Planning Services. The review of the Local Plan is the forum for looking at energy conservation in terms of policies for Cambridge	(vi) 3
		(vii)	The area is full of interesting old streets and houses and it needs protection from being spoilt	(vii)	Noted	(vii) 3
		(viii)	The area should include the whole of Mitcham's Corner	(viii)	When the De Freville Conservation Area was appraised for Conservation Area designation in 2009, the Mtcham's Corner/Chesterton Road area was	(viii) 3

					assessed for inclusion. It was not considered worthy of Conservation Area designation then		
		(ix)	Section 8 is rather thin and slight	(ix)	The issues highlighted in section 8 are general comments which will be taken into consideration should there be an opportunity to make improvements when development is being undertaken	(ix)	3
		(x)	It is far too late to stop/alter many of the developments criticised in the report, e.g. Castle Park	(x)	Noted	(x)	3
		(xi)	Victoria Road is blighted by a level of traffic unsuited to a narrow Victorian road. It is a prime candidate for a 20mph speed limit and traffic calming. The parking restrictions in Victoria Park should be enforced.	(xi)	Additional comments have been made in the text to traffic issues	(xi)	1
		(xii)	If it is designated, all affected residents should be explicitly informed about what alterations require planning approval	(xii)	Noted	(xii)	3
11	4 comments forms against the proposed extension	(i)	This is not a community led initiative unlike the development of the strategy for Mitcham's Corner. It is being imposed without proper consultation and the room for the event on the 19th April was too small to see or find out anything	(i)	The City Council has an obligation under Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to review and designate Conservation Areas. The consultants were asked to appraise the area that is already designated and to put forward any proposed extensions to that area. Re. the exhibition, the initial influx of people was followed by a more steady flow which enabled a better view of the displays	(i)	3
		(ii)	I do not support the proposed extension. The area should be further developed	(ii)	Noted	(ii)	3
		(iii)	The Castle area is mainly standard plan Victorian	(iii)	It is the consistency of the	(iii)	3

			housing and there is little evidence in the report of any special architectural or historic interest beyond it being 100 years old. They are not unique		architecture which gives the area its character and makes it worthy of designation		
		(iv)	The whole area is hardly of historic importance although there are areas which need careful preservation e.g. Histon Road Recreation Ground. There are areas which have a cohesive character e.g. Victoria Park. However there are many areas within the proposed extension which are not of the same character e.g. Castle Park, Mount Pleasant House. Most spare sites have been developed. The main atmosphere is one which is not especially distinctive	(iv)	The majority of the proposed extension has a cohesive quality and is from a similar era. Within Conservation Areas, proposals for new development need to be of an appropriate design to preserve or enhance its character and appearance. In effect, this gives the City Council more control over development	(iv)	3
		(v)	The introduction of a Conservation Area would prohibit improvements and adaptation in terms of thermal efficiency – externally insulating walls, double or triple glazing	(v)	Home owners still retain some of their permitted development rights within Conservation Areas, for example the replacement of windows and doors, and the installation of solar panels on roof slopes.	(v)	3
		(vi)	The expansion of the Conservation Area would create many planning applications for changes which can currently be performed under existing permitted development rights. These changes are rarely detrimental to the wider area. Therefore is this a suitable use of a planning officer's time?	(vi)	See above reply to (i) regarding obligations under section 69	(vi)	3
		(vii)	I would support the extension if it makes it easier to improve Mitcham's Corner	(vii)	Part of Mitcham's Corner is within the proposed Conservation Area and any proposals that came forward would be measured against the character of the area	(vii)	3
		(viii)	There is a big traffic problem in the area that should be addressed more urgently than considering an extension of the Conservation Area boundary	(viii)	Highways issues are dealt with by the County Council and are not within the remit of this document	(viii)	2
12	4 emails in favour of the proposed	(i)	Fitzwilliam College Sports Ground on Oxford	(i)	This was not noted by the	(i)	3

	extension		Road should be included		consultants as an area worthy of inclusion		
		(ii)	The consultation process is very short with the decision being made at the end of June	(ii)	The consultation process for Conservation Area Appraisals follows a particular format and is considered sufficient time to enable a broad range of responses	(ii)	3
		(iii)	There should be more attention paid to the impact of traffic and the need for more greenery. Other suggested alterations to the text	(iii)	Alterations have been made to the text	(iii)	1
13	5 emails against the proposed extension	(i)	In Conservation Areas, people are forced to abide by rules which means they might as well live in a Listed Building which is a large burden to bear	(i)	Properties in Conservation Areas still have permitted development rights unlike Listed Buildings which do not have any	(i)	3
		(ii)	A few streets warrant protection, but not the general area as shown on the map which does not seem to satisfy the criteria as set by English Heritage. The streets are not uniform in character either in architectural style, layout or their age. Few streets have consistent ridge-lines and many have lost some of their original detail	(ii)	There is some uniformity in character through the area and it is often the differences in the details, for example roof ridge-lines, which adds interest.	(ii)	3
		(iii)	The report does not pick out any particular buildings as being of importance or of having any architectural merit other than age	(iii)	The document has a list of important buildings in its appendix. There are a number of both Listed Buildings and Buildings of Local Interest (BLIs) which are in the proposed Conservation Area. There are also a number of proposed additions to the BLI list. As mentioned above, the criteria for designation can be visibility of the original layout and some consistency of the building style which are both evident in the proposed Conservation Area	(iii)	3
		(iv)	Due to the age of a lot of the properties and their	(iv)	There are many energy saving works that can be done to unlisted	(iv)	3

			construction, it is questionable whether they should be retained due to environmental concerns. Most would benefit from energy saving renovation, however many of these would affect the character of the buildings. It is undemocratic to force people to live in homes which leak heat just because they are old		buildings within Conservation Areas under permitted development rights. The designation of a Conservation Area does not stop development		
		(v)	What criteria in 'Understanding Place: Conservation Area Designation, Appraisal and Management' is satisfied in this area? The only possible area would be 'a particular style of architecture prevails', but that is no different to many thousands of similar houses all throughout the UK. Traditional materials prevail, but only because the majority of the buildings are built in brick. Therefore I do not believe that the area satisfies any of the criteria for Conservation Area designation	(v)	These are criteria that it is thought prevail in the proposed extension to the Conservation Area. It could also be argued that the original layout is visible in the street pattern. In that regard, the area does conform to criteria as set out by English Heritage and has a character that is worthy of protection and designation	(v)	3
		(vi)	The notion of making the area a Conservation Area is laughable. There is no difference between this area and others up and down the country	(vi)	There are many areas of Victorian and Edwardian properties in Cambridge and other towns and cities which are designated as Conservation Areas. For the reasons as set out above, it is believed that this area too is worthy of designation	(vi)	3
		(vii)	The area has no distinct architectural quality or uniformity of design and none of the English Heritage criteria apply. Therefore I conclude that it is not worthy of designation	(vii)	See comments above regarding the English Heritage criteria	(vii)	3
		(viii)	The Council should assess the impact pf the proposed Conservation Area on the ability of owners to modify their homes, make improvements to energy efficiency, install secure bike parking on their property, housing costs, potential future changes to road environments. Without these assessments the Councillors will not be in a good position to assess the pros and	(viii)	Points raised regarding alterations to properties in Conservation Areas are addressed above. Highways matters are dealt with by the County Council	(viii)	3
				(ix)	The effect of introducing a Conservation Area is a national		

		cons		matter for consideration by government	
		(ix) Councillors should introduce policies which would reduce the impact of introducing a Conservation Area	(x)	The obligation to review Conservation Areas is outlined above; the cost of property ownership is not a matter for a Conservation Area Appraisal to take into account	(ix) 2
		(x) Concerned that Conservation Area status will increase the cost of property ownership	(xi)	The methods used for consultations are constantly being reviewed to ensure those within the affected area are aware	(x) 3
		(xi) The consultation has been poorly advertised	(xii)	Information regarding how Conservation Area designation affects the local residents was made available at the exhibition and is on the Conservation web pages	(xi) 2
		(xii) The consultation should have been clearer about what impact a new Conservation Area would have on the lives of those in the area	(xiii)	The obligation to review Conservation Areas is outlined above. Each appraisal document is justification for that area being designated	(xii) 3
		(xiii) Conservation Area designation is a substantial incursion on the freedoms of property owners so there should be a strong reason for introducing one. The Council has not justified the extension of Conservation Areas into great swathes of the city	(xiv)	Noted	(xiii) 3
		(xiv) Many of the areas covered by the proposed Conservation Area would be better designated as 'areas for substantial change'. Many of the properties are small, unsuited to modern life and not particularly well built	(xv)	Undertaking the appraisal was agreed by Councillors before it was commenced	(xiv) 3
		(xv) Councillors should consider what has driven these proposals and if the 'historic environment' officers are trying to create work to justify their existence	(xvi)	Due to the nature of public consultations, the date a report on a Conservation Area Appraisal will go to Committee may change. Therefore the exact date may not be known when the consultation begins	(xv) 3
		(xvi) There needs to be greater clarity over when the Councillors will be asked to consider the matter and when it comes in force	(xvii)	Works that have begun before an	(xvi) 3

					area is designated as a Conservation Area can be completed without the need for additional planning consent		
		(xvii)	There is potential impact on work in progress when a Conservation Area is introduced. The Council should ensure that those who may be affected by designation know the impact it may have on their project	(xviii)	Alterations have been made to the text	(xvii)	3
		(xviii)	Traffic problems have not been addressed	(xix)	Noted		
		(xix)	Arbury Fast Fit is designated a building which detracts. I disagree – it is a striking, imposing building that breaks up the street scene	(xx)	Noted	(xviii)	1
		(xx)	Many of the modern buildings in the area have been marked as buildings which detract. These findings should be passed onto those involved in planning and efforts made to ensure future new buildings have a positive impact on the area			(xix)	3
						(xx)	3
14	2 emails making other points	(i)	In principle I probably support the proposal, but would first like to see a balance appraisal of the pros and cons	(i)	The Conservation pages of the City Council website will be reviewed to verify if appropriate and sufficient information is made available regarding the pros and cons of Conservation Area designation	(i)	2
		(ii)	The key question is what criteria do the Planning and Scrutiny Committees use to take decisions concerning proposed major developments and are they consistent in applying them? It is difficult to see how the Varsity Hotel is 'preserving or enhancing' the character of the Central Conservation Area.	(ii)	Committees of the Council take account of national legislation and local policies when considering planning applications	(ii)	3
		(iii)	The Council should take reasonable steps to inform residents of the outcome of the consultation before the Committee meeting so that they are informed of the final proposal. For example, those who made a representation by email could be informed in that manner	(iii)	The report for Environment Scrutiny Committee is available on the City Council's website a week before the meeting. Where contact details are available, these people will be notified when the report is available	(iii)	1

15	Pegasus Planning Group on behalf of Pan Albion LLP – Representation received 1st June 2012	(i)	Clients are freehold owner of land at Mitcham's Corner, the 'Staples Island' site – including Staples and Lloyds Bank	(i)	Noted	(i)	3
		(ii)	The draft needs to be amended to needs to be amended to refer to the National Planning Policy Framework (NPPF)	(ii)	The draft went out to consultation prior to the adoption of the NPPF. It has subsequently been altered to include references to it	(ii)	1
		(iii)	There is no reference to the 'Staples Island' site a clear recognition that there is nothing there worth protecting or preserving. It is remiss of the Appraisal not to make specific reference to the existing buildings which detract	(iii)	Under *4.2, Victoria Road and Victoria Homes* on page 18, there is mention of Staples 'which looks derelict on the Victoria Road side'. It also refers to the 'considerable scope for visual improvement here'. It is shown as a Building which Detracts on the Townscape Analysis Map	(iii)	3
		(iv)	The area of historic and architectural significance is restricted to the land and properties to the west of Croft Holm Lane and north of Victoria Road and there are sound conservation grounds for excluding the 'Staples Island' site from the extended conservation area	(iv)	The boundary includes this site as it is at the end of Victoria Road. With Lloyds Bank and the Portland Arms being part of the character of the area and worthy of inclusion, the 'Staples Island' site and the modern office development by the Portland Arms are also included as being part of the grouping of these buildings	(iv)	3

Castle and Victoria Road Conservation Area Draft Appraisal

Cambridge City Council

DRAFT March 2012

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1. Introduction

This Appraisal seeks to define what is special about the Castle & Victoria Road Conservation Area, and to provide information about its landscape, architectural merit and historical development. The Castle area is one of eleven designated Conservation Areas in Cambridge. It forms part of the Central Cambridge Conservation Area (No.1) designated in 1969.

This Appraisal reviews the existing Conservation Area boundary and assesses the potential for designation of the largely residential areas east of Huntingdon Road, the southern end of Histon Road and Victoria Road south to Chesterton Lane Suggestions are made for the extension of the existing Conservation Area to include parts of these streets.

1.1 Method

Beacon Planning Limited, working on behalf of the Cambridge City Council, have assessed the character of the Castle & Victoria Road area and have set out measures to ensure the future protection and improvement of it.

1.2 Location

The area covered by this Appraisal includes the area bounded by Northampton Street, Chesterton Lane and Chesterton Road in the south and Madingley Road, Mount Pleasant and Huntingdon Road to the west. The northern edge is Oxford Road and the streets off the north side of Victoria Road, including the southern section of Histon Road.

The area is bounded by the Historic Core Conservation Area to the south, Storey's Way Conservation Area to the northwest, and the West Cambridge Conservation Area to the west.

2. The Planning Policy Context

Section 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 imposes a duty on Local Planning Authorities (LPAs) to designate as 'Conservation Areas' any "areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance".

The special character of Conservation Areas means that the control of development is stricter than in other areas. Therefore new buildings and the spaces around them must preserve or improve the character of the area. The siting, scale, height, form, details and building materials will all need to be carefully chosen.

2.1 National Policies

The National Planning Policy Framework, adopted in March 2012, sets out the Government's planning policies for England and how these are expected to be applied. It sets out the Government's requirements for the planning system.

2.2 Local Policies

The Cambridge Local Plan 2006 sets out policies and proposals for future development and land use to 2016. A summary of Local Plan policies and the major implications of Conservation Area designation are appended to the end of this report.

Although not directly affected by the 'Areas of Major Change' that will see the expansion of Cambridge on its fringes, the North West Cambridge Area Action Plan will, however, see the development of a substantial area to the northwest of the Castle and Victoria Road Conservation Area. This will clearly impact on the wider setting of the Conservation Area.

3. Summary of Special Interest

3.1 General Character

The Conservation Area comprises the Roman settlement and Norman Castle with a huddle of small streets off Castle Street. It also includes the 19th century residential terraced streets south of Victoria Road to Chesterton Road, Victoria Park estate to the north, Histon Road cemetery and the streets around it, and the Edwardian development north-east of Huntingdon Road. There is an area of modern office development at the top of Castle Street to the rear of Shire Hall.

The proposed Conservation Area is an intensely urban area, heavily built-up with housing and offices, with good provision of pubs and churches but an unfortunate lack of shops and cafes. For historic reasons, it has small open green spaces of great character and historic interest (e.g. castle mound, churchyards of St Peter's, St Giles' and St Luke's, Histon Road Cemetery), but Alexandra Gardens, Histon Road Recreation Ground and Shelly Gardens are the only parks maintained for recreation (although proximity to Jesus Green and Midsummer Common make this less significant than it otherwise might be). Practically the whole area was either farmland in the Middle Ages or, being royal land, was deliberately kept clear of settlement to protect the defensive value of the castle. This pattern continued well after the Enclosure of the parish of Chesterton in 1840.

Four distinct types of settlement we see today reflect this history:

- Crown land on Castle Hill that was purchased by the County Council in the 1930s has been used for office building on a massive scale;

- Rural uses (barns, markets, cottages etc) that developed around St Peter's church in the seventeenth, eighteenth and nineteenth centuries with the demise of royal interest led to overcrowded slums that led in turn to clearance and re-development in the mid-twentieth century, whilst retaining a street pattern and many buildings that are now charmingly revived;

- Medieval open fields of Chesterton, north of Castle Hill, were, with a few exceptions (e.g. Albert Street, 1852), not used for housing until the late nineteenth century, at which point local builders acquired plots covering sections of newly-laid out streets, and houses within the Triangle (between Magrath Avenue/Clare Street, Victoria Road and Chesterton Road) were put up at considerable speed; and

- Beyond this area, much land fell into the ownership of St John's College, and development was more piecemeal and in general rather later and more suburban in character.

The character is a mix of terraced streets with subtle differences in house types, design and detail. The form of buildings around the castle is modest in scale, with cottages, almshouses and inns in a less formal arrangement of

streets reflecting their earlier origins. The buildings tend to be in pairs, groups or informal terraces in a piecemeal fashion. Buildings here are often timber framed and rendered or encased in later brick with tiled roofs, but there is local gault brick and slate too, often all in the same building. In the terraced streets, buildings are mainly of the 19th or early 20th centuries, of gault brick with slate roofs and of mostly two storeys, but rarely above three.

The area includes some larger buildings too, such as Shire Hall and Westminster College. The offices around Shire Hall have been built in the latter decades of the 20th century and more recently. A small area of tall modern buildings in its own complex (Castle Park) has been created, contrasting sharply with the modest cottages of the Castle Street area.

The area does not contain landmark buildings of citywide importance and churches are modest in scale. However, the spires of St Peter's and St Luke's and the tower of Westminster College act as local landmarks.

Exceptional archaeological sites include the whole of the walled Roman town and a medieval castle that was re-fortified by Oliver Cromwell. Visible elements are banks around Pound Hill (remains of ramparts that were part of the defences of Roman Cambridge), the motte of a Norman castle, and gun emplacements for Cromwellian defences of the Castle Hill area. Outstanding historic buildings include St Peter's church, now a diminutive and delightful church that dates back to the 12th century but was largely reconstructed in the eighteenth century, St Giles' church, an imposing 19th century church whose interior is important for an original 11th century arch and Victorian stained glass and painted chancel roof, St Luke's church, with its ornate West Door and immense steeple one of the highest landmarks in Cambridge, Kettle's Yard, where Jim Ede converted four 18th century cottages into a world-class exhibition space for 20th century art, and the Folk Museum, within the 16th century White Horse Inn. The grouping of St Giles', St Peter's, Kettle's Yard and the Folk Museum, at the east end of Castle Street, provides a miniature 'cultural complex'.

3.2 Landscape Setting

This is the highest part of Cambridge; a gravel-topped ridge of the Lower Chalk forms a natural promontory, rising to 70 feet above the River Cam and the castle is sited here. A backcloth of trees runs along the edges of the area, as along Madingley and Huntingdon Roads, Chesterton Lane and Jesus Green. There are some street trees too, softening the urban form, e.g. along Carlyle Road, and there is an avenue along Chesterton Road.

There are no large open commons or spaces within the area, though properties on the north side of Chesterton Road have fine views over the River Cam and Jesus Green. The Cambridge General Cemetery off Histon Road, the Histon Road recreation ground and Alexandra Gardens on the site of former brickworks, are the largest open spaces.

There are no views of rolling countryside, for this is all built-up, but there are fine panoramic views across the city from the top of the Castle Mound.

3.3 Historical Development

Sited at the lowest bridging point over the slow moving River Cam, where the group of east-west tracks known as the Icknield Way found a crossing point below a dominating spur of land, Cambridge would appear to be a natural place for occupation. A defended Iron Age settlement existed on top of Castle Hill, overlooking the river crossing and it was chosen by the Romans in the first century AD at the point where they chose to take the road from Colchester across the Cam, bound for Godmanchester and beyond.

Castle Hill, a natural defensive high spot above a rare bridging point of the Cam, was defended with large ditches in the Iron Age and was intensively settled as part of reconstruction after Boudicca's revolt. Urbanisation on a modest scale came in the early 2nd century, probably due to Hadrian and part of a plan to develop the Fens to provide farm products for troops in the north. A network of gravelled streets was laid out, and new buildings included a centrally-heated mansion to accommodate official travellers. In the early 4th century some 9 hectares of settlement were surrounded by a wall of Barnack limestone, 1-3m thick and backed by a rampart and ditch, but leaving the richest areas undefended. The defended area contained few signs of urbanisation, and in fact unsuitable features such as burials, pottery kilns and quarries have been excavated here. A likely interpretation is that Cambridge was defended as a taxation centre, collecting grain to feed the army on the Rhine.

The Roman town was never a major settlement, but finds of Northamptonshire limestone and Peterborough pottery show that Fen trade occurred. Its demise seems to have been a gradual decay and it was abandoned in the 5th century. In 695 it is said that the monks of Ely came to the site to seek a coffin for the body of St Etheldreda and found it desolate '*civitatula quondam desolata'*. The Saxons had chosen the opposite bank of the Cam for their main settlement and from this time, the 'lower town' expanded within its own defensive ditch. The Roman, 'upper town' continued to be occupied during the Dark Ages and it was to this that William the Conqueror came in 1086 and erected a large motte and bailey castle at the south-east corner of the Roman town, to protect the river crossing, demolishing some twenty seven houses in the process.

The castle, and indeed the site of the Roman town, lay within the parish of Chesterton, a village lying a couple of miles to the east and the area was bound by the common fields of that parish, which was to constrain the growth of the 'upper town' in years to come.

The motte survives to this day as the Castle Mound, but the castle itself has long gone. Edward I had added to its construction in the late 13th century and the gatehouse survived into the reign of Elizabeth I, but by 1590 the castle was described as old, ruined and decayed and it became a quarry. However, in 1643, when Cambridge became the headquarters of Cromwell's Eastern Counties Association, a supply of stone, bound for the new Clare College, was halted and the castle bailey was refortified with bastions.

The castle gatehouse was finally demolished in 1842 to make way for a court house, which itself was demolished in 1954. In 1931-2 a new County Hall (the present Shire Hall) was built on Castle Yard (designed by H H Dunn) on the site of the demolished County Gaol. Bricks from the latter were re-used.

Up to the 13th century, Cambridge was an increasingly prosperous trading centre and in 1209 the University was founded, gradually changing the character of the place. College and University building took place in the lower town, the castle area being relatively unaffected. It wasn't until the end of the 19th century that College building took place in the upper town and the first in the castle area was Westminster College in 1899.

In 1628 Thomas Hobson enabled the building of the Spinning House, a joint workhouse and house of correction, on Castle Hill. This became a notorious place and only ceased to be used when a new town gaol opened in 1829. It was finally demolished in 1901 and a police station built on the site.

Throughout the 17th and 18th centuries, Cambridge seems to have changed little as the confining effect of the surrounding common fields prevented expansion, but led to gross overcrowding. It was the enclosure of these fields in the early 19th century which significantly changed the appearance of the town with the development of New Town and other expansion to the south.

The castle area was different. Enclosure of the St Giles' parish occurred in 1805, although the Enclosure map shows that there had been limited development along Huntingdon Road by this point. The castle area was, however, bounded by the common fields of Chesterton which were not enclosed until 1840, so expansion beyond the upper town did not occur until after that date.

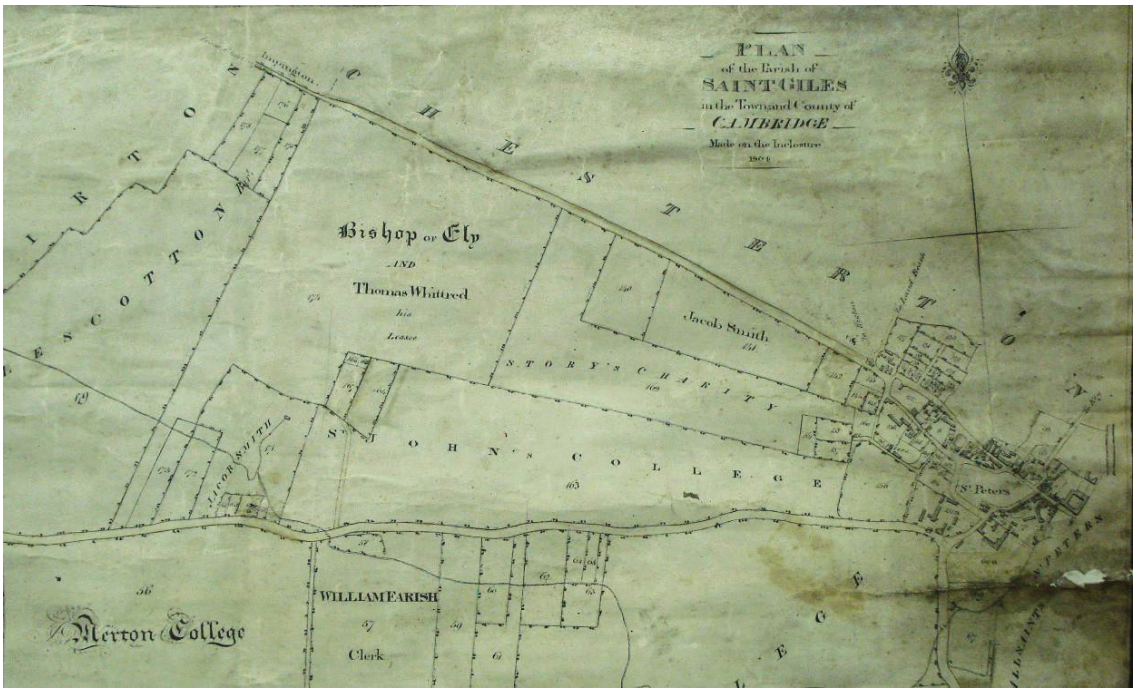

FIGURE 1: ENCLOSURE MAP ST GILES' PARISH 1805 SHOWING LIMITED EXPANSION ALONG HUNTINGDON ROAD

19th century development of agricultural land for working-class housing here reflects patterns of pre-Enclosure land ownership (two main families, Bensons and Wraggs, neither interested in development), the changing fortunes of many small builders, who often built a better-class house for themselves amongst the terraces they were constructing, and the pressing needs to house large families within walking distance of employment opportunities. One unusual feature that has given unity to streets within the Triangle was a large brick pit on the site of Alexandra Gardens, which extended across the lower parts of Alpha Road and Hertford Street. Clay from this pit must have been used for many of the houses.

An open space called Pound Green in the area of today's Pound Hill and Haymarket Road is shown on the Enclosure map. The hay market moved here in 1820, followed by the cattle market, which was later relocated in Hills Road. The Pound Green area seems to have become built up after this date. Within 40 years of the Enclosure of the Chesterton common fields, New Chesterton was built, mostly by private developers in a piecemeal fashion using the plots laid out by the Enclosure Commissioners. This is reflected in the street layout and the variety of house designs which is a result of the preference of individual developers or builders.

In 1837, the year of Queen Victoria's accession, the Cambridge Victoria Friendly Society was founded to provide almshouses for elderly members of benefit societies. In 1841 Victoria Homes built an asylum, north of Victoria Road together with a range of almshouses to the design of George Bradwell. After 1850 further accommodation was provided in groups of single storey dwellings. Residents were supplied with allotments, which are still very much in use and give a significant rural air to otherwise scruffy end of Victoria Road. Only the Miller's Almshouses of 1903 survive with 1920s houses fronting Victoria Road.

At a meeting in 1841 it was agreed that a cemetery should be established for the middle classes of the area and so in 1842 the Cambridge General Cemetery was laid out on the east side of Histon Road. The cemetery was opened in 1843 and was to remain unconsecrated for use chiefly by Nonconformists. The design and planting was by J C Loudon together with a lodge and chapel by E. B. Lamb. Loudon was so inspired by his own work in Cambridge that he used the cemetery to illustrate his ideas on landscape and the use of public space.

A church was required for the community of New Chesterton and in 1874 St Luke's was started on Victoria Road. The architect was W. Basset-Smith and the large church was given a spire. A Congregational Chapel and Sunday School were built next door. St Luke's Church School also opened in 1874, with two buildings, one for infants and the other (an Industrial School) for older children. This became the Harvey Goodwin Home for Boys and in 1896 it was affiliated to the Waifs and Strays Society. It closed in 1919 and the site is now occupied by a printing business. A third school (for girls) was built on the opposite side of Victoria Road in 1882. On the south side of Victoria Road, apart from Albert Street, little had been built by then, though the street pattern

was emerging, but with only a few terraces built. Carlyle Road was still to be named in 1886, but south of it was a large brickworks with kiln.

On the first edition (1886) of the OS map, the north side of Chesterton Road has a number of terraces built (Belle Vue, Melrose, Sentis, Carlyle and Spring Terraces). No.61, forming part of Sentis Terrace, built around 1880, was purchased by Major Norfolk who opened a hotel there with twelve bedrooms. This is now the Arundel Hotel, which has expanded into the rest of Sentis terrace and now has over 100 bedrooms.

Development to the north of Histon Road came later. By 1886, Oxford Road, Richmond Road, Halifax Road and Priory Street had all been set out, but at that time only a few short terraces had been built (eg Harold Terrace on Richmond Road and Vince Terrace on the south side of Halifax Road).

Chesterton corn mills were shown at the end of French's Road and the Victoria Soap and Candle Works at the end of Garden Walk.

In 1897, land between Oxford Road and Richmond Road was purchased by Revd Thomas J. Puckle to build a second church in the parish of Chesterton. St Augustine's was built in 1898 by Coulson & Lofts at a cost of £1,140. The building, which still stands in Richmond Road, served as a school during the week and a church on Sundays. The churchyard and playground has since been built on and the school closed in the 1960s, but the church is still in use.

By 1903 the Oxford Road to Halifax Road area was still being built, but much of the area between Victoria Road and Chesterton Road had been completed, except Magrath Avenue, and the brickworks had closed. By the time of the 1926 OS map, the brickworks had been purchased by Chesterton Rural District Council for £425 (the area was still outside the town boundary at that date) and laid out as Alexandra Gardens, which was opened in 1907, complete with 'tennis ground', bowling green and lavatory. Magrath Avenue had also been built by the time of the 1926 map, complete with its cinema on the edge of the Cromwellian fortification. The cinema, known initially as The Rendezvous, opened in 1915, but was destroyed by fire and the Rex replaced it on the same site in 1932. The Rex was itself replaced by Wessex Place, home for frail elderly, which was closed in 2010.

The 1939 OS map shows the completion of the terrace near the junction of Histon and Victoria Roads and the new County Hall in the castle bailey. North of Shire Hall, as it is now known, much has happened in the late 20th and early 21st centuries with the development, firstly of the Octagon extension to Shire Hall itself in the 1970s, and then the large office blocks of Castle Court.

3.4 Archaeology

The river crossing was a key feature in the development of Cambridge. A small area excavation at the Bridge Street crossroads in 2000 uncovered evidence starting with the Roman Road leading to the river crossing, an Anglo-Saxon cemetery, late Saxon buildings, mediaeval and post-mediaeval buildings. The total depth of archaeological remains was in excess in 4 metres.

There are two Scheduled Ancient Monuments in the area: Cambridge Castle Mound (SM CB14) and Civil War Earthworks (SM CB 48).

A defended Iron Age enclosure existed on Castle Hill prior to the Roman Town, perhaps as large as 7ha. It was banked and ditched and would have controlled the crossing point of the River Cam. Excavations on Castle Hill have revealed a large defended gateway on its northwest side and the Iron Age site (perhaps dating to the first century BC) had defensive ditches (2m wide x 1.2 m deep), which were widened (to 3m wide x 2m deep) in the final phase of occupation (first century AD), prior to the Roman Conquest. This might be symptomatic of the site's position between the Iceni, Catuvellauni and Trinovantes tribes. The significant presence of silver and gold Iron Age coinage in Cambridge might reflect the town's importance as a trade and regional centre, as early as the Iron Age.

The Castle area is the site of Roman Cambridge, called Duroliponte (Durolipons from the Antonine Itineraries) meaning Duro = fort and liponte = 'a boggy overflowing river' or just ponte = bridge. (The Antonine Itinerary is a register of the stations and distances along the various roads of the Roman Empire, containing directions how to get from one Roman settlement to another. The British section is known as the *Iter Britanniarum*; there are 15 such itineraries in the document.)

The fort was constructed perhaps after AD60/61 following the Boudican Revolt, although whether this was a legionary fort per se is still debatable. The fort and its defences were slighted in the early second century AD when further streets were built parallel to Akeman Street. The only public building known from the Roman town was also built at this time; a *Mansio* perhaps indicating that the town was part of the Hadrianic development (during the rule of Roman Emperor (117 -138 AD) Publius Aelius Hadrianus, commonly known as Hadrian and responsible for Hadrian's Wall) of the *cursus publicus* (the state-run courier and transportation service of the Roman Empire) from Ermine Street to the Fens.

Four Roman roads converge on Castle Hill. These are:

- Via Devana (A14 heading north-east along the south side of Huntingdon Road)
- Via Devana (A1307, alongside Hills Road, towards the south and Addenbrooke's Hospital)
- Akeman Street (heads north-west along the A10, via the Mere Way, to Ely etc.)
- Akeman Street (heading south-west to join the A603 towards Arrington and Wimpole)

The site is a key crossing point of the River Cam, almost the last point upstream where a sea-going ship could sail from the North Sea through the Fens.

In the 4th century AD a stone wall (constructed from Barnack limestone and clunch blocks) was built around the town to protect it. This wall was 2-3 m wide and had a bank (2.5m high) and ditch (12m wide x 4m deep). This fortification was rapid and arbitrary and crossed buildings, suggesting an Imperial decision rather than being part of local planning and was more to do with overall defence of the region rather than the importance of Roman Cambridge. It was abandoned in the 5th century and is recorded in Bede as being ruined in the late 7th century, though it is likely its Roman walls may have still been standing as late as the 11th century.

By the time of the Norman Conquest, Cambridge had developed into a thriving town based around castle hill and the river crossing. Before the castle, this area of Cambridge appears to have been settled as part of the Saxon town. Domesday Book records the destruction of 27 houses for the castle and the merging of two wards into one, showing the density of settlement. Excavation on the site uncovered late Saxon grave markers, indicating the presence of a church here (All Saints?). This was a thriving community on the hilltop overlooking the river crossing.

Cambridge Castle was a motte and bailey castle, having a central mound with a keep on top, and an outer area enclosed with a moat and wall. After the Norman Conquest, however, Cambridge Castle became neglected with less than 30 shillings a year being spent on its upkeep. In 1283, Edward 1 began to rebuild the castle in stone. The decaying earth and timber ramparts were replaced by high curtain walls and imposing towers of the latest design. Over the centuries it was continually altered and extended as follows:

- Gatehouse: built 1286/9, demolished 1841. It had double gates, a portcullis and a drawbridge, and a lead roof.
- The Barbican: completed in 1288, its plan survives in the street pattern to the west of Castle Street.
- 'Drum' Towers: built in 1286/89
- The Great Tower: built in 1288 on top of the old motte, this tower would have given panoramic views of the surrounding countryside as well as dominating the Cambridge skyline. It had been demolished by the 1550s.
- The Great Hall: built in 1286-87, a 3 storey building with stables under the great Hall and a private 'solar' above.
- The Kitchen: early fourteenth century, a wattle-and-daub building with stone foundation.
- A chapel is not mentioned in the building accounts but repairs are recorded in the 14th century. A fragment of Romanesque style stonework was found on the site in the 19th century which suggests that there may have been a chapel within the earlier Norman castle.
- The Postern Tower: built in 1288, which housed the castle prison.

In the post-medieval period an artillery fortress at Cambridge was begun in 1643 on the castle site to protect the headquarters of the Eastern Association during the English Civil War. Building stone intended for Clare College was commandeered, and fifteen houses demolished, presumably to open up firing avenues.

The artillery fortress reused the castle ditch on the side closest to Chesterton Road, and three bastions, or defended cannon emplacements, were constructed: the one to the northeast being larger and copying the castle shape, whereas the ones to the east and west were smaller. By December 1644 new ditches had been dug to the north and east, and the fortress was complete. Cambridge Castle never saw action in the Civil War and its defences were slighted, or razed, in 1647.

By the 18th century the only surviving buildings from the earlier phases of Cambridge Castle were the Civil War barrack block and the medieval gatehouse. During the late 17th and 18th centuries many of the earthwork defences around the castle were levelled, including the north-western civil war bastion, and the moat surrounding the central motte.

Castle Street, a Roman road later diverted around St Peter's Street, had been established in 1660-80 overlying the slighted Civil War earthworks, and the 18th century saw the development of housing along the Castle Street frontage. At the east end, there are two churches to either side of the Roman road. The 11th century church of St Giles' was demolished and entirely rebuilt by Healy of Bradford in 1875 of grey gault brick in English bond on an adjacent site in the churchyard. This incorporates two of the original arches. The churchyards, Bells Court and the castle area all provide green spaces. There are numerous public houses, although some have been lost or changed use (e.g. the 16th century White Horse Inn has become the Folk Museum), and also restaurants as well as Kettles Yard, a modern art gallery. Further up the castle, the old police station, the 1930s Shire Hall, and a few cottages of great charm still survive. On a clear day, views from castle mound can reach across the county, with Ely Cathedral occasionally visible. Much of the area surrounding the castle continued in use as allotments and agricultural land until the later 19th century, when it was developed for housing.

In 1803 plans were drawn up for the construction of a new County Gaol by George Byfield. The new county gaol consisted of a brick-built octagonal prison building. A governor's house and an imposing gateway were placed to the south-east of the gaol, the flat roof of the gatehouse acting as a place of public execution. Constructed between 1802 and 1807, the new county gaol was a "state of the art" facility, its design reflecting contemporary thinking on prison and social reform. Alterations were made to Byfield's design in 1863 by William Fawcett, which substantially increased the accommodation and the number of cells, particularly providing additional solitary cells.

In 1840-2 the City Courts returned to the castle site, and the medieval gatehouse was demolished to make way for a new court house, which was named Shire Hall or Shire House. This building, which fronted into Castle Street, was designed by T.H. Wyatt and D. Brandon, the original plans for

which are housed in the Cambridge Record Office. It was designed in the Italianate style, drawing heavily on influences from Renaissance Italy. However, as archaeologists working in the 1950s discovered, the construction of the Law Courts necessitated the lowering of the ground level by at least 3m, removing all traces of the medieval gatehouse.

Cambridge Prison closed in 1915, and after a brief spell as a branch of the Public Record Office, the site was acquired by Cambridgeshire County Council in 1928. The County Architect, HH Dunn designed a new County Hall that was twice the size of the existing one on Hobson Street, and construction began in 1931, being completed in 1932. The Shire Hall Courts were demolished in 1953.

During the Second World War, Cambridge was considered to be readily defensible, and a series of anti-tank ditches were constructed around the city. Cambridge's defences were a larger version of the same principles of fortification behind the original castle. The outer anti-tank ditches around the town were reinforced by trenches and road-blocks, and the strong point was the castle itself. The surviving Civil War embankments were reinforced with barbed wire, and slit trenches were inserted into the bastions. A company of the Fifth Battalion of the Cambridgeshire Home Guard manned these defences.

4. Spatial Analysis

The area divides into three distinct character areas:

1. The area of the old Roman town from Histon Road south to Northampton Street and from Mount Pleasant east to the edge of the castle fortifications.
2. The area around Victoria Road to Chesterton Road
3. The area from Huntingdon Road to Histon Road.

4.1 Castle Hill and the Old Roman Town

The area is characterised by small streets and short rows of houses, some still timber framed, others of brick, and the castle with Shire Hall in its bailey and then the large scale office blocks of Castle Park, which is a startling contrast to the modest scale of other property in the area. Much of Castle End was considered during the first half of the 20th century to be overcrowded and of poor quality and much was demolished. Since then, it has been rejuvenated and become a desirable residential area.

Madingley Road, Northampton Street, Kettles Yard and Chesterton Lane

The north sides of Madingley Road, Northampton Street and Chesterton Lane form the southern boundary of the Conservation Area. The short stretch of Madingley Road within the Conservation Area comprises the boundary wall to Westminster College with trees behind, then Northampton Street begins with the Presbyterian (now United Reformed) Westminster College and its gates and boundary wall, all grade II listed. Built by Hare in 1899 of red brick and stone in a Tudor style, Westminster College has projecting wings and a tower with a short lantern on top; the gate piers are built of Ancaster limestone.

The College's boundary wall turns into Pound Hill and across the road is a corner pub, formerly the Town & Gown, now the Punter. It is a Building of Local Interest and sits amongst a group of pub buildings all of white painted brick. Next to it is Honey Hill House, a modern building in stock bricks and then the cobbled street of Honey Hill, with cobbles of exotic igneous rock brought to the wharfs of Cambridge as ballast. The adjacent green, to the south of the modest Honey Hill bungalows, permits an attractive view up to Kettle's Yard with St Peter's Church spire behind. Named after its owner, the Yard contained a number of small houses, crowded in a court, which were condemned and demolished before 1939.

Kettle's Yard is grade II listed and was left derelict. From 1958 it became the home of Jim Ede, who renovated it and gathered a remarkable art collection, including paintings by Joan Miro and sculptures by Henri Gaudier-Brzeska, Constantin Brancusi, Henry Moore and Barbara Hepworth. At Kettle's Yard, he carefully positioned these artworks alongside furniture, glass, ceramics and natural objects, with the aim of creating a harmonic whole. This unique place and its collection was given to the University in 1966 and, in 1970, three years before the Edes retired to Edinburgh, the house was extended, and an

exhibition gallery added, both to the design of the architects Sir Leslie Martin and David Owers. This extension is a Building of Local Interest.

Northampton Street finishes with the Folk Museum on the corner of Castle Street and the museum's extension fits in well along the roadside. The view is of St Giles' Church and its churchyard wall leading into Chesterton Lane. This is a short and leafy road with substantial houses on its north side, within the Conservation Area, including the grade II listed Castle Brae in late 19th century Tudor style and of red brick. It is set well back from the road, close to the castle mound and beyond is Magdalene College's Cripps Court.

Castle Street

Castle Street runs northwards, uphill and divides the area in two. On the east is the grade II* listed St Giles' Church on a bank surrounded by its churchyard wall with a war memorial just inside the gate. It is a 12th century church entirely rebuilt by Healy of Bradford in 1875 of grey gault brick in English bond and limestone dressings with fragments inside of the Romanesque church. On the opposite (west) side is the Folk Museum, occupying the former White Horse Inn. It dates from the 16th century with an addition for each subsequent century. It is timber framed and plastered, but the roadside ground floor has been underbuilt in brick, painted white. The front wall is carried up, Cambridge style, in three gabled dormers and on the left is a cart entrance. It is grade II listed, and the Cambridge and County Folk Museum was founded in 1936. It was extended in 2005 along the edge of Northampton Street with an elegant building of brick and windows at high level. In the 1970s the Cambridge Preservation Society (now Cambridge Past, Present and Future) were instrumental in the retention of many of the historic buildings at the top end of Castle Street, between no. 53 and Mount Pleasant, which were under threat of development as they were seen as being beyond repair.

Next to the museum are tall gault brick buildings of three storeys, rising above the museum, with slate roofs behind parapets, sash windows in four inch (100mm) reveals and shopfronts to the ground floor. These are Buildings of Local Interest. Then amongst trees, the tiny church of St Peter is set back on a grassy mound. It contrasts markedly with St Giles' Church across the road, although it too was rebuilt in 1781, when the chancel and nave were demolished, but the tower and spire were kept. It is also a listed building and after being declared redundant in 1971, was vested into the care of the Churches Conservation Trust. The composition, with the buildings of Kettles Yard and Honey Hill as a backdrop, is charming.

Just beyond St Peter's Street is a two storey property with a mansard roof and attic and gault brick to the front with red brick in the gable. This is followed by the Sunday School building of the Methodist Church, and the church itself, both of red brick with stone coloured faience dressings, and both gable to the road and listed. They were built in 1914 by A. F. Scott and Son of Norwich and have been carefully designed to be seen from both Castle Street and St Peter's Street.

From this point, there are glimpses of the castle mound across the road between some sadly indifferent modern commercial buildings. Then comes the Castle Inn on the east side and Bell's Court on the west – all listed. Bell's Court is set behind a little green with trees, enclosed with cast iron post and rail fence. This was the site of the Three Tuns public house (or Whyman's Inn after the landlord whose name survives in the little path beside Bell's Court) a timber framed small building, demolished in 1926. The space created by this demolition echoes the green setting of St Peter's Church further down the hill. Nos. 4 and 5 Bell's Court are of two storeys with six over six pane hung sashes and are of gault brick with a mansard tiled roof; the buildings of Bell's Court are timber framed and rendered with a brick ground floor and a mansard roof with dormers. The end cottage, which is actually No.39 Castle Street has a little shopfront. The County Arms PH, further up the hill, with its mock framing in a neo Tudor style was built in 1937.

The grade II listed Castle Inn across the road dates from the 17th century and is of three storeys, dropping a storey to its white painted cottage downhill. It has six over six pane windows to the first floor and the ground floor has a pub front. There is a first floor projecting bay window on the gable.

From this point, the east side of the street is dominated by the Shire Hall complex and 'castle'. The castle is a grassy mound which affords fine views across the city; it is all that remains of William the Conqueror's castle. Remains of Civil War fortifications adjoin the castle site. Both castle and fortifications are scheduled monuments. Shire Hall sits in the castle bailey and is a building of great civic dignity; it is a fine fifteen bay wide building of three storeys with an extra one added behind the parapet. Built in 1931 to a classical style by H. H. Dunn on the site of the gaol, it is of grey brick with rows of twelve over twelve pane windows either side of a central door with a balcony above.

Across the road from Shire Hall are rows of modest buildings, usually two storeys high, some timber framed and plastered with the corner properties usually former public houses to the small streets running west – St John's Place, Castle Row and Whyman's Lane. Nos. 55-59 are grade II listed buildings.

The development north of Shire Hall has created a complex, Castle Park, with a character all of its own created by the variety of contemporary architectural styles present in the complex. It started with the ugly octagon extension to Shire Hall and then proceeded across Gloucester Street and Gloucester Court, destroying both in the process and replacing them with buildings of up to four storeys and basements. The form, scale, design and sheer bulk of these buildings are at variance with the character of the area and each block competes with its neighbour so there is little unity. Even the landscaping is dwarfed.

The contrast in scale becomes particularly noticeable where the old and new meet, perhaps best illustrated by No.102 Castle Street, a fine two storey gault brick house with a hipped slate roof and end chimney stacks, sandwiched between Babbage House and Titan House. These two modern office blocks

are in a yellow-brown brick with random windows of blue coated metal, three tall storeys high with higher towers either side of the older house. The towers rise another floor and have rounded tops of lead. They were perhaps intended to resemble drum towers to a castle gate, echoing the history of the area, but unfortunately this design reference does not work and appears to have unfortunately encouraged more of the same. It means that the remaining terraces either side of Castle Hill look decidedly vulnerable. They are attractive rows of small buildings and corner pubs, some of which are looking rather neglected and are rather blighted by the surrounding office developments. This traditional group of buildings runs from the Sir Isaac Newton pub and its Dutch gable to a row of boarded-up shops, finally rising to an elegant three storey building.

Mount Pleasant, Mount Pleasant Walk and Lady Margaret Road

The corner of Mount Pleasant seems rather tame in contrast to the offices around it. The modern flats, for the Granta Housing Society, Shelly Gardens have a striking elevation to the junction of Mount Pleasant and Castle Street and a rather bland stretcher bond, brick wall to Castle Street itself. This is a pity as this group of buildings is well designed and the view from Shelly Row is better. It was built on the site of the Phoenix Nurseries, which in turn were on the site of the former All Saints Church, probably demolished in medieval times.

Mount Pleasant rises uphill from Lady Margaret Road northwards to Castle Street, linking The Backs and Madingley Road to Huntingdon and Histon Roads. It is therefore busy with traffic. Only its eastern side is within the study area, apart from Bene't House which is on the west side opposite the junction with Mount Pleasant Walk. Mature trees (mostly Italian Alders) and shrubs create a leafy atmosphere and the almshouse groups which form its southern end are on a raised bank, part of the defences of the Roman settlement.

Edward House and Storey's House, built on Coopers Yard, are modern additions to the holdings of Storey's Charity, which was established in 1693 to provide almshouses for widows of the parish of St Giles' with Holy Trinity. Initial accommodation for the widows of church ministers was provided on the south side of Northampton Street. The land in Mount Pleasant was opposite Storey's Farm in Castle End and in 1844 two rows of new almshouses were built, one in Mount Pleasant, high on a grassy bank and the other in Shelly Row, backing onto Mount Pleasant Walk. Both rows are virtually identical: single storey, built of gault brick in a Tudor style with projecting porches and arched entrances, slate roofs with grouped chimney stacks. Sadly the gardens in front of the almshouses are overgrown and in Shelly Row they are cluttered with wheelie bins.

Opposite Mount Pleasant Walk is No.18, Bene't House, a late 18th or early 19th century house in white painted brick with a slate roof and a mix of windows, some being six over six pane sashes without horns. It is two storeys high and was probably originally a pair of cottages.

Lady Margaret Road links Mount Pleasant to Madingley Road at the bottom of the hill. It was known as Bandy Leg Walk and appears thus on the 1886 map. By 1903 though its name had changed and as it is on St John's College land, the name was changed to that of the College's foundress.

Shelly Row, Albion Row (Albion Yard) and St Peter's Street (Castle Row)

Shelly Row was known as Shallow Row in 1830, and its present name is said to refer to oyster shells unearthed in residents' gardens within the Roman town. The row of two storey houses on the north-east side of the street is on a raised pavement, behind iron post and rail fencing. They have six over six paned windows and a date stone says 'RL 1849'. William Palmer considered this bank to be possibly the edge of the initial Roman fort.

Across the road is a small recreation ground which is lined with trees with a particularly strong line along the rear boundary. Its north-western boundary is overlooked by Storey's House with the small scale 2-storey and grey brick Albion Yard flats flanking the south-eastern boundary. Storey's House strikes a slightly discordant note in the streetscene here, but only because it is of red brick in contrast to the more muted tones and greenery of the road. However, it is in scale with the traditional buildings. The corner of Albion Row has a modern group of housing, three storeys with a flat roof, but to a smart design with a red brick base and render above. It is assertively modern, but to an appropriate scale.

Castle Row leads back to Castle Street and is a small courtyard of two storey houses. Across Shelly Row from here is the Castle End Mission and Working Men's Institute on the corner of Pound Hill. It was built in 1884 with a memorial stone laid on March 6th of that year by Professor James Stewart of Trinity College. It is of two storeys, red brick with limestone banding and a concrete pantile roof.

On the opposite corner running into St Peter's Street is the former Cow & Calf, a pub of some repute, now a picture framing business. St Peter's Street then continues with a terrace on its south side, of two storeys with a bay window on the end, gault brick with red brick detailing and built after 1903. On the north side is the listed Methodist Church and views down the road to the spire of St Peter's. Just before the church is reached is the grade II listed Nos. 18 & 18A with workshop and wall and then a narrow passage into Honey Hill with a row of bungalows followed by two storey housing – all rather hidden.

Honey Hill, Pound Hill and Haymarket Road

Honey Hill leaves Northampton Street and travels a short stretch uphill to Pound Hill. It is a narrow lane paved with cobbles of igneous rocks, basalt, pink granite, granodiorite, quartzite and others, which may have been brought to Cambridge as ballast and then reused as paving here. The south-west side is formed by the flank wall of a brewery building and the Pound Hill school hall. The opposite side leads to the modern housing off St Peter's Street and then Honey Hill Mews, another small, modern group, discreet but not special.

Pound Hill leaves Northampton Street with the Punter PH (formerly the Town & Gown) on the east side, a Building of Local Interest. It is of white painted brick, two storeys with small bay windows to the ground floor and past its yard entrance is a stable/ outhouse block, before the listed School house and St Giles' Hall are reached. The opposite side of the road is enclosed by the boundary walls to Westminster College and there is a view back down Pound Hill to the College's tower. Pound Hill then turns a corner and carries on up the hill, past a tall gault brick house with dormers in its mansard roof to meet St Peter's Street with modern housing and then the Castle End Mission.

Pound Hill widens at the junction with Haymarket Road as it turns northwards. This was formerly known as Haymarket Road and led to the hay market which was held here from 1820 alongside the cattle market for a time, but by 1886 it was described on the first edition OS map as disused. The wide area of Pound Hill was possibly the site of the pound for stray animals, but by 1903 a fine terrace on the south side of Haymarket Road had been built after the street was laid out. The properties are of two storeys in gault brick and slate with red brick arches over paired front doors and ground floor windows, which are of unusual design. The doors are at the top of short flights of steps, with low walls to the front gardens. The middle house has a gable projection in the roof and at the end is a small barbers shop.

4.2 Victoria Road Area

This area is outside the current Conservation Area and it is recommended that the streets described below be included within the boundary.

Victoria Road and Victoria Homes

Visually Victoria Road starts unpromisingly at both ends. At the west (Histon Road) end are brutal apartment and office blocks, out of scale and contrary to the grain of their surroundings. At the east (Mitcham's Corner) end, the Portland Arms is stranded amongst commercial buildings which would be better suited to an out of town 'retail park' and on the opposite side the small bank is overwhelmed by the building occupied by 'Staples', which looks derelict on the Victoria Road side. There is considerable scope for visual improvement here and at the west end of the road. (The Mitcham's Corner Area Strategic Planning and Development Brief was adopted as SPG in 2002.) However, between the two ends are terraces and villas of some quality, although often disfigured by replacement windows and the removal of front garden walls to permit car parking. The latter seems to occur wherever there are shops.

Starting at the east end, the road rises uphill. The Portland Arms is a Building of Local Interest, designed for its site and built in the 1930s of red brick. It is however marred by the advertisements which are emblazoned across its elevations and which should be reduced in number. Across the road is a pleasant bank building, then the rear buildings to 'Staples' which appear semi-derelict and detract from the streetscene. Beyond the Portland Arms are the flat roofed commercial buildings of Alexander House, which also detract, by virtue of their design, scale and materials. An unfortunate break in the street frontage here does not help. But beyond on the north side of the road are

pleasant villas, two with carriageways leading to yards, paved in Staffordshire blue brick paviours, with diamond patterning. Between Corona Road and Victoria Homes is a group of polychromatic brick houses.

Victoria Homes (established 1837) creates a gap on the north side of the road, with two blocks of red brick buildings either side of a low gate which gives entrance to the lawn and yard beyond. The buildings either side of the gate were built in 1927 and the house on the left was used by a nurse. The view from the gate was intended to be terminated by the Victoria Asylum, an imposing building with a central carriageway between Doric columns. Sadly this has long since been demolished and the current view is to undistinguished low modern buildings with an equally undistinguished tall modern building beyond. This unfortunate view is made yet tawdrier by crumbling tarmac, poorly maintained lawns and paths and white lamp posts. The only building of note is on the right, Miller's Almshouses of 1906, but now with plastic windows and doors. The rest are low buildings in grey or yellow brick of little architectural quality.

Opposite Victoria Homes on the south side of Victoria Road, are relatively modest buildings of two storeys and a taller three storey terrace. Most of them are on the pavement edge and have two over two pane windows with horns, where they survive. On the corner of Albert Street is an architect's office which was built by a laundress, Mrs Sandfield, in 1850 (despite the date stone) and the extension on the front was built in 1911 when her son sold the property. The extension housed two shops for many years. The buildings around are more humble in scale as they turn into Albert Yard and Albert Street. Further west, Nos. 45 and 47 are two storey houses in gault brick of around 1850 and are Buildings of Local Interest.

Beyond the former off licence on the corner of Primrose Street (which has lost its front garden wall) the building scale on both sides of the road increases to the corners of Victoria Park with distinguished villas. Across the road, Beaconsfield Terrace terminates the view out of Victoria Park, whilst the flats on the edge of Grasmere Gardens (1977) terminate the view from Primrose Street.

Beyond Fisher Street is the long St Luke's Terrace (1878), which is a fine row of two storey houses of gault brick, some with ground floor bay windows. It is marred by occasional painted brick, replacement windows and the loss of some front garden walls. On the corner of Garden Walk, the red brick, three-storey Peter Maitland Court detracts, its scale emphasised by the colour of the brick. It was built in 1989, replacing the former Congregational (later United Reformed) Church and Sunday School of 1877.

St Luke's Church and the remains of its Infant and Boys School are Buildings of Local Interest and described in Appendix 2. The former Boys School is now occupied and extended by the Kindersley Workshop. The site of the Girls School, across the road, on the corner of St Luke's Street, is now occupied by modern housing. The spire of St Luke's is a local landmark, which can be seen from as far away as Histon Road and its railings and churchyard trees make a positive contribution to the streetscene.

The site of the former Industrial School on the corner of Harvey Goodwin Avenue is now a printing company and beyond is a row of 20th century housing running up to the Carpenter's Arms on the corner of French's Road and then the entrance to Histon Road Cemetery. Beyond here to Histon Road are pairs of houses on the north side, dating from the mid 19th century and Buildings of Local Interest. There are also terraces on both sides which appear on the 1886 map – James's Terrace and Victoria Terrace – both of two storey and gault brick, but many with replacement windows.

This north side of this eastern end of the road begins with Prince William Court, fortunately set back from the road, and the rather bland hostel building with a poor view towards the high railings of the car park to Prince Henry Court forming a poor visual stop. On the south side is a small row of pebble dashed houses of the 20th century, pleasant but marred by concrete roof tiles and plastic windows and doors.

French's Road, Bermuda Road and Bemuda Terrace

French's Road starts, at its southern end, as a narrow street, with the Carpenters' Arms on the corner with Victoria Road (so named on the 1886 OS map); the opposite side of the road is enclosed by the eastern boundary of Histon Road Cemetery. Bermuda Terrace is a row of cottages fronting the cemetery along a narrow path and, running parallel to the north, is the similar Bermuda Road which, for a time, was known as Foundry Road. Both have modern blocks of flats at the western end and Bermuda Terrace is shown as Bermuda Row on the 1886 map. The mid 20th century Chelsea Mews now occupies the eastern end of Bermuda Road.

French's Road widens abruptly with local authority housing on the left and modern housing on the right all the way up to Mill House at the end and French's Mill. This northern end of the road is excluded from the Conservation Area. The southern end comprises modest two storey cottages of gault brick and slate, which appear on the 1886 OS map.

Henry Goodwin Avenue and Stretten Avenue

The 1903 OS map shows allotments and fields north of St Luke's church and its schools. The 'Industrial School' shown on the 1886 map was extended and renamed Harvey Goodwin House and run as a home for waifs and strays. The site is now occupied by a printing business. The Rt Revd Harvey Goodwin was a fellow of Gonville and Caius College who became vicar of St Edward's and was a popular local preacher. He became principal of the Working Men's College in 1855 and supported other charities. He later became Dean of Ely and later Bishop of Carlisle. He died in 1891 and was commemorated in the name of the Home and the Avenue which was developed in the 20th century.

Harvey Goodwin Avenue, together with Stretten Avenue and Hale Avenue, forms a circuit of largely early 20th century semi-detached houses. It differs from the rest of the Conservation Area and relates to other streets of similar age. Stretten Avenue derives its name from a former Chief Constable of the

county, Charles James Derrickson Stretten, who was born in 1830. These streets have been excluded from the Conservation Area.

Garden Walk and Victoria Park

Garden Walk started to be developed at the end of the 19th century and by 1903 there were around a dozen villas at its southern end. Peter Maitland Court is on the corner of Victoria Road and then Garden Walk starts with pairs of houses of two storeys, gault brick with some red brick details. Where original windows survive, they tend to be two over two pane sashes in timber. There is no proper pavement on the west side of the street, which is fairly narrow, but houses have small front gardens.

Northwards, beyond No. 46 (Heyford House) on the east side and No.61 on the west, the character of the street changes with 20th century semi-detached housing and this is excluded from the Conservation Area. Set back from the road is No.63, a more substantial property, which appears on the 1886 OS map as Carriescot, but today sits in a reduced plot.

Victoria Park was developed in the form of a circus with a central green at the end of an exclusive road of houses. It was built at the end of the 19th century and appears on the 1903 OS map much as it is today. It comprises pairs of villas with intervening detached houses, all of two storey and gault brick with slate roofs and a dentilled cornice. Each house has a stone canted bay ground-floor window with a parapet. Red brick detailing is provided above windows and doors, the latter having semi-circular arches with stone keystones above semi circular fanlights to panelled doors, which are paired in the villas. The windows are plate glass timber sashes, though some have been replaced. There are front gardens with low brick walls. The whole street is a unified ensemble, marred only by parked cars, overhead wires and unnecessarily intrusive signs at the south end of the green.

Primrose Street, Green's Road and Corona Road

Primrose Street is a narrow street leading to Primrose Croft Nursing Home which occupies a large house with a two storey bay window on the front and modern extensions to side and rear. The street name has connections with Pembroke College (having probably acquired the land it is built on in the 19th century Inclosures). It comprises, on the east side, the entrance and disused buildings to Kidman's builders yard and modern buildings associated with the Hilltop Day & Carers Centre. On the opposite side is a single terrace of well kept two storey cottages of gault brick with slate roofs and semi-circular fanlights over doors.

Green's Road has a tatty appearance when viewed from Victoria Road. A gravel car park on the east with a view to derelict pantiled workshop buildings is not inviting nor is the building occupied by Art Space, but around the corner is pleasant terraces such as Salmon Terrace (1896) on the west. At the end of the street are two storey modern flats.

Corona Road has new housing being built (August 2010) on the corner, then there are facing terraces. On the left they are two storey with slate lean-to

porches covering front doors and continuing over ground floor bay windows, supported by curved brackets with little ball pendants hanging from them. On the right (east side) is a three storey gault brick row with red brick banding and bay windows (red brick where not painted) to the ground floor and basement and iron railings to the front and unfortunately many replacement windows which diminish their unified appearance.

Carlyle Road, Alexandra Gardens and Grasmere Gardens

Carlyle Road leaves Chesterton Road by the side of the Government Offices, with its three storey extension, Carlyle House, and forms a gentle curve around Alexandra Gardens. On the south-west side, opposite the Government Offices is a well designed modern house (2000) of three storeys, white rendered with timber upper floor and large windows and then a short terrace of two storey, gault brick houses with basements, railings to the front gardens, dormer windows and ground floor bay windows with parapets. As the road curves, on the north side between villas is the entrance to the former Cambridge Scientific Instrument Company premises, now occupied by Grasmere Gardens. This housing scheme redeveloped the former works and was begun in 1977 by Eric Lyons. It now presents a curved tall block of apartments to the street; well designed with more recent additions (1981) by Cambridge Design.

Beyond Alexandra Gardens there are rows of villas either side of the road of two storeys again with ground floor bay windows and of gault brick with some red brick detailing. Hope Terrace was built in 1887, Victoria House 1889 and across the road is Jubilee House also of 1887, commemorating Queen Victoria's Golden Jubilee. There is a ceramic tile street nameplate where Carlyle Road meets Alpha Road.

Alexandra of Denmark became Queen when her husband, Edward VII, succeeded to the British throne in 1901. She was a very popular figure and her manner of dress set the trend. The gardens here were laid out in her honour in 1907 on the site of a former brickyard.

FIGURE 2. QUEEN ALEXANDRA

The garden is surrounded by mature trees on three sides. Mature London Planes dominate on the north-east and south-west boundaries and there are mature limes on the north-west boundary. The south-east side has been recently planted with ash. The limes and the London Planes are part of the original planting scheme and landscaping on the steeply sloping ground. Much of the original layout survives. It was laid out as a public park and recreation ground with a bowling green, 'tennis ground' and lavatory. The bowling green survives and a play area is within the former tennis ground. The lavatory is gone. Along Carlyle Road it is edged with oak post and rail fencing. Although this does not detract, it is a pity that the 'Cambridge style' black cast iron fencing has not been used.

Searle Street, Hilda Street, Fisher Street and Holland Street,

Much of Searle Street had been laid out by 1886. It is a long street, running downhill from west to east. Housing is mostly hard on the pavement edge, of two storeys and in gault brick with slate roofs and sash windows set in four inch (100mm) reveals. House names, where they survive, tend to be 'terrace' or 'cottage' here rather than 'villa'. At the west end is Norwich Terrace (1881), followed by Toronto House which turns the corner into St Luke's Street and is dated 1878. Anchor Terrace is dated 1881. There is considerable visual unity and intimacy and differences between houses are subtle. At its east end is a street nameplate in individual ceramic tiles.

Hilda Street runs parallel to and between Searle Street (to the south) and Victoria Road (to the north). It is narrow and is entirely comprised of the backs of gardens to properties on Victoria Road and Searle Street with a mix of fences, sheds and garages and lots of wheelie bins. There are no houses

along it and at its west end, the junction with St Luke's Street has pink granite setts and slabs at the crossover between the two streets.

Fisher Street has just short stretches of terracing on or close to the pavement edge. It also has the rear elevation of the Institute which faces Holland Street. It has a ceramic street nameplate at its junction with Victoria Road.

Holland Street has two storey terraces with little front gardens. The street name indicates a connection with Emmanuel College (who probably acquired the land it is built on in the 19th century Inclosures). Wellington Terrace (1883) has ground floor bay windows which have parapets with circle motifs and some lintels have cross motifs. Camden Cottages have a date of 1886. Midway along the street is the New Chesterton Institute of gault brick in a Flemish bond with red brick detailing around the door and above windows, and a moulded red brick frieze below the first floor window sills. Opposite are Holland Cottages, hard on the pavement edge with door steps. This attractive row of four cottages is of two storeys with first floor timber bay windows in an oriel fashion. They are built of gault brick with red brick triangular arches over the front doors and red brick bands. There are little moulded brick squares with leaf motifs between the bay windows. The cottages appear on the 1886 map and are Buildings of Local Interest. This street also has a ceramic nameplate where it joins Carlyle Road.

St Luke's Street, Clare Street, Hale Street and Arthur Street

St Luke's Street was laid out originally as Catherine Street, a name that persisted until the early 20th century. It had, on its east side, St Luke's Girls School on the corner with Victoria Road and Ashlands House and grounds on the corner of Searle Street. Both are now occupied by late 20th century housing, the latter along with St Luke's Mews, of two storeys with a flat roof.

Clare Street is built-up on its southwest side with rows of two storey gault brick houses with red brick string courses and cornices, and ground floor bay windows of stone, all with castellated parapets. Each has a small front garden and the doors all have semi-circular fanlights. The windows are plate glass sashes and the upper floors have two light windows separated by a stone mullion. The rows are punctuated by The Red House, opposite the junction with Hale Street, which is of red brick and presents a half-timbered gable to the road.

Hale Street was laid out originally as Queen Street and in 1886 had only two pairs of villas on its east side. The name of the street seems to have changed sometime between 1903 and 1926, possibly after 1921 when Chesterton became part of Cambridge. It comprises terraces without front gardens (eg Dudley Terrace 1888), some of which have stone lintels above two over two pane sash windows (where they have not been replaced), whilst others have red brick contrasting with the grey gault brickwork. Some of the cottages retain their cast iron bootscrapers on the pavement edge. There is a modern development, Glendower Court, at the corner of Searle Street.

Arthur Street is short and has housing on its east side on the pavement edge. They are modest in size, two storey with twinned front doors with rectangular fanlights, but no bay windows.

Alpha Road, Hertford Street, East Hertford Street and Magrath Avenue

Alpha Road rises from Chesterton Road in gentle bends. It comprises two, and sometimes three storey pairs of villas and terraces of gault brick and slate behind small front garden walls. Much was built in the last two decades of the 19th century (eg Exton Villa 1890, Acacia Villas 1899, North Cottage 1881).

East Hertford Street is a short road linking Alpha Road to Hertford Street. The north side comprises boundaries to properties in these two streets, but the south side has modern housing where an attempt has been made to blend in, with cream .brick, two storey houses which turn the corner into Hertford Street., where more are being built (August 2010).

Hertford Street runs uphill parallel to Alpha Road with similar housing types.. There are two storey pairs of villas with canted bay windows to the ground floors at the south end and then terraces on either side of the road further north up the hill and all have front gardens. Some have basements with bay windows and all is of gault brick, though some are painted white and there is just a row of four which are of red brick with two storey end bay windows and single storey bays between. The motifs above bays and lintels, as in other streets, show different builds, with tulips, crosses etc. A short link road with lime trees links into Magrath Avenue.

Magrath Avenue also has two storey buildings in pairs or short terraces mainly on the west side, but although again of gault brick (Cambridge whites) and slate with some red brick detailing, these are of a later date, the road not being laid out until after 1903. It was lined with lime trees but the avenue has lost some trees, which is a shame. If possible, attempts should be made to reinstate it. The southern end of the avenue leads into Magdalene College's modern Cripps Court and at the north end on the site of the former cinema is the vacant and boarded-up (August 2010) Wessex House. The former is pleasant, the latter is an eyesore.

Chesterton Road, Croft Holme Lane and Albert Street

Croft Holme Lane is now reduced to part of the Mitcham's Corner 'roundabout', but it still retains three houses on its west side and a row of visually important trees. These Italian Alders help to soften this highway-dominated area.

Albert Street is narrow, with housing on the edge of the road and it winds gently to the left as its climbs the hill. It has a ceramic street nameplate. The houses in terraces are small and all appear on the 1886 map. Indeed they probably date from just after the Chesterton Enclosure of 1840. They are two storey of gault brick with slate roofs. Windows are set in four inch reveals, six over six pane or two over two sashes without horns. There are semi circular fanlights or blank arches over doors and a number of bootscrapers survive.

Chesterton Road has a row of fine large villas of individualistic design in a tree lined main road with views to Jesus Lock. The villas tend to be two or three storeys high of gault brick, many with basements and they have front garden walls, some with railings, and steps going up to the front doors. The Government Offices Henry Giles House) on the corner of Carlyle Road is a visual intrusion, with no respect whatsoever to its location. It is four storeys high, steel framed with a flat roof and sits behind a low roadside wall in a tarmac yard with white railings to access ramps. Beyond are the grand terraces leading towards Chesterton Lane. The terrace which now forms Arundel House Hotel is of three storeys with a basement, of red brick with stone dressed, tall paired bay windows which have gables above them. At each end ot the terrace is a belvedere, with conical slate roofs, making an elegant composition. The terrace just beyond Carlyle Road is less grand, but still of three storeys and basements, but lower in height and without belvederes.

4.3 From Huntingdon Road to Histon Road

This area is outside the current Conservation Area and it is recommended that the streets described below be included within its boundary.

Huntingdon Road

This is a wide, straight main road, the Roman route to Godmanchester and the north east side is within the study area.

Travelling from Castle Hill northwards, Huntingdon Road has a poor start. Bulky modern offices are followed by the vacant former petrol filling station at the end of Histon Road and there is little visual unity. Beyond, the east side of the road comprises a series of terraces and villas, broken only by the developments within the larger plots, as at St Christopher's Avenue on the site of 'St Alban', by the junction of Westfield Road or at Westfield House, built in 1883 and since 1962 a theological college, or at Australia Court, a development of apartments built in the 1970s on the plots of two large, detached houses on the corner of Oxford Road.

From Histon Road, the terraces start with small front gardens and these become larger as Oxford Road is approached. The terraces begin with a three storey block with basements and then the height drops to two storey with basements. The materials are gault brick and slate, but some brickwork has been painted. Canted bay windows of one or two storeys and flights of steps to front doors and then comes Westfield House, which is a fine detached house in a large plot with a number of trees, including a fine cedar. From here onwards, the terraces are of two storeys, many with ground floor bay windows and some with dormers. The bulk of St Stephen's Avenue is softened by trees and then more terraces, often with gables and double height bay windows, until the 19th century development along the road terminates with Devana Terrace. The corner of Oxford Road is occupied by a two storey, two-bay house of brick and render with a tiled roof in the Arts and Crafts style. Beyond is Australia Court, a 1970s group of apartments, and the road becomes more suburban in character.

Oxford Road, Richmond Road, Wentworth Road and Halifax Road

These are wide, straight roads. Wentworth Road links Oxford Road to Richmond Road and Halifax Road turns a right angle to meet Richmond Road. Apart from Wentworth Road, which comprises the flank walls of properties and only contains one house in its short length, these are streets of late 19th century terraces and villas with small front gardens behind low roadside walls. Several have names, which may be of the developer or builder (Herbert, Leonard, Ebenezer, Harold, Vince etc).

Oxford Road has villas and a few 1930s houses at the Huntingdon Road end and terraces at the other. All are usually two storey and many have bay windows often of limestone. Virtually all are of gault brick, with some red brick detailing and some have dates (1890s). The exception is the terrace formed by nos.67-73, which are built of red brick and date from 1889 to 1905. The street has been traffic calmed with bumps in the road and there are swan neck street lamps, painted grey.

Richmond Road is similar, without traffic calming. Some houses and terraces have names and dates (eg Bay Cottage 1886, Herbert Terrace 1892). At the eastern end is St Augustine's church and former school. It is single storeyed with high ceilings inside and low eaves to its red tile roof. Like the terraces nearby, it is of gault brick. Next to it, built on its churchyard is the new rectory of 1991, which fits in well with its tall bay window.

A track leads off on the south side of the street to Histon Road recreation ground, which was laid out around the mid 20th century. It is an attractive tree lined space with a central path leading to Histon Road and a side path going into Canterbury Street.

Halifax Road continues the theme of terraces and villas, though it has some with basements and dormers. The Huntingdon Road end has a backdrop of mature trees on Huntingdon Road and the street nameplate on the side of the house on the corner is composed of ceramic tiles – a theme which occurs elsewhere. At the other end of the street, the Recreation Ground provides the backcloth of trees and the terraces are more polychromatic, with red brick bay windows and detailing amongst the grey gault brick. The doors all have rectangular fanlights and the end of the street has a narrow cast iron street nameplate on the side of Ebenezer Terrace (1895).

Canterbury Street

Canterbury Street is somewhat disjointed as it wends its way from Halifax Road to Histon Road. It changes character too and shows the piecemeal nature of its development. The earlier parts are at its eastern end and the terraces leading back to Priory Street. The 1886 map shows the street laid out to this point, though only built on at its east end. It is at this junction with Priory Street that the narrow street with terraced housing hard on the pavement edge suddenly widens and housing of a later date becomes more widely spaced. Priory Terrace dates from the end of the 19th century, whereas Canterbury Close, for example, is wholly of the 1930s and later 20th

century. The fragmentary nature of the western parts of Canterbury Street is less pleasing visually, but it is all softened by garden shrubs and trees.

Priory Street, Benson Street, Benson Place, North Street and Westfield Lane

Priory Street and Benson Street both run from Canterbury Street to Huntingdon Road. Much of the housing on the north side of Priory Street had been built by 1886, the south side came later, but Benson Street was built first.

Again, despite variations in design, there is a unity to these streets owing largely to the use of matching materials, with gault brick and slate and some red brick decoration also used in this area. (There are narrow cast iron street nameplates too.) As a result, Chamberlain Court, of three storeys in a stock brick with front gabled projections, forms an unfortunate contrast. The new flats on the corner of Westfield Lane fit in much better. They are assertively modern and use a cream brick, but have a zinc roof and their scale is modest – one and a half storey to the road – and fit in well. These were designed by local architects AC Architects Cambridge Ltd.

Indeed, Westfield Lane demonstrates how some modern buildings complement the surroundings and others disregard the grain. The sheer scale of St Christopher's Place and St Stephen's Place at the north end of the lane makes them intrusive, whereas the newly completed (August 2010) houses on the south side of the lane, despite being of modern design, echo rather than parody, the surrounding terraces. They are in cream brick with semi circular fanlights over the doors and upstairs windows of two over two panes in timber, set in reveals and a slate roof.

At the south end are the Lutheran Church buildings, both very modern. The 20th century chapel to Westfield House is striking rather than lovely, of painted breeze block but in an appropriate scale, whereas the new building opposite of yellow brick with red brick detailing attempts to emulate surrounding terraces but lacks finesse and attention to detail.

Benson Place, which follows on, has a pleasant 20th century terrace and the attractive Hive Cottages – all of two storeys. Unfortunately the rear view of the Tyre Depot on Histon Road is unattractive. North Street is very narrow and lined with boundaries, garages and sheds, leading to a builder's yard at the end.

Histon Road

This forms the B1049 main road to Histon, Cottenham and Wilburton and it is busy. Its junction with Huntingdon Road at the west end is of poor townscape quality. A long since closed petrol filling station announces the start of the road and adjacent are apartment blocks of little charm. Prince Henry Court occupies a visually important site but turns the corner poorly and unattractively. Its style bulk and detailing is simply out of keeping and an opportunity has been lost. The view of it from any angle is unappealing, but from Victoria Road it is simply shabby. The eventual redevelopment of the garage site should address the street with a well designed building of quality.

Past The Grapes PH and the tyre workshop (a former bus depot perhaps), the road improves with terraced rows of two storey houses, many with alterations to former timber sash windows. The east side of the road is dominated by the cemetery behind its railings.

Histon Road Cemetery occupies about 1.25 hectares. It was opened in 1843 by the General Cemetery Company. The buildings of the cemetery, now mostly demolished, were attributed to Edward Buckton Lamb, but sadly only the gate lodge and railings survive (both are grade II listed); the chapel was demolished in 1957. The main entrance to the cemetery is on its western boundary. In the centre of the boundary stands a two-storey Elizabethan Tudor-style lodge of 1843 (grade II listed) built of grey gault brick with red diapering and stone dressings under a roof of octagonal slates. It is flanked by two pairs of cast-iron gates hung on brick and stone piers (all grade II listed), each of the northern pair having a slate face inscribed with the cemetery regulations.

Railings and piers continue along the whole of the Histon Road frontage. From the gates, the cemetery drives circle either side of the lodge and rejoin on the other side to run west along a wide central drive to the site of the former chapel which stood in the centre of the cemetery. From the corner of French's Road and Victoria Road there is a secondary entrance onto a drive which runs north along the eastern boundary before turning west along the central axial drive to the site of the former chapel. This layout relates closely to that proposed by Loudon. The cemetery itself is a grade II* Registered Historic Park & Garden and there are some fine monuments in the cemetery which could warrant closer inspection.

Beyond the cemetery, the character of the east side of the street changes; there is a series of blocks of flats forming first of all Bermuda Terrace, then Burgess House and then the Tandoori Palace (a former pub) and Cooper House flats. It is not proposed to include these properties within the Conservation Area. Similarly, on the west side of Histon Road, the character changes beyond the path leading to the Recreation Ground and again it is not proposed to include the terrace beyond.

5. Architectural Overview

The Castle Hill area is a charming mix of buildings in rows, yards or small streets. Many are timber framed although brick is also common, with roofs of tile and slate. There are some modern buildings too, some of striking design, but generally in an appropriate scale. It is the area behind and to the north of Shire Hall, which fails to follow the 'grain' leaving modest houses and shops marooned in a sea of aggressively designed, tall office blocks.

North and west of Castle Hill, the two main built-up areas are characterised by rows of terraced houses and 'villas'. Generally two storey, some rise to three storeys, but they are usually built of grey gault brick from local clays, laid in a Flemish bond and with windows (usually sash, where they survive) within four inch (100mm) reveals. It is the variation in detailing of these buildings which provide visual interest and charm. Some include red bricks over windows and doors or as string courses and others have limestone dressings.

Northwest of Huntingdon Road, much was developed during the last two decades of the 19th century and the first decade of the 20th. Architectural detailing is subtle with bay windows, sometimes just on the ground floor but also rising to two storey and including basements, and are of gault brick or limestone. Windows, usually sashes with horns, are often two over two or plate glass, but always recessed. There are design motifs which could help identify builders – for example a mix of star and cross motifs on lintels in Canterbury Street and tulip or fleur de lys elsewhere, and the detailing of bay windows and their parapets.

Roofs are always of natural slate and sometimes hipped. Many of the terraces are palisaded with small front gardens and low brick walls to the road and paths of red tile leading to front doors. Fanlights over doors vary, some are plain, rectangular or semi-circular, sometimes with glazing bars. In the main, original doors, windows and decorative details have survived remarkably well and the level of replacement windows in PVCu (often used to cut out the traffic noise) is relatively low, given the lack of controls. The exceptions to this are the terraces along Histon Road and Victoria Road, where many windows and doors have been replaced.

A number of modern buildings of the late 20th and early 21st centuries have made an impact. Some are high in relation to their surroundings, with some reaching in excess of four storeys. The Castle Court complex around Shire Hall is creating a new urban area. It is important to ensure that height, bulk and design respects the older buildings and the 'grain' of the small buildings and intimate street pattern of the Castle Hill area.

Unfortunately, where brick is used, it is invariably in the dull stretcher bond which adds to monotony and architectural details or 'features', tend to be contrived. Not all is bad, however, and there are examples of good modern building throughout the area varying from the modest houses in Westfield Lane to the extensions to Kettles Yard and the Folk Museum. Some assertive designs fit in well in terms of scale, height and form, as in Carlyle Road.

6. Trees, Landscape and Open Spaces

The Conservation Area is considerably built up with comparatively little open space which is focussed in a few key areas – the Histon Road Cemetery, the Histon/ Canterbury Road recreation Ground and Alexandra Gardens. Smaller recreational spaces are found at Victoria Park and Shelly Row, with pockets of greenery at St Peter's and St Gile's churchyards. The open lawned area in front of Shire Hall together with the castle mound is a rather manicured space, whilst the trees within the grounds of Westminster College provide a green backcloth to the buildings in the site.

Alexandra Gardens are important as a relatively unspoilt example of Edwardian landscape design with large mature London plane trees on the perimeter and specimen planting in the interior of the area, planted to define space, including an excellent Tibetan cherry tree. Later planting is starting to erode the historic planting scheme with trees planted within space, rather than defining it.

The Canterbury Road recreation ground has clumps of ash and Italian alder trees which are typical of their planting period c1980s. Shelly Row recreation ground is much smaller, but is similar in character with more recent maple planting. Both spaces make a substantial contribution to the area and have characters that reflect the time of their creation.

Histon Road Cemetery is included on the Register of Parks and Gardens of Special Historic Interest at Grade II* for the following principal reasons:

- An early (1843) garden cemetery, designed for a provincial city.
- The cemetery was laid out by the author and designer who was most influential on mid-late C19 cemetery design, J.C. Loudon (d.1843).
- The cemetery embodies Loudon's most important ideas on cemetery design and is an early example of the grid pattern layout adopted for many later cemeteries.
- It is the only example of a cemetery by Loudon which was executed without modification to his design.
- The layout survives intact with elements including boundary wall, lodge and gateway, path system, and monuments although its chapel has been demolished.

The Cemetery has an overwhelmingly evergreen and coniferous planting palette which includes several superb specimen conifers from mid-C19 introductions. Given the national importance of this space, it is therefore crucial that any replacement planting reflects this historic significance. Unfortunately, recent planting in the cemetery reflects current tastes with deciduous trees, including a maple, planted at the French's Road end.

Victoria Park is reminiscent of a London Square with artisan villas surrounding an open space almost overwhelmed with parked cars. The original planting scheme has been lost and the central space is today planted with a number of

large white beams and birches which are reflective of a 1970s/80s planting scheme and have been supplemented by younger ash trees. The flowering cherry at No.43 may perhaps indicate the original planting scheme of the area and would be typical of such Victorian/Edwardian terrace/villa areas which are characterised by having very few street trees except in public open spaces.

Individual trees and groups are protected by Tree Preservation Orders. Trees also act as 'foils' for buildings, softening their impact and visually improving the aspect. Chesterton Lane and Chesterton Road have avenue trees which have been supplemented by later planting, ensuring the survival of the avenue. Magrath Avenue has remnants of its roadside lime trees and needs similar supplementary planting.

Huntingdon Road appears to have a strategy of ash planting along the highway, but this is largely confined to the southwest side which is within the proposed extended West Cambridge Conservation Area. The northeast side, by contrast, has no street trees, with greenery provided by a number of substantial trees within the front gardens of the properties that line the street. The pleached limes on the corner of Richmond Road and the holly, sycamore and ash further along Richmond Road are particularly good examples and should be considered for protection with a TPO.

7. Key Characteristics of the Conservation Area

1. The area has a rich archaeological history with the key features being: the top of Castle Hill (with activity from prehistory to the present day); the main Huntingdon Road access into Cambridge; and, the river crossing.

2. There is a marked contrast between the castle area and the remainder of the Conservation Area. The castle area is characterised by small streets and rows with a mix of buildings developed a piecemeal fashion, whereas the rest of the Conservation Area comprises largely terraced streets with a strong unity despite variations in the design of properties. Chesterton Lane and Road and Huntingdon Road are well treed and contain a number of larger terraces and villas.

3. The area beyond Castle Hill owes its development to the early 19th century enclosures – initially, of the St Gile's parish in 1805 and later, the Chesterton common fields in 1840.

4. The area developed in New Chesterton rapidly from 1840 and then further north and westwards, reaching the Victoria Road area in the 1870s and 1880s with Huntingdon Road developing more slowly and into the 20th century.

5. These areas are characterised by streets of terraced housing and 'villas' of the 19th century

    - The terraces are characterised by consistent materials; gault brick with occasional red brick or limestone detailing and natural slate roofs.
    - The terraces usually have small front gardens behind low brick walls
    - There are subtleties in the architectural details of the terraces and villas, which are the peculiarities of individual developers.

6. Grey, gault brick houses with slate roofs predominate outside the Castle are which is characterised by timber framed and rendered buildings (some brick faced).

7. Brickwork is usually in Flemish bond

8. Windows are set in four inch (100mm) reveals. They are usually timber sashes.

9. There are a number of new and visually assertive buildings, particularly around Shire Hall and in Histon and Victoria Roads.

10. There are a number of historically important public open spaces, including the grade II* registered Histon Road Cemetery, which make a significant contribution to the townscape of the area which is otherwise generally laid out to a tight grain with little street greenery or trees other than a few specimens in private gardens.

8. Issues

Much of the area described in this Appraisal is outside the current Conservation Area, which is largely confined to the castle area and the site of the Roman town with parts of Chesterton Lane and Chesterton Road. It excludes the development of the 'suburb' of New Chesterton. It is recommended that these areas be included in a revised Conservation Area boundary.

The Conservation Area has quiet residential streets of well-kept houses. These streets have a visual unity and the buildings subtle differences. Many of the subtleties can be destroyed by inappropriate alterations – replacement windows being an obvious example. However, such alterations are fortunately rare, some of the worst cases being along Histon Road and Victoria Road. In Victoria Road a number of front garden walls have also been removed to create car parking spaces. The use of Article 4 Directions to control alterations to principal elevations should be considered.

Despite the quietness of some streets, there are others that are blighted by the heavy levels of traffic that use Victoria Road and Mitcham's Corner. The configuration of the highway at Mitcham's Corner does nothing to alleviate this.

The public realm is generally in good order. Streets are usually well paved and street furniture is not generally obtrusive. Overhead wires detract in some streets and a reduction in the number of signs would be of benefit.

There are areas where visual improvement is needed, including the area around the junction of Histon and Victoria Roads and at the junction of Victoria Road and Milton Road. There are some derelict sites and visually poor parts in the area, notably at the south end of Green's Road and Wessex House in Magrath Avenue.

Tree planting is required to ensure the survival of the avenue in Magrath Avenue.

The height and bulk of buildings in the Shire Hall area has had an adverse effect on the character of the area.

The following buildings are suggested for inclusion as Buildings of Local Interest, they are described in more detail in Appendix 2:

- Shire Hall
- Holland Cottages, Holland Street
- St Luke's Church and school buildings (possible cases for statutory listing).
- Castle End Mission, Pound Hill

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Appendix 1: Listed Buildings

Street	Building	Grade	Description
Castle Street (east side)	Church of St Giles'	**II***	Church. Rebuilt in 1875 from the design of Messrs. Healey of Bradford incorporating elements from the church previously on the site. Reset between the South Chapel and South aisle is the early C12 chancel arch from the former church and a late C12 doorway has been reset between the North aisle and the Vestry. In the South Chapel is reset a good mural monument to Nicholas Carre (MD. 1568). There is also a monument to William Wilkins the elder, 1815, the Communion Rails are early C18 and come from the English Church in Rotterdam. Of outstanding quality by virtue of its collection of medieval and C18 survivals, together with C19 fittings by many of England's leading church decorators.
	36 (The Castle Inn)	**II**	The Castle Inn Early C19. Gault brick, painted. 3 storeys, C19 public house frontage with 2 windows; 3 windows above, sashes with glazing bars. Slate roof. No 36. 2 storeys, 2 windows, sashes with glazing bars. 2 doors. Tiled roof, central brick stack.
	42 (Caretaker's House in grounds Shire Hall)	**II**	Early Cl9 gault brick. 2 storeys, 2 windows, sashes with glazing bars. Central round-headed doorway, panelled door with fanlight over. String course at first floor level. Hipped slate roof.
	Social Service Department (former police station)	**II**	Late Cl9. Grey gault brick. 2 storeys, 6 windows, 2:1:3, the single one set forward over the main doors. The windows on the ground floor are recessed in arches. All are sash windows, those on the ground floor with cast-iron traceried heads. The set forward bay is rusticated; the doorway has an open pediment and panelled double doors. String course at 1st floor level. Parapet, roof not visible.
Castle Street (west side)	2 County Folk Museum	**II**	Formerly the White Horse Inn. The street range is C16, West addition in the C17 and further West wing circa 1700. 2 storeys with attics; timber-framed and plastered; tiled roof; ground floor underbuilt with modern brick; front wall carried up in 3 gabled dormers; taller back range. The front has all modern casement windows and has been modernized generally. Various C18 internal features including 2 staircases. Very large and fine original chimney stack.

	Methodist Church & Sunday school with front gates & railings	II	Church and Sunday School. 1914. By A.F.Scott and Son of Norwich. Red brick with stone-coloured faience dressings and coped slate roofs. Tudor Perpendicular style with Tudor-arched windows with hood moulds and foliage stops and some with tracery. Angle buttresses to front. Nave with gable facing with tower to right and 'east end' organ chamber. Narrow yard to left side then Sunday School which also has gable facing, is two storeys to rear and which is joined to the church at rear by a linking range, also two storeys. EXTERIOR. Church has slightly projecting frontespiece porch and double-leafed door. Single-light window to either side and a 5-light window over. Low projecting element to left and tower to right. This is 2-stage with single-light window to front and right side and larger windows over. Parapet with pierced balustrade. Nave sides have 3-light windows. Organ chamber has 2-light window to side. Rear facade facing St.Peter's St. has 2 windows to organ chamber ground floor, 2 single-light windows to link range on both floors and 3 windows on both floors to the rear of the Sunday School. All these are similar to main windows and have hood moulds and foliage stops and some have tracery. Sunday School front to Castle St. has double-leafed part-glazed door, 3-light window over and a 2-light to either side, all with tracery. Each side has three gabled dormers with 3-light windows. In the narrow yard between church and school a further arched entrance in single-storey flat-roofed corridor which backs onto the two-storey linking range. There are cast-iron gates and railings across the front of both buildings. INTERIOR of church. Hammer-beam roof boarded to sides and above at collar level. Very complete fittings include west gallery with front decorated with cusped arcading and a set of pews with cusping to carved ends. Wide east end arch has moulded and carved reading desk and communion rail beneath, with organ chamber behind. Across the arch is a choir gallery which has an arcaded front decorated with cusping and which is backed by the front of the organ. This Methodist Church and Sunday School is a finely and richly detailed ensemble which has been carefully designed to be seen from all views and which also takes advantage of the sloping site on the Castle St. front. It forms a group with other nearby listed buildings.
	39 and1-5 Bells Court	II	With Nos 1 to 5 (consec), Bell's Court C18. Timber framed and rendered. Nos 4 and 5 are a pair. 2 storeys and attics, sliding sashes;

			attic dormers. No 39 has a modern shop front. Nos 4 and 5 have sashes with glazing bars and panelled doors. Modern tiled mansard roofs
	55-69 (odd)	II	C18 or earlier. Timber-framed. 2 storeys and attic, 9 windows to row, sliding sashes and casements. Nos 57, 59, 63, 67 and 69 have C19 shop fronts. Nos 57, 59, 63 and 67 have panelled doors. Nos 65, 67 and 69 have pedimented attic dormers. 3 different roof lines, Nos 59, 61 and 63 have modern tiled roofs, the rest are old tiles.
	83	II	C17 or earlier. Timber-framed, re-faced completely in grey gault brick in the early C19 2 storeys and attic, 1 window to street, modern casement on ground floor, sash window above, pedimented dormer. Panelled C19 door. Tiled roof.
Chesterton Lane	5 Castle Brae	II	Mid/Late C19. In the Tudor style. Red brick with stone dressings and blue brick decorations. 2 storeys and attic. 3 and 5-light mullion and transom windows. Projecting porch. Tiled roof.
Histon Road	Lodge of Cambridge General Cemetery	II	1843. By E B Lamb. In the Elizabethan Tudor style. Grey gault brick with red brick drapering and stone dressings. 2 storeys. 2-light casement windows with stone mullions; leaded diamond lattices and triangular bay windows. Acutely pointed gables, roof of octangonal slates, 2 paired stacks.
	Gates & railings of Cambridge General Cemetery	II	1843. Pairs of cast iron gates on either side of the lodge. Brick and stone piers, each of the north ones with a slate face incised with the Cemetery regulations. Cast-iron railings and piers along the whole frontage of the Cemetery.
Kettle's Yard	8-11 consec	II	Now in one ownership. Late C18/Early C19. Yellow brick. 2 storeys and attics. Three windows, sashes with glazing bars, facing St Peters Churchyard. Two modern bays on ground floor facing south. Archway over lane leading to South-east wing (No 8), single storey and attic. Tiled mansard roof, central brick chimney. All modernized and altered.
Madingley Road	Westminster & Cheshunt College	II	1899. By H T Hare. Red brick with stone dressings. Projecting wings. Tower with prettily fanciful short lantern. The general style is Tudor but there are plenty of C17 style bits of cartouches, squat Doric columns and Art-nouveau fittings. The Chapel also by Hare was added in 1921, with windows by Strachan of Edinburgh. The whole re-roofed 1972

	Westminster Coll. NW range	**II**	1899 by H T Hare. Similar style to main building with some timber framing.
	Westminster College main & secondary gates and boundary wall	**II**	Main gates with railings and 4 stone piers topped by balls. Smaller gates with piers of brick and stone, again topped by balls. Boundary wall of red brick with stone coping: corner pier.
Pound Hill	School House	**II**	Formerly teacher's house of Pound Hill School. 1810. Grey gault brick. 2 storeys and basement, 3 windows, sashes with glazing bars. 3 brick pilaster along front. Doorway with fluted surround, roundels and shallow hood. Original staircase. Low pitched slate roof.
St Peter's Street	Church of St peter	**B**	The Church was, with the exception of the early C14 West tower and spire, pulled down and reconstructed on the west part of the former nave in 1781. A C12 doorway was reset in the North wall and an early C13 doorway was reset in the South wall. The font is of interest, with C12 decoration.
	18&18A with attached workshop range & front railings	**II**	Pair of houses with attached workshop range and railings. Early C19 with mid C19 workshops. Gault brick with slate roof, coped gables and brick end stacks. Workshops of whitewashed gault brick with weatherboarded first floor. Houses on unusual plan appearing to be single villa with central front door leading to pair of inner doors. 2 storeys and cellars. Unhorned sash windows. 3-window range at first floor with a 3/6 sash either side of a central double 1/2:1/2 sash. Ground floor has a 6/6 sash either side a panelled double door with overlight up stone steps with boot scrapers. 3/6 and 6/6 sashes to rear with a central paired 4/4:4/4 sash over a single-storey extension. Extension on left end and 2-storey lean-to on right end behind the workshop range. This range projects forward to the street and has 5 small-paned windows to first floor over a projecting lean-to. Doors on street with taking-in door over. A low wall with railings and gate along the street front. INTERIOR of houses. The central front door leads to a lobby from which respective front doors lead to each house. Information on 18A only. This retains stick baluster staircase with turned newels and ramped handrail. Original fireplaces in most rooms. An unusual pair of little altered houses of the period complete with workshop range and front railings.
Shelly Row	***1-9 consec Storey's Almshouses	**II**	1844. In the Tudor style. Yellow brick with freestone dressings. 2 storeys, with a plinth, a moulded stringcourse at first floor level, parapet- -wall with moulded coping. 3-light

			mullioned and transomed windows on ground floor, 2 and 3-light windows above. Projecting pointed arched porches with paired entrances. Modern doors. Slate roofs with good brick stacks with grouped shafts.

*** This row of almshouses is one of a pair of virtually identical groups. One (a group of six) is situated in Mount Pleasant, the other (a group of eight) in Shelly Row, backing onto Mount Pleasant Walk. They were all built to the same design in 1844 and are described in RCHM(E) Inventory for Cambridge on page 316. Only one row appears to be 'listed'. It is recommended that both should be and the list description amended accordingly.

Appendix 2: Buildings of Local Interest

Street	Building	Description
Castle Street	4/5 & 6-8	Early C19 2 x 3 bay houses, 3 storeys separated by ground floor arched cart entrance. Gault brick in Flemish bond with parapets and low pitch slate roofs. Ground floors have modern shopfronts either side of cart entrance. 4/5 has 1/1 timber sashes without horns set in reveals to 1st & 2nd floors. 6/8 has similar sashes to 1st floor and over cart entrance with window box railings, but 2nd floor windows are 6/6 without horns. Groups of end stacks.
	68&70	Early C19. Grey gault brick. No 68 is pebble dashed, 3 storeys and basement, three windows, sashes. No 70 has glazing bars. Six panelled doors with rectangular lights over pilaster surrounds and flat hood slate roof.
Chesterton Road	129 The Portland Arms	The Portland Arms was designed by a renowned pub architect, Basil Oliver the author of the book 'The Renaissance of the English Public House'. It was built in the early 1930s for Barclay Perkins & Co Ltd, and is now owned by Greene King. The mainly two storey building is constructed from red bricks with a darker red brick plinth and five brick chimney stacks on a red clay tile roof. It is a detached building on an E plan with the centre wing to the rear being of single storey with a roof terrace above. The windows on the front elevations are timber side or top hung casements, with leaded lights and obscured glass in the panes top of those on the ground floor. The arches above the windows and doors are red tiles with central keystones for those on the ground floor of the main facades. The ground floor windows on the main facades are rounded at the top. The windows on the rear are mainly metal side hung casements. The original five entrance doors on the front façade have been reduced to two with those no longer in use blocked so that their original position and shape is retained. There is a metal balcony to the central window on the first floor of the main façade. The design is a pleasing one with few alterations since it was built. There is a parapet capped with stone at eaves level denoting the main elevation. This may have been for a prominent location of the company name shown in a photograph taken shortly after it opened but which is no longer displayed. The same photograph also shows two stone urns at either end of the parapet which are no longer in place. At ground level there is a brick

		column hard against the building on the south elevation which is capped with a stone ball. There is a large 1 ½ storey gault brick and slate roofed outbuilding which may date back to before the erection of the pub. (Previously on this site was Scales' Hotel.) There is very little land to the rear. The site is partially bounded by the outbuilding and the rest by a brick wall. The Portland Arms is in a very prominent location, built to fit a plot, hence the unusual footprint, and important to the streetscene being visible from many viewpoints in the locality. It has an architectural as well as historic interest.
Haymarket Road	1-8 consec	Built between 1886 & 1903, 2 storey gault brick terrace with short flight of steps to front doors and front gardens behind low wall. Slate roof. Paired front doors with rubbed red brick arches above and similar arches to ground floor windows. Central cart entrance with gable dormer projecting slightly with modern casement in gable. Ground floor windows are of 3 lights, upper sections of 6 panes in each light, plain single panes below with central light an opening casement, then small two panes at base of the side lights. 1st floor windows are 2 light with central stone mullion, 1/1 sashes with horns. Doors have rectangular fanlights. At west end a single storey section now a shop.
Huntingdon Road	130	Two-bay house of brick and render with tiled roof in Arts and Crafts style. Two stories, two chimney stacks, one to the left and one at the rear. Modern brick extension at the rear of the house. Main façade has a brick plinth to the projecting bay, with brick detailing on the corners. Otherwise this bay is rendered and painted white. Bay windows at the ground and first floors have timber frames and metal multi-paned casements. Point of the gable has a small slit opening with brick detail. Right hand bay is set back and has brick and timber porch to the first floor with timber supports to the roof and nice green-painted and glazed joinery. First floor has multi-paned metal casement dormer window in timber frame, in steeply sloping roof. North façade has brick plinth and brick detail on the corner with the front, plus brick central panel, pointed at the top. Ground floor has central bay window with timber frame and metal multi-paned casements. Small metal casement to the right and metal French windows to the left with stone step up. First floor has small metal casement windows to either side. Rear – two storey modern brick extension. Otherwise rear and south side not visible. Mature garden.

Kettles Yard	Extension to Gallery	Kettle's Yard is grade II listed. The extension by Sir Leslie Martin and David Owers 1969-70 to increase gallery display space on 2 floors including a sunken courtyard.
Mount Pleasant	18 Bene't House	C18 former pair now one house converted to office. 2 storey white painted brick and slate roof. Front of 4 bays with door in 2nd bay and arched window replacing door in 3rd bay. 6/6 timber sashes without horns flush with wall to 1st floor & either side arched ground floor windows. Door has slate pitched roof porch with open trellis sides and 2 casements to left side. Left gable has modern bay window to ground floor and modern casement above. 2 storey flat roof extension to rear.
	***Almshouses	1844. In the Tudor style. Yellow brick with freestone dressings. 2 storeys, with a plinth, a moulded stringcourse at first floor level, parapet-string and parapet-wall with moulded coping. 3-light mullioned and transomed windows on ground floor, 2 and 3-light windows above. Projecting pointed arched porches with paired entrances. Modern doors. Slate roofs with good brick stacks with grouped shafts.
Northampton Street	The Punter PH (formerly Town & Gown)	Noted as the Rose & Crown on the 1886 OS map. It comprises a pub and brewhouse group. Two storey white painted brick public house with a slate roof. Three bays wide with central door leading to bar.3 x 2/2 timber sashes to 1st floor and small canted bay windows either side of the door. To the left is the yard entrance with iron gates and a single storey row of outbuildings (stabling), painted brick and slate, L shaped with high level top hung (or fixed) windows 4/4 chimney stack to yard gable. Within the yard a modern extension, linking into the stables and behind a tall storage or brewery building with blank white painted brick walls and a louvre in the slate roof.
Shelly Row	***Almshouses18-25	1844. In the Tudor style. Yellow brick with freestone dressings. 2 storeys, with a plinth, a moulded stringcourse at first floor level, parapet-string and parapet-wall with moulded coping. 3-light mullioned and transomed windows on ground floor, 2 and 3-light windows above. Projecting pointed arched porches with paired entrances. Modern doors. Slate roofs with good brick stacks with grouped shafts.
Victoria Road	45&47	Early to mid C19. Grey gault brick. Two storeys, two windows to pair facing onto the road, sashes with glazing bars. Round headed doors in return walls. Hipped slate roof.

	148	Early to mid C19. Grey gault brick. Two storeys, three windows, sashes with glazing bars. Six panelled door with fanlight over. Slate roof. Plain, but quite unaltered externally.
	188-194 even	Early to mid C19. Grey gault brick. Two storeys, two windows to each pair facing onto the road, all sashes with glazing bars. Panelled doors. Nos 188 and 194 have rectangular lights over and flat heads. Nos 190 and 192 have round head doorways and fanlights. Hipped slate roof.
	239&241	Early C19. Grey gault brick. Two storeys, four windows to pair. Panelled doors, round-headed doorways, pedimented porch. Slate roof with central brick stack.

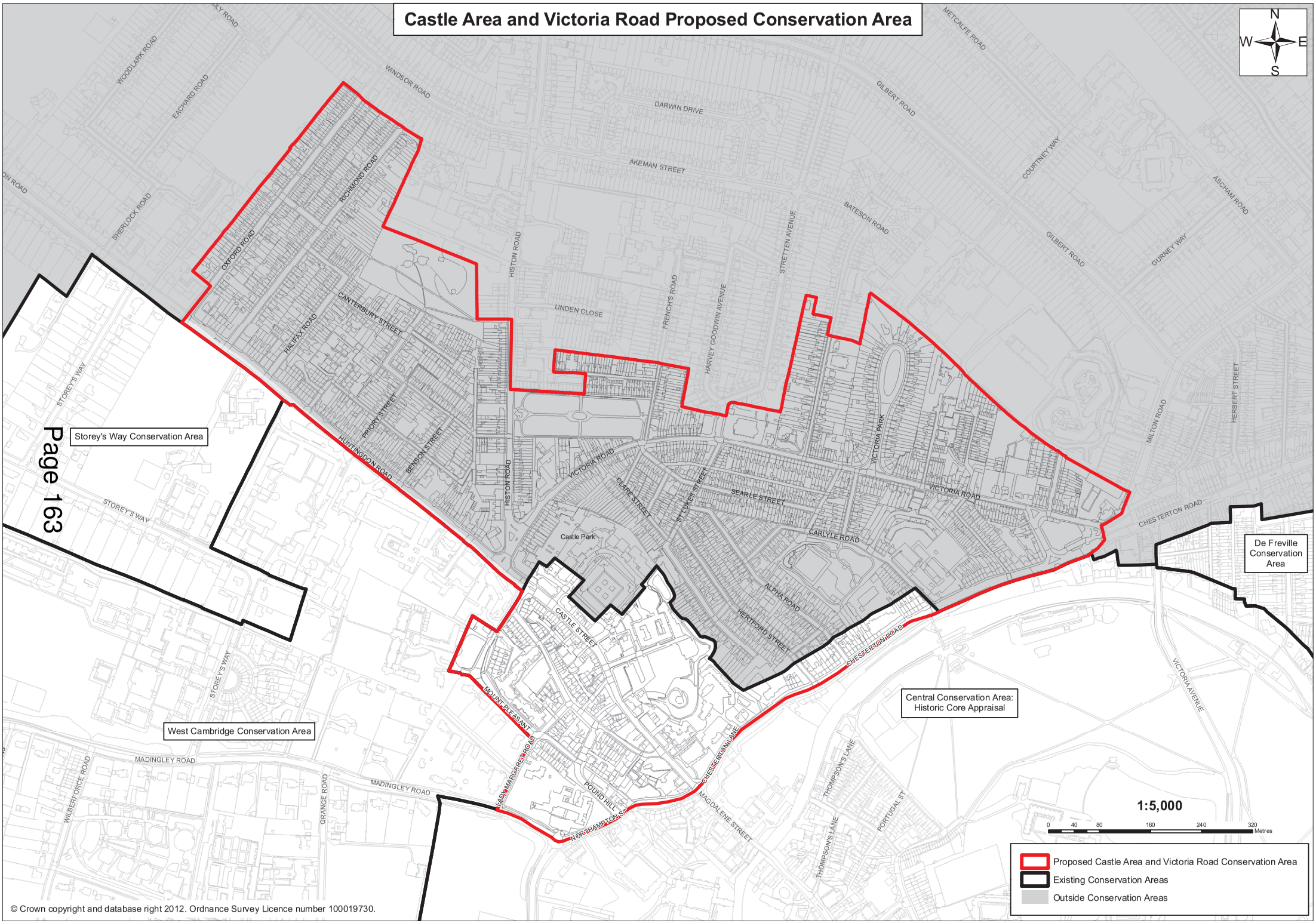
*** This row of almshouses is one of a pair of virtually identical groups. One (a group of six) is situated in Mount Pleasant, the other (a group of eight) in Shelly Row, backing onto Mount Pleasant Walk. They were all built to the same design in 1844 and are described in RCHM(E) Inventory for Cambridge on page 316. Only one row appears to be 'listed'. It is recommended that both should be and the list description amended accordingly.

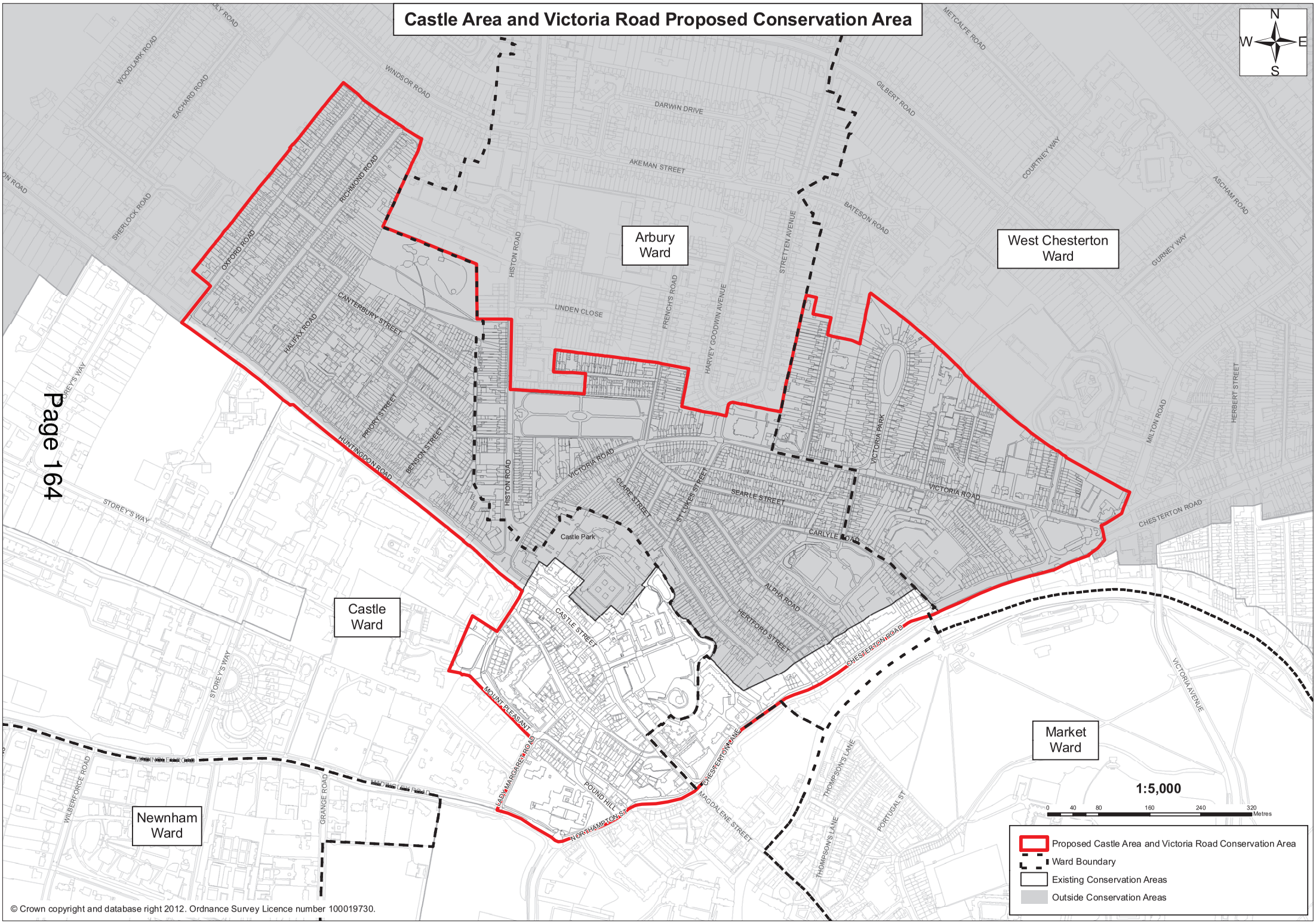
Suggested Additional Buildings of Local Interest

Street	Building	Description
Castle Street	Shire Hall	Built in 1931 to a classical style of great civic dignity by H. H. Dunn on the site of the gaol. A rectangular pile, 15 bay wide building of 3 storeys with basement and an extra floor added above the parapet and lit by rows of dormers. Grey brick with stone dressings around the central door and windows at each end. Rows of twelve over twelve pane windows either side of a central door above stone steps and with globe lamps either side. A stone door surround and above is a balcony with balustrade and french doors with semi-circular fanlight above. Rows of globe lamps on posts in front
Holland Street	1-4 consec (Holland Cottages)	A row of 4 cottages 2 storeys of gault brick with red brick bands at sill and lintel level to ground floor & at base of 1st floor bays, red brick triangular arches over the front doors. Front doors of 4 panels with upper panels glazed and arched topped, middle 2 doors are paired. Ground floor windows 2 lights with central stone mullion 1/1with horns. 1st floor projecting bay windows as oriels, timber with plain upper lights and below pairs of 4 panes then below plain timber panels. There are little moulded brick squares with leaf motifs between the bay windows and central stone name plate. 2 end and 1 central group of stacks in slate roof. The cottages appear on the 1886 OS map

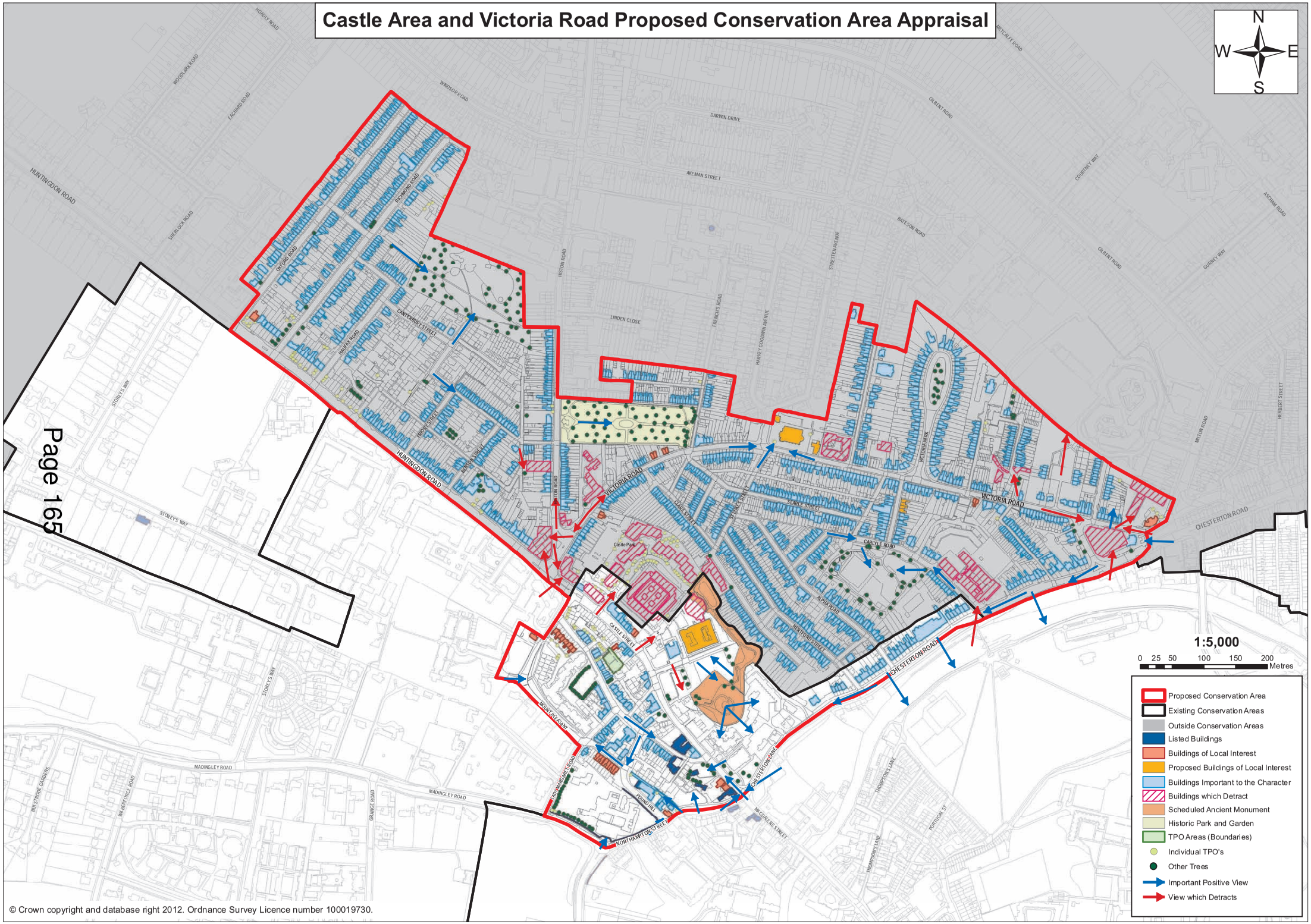
Pound Hill	Castle End Mission	Castle End Mission and Working Men's Institute date stone to Pound Hill entrance laid March 6th 1884 by Prof. James Stewart of Trinity College. St Peter's St front is red brick with tall single storey hall on left with tall 4 light mullion windows with limestone dressings continuing as bands from lintel and sills. On right slightly lower in height rooms 2 storey with smaller 4 light mullion windows with glazing bars, slightly shorter to 1st floor and 3 lights wide above ground floor arched doorway, again with limestone bands. Gable is gault brick with 1st floor 2 light casement window with red brick surround and apron and red brick bands almost matching limestone bands on front. Roofs of concrete pantiles with stacks at right end of hall, with no pots and midway to ridge of lower section with one chimney pot. Main entrance to Pound Hill has apsidal roof now in concrete pantiles over arched door at top of flight of steps. Door has limestone dressing with name of Institute and date and limestone band above with name of Castle Hill Mission. Mullion window to right with date stone below and limestone detail and band at sill level.
Victoria Road	Church of St Luke	1874-85 by W Basset- Smith. A large church of gault brick with limestone dressings. Nave aisles on both sides, chancel with polygonal apse. West end tower with broached spire. Wrought iron railings to churchyard with gate to Victoria Road. The church has a modern extension to the northwest in brown brick, with tall triangular projecting window.
	St Luke's Infant School	Remains of Infant School to north of St Luke's Church. Built in 1874 2 storey of gault brick with slate roof, tall chimney stack and dormer window and gable projection to east. Reduced in size from former building.
	St Luke's Boys School	Boys School of 1874 which became the Infant school to St Luke's Now occupied by Kindersley Workshop. Single storey of gault brick now with a pantile roof and rooflights. Much altered and now extended to accommodate the workshop.

Appendix 3: Maps

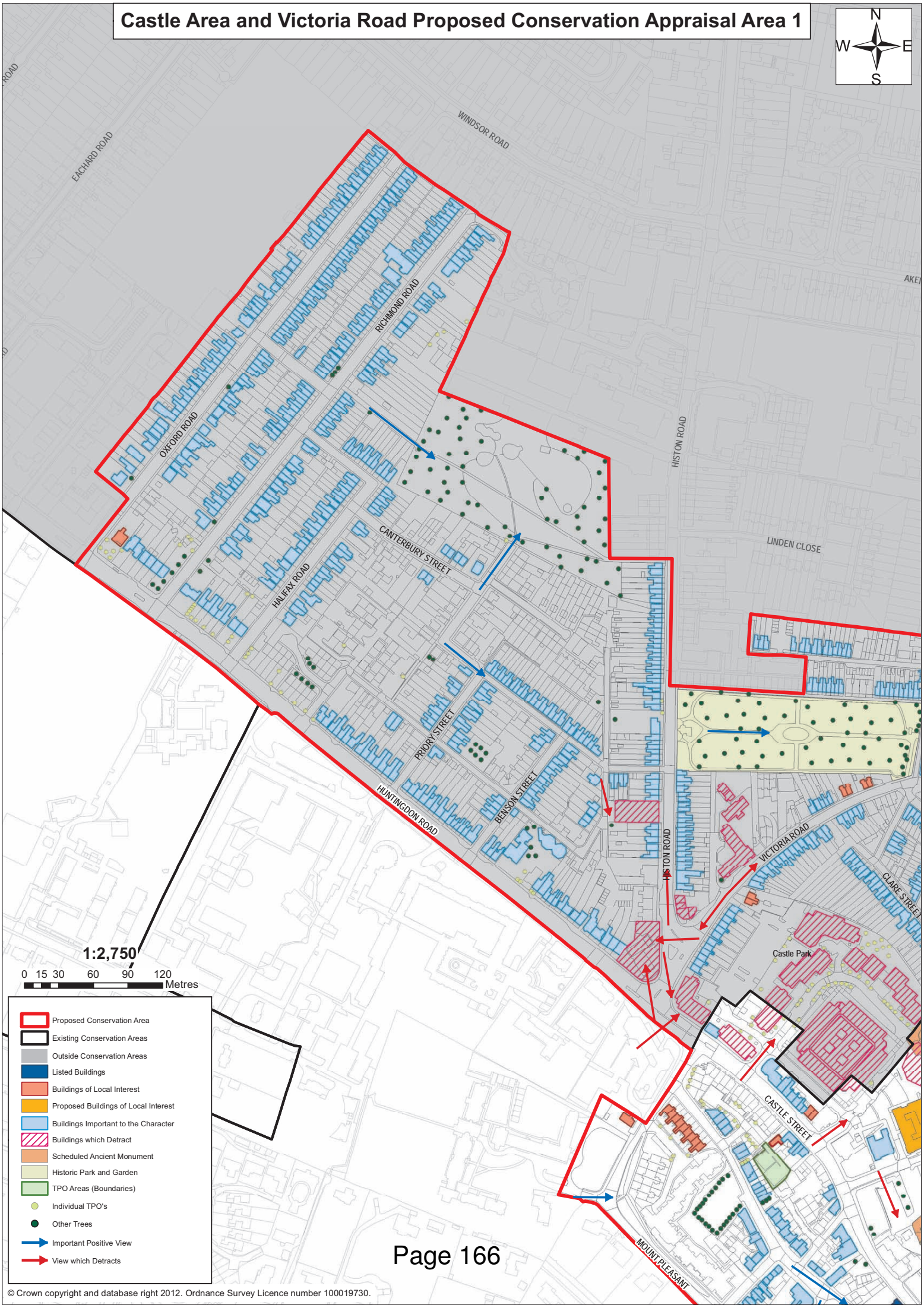




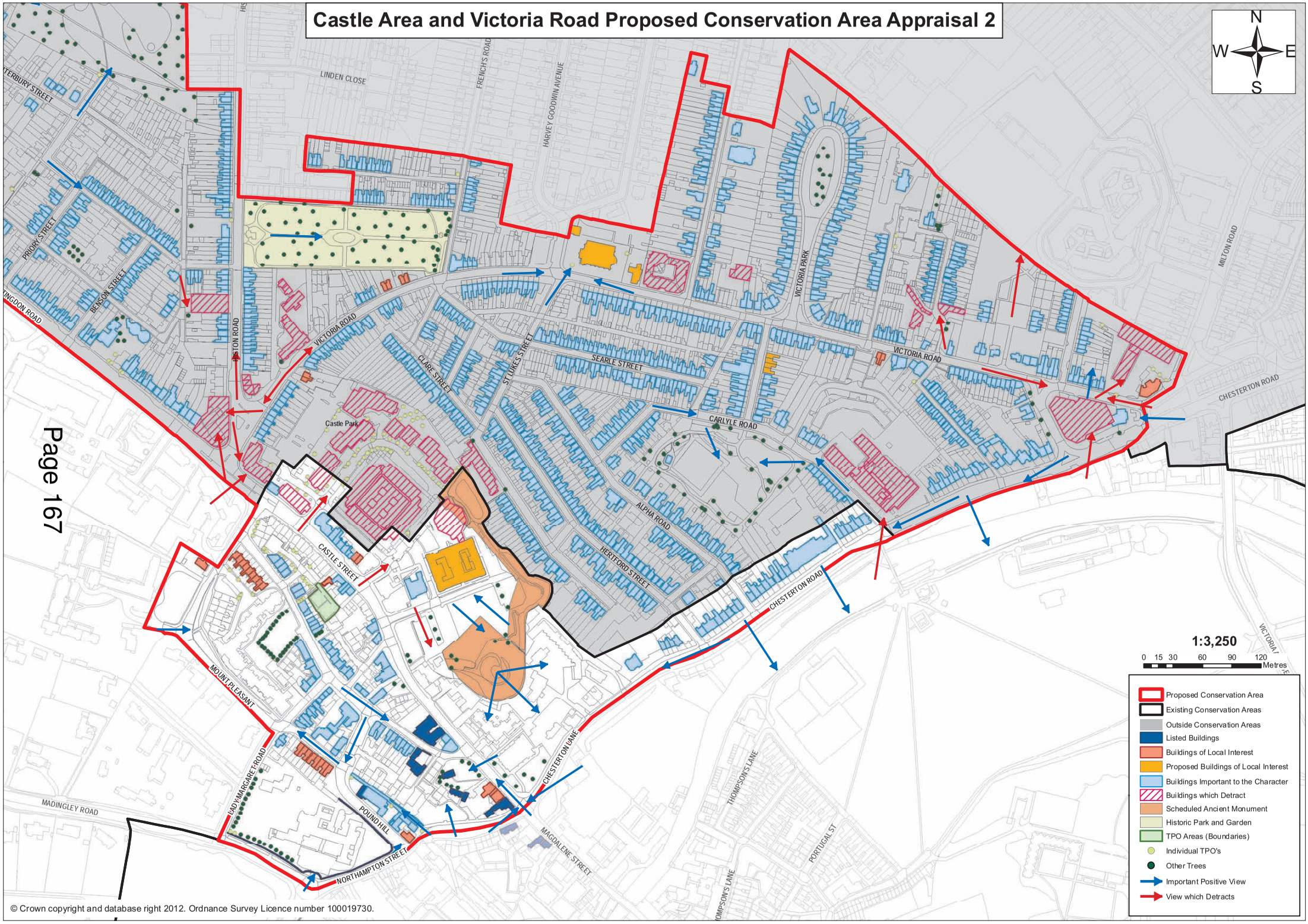
Castle Area and Victoria Road Proposed Conservation Area Appraisal



Castle Area and Victoria Road Proposed Conservation Appraisal Area 1



Castle Area and Victoria Road Proposed Conservation Area Appraisal 2



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Cambridge City Council **Item**

To	Executive Councillor for Planning & Sustainable Transport: Councillor Tim Ward	
Report by	Director of Environment Director of Resources	
Relevant Scrutiny Committee	Environment	26 June 2012

2011/12 Revenue and Capital Outturn, Carry Forwards and Significant Variances

Not a Key Decision

1. Executive summary

1.1 This report presents a summary of the 2011/12 outturn position (actual income and expenditure) for services within the Planning & Sustainable Transport portfolio, compared to the final budget for the year. The position for revenue and capital is reported and variances from budgets are highlighted, together with explanations. Requests to carry forward funding arising from certain budget underspends into 2012/13 are identified.

1.2 It should be noted that this report reflects the reporting structure in place prior to the recent changes in Executive reporting responsibilities.

2. Recommendations

The Executive Councillor is recommended:

a) To agree the carry forward request for £30,270 as detailed in Appendix C, is to be recommended to Council for approval.

b) To seek approval from Council to carry forward capital resources to fund rephased net capital spending of £135,000 from 2011/12 into 2012/13, as detailed in Appendix D.

3. Background

Revenue Outturn

3.1 The outturn position for the Planning & Sustainable Transport portfolio, compared to final revenue budget, is presented in detail in Appendix A.

3.2 Appendix B to this report provides explanations of the main variances.

3.3 Appendix C sets out the final list of items, for this service portfolio, for which approval is sought to carry forward unspent budget from 2011/12 to the next financial year, 2012/13.

3.4 The overall revenue budget outturn position for the Planning & Sustainable Transport portfolio is set out in the table below:

Planning & Sustainable Transport 2011/12 Revenue Summary	**£**
Final Budget	1,726,490
Outturn	1,627,398
Variation – (Under)/Overspend for the year	(99,092)
Carry Forward Requests:	30,270
Net Variance	(68,822)

The variance represents 4.0% of the overall portfolio budget for 2011/12.

Capital Outturn

3.5 Appendix D shows the outturn position for schemes and programmes within the Planning and Sustainable Transport portfolio, with explanations of variances.

3.6 An overall underspend of £116,000 has arisen. £135,000 is due to slippage and rephasing of the capital programmes is required to transfer the budget into 2012/13. £19,000 is in respect of net project overspends of which £17,000 will be funded from Repairs & Renewals funds and £3,000 from the LAPE surplus.

4. Implications

4.1 The net variance from final budget, after approvals to carry forward £30,270 budget from 2011/12 to the next financial year, 2012/13, would result in a reduced use of General Fund reserves of £68,222.

4.2 In relation to anticipated requests to carry forward revenue budgets into 2012/13 the decisions made may have a number of implications. A decision not to approve a carry forward request will impact on officers' ability to deliver the service or scheme in question and this could have staffing, equal opportunities, environmental and/or community safety implications.

5. Background papers

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

- Closedown Working Files 2011/12
- Directors Variance Explanations - March 2012
- Capital Monitoring Reports - March 2012
- Budgetary Control Reports to 31 March 2012

6. Appendices

- Appendix A - Revenue Budget 2011/12 - Outturn
- Appendix B - Revenue Budget 2011/12 - Major Variances from Final Revenue Budgets
- Appendix C - Revenue Budget 2011/12 - Carry Forward Requests
- Appendix D - Capital Budget 2011/12 - Outturn

7. Inspection of papers

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

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Authors' Phone Numbers:	Telephone: 01223 - 458148
Authors' Email:	richard.wesbroom@cambridge.gov.uk

Appendix A

Planning & Sustainable Transport / Environment Scrutiny Committee

Revenue Budget - 2011/12 Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation - Final Budget & Outturn Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £
Environment - Parking Services						
Car Parks	(1,794,490)	(1,909,560)	(1,867,726)	41,834	0	41,834
Shopmobility	91,510	104,630	96,265	(8,365)	0	(8,365)
	(1,702,980)	**(1,804,930)**	**(1,771,462)**	**33,468**	**0**	**33,468**
Environment - Planning						
Recharges - Head of Planning	0	476,550	416,230	(60,320)	0	(60,320)
Concessionary Fares	22,970	0	6,307	6,307	0	6,307
Building Control Fee Earning	0	0	(40,409)	(40,409)	0	(40,409)
Building Control Other	315,540	338,580	294,517	(44,063)	0	(44,063)
City Development	625,650	1,208,960	1,098,679	(110,281)	0	(110,281)
Considerate Contractors Scheme	9,580	4,300	4,270	(30)	0	(30)
Local Delivery Vehicle (LDV) - Major Sites	0	10,000	8,016	(1,984)	0	(1,984)
One year extension of growth-related fixed term posts	873,900	0	0	0	0	0
New Neighbourhoods	0	(71,040)	105,899	176,939	0	176,939
Planning Policy	860,430	549,010	544,752	(4,258)	0	(4,258)
Conservation & Design	490,890	0	0	0	0	0
Head of Joint Urban Design	238,650	0	0	0	0	0
Urban Design & Conservation	0	417,540	389,641	(27,899)	30,270	2,371
Public Transport Subsidy	121,820	115,820	106,828	(8,992)	0	(8,992)
Taxicard Service	118,710	112,780	100,704	(12,076)	0	(12,076)
Transport Initiatives for the Disabled	34,400	50,110	48,110	(2,000)	0	(2,000)
	3,712,540	**3,212,610**	**3,083,543**	**(129,067)**	**30,270**	**(98,797)**
Environment - Streets and Open Spaces						
Bus Shelters	30,780	30,780	27,250	(3,530)	0	(3,530)
Street Name Plates	37,140	37,140	34,000	(3,140)	0	(3,140)
Highways Schemes General	84,970	79,660	81,495	1,835	0	1,835
Walking & Cycling Strategy	11,290	11,290	9,444	(1,846)	0	(1,846)
Flood Risk Management	100,460	100,460	102,909	2,449	0	2,449
	264,640	**259,330**	**255,098**	**(4,232)**	**0**	**(4,232)**
Environment - Director & Business & Information Service (BIS)	0	0	0	0	0	0
Urban Growth Project Management	2,170	59,480	60,219	739	0	739
	2,170	**59,480**	**60,219**	**739**	**0**	**739**
Total Net Budget	**2,276,370**	**1,726,490**	**1,627,398**	**(99,092)**	**30,270**	**(68,822)**

Appendix A

Planning & Sustainable Transport / Environment Scrutiny Committee

Revenue Budget - 2011/12 Outturn

Service Grouping	Original Budget £	Final Budget £	Outturn	Variation - Final Budget & Outturn Increase / (Decrease) £	Carry Forward Requests - see Appendix C £	Net Variance £

Changes between original and final budgets may be made to reflect:

- portfolio and departmental restructuring
- approved budget carry forwards from the previous financial year
- technical adjustments, including changes to the capital accounting regime
- virements approved under the Council's constitution
- additional external revenue funding not originally budgeted for

and are detailed and approved:

- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium Term Strategy (MTS)
- in the January committee cycle (as part of the budget setting report)

- and via technical adjustments/virements throughout the year

Appendix B

Planning & Sustainable Transport / Environment Scrutiny Committee

Revenue Budget 2011/12 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Car Parks	**Environment - Parking Services** Parking Services were almost within target for 2011/12 with a net overall underachievement of £21,434. Income was impacted by the general downturn and also adversely affected particularly by the road works during March in East Road (Grafton East), Parkside closure for refurbishment and loss of the ice skating rink (Queen Anne Terrace). This was offset to a large degree by increased income arising from changes in the County parking arrangements and charges at Castle Hill Car Park, whilst generally containing expenditure within planned budgets. Note that charges for Legal Services have been changed from a historic Service Level Agreement to an actual time-recording basis for 2011/12 so, although these charges have been met from Council budgets overall, there may be variances within individual services and in this case the charges appear as a budget variance of £20,400.	41,834	Paul Necus
Recharges - Head of Planning	**Environment - Planning** Note that charges for Legal Services have been changed from a historic Service Level Agreement to an actual time-recording basis for 2011/12 so, although these charges have been met from Council budgets overall, there may be variances within individual services and in this case the charges appear as a budget variance of £60,320.	(60,320)	Patsy Dell

Appendix B

Planning & Sustainable Transport / Environment Scrutiny Committee

Revenue Budget 2011/12 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
Building Control - Fee Earning	The Building (Local Authority Charges) Regulations 2010 state that where there are no surpluses held in the Building Control earmarked reserve to fund an in-year deficit, this must be met from General Fund reserves and 'replenished' the following year. Therefore the 2011/12 surplus offsets the deficit made in 2010/11. Fee income was within 1% of the budget forecast. Variance due to underspend on salaries & employee costs (vacancy of 0.3 FTE) consultant fees, publicity, office supplies and IT services.	(40,409)	Patsy Dell
Building Control - Other	Due to underspend on salary and employee costs, consultant costs, office supplies and IT services. Income was also greater than forecast due to higher than expected income from new Street Name and Numbering Charges and receipt of legal costs following successful prosecution in 2011.	(44,063)	Patsy Dell

Appendix B

Planning & Sustainable Transport / Environment Scrutiny Committee

Revenue Budget 2011/12 - Major Variances from Final Revenue Budgets

Service Grouping	Reason for Variance	Amount £	Contact
City Development	Variance partly due to underspends on employee costs, as the Principal Enforcement Officer post remained vacant and new vacancies have arisen. Temporary staff and recruitment costs have exceeded budgets, because it has proven difficult to recruit to vacant posts, despite the buoyant job market. Savings due to vacancies in the Business and Information Services team (BIS) have resulted in a reduced recharge of nearly £35k. Note that charges for Legal Services have been changed from a historic Service Level Agreement to an actual time-recording basis for 2011/12 so, although these charges have been met from Council budgets overall, there may be variances within individual services and in this case the charges appear as a budget variance of £40.5k.	(110,281)	Patsy Dell
New Neighbourhoods	Under-achievement against fee income projections mainly due to delayed submission of three large reserved matters applications for Clay Farm (x2) and Bell School (due to appeal). However, these will still be submitted during early-mid 2012/13.	176,939	Patsy Dell
Urban Design & Conservation	Underspend mainly due to delays in completion of the Pro-Active Conservation programme. A request to carry forward the unspent budget is included in Appendix C.	(27,899)	Patsy Dell

Appendix C

Planning & Sustainable Transport / Environment Scrutiny Committee

Revenue Budget 2011/12 - Carry Forward Requests

Request to Carry Forward Budgets from 2011/12 into 2012/13 and future years

Item		Final Request £	Contact
1	**Director of Environment** Pro-Active Conservation -To complete the remaining priorities of the work programme as at agreed at Environment Scrutiny Committee in March 2012 ref 12/123/ENV (improved use of IT for cataloguing Listed Building information, Conservation Area reviews, wall painting signage)	30,270	Patsy Dell
	Total Carry Forward Requests for Planning & Sustainable Transport Portfolio / Environment Scrutiny Committee	**30,270**	

Appendix D

Planning and Sustainable Transport Portfolio / Environment Scrutiny Committee

Capital Budget 2011/12 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC366	Green Parking Bays	S Cleary	3	0	2	2	(2)	0	Project complete.
SC368	GIS Phase 2 & 3	P Boucher	0	1	0	(1)	0	(1)	Project complete.
SC416	UNIform e-consultee Access Module	P Boucher	0	2	0	(2)	2	0	Awaiting final invoice for Phase 1 - supplier has been chased. Phase 2 to be programmed, awaiting IDOX development.
SC417	Development of UNIform System	P Boucher	12	0	0	0	0	0	Budget rephased to 2012/13 at January 2012 committee.
SC420	Corrosion Monitoring System at Park Street	S Cleary	0	1	1	0	0	0	Project complete. Results of monitoring to be delivered over next 9 months.
SC439	LED Lighting - Grand Arcade Annex Car Park	S Cleary	120	115	100	(15)	15	0	Lights installed, awaiting final invoices from contractors.
SC445	Monitors for use with Document Management System	P Boucher	0	6	4	(2)	2	0	Project expected to be completed by end of May 2012.
SC448	Rebuild Grafton West Car Park Wall at Salmon Lane	S Cleary	100	77	94	17	0	17	Project complete.
SC449	Holy Trinity War Memorial Shelter	G Richardson	0	23	12	(11)	11	0	Project has commenced. Contractors on site. Works will take twelve weeks. Project completion will be into next financial year.
SC505	Land Explorer Software	G Richardson	10	0	0	0	0	0	Budget rephased to 2012/13 at January 2012 committee.
SC506	Replacement Grand Arcade Car Park Pay on Foot Machines	S Cleary	0	0	3	3	(3)	0	Project commenced and on schedule.
SC510	Chip & Pin Upgrade in Car Parks	S Cleary	40	77	80	3	0	3	Project complete.

Appendix D

Planning and Sustainable Transport Portfolio / Environment Scrutiny Committee

Capital Budget 2011/12 - Outturn

Capital Ref	Description	Lead Officer	Original Budget £000	Final Budget £000	Outturn £000	Variance - Outturn compared to Final Budget £000	Re-phase Spend £000	Over / (Under) Spend £000	Variance Explanation / Comments
SC516	Relocation Grand Arcade Car Park Control Room	S Cleary	0	70	25	(45)	45	0	Project due to be completed by June 2012.
Total Projects			**285**	**372**	**321**	**(51)**	**70**	**19**	
PR007	Cycleways	A Preston	240	7	7	0		0	A Project Appraisal will be submitted to Asset Management Group (AMG) and Environment Scrutiny Committee for approval in June to commence the implementation of the Downhams Lane and Perne Rd/Radegund Road schemes, totalling £140k.
PR014	Environmental Safety Fund	D Foley-Norman	0	5	0	(5)	5	0	£5k to be used for Rackham Close Project in 2012/13. Further projects suggested as part of this years EIP programme are eligible for funding should they be adopted by the Area Committee in question.
PR018	Bus Shelters	A Preston	221	64	4	(60)	60	0	Current resource levels mean that this project has been delayed and will not be able to start until the Project Delivery team is fully resourced. Completion therefore now envisaged by April 2013.
PR019	Car Parks Infrastructure and Equipment Replacement Programme	S Cleary	722	0	0	0	0	0	Budget rephased to 2012/13 at January 2012 committee.
Total Programmes			**1,183**	**76**	**11**	**(65)**	**65**	**0**	

Appendix D

Planning and Sustainable Transport Portfolio / Environment Scrutiny Committee

Capital Budget 2011/12 - Outturn

Capital Ref	Description	Lead Officer	Original Budget	Final Budget	Outturn	Variance - Outturn compared to Final Budget	Re-phase Spend	Over / (Under) Spend	Variance Explanation / Comments
			£000	£000	£000	£000	£000	£000	
Total for Planning and Sustainable Transport			**1,468**	**448**	**332**	**(116)**	**135**	**19**	

Changes between original and final budgets may be made to reflect:

- rephased capital spend from the previous financial year
- rephased capital spend into future financial periods
- approval of new capital programmes and projects

and are detailed and approved:

- in the June committee cycle (outturn reporting and carry forward requests)
- in September (as part of the Medium Term Strategy (MTS))
- in the January committee cycle (as part of the budget setting report)

Cambridge City Council

To:	**Cllr Tim Ward, Executive Councillor for Planning and Sustainable Transport**
Report by:	**Simon Payne, Director of Environment**
Relevant scrutiny committee:	**Environment 26th June 2012**
Wards affected:	**Coleridge**

Project Appraisal and Scrutiny Committee Recommendation

Project Name: **Perne Road Roundabout**

Recommendation/s

Financial recommendations:

- The Executive Councillor is asked to approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan.
- The total cost of phase 2 of the project is £103,000.00 funded from the Capital Joint Cycleway Programme (PR007).
- There are no ongoing revenue implications arising from the project, as maintenance will be the responsibility of Cambridgeshire County Council.

Procurement recommendations:

- This scheme will be procured direct from the County Councillor's compliantly procured contractor. If the project estimate exceeds the estimated contract value by more than 15%, the permission of the Executive Councillor and the Director of Resources will be sought before proceeding."

1 Summary

The aim of the project is to improve the safety of the Perne Road/Radegund Road/Birdwood Road roundabout for cyclists and pedestrians. Following the issues raised through the consultation phase, the project has been divided into two phases.

Phase 1: of the project will be to widen the roundabout island with an overrun strip to reduce traffic speeds and the trial of a further reduction in the carriageway widths on the roundabout and at entry/exit points.

Phase 2: will be the permanent implementation of the trialled works subject to the positive outcome of the trial following further consultation, to be agreed by Ward Councillors and the Executive Councillor for Planning and Sustainable Transport.

1.1 The project

Target Dates:	
Start of Phase 1	Autumn 2012
Detailed Project Design	Winter 2012
Start of Phase 2	Spring 2013
Completion of Project	Summer 2013

1.2 The Cost

Total Project Cost	**£** ***103,000***

Cost Funded from:

Funding:	Amount:	Details:
Capital Programme	**£ 103,000**	Capital & Revenue Project Plan (PR007).

1.3 The Procurement

If approved, the works will be undertaken by the County Council's contractor. This contractor was appointed by the County Council following a competitive tender process in accordance with its contract regulations. The contract will comply with the requirements of the City Council's Contract Procedure Rules by virtue of Rule 6.2 as the County Council is a Central Purchasing Body for the purposes of the City Council's Rules.

2 Project Appraisal & Procurement Report

2.1 The Project

The current layout of this roundabout allows vehicles to use the fastest and most direct line through the roundabout, which means that speeds are high and it is extremely hostile for cyclists and pedestrians. This roundabout is in the top ten accident sites in the City for cyclists.

There are also currently no crossing facilities for pedestrians across the roundabout arms of junctions with Perne Road/Birdwood Road and Perne Road/Radegund Road, both of which have schools/colleges located on them.

The proposal significantly reduces the circulatory width of the carriageway around the roundabout and tightens both the exits and entries onto the roundabout.

The design follows guidance from the Department for Transport on making roundabouts more cycle-friendly (Traffic Advisory Leaflet 9/97 – Cyclists at Roundabouts: Continental Design Geometry). The change in geometry would ensure that drivers keep their speeds low to negotiate the tighter turns with an overrun area provided for larger vehicles. This would improve safety for all, particularly for on-road cyclists.

Following the results of the consultation which identified significant concerns regarding the effect on traffic flow and possible pinch points being created for cyclists it is proposed that the layout is trialled and the effects monitored. It is also proposed that the widening of the roundabout with an overrun strip is implemented as this will still leave a wide circulatory width but will encourage lower circulatory speeds, as most vehicles will have to take a less direct line to negotiate the roundabout.

The proposed layout would provide significant improvements for pedestrian safety with the introduction of uncontrolled crossings points along existing pedestrian desire lines on the arms of Perne Road/Birdwood Road and Perne Road/Radegund Road of the roundabout where currently no crossing facilities exist. It will also present an opportunity to improve the appearance of the area with additional trees and grass verges.

As well as the proposed layout a further option was considered which included an off-road option for cyclists, segregated from both the carriageway and pedestrians. This option was not progressed due to the significantly higher estimated cost; however, the proposed layout would not preclude an off-road facility being provided in the future if funding can be made available.

2.2 Aims & objectives

The project aims to promote the City Council Vision of ' A city where getting around is primarily by public transport, bike and on foot.' It contributes to achieving this aim by improving safety for cyclists and pedestrians at this junction.

2.3 Major issues for stakeholders & other departments

After consulting Ward Councillors, public consultation took place in Feb/March 2012.

The City Council distributed 1500 leaflets (see Appendix B) to residents in the Perne Road area and the questionnaire was also available on the Cambridge City Council internet site.

Of the 1500 people consulted there was a total of 114 respondents to the question:

'Do you support the proposed changes to the layout of the Radegund Road/Perne Road roundabout in order to improve the safety of cyclists and pedestrians?'

The results are shown in the table below, a further breakdown of these results can be seen in Appendix B:

Question	Agree	Disagree	Undecided	Total
1	69 (60.5%)	41 (36%)	4 (3.5%)	114

Most of the negative comments concerned the potential increase in congestion if cars are not able to get past stationary traffic. Of the other negative comments:

- Some thought it a waste of money and some suggested replacing the roundabout with traffic lights instead.
- Some raised the issue of roundabouts they felt were more dangerous such as on Cherry Hinton, Mowbray Rd and Coldham's Lane (Sainsbury's).
- Another frequent comment was the need for traffic calming on Birdwood Rd and parking issues near the Birdwood Rd arm of the junction.
- Some cyclists were concerned that a reduction in carriageway width would reduce safety for them, particularly on entering the roundabout.

- Some commuters using Public Transport were concerned with an increase of travel times.

Another frequent comment was the need for traffic calming on Birdwood Rd and parking issues near the Birdwood Rd arm of the junction.

Positive comments welcomed the scheme and highlighted the danger of the current situation felt by those using it on foot or by cycle.

With regard to stakeholders responses;

- St Bedes School were supportive whilst Coleridge Community College raised the concern that the alterations would create significant congestion at the junction of Perne Road and Radegund Road. Ridgefield Primary School has still to respond.
- Cambridgeshire Police supports any safety measures that promote safer driving and reduce accidents.
- Cambridgeshire Ambulance Service is still yet to respond.
- Cambridgeshire Fire Service has no comment on the scheme apart from the protection of Fire Hydrants within the vicinity of the scheme.
- Both the Cycling Campaign and the CTC were supportive in principle but were concerned that there were no off-road options proposed for less confident cyclists - the concern being that some cyclists may feel pinched at the narrower entrances onto the roundabout and may not be able to get past larger vehicles when the traffic is stationary. They also objected to the fact that the islands proposed for the Perne Rd arms of the roundabout did not have dropped kerbs.
- Ward Councillors did not want additional planting or possible sponsorship signage that would obscure user views across the roundabout.

2.4 Summarise key risks associated with the project

This location is a cycle accident cluster site and the project addresses the risk that people will not choose to walk or cycle because of the potential danger of negotiating the existing roundabout. The accident data shows that there have been 21 accidents over the last 5 years involving cyclists at this location, two of which were serious. This junction was also shown to be the 10th most dangerous junction in the city according to a report by the Department for Transport (see Appendix C).

It is felt that if the proposed alterations will mitigate the potential for further accidents on the roundabout and further promote the pedestrian/cycle friendly ethos that is promoted across the city. Failure to carry out the works may lead to further accidents and the possibility of a fatality. It may also lead to an increase in vehicular traffic caused by users who deem the roundabout too

dangerous to negotiate by cycle and the subsequent environmental impact that the increase in CO_2 emissions represents.

Delivery risks include possible unforeseen cost implications that have not been identified and factored into the budget estimate, as they will not be identified until the detailed design stage of the scheme has been completed.

Due to concerns regarding congestion and pinch points for cyclists it was decided to undertake a trial in order to monitor the effects of the revised layout. If the results of the trial are negative then the scheme may only be partially implemented. Whilst this is a risk, it is felt that the installation of the overrun strip has a stand-alone benefit of helping to reduce vehicular speeds.

2.5 Financial implications

a. Appraisal prepared on the following price base: 2012/13

b. Specific grant funding conditions are: *Not Applicable.*

c. Other comments: *None*

2.6 Capital & Revenue costs

(a) Capital	£	Comments
Building contractor / works	103,000	
Total Capital Cost	103,000	

2.7 VAT implications

There are no VAT implications

2.8 Environmental Implications

Climate Change impact	

Climate Change Rating: +L

It is envisaged that due to the increase in safety for pedestrians and cyclists using the roundabout, it will be in itself self-promoting, and in-turn encourage

more people to either cycle or walk to the surrounding schools/colleges and workplaces.

2.9 Other implications

The scheme will contribute to road safety targets.

2.10 Staff required to deliver the project

The project can be delivered within existing staff resources.

Project Officer	120 hours
Cycle Officer (City/County)	24 hours

2.11 Dependency on other work or projects

THE FRANCE-ENGLAND-FLANDERS-NETHERLANDS '2 SEAS' INTERREG IVA PROGRAMME

An EU funding programme which aims to promote joint working and cross border co-operation between partner organisations on either side of a European land or maritime border.

2.12 Background Papers

N/A

2.13 Inspection of papers

Author's Name	Andrew Preston
Author's phone No.	01223 457271
Author's e-mail:	andrew.preston@cambridge.gov.uk
Date prepared:	21st May 2012

Capital Project Appraisal - Capital costs & funding - Profiling ***Appendix A***

	2012/13	2013/14	2014/15	2015/16	2016/17	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	103,000					
Purchase of vehicles, plant & equipment	0					
Professional / Consultants fees	0					
Other capital expenditure:	0					
Total Capital cost	**103,000**	**0**	**0**	**0**	**0**	
Capital Income / Funding						
Existing capital programme funding	103,000					PR007
Total Income	**103,000**	**0**	**0**	**0**	**0**	
Net Capital Bid	**0**	**0**	**0**	**0**	**0**	

CONTACT US

If you have any queries please email clare.rankin@cambridge.gov.uk or call 01223 457108. You can also contact one of your ward Councillors who are supporting the scheme.

YOUR VIEWS

Please let us know what you think about the proposed changes in layout to the roundabout and return this form by 19th March 2012 using the freepost address below or alternatively fill out the questionnaire online at www.cambridge.gov.uk/consultations

1. Do you support the proposed changes to the layout of the Radegund Road/Perne Road roundabout in order to improve the safety of cyclists and pedestrians?

YES NO

2. How do you usually travel in this area? (Please circle all that apply to you)

Walk / Cycle / Public Transport / Car / Other: .....

Comments

3. Please indicate which street you live on: .....

BUSINESS REPLY SERVICE
Licence No. ANG6390

STREETS AND OPEN SPACES
PROJECT DELIVERY
CAMBRIDGE CITY COUNCIL
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CAMBRIDGE CITY COUNCIL

Cambridgeshire County Council

February 2012

SAFETY IMPROVEMENTS TO RADEGUND ROAD/ PERNE ROAD/ BIRDWOOD ROAD ROUNDABOUT

We Are keen to hear your views on proposed changes to the roundabout in order to improve safety for cyclists and pedestrians.

What is the problem?

The current layout of this roundabout allows vehicles to use the fastest and most direct line through the roundabout, which means that speeds are high and it is extremely hostile for cyclists and pedestrians. This roundabout is a known accident site for cyclists.

There are also currently no crossing facilities for pedestrians near the roundabout on Birdwood Road or Radegund Road, both of which have secondary schools located on them.

What is proposed?

The new layout (see overleaf) significantly reduces the space for traffic around the roundabout and tightens both the exits and entries into the roundabout. The design follows guidance from the Department for Transport on making roundabouts more cycle-friendly.

The change in geometry will ensure that drivers keep their speeds low to negotiate the tighter turns with an overrun area provided for larger vehicles. This will improve safety for all, particularly for on-road cyclists.

The layout provides significant improvements for pedestrians with wide, direct crossings on the Birdwood Road and Radegund Road arms of the roundabout where currently no crossing facilities exist. It will also present an opportunity to improve the appearance of the area with additional trees and grass verges.

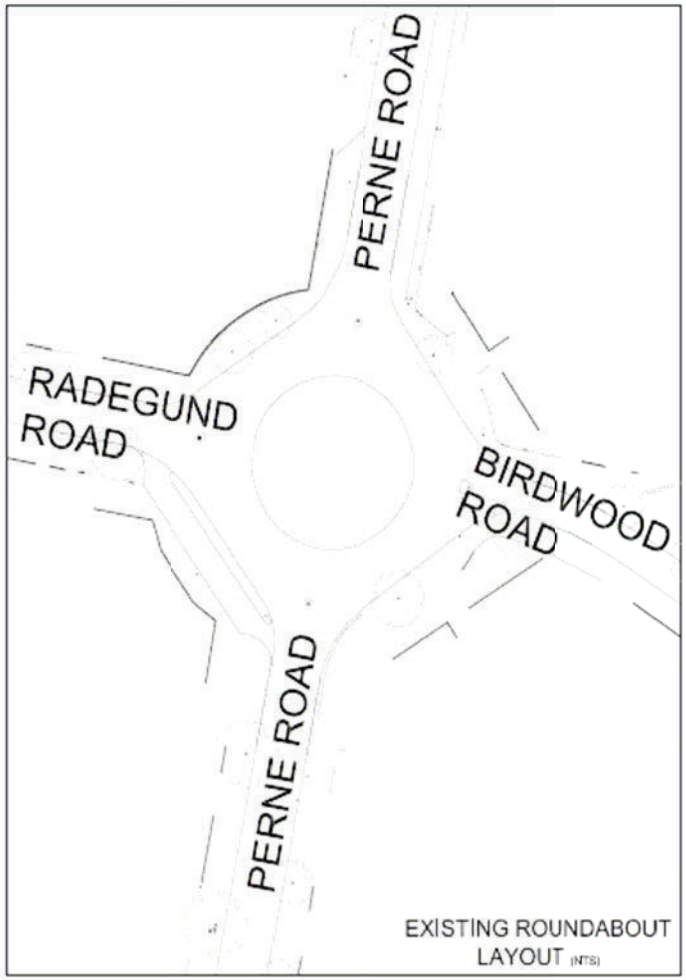
Funding

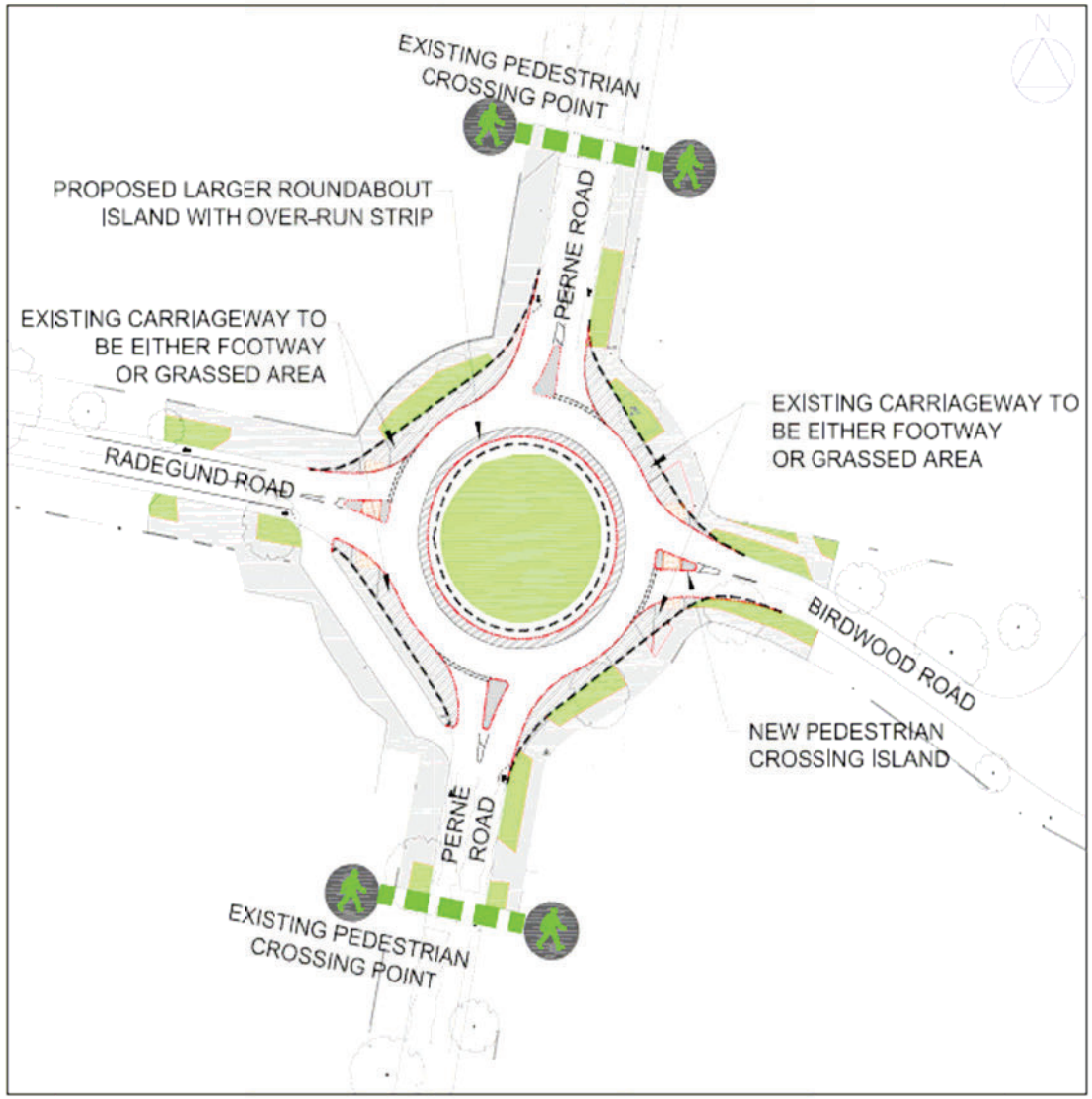
The scheme will benefit from European funding through the 2 Seas Bike Friendly Cities Project with additional funding from the Cambridge City Council and Cambridgeshire County Council jointly funded cycleways budget.

What happens next?

Below is an indicative timeline of key events:

• Public consultation	Ends 19th March 2012
• City Council officers available for information at the East Area Committee	9th February 2012
• Public Exhibition (Coleridge School)	27th 28th February 6-8pm
• Scheme considered by City Council Environment Scrutiny Committee	June 2012
• Consultation results considered by Cambridge Traffic Management Area Joint Committee	July 2012
• Construction work starts on site if approved	Autumn/Winter 2012





CAMBRIDGE CITY COUNCIL

Cambridgeshire County Council

2 Mars Seas Zeein

INTERREG IV A

BIKE FRIENDLY CITIES

ENVIRONMENT DEPARTMENT
STREETS & OPEN SPACES
Simon Payne
Director of Environment
CAMBRIDGE CITY COUNCIL
PO BOX 700, Cambridge, CB1 0JH
Tel: 01223 - 457200 or 457201

Scale:	By:	Date
Not to Scale	NB	18.01.2012

Rev	Date	By	Ch'k	App	Details

DO NOT SCALE
Figured dimensions must be taken in preference to scaled dimensions.

Project: PERNE RD ROUNDABOUT

Drawing: PROPOSED ALTERATIONS

Job Ref / DWG.No: CD-01

Revision: -

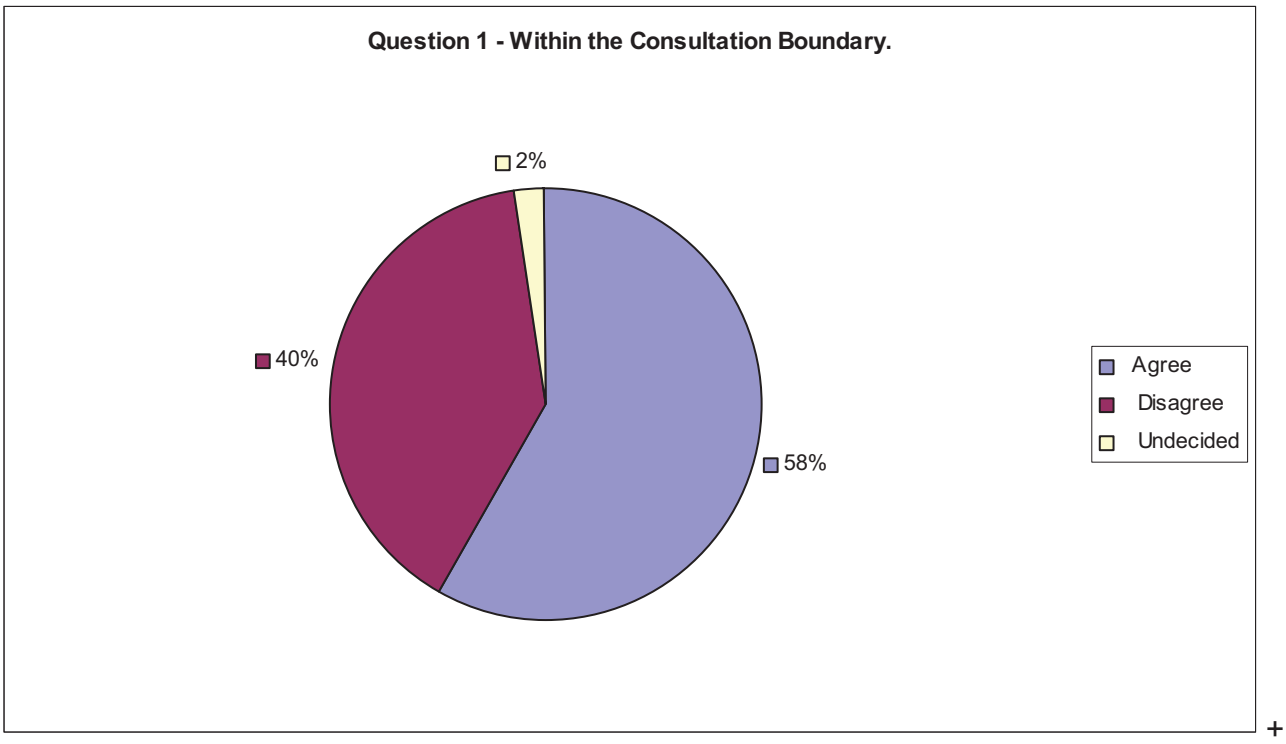

WALPOLE ROAD
BIRDWOOD ROAD
WARD ROAD
GRAY ROAD
CHALMERS ROAD
PERNE ROAD
RADEGUND ROAD
LANGHAM ROAD
PERNE AVENUE
ANCASTER WAY
TREVONE PLACE
BRITTEN PLACE
ROBERT CLOSE
TETNHAM CLOSE

Number	Question
1	Do you support the proposed changes to the layout of the Radegund Road/Perne Road roundabout in order to improve the safety of cyclists and pedestrians?
2	How do you usually travel in this area? Walk / Cycle / Public Transport / Car / Other:

Within the Consultation Boundary

Question 1	Agree	Disagree	Undecided	Total
	54	37	2	93

Question 2	Walk	Cycle	Public Transport	Car	Other
Agree	43	36	28	31	3
Disagree	33	24	20	30	3
Undecided	2	2	0	1	0

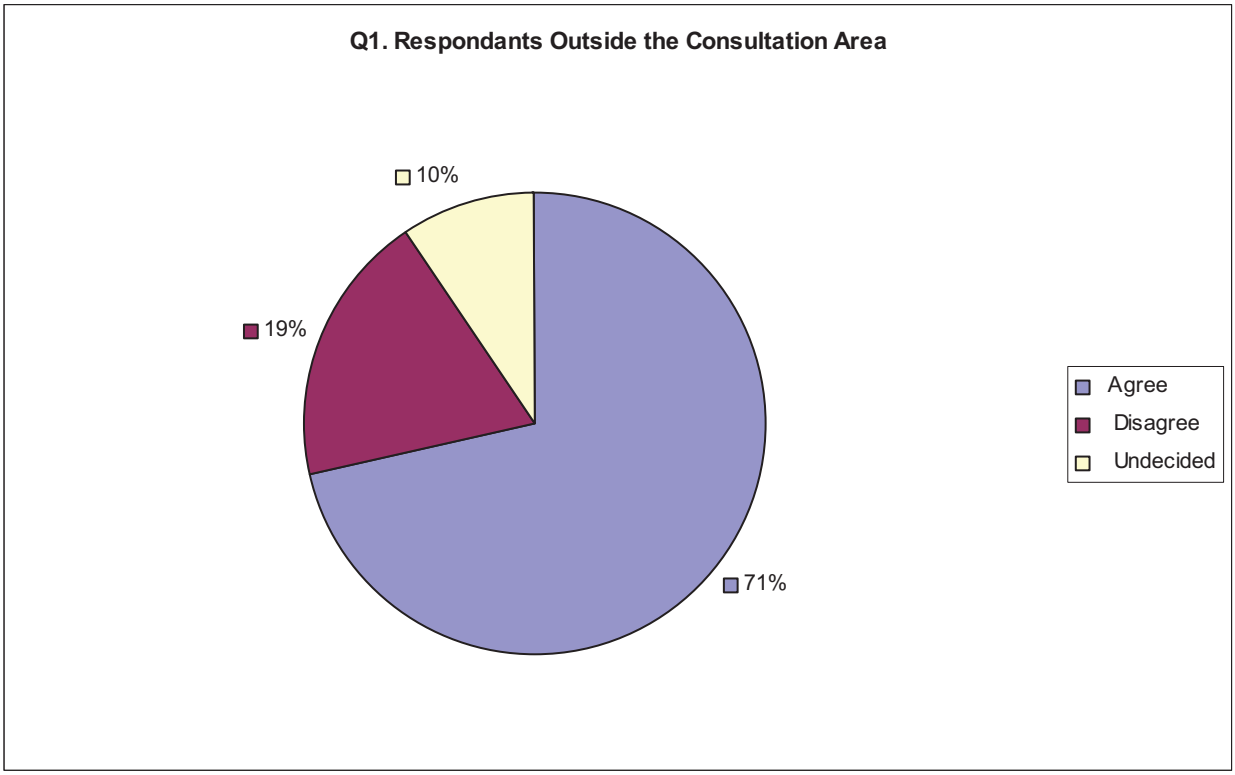


Number	Question
1	Do you support the proposed changes to the layout of the Radegund Road/Perne Road roundabout in order to improve the safety of cyclists and pedestrians?
2	How do you usually travel in this area? Walk / Cycle / Public Transport / Car / Other:

Within the Consultation Boundary

Question 1	Agree	Disagree	Undecided	Total
	15	4	2	21

Question 2	Walk	Cycle	Public Transport	Car	Other
Agree	2	14	1	5	0
Disagree	0	3	0	1	0
Undecided	1	1	1	0	0



Appendix C

As listed on cambridge-news.co.uk website on the15/03/2012 and according to Department for Transport Figures (2005 – 2010).

The worst 10 roads for cycle crashes:		
Ranking	**Location**	**No. of Accidents**
1	Lensfield Rd/Trumpington St/The Fen Causeway	36
2	Queen Edith's Way/Fendon Rd/Hills Road Triangle	34
3	East Rd/Mill Rd	31
4	Lensfield Rd/Hills Rd	30
5	Maids Causeway/Victoria Ave/Jesus Lane Roundabout	27
6	Castle St/Northampton St/Chesterton Ln	26
7	Hills Rd/Cherry Hinton Rd	23
8	Milton Rd/Elizabeth Way Roundabout	23
9	Emmanuel St/St Andrews St/Downing St	20
10	Perne Rd/Radegund Rd/Birdwood Roundabout	15

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Cambridge City Council

To:	**Cllr Tim Ward, Executive Councillor for Planning and Sustainable Transport**
Report by:	**Simon Payne, Director of Environment**
Relevant scrutiny committee:	**Environment, 26th June 2012**
Wards affected:	**Kings Hedges/West Chesterton**

Project Appraisal and Scrutiny Committee Recommendation

Project Name: Downham's Lane Cycle link improvement

Recommendation/s

Financial recommendations –

- The Executive Councillor is asked to approve the commencement of this scheme, which is already included in the Council's Capital & Revenue Project Plan.
- The total cost of the project is £80,000 funded from the Capital Joint Cycleways Programme (PR007).
- Implementation is subject to the adoption of the route as public highway by Cambridgeshire County Council.
- There are no ongoing revenue implications arising from the project due to its proposed adoption by Cambridgeshire County Council as Highway Authority.

Procurement recommendations:

- This scheme will be procured direct from the County Councillor's compliantly procured contractor. If the project estimate exceeds the estimated contract value by more than 15%, the permission of the Executive Councillor and the Director of Resources will be sought before proceeding.

1 Summary

The project is to improve the surfacing and lighting of Downham's Lane to adoptable standards. The route is seen as an important cycle/pedestrian link between Milton Road, Campkin Road and the Manor School. The link will become a public right through the completion of a public path creation agreement between Cambridgeshire County Council and the three current landowners.

1.1 The project

Target Dates: *(subject to timely signing of agreement)*	
Estimated date for signed public right of way agreement	October 2012
Production of Construction Information	November 2012
Start Construction	January 2013
Completion of project	March 2013

1.2 The Cost

Total Project Cost	**£ 80,000**

Cost Funded from:

Funding:	Amount:	Details:
Reserves	**£80,000**	Cycleways Capital Programme (PR007)
Repairs & Renewals	**£**	NA
Developer Contributions	**£**	NA
Other	**£**	NA

Ongoing Revenue Cost

Year 1	**£0**	Maintenance responsibility of County Council

Ongoing	£	

1.3 The Procurement

If approved, the works will be undertaken by the County Council's contractor. This contractor was appointed by the County Council following a competitive tender process in accordance with its contract regulations. The contract will comply with the requirements of the City Council's Contract Procedure Rules by virtue of Rule 6.2 as the County Council is a Central Purchasing Body for the purposes of the City Council's Rules.

2 Project Appraisal & Procurement Report

2.1 The Project

The project is to improve Downham's Lane in order for it to be adopted as public highway. This is currently an important and well used cycle/pedestrian link between Milton Road, Campkin Road and the Manor School.

On 11th January 2011 the Environment Scrutiny Committee approved the carry forward of funding from the Joint Cycleways Capital Programme for the implementation of the Downham's Lane scheme.

This scheme will give the path formal status as a Right of Way, maintainable by the County Council.

The Downham's Lane link is mainly on land owned by the University of Cambridge and was formerly the vehicular access for the Rees Thomas School. A short section of the land is owned by the City Council. Since the school's closure and the construction of a residential care home, vehicular access is no longer required and is now only used by cyclists and pedestrians. The link has no formal status and is currently used on an informal, permissive basis by cyclists and pedestrians. The link is in a poor state of repair with a narrow footway and poor quality surfacing.

The project proposes to re-surface and, where necessary, fully re-construct the pedestrian and cycle paths. The standard of lighting will also be improved with the addition of five new lighting columns. The new link will be constructed to an adoptable standard and the Highway Authority has agreed, subject to satisfactory completion, that it will maintain it as public highway.

2.2 Aims & objectives

The aim of the project is to create a high quality cycling and walking link, which is adopted as public highway and therefore maintained by Cambridgeshire County Council.

The scheme is in line with the City and County Councils' commitment to encourage cycling and walking and to cater for the growth of these modes of transport related to the growth agenda.

The project aims to promote the City Council Vision of ' A city where getting around is primarily by public transport, bike and on foot.' It contributes to achieving this aim by improving safety for cyclists and pedestrians and securing the future of this important cycle and pedestrian link.

2.3 Major issues for stakeholders & other departments

The main issue is completion of the Public Path Creation Agreement, which is currently being undertaken by Cambridgeshire County Council.

All parties have indicated their willingness to sign the agreement, but work cannot be undertaken until the process is fully complete.

Consultation with Ward Councillors and Residents Associations has indicated support for the project.

2.4 Summarise key risks associated with the project

The key risks involved in the delivery of the project are:

- Problems securing the necessary signatures from the University and RANC Care Homes in order to complete the Public Path Creation Agreement.

- The key risk in not delivering this project is that one of the private landowners could at some point close the path to members of the public.

- The other risk is that the poor state of the path could deter some people from using it, which could either result in a switch to them using a car or a less safe route.

2.5 Financial implications

a. Appraisal prepared on the following price base: 2012/13

b. Specific grant funding conditions are: None

c. Other comments

2.6 Capital & Revenue costs

(see also Appendix A for spread across financial years)

(a) Capital	£	Comments
Building contractor / works	80,000	Joint Cycleways Capital Programme (PR007)
Purchase of vehicles, plant & equipment		
Professional / Consultants fees		
IT Hardware/Software		
Other capital expenditure		
Total Capital Cost	80,000	

(b) Revenue	£	Comments
Maintenance	0	County Council responsibility to maintain
R&R Contribution		
Total Revenue Cost	0	

2.7 VAT implications

There are no adverse VAT implications to this project.

2.8 Environmental Implications

Climate Change impact	

+L Reduced number of cars and CO2 emissions (Air Quality and traffic): The completion of the project will result in an improved walking and cycling link, hence encouraging people to use it and reducing the number of people who would otherwise use their cars.

2.9 Other implications

Improved Safety: The new improved lighting will improve safety for pedestrians and cyclists as well as create improvements for community safety as a whole.

2.10 Staff required to deliver the project

The project can be delivered within existing staff resources.

Project Officer	60 hours
Cycle Officer (City/County)	8 hours

2.11 Dependency on other work or projects

None

2.12 Background Papers

Environment Scrutiny Committee Report 11th January 2012.

2.13 Inspection of papers

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Date prepared:	31st May 2012

Capital Project Appraisal - Capital costs & funding - Profiling **Appendix A**

	2012/13	2013/14	2014/15	2015/16	2016/17	Comments
	£	£	£	£	£	
Capital Costs						
Building contractor / works	80,000					
Purchase of vehicles, plant & equipment						
Professional / Consultants fees						
Other capital expenditure:						
insert rows as needed						
Total Capital cost	**80,000**	**0**	**0**	**0**	**0**	
Capital Income / Funding						
Government Grant						
Developer Contributions						
R&R funding						
Earmarked Funds						
Existing capital programme funding	80,000					PR007
Revenue contributions						
Total Income	**80,000**	**0**	**0**	**0**	**0**	
Net Capital Bid	**0**	**0**	**0**	**0**	**0**	

Cambridge City Council **Item**

To:	Executive Councillor for Planning and Sustainable Transport: Councillor Tim Ward	
Report by:	Head of Planning Services	
Relevant scrutiny committee:	Environment Scrutiny Committee	26/6/2012
Wards affected:	All Wards	

DEVOLVING DECISION MAKING TO AREA COMMITTEES – PLANNING AND DEVELOPMENT BRIEFS
Not a Key Decision

1. Executive summary

This report explains the processes by which decisions on planning and development briefs could be taken by area committees from 1 July 2012, and seeks Executive Councillor approval to adopt these processes.

2. Recommendations

The Executive Councillor for Planning and Sustainable Transport and the Environment Scrutiny Committee are recommended to:
(a) Approve the Principles for involving Area Committees in Decisions on Planning and Development briefs set out in Appendix A; and
(b) Request that the Council's constitution be amended to reflect Appendix A.

3. Background

Cambridge City Council is keen to devolve decision making to area committees wherever appropriate, in line with the principal of subsidiarity and the spirit of localism and community participation in decision making.

As part of the project over the past year to explore ways to engage citizens and communities in decision making more effectively, officers and executive Councillors have been exploring which decisions could be devolved to area committees. The fruit of this work is the list of decisions to be devolved as discussed at Strategy and Resources Scrutiny Committee on 10 October 2011:

- Approvals of projects funded by developer contributions for:
  - Public Art

    - Public Realm
    - Community Facilities
    - Open spaces (Children & teenagers and informal open space)
- Planning and development Briefs
- Community Safety Grants
- Non-statutory tree planting

Devolving decisions on these issues to area committees should ensure that those decisions are taken by ward councillors with a local knowledge of the key issues facing communities in their wards, and the needs of those communities.

In devising the process for decision making under devolved arrangements officers and Executive Councillors have considered both the principles in Appendix A and also the need for transparency, accountability, clarity over who is making what decision, the City Council's constitution and other legal or process constraints. It has been the intention to devise clear and consistent principles, to aid efficient and effective decision-making.

Planning and development briefs are part of the development plan system, and can be formal or informal supplementary planning documents or planning guidance e.g. the Mill Lane Development brief. Their role is to provide advice and guidance on the preferred form of development of particular site or site(s). They are not vehicles for new planning policy development as they are 'subservient' in planning policy terms to higher order plans such as the Cambridge Local Plan 2006. They provide significantly greater detail about the interpretation of policies and guidance at the site-specific level, clarifying the aspirations for the development and assisting developers to bring forward acceptable schemes.

The Localism Act 2011 has introduced neighbourhood plans and they will also be part of the development plan strategy. The act gives local communities a new right to draw up a neighbourhood development plan which has to be in line with national policy, with the strategic vision for the wider area set by the local authority and with other legal requirements. The Council has committed to reviewing the local plan and this will be the new strategic vision for Cambridge when adopted in 2014. Neighbourhood plans produced under the Localism Act provisions will need to reflect the strategy set out in the new local plan once it is adopted so are not at this stage covered by the principles set out in this paper.

4. Implications

(a) Financial Implications

These matters would normally go to Development Plan Scrutiny Sub-Committee or Environment Scrutiny Committee to be approved. There is likely to be little difference in the direct financial implications of taking these decisions at Area rather than Scrutiny or Scrutiny Sub-Committees.

(b) **Staffing Implications**

This is more about working differently than a requirement for additional resources.

(c) **Equal Opportunities Implications**

Yes, a corporate EQIA will be undertaken on this change in approach.

(d) **Environmental Implications**

These recommendations should have a very low or nil impact in themselves, as they are about changing the decision-making process rather than the specific matters that will come forward for future decision. The climate change impact of each project decided on under this new process will be assessed at the appropriate point in time.

(e) **Consultation**

Consultation on planning and development briefs will be agreed through the relevant Area Committee as and when these documents come forward and will normally be in accordance with the Councils adopted Statement of Community Involvement and Code of Best Practice on Consultation and Community Engagement.

(f) **Community Safety**

There are no adverse community safety implications.

5. Background papers

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

1. Cambridge Local Plan 2006,
2. national Planning policy Framework 2012
3. Localism Act 2011

6. Appendices

Appendix A

7. Inspection of papers

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

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Appendix A: Principles for Devolving Decisions on Planning and Development briefs for Area Committee approval

With effect from August 2012:

• New planning and development briefs (including Supplementary Planning Documents and planning guidance) on sites within the City boundary (but not within the Cambridge Fringe sites), whether produced by Planning Services or by a developers agent under the editorial control of Planning Services shall be referred to the relevant area committee prior to consultation, and prior to final adoption by the Executive Councillor, in place of current pre-scrutiny arrangements, other than:

(Where cross-ward boundary proposals are involved; or proposals related to major schemes involving more than 250 dwellings or 10,000m^2 of other or mixed floor space the default pre-scrutiny process will include presentation to the Area Committee(s) but the final recommendation will be from Development Plan Scrutiny Sub-Committee to the Executive Councillor).

• Any Neighbourhood Planning proposals which may be promoted under the provisions of the Localism Act will need to be considered by Development Plan Scrutiny Sub-Committee because of their relationship with emerging policy development through the review of the Cambridge Local Plan

Cambridge City Council **Item**

To:	Executive Councillor for Planning and Sustainable Transport	
Report by:	Head of Planning Services	
Relevant scrutiny committee:	Environment Scrutiny Committee	26/06/2012
Wards affected:	All Wards	

CAMBRIDGE PLANNING POLICY COMPLIANCE WITH THE NATIONAL PLANNING POLICY FRAMEWORK

Key Decision

1.0 Executive summary

1.1 The Cambridge Local Plan 2006 is the principal development plan document guiding development in the City. The Plan was prepared in the context of a national planning regime that has now been superseded by the Localism Act 2011 and the National Planning Policy Framework (NPPF) (2012). In the absence of up to date Local Plans the NPPF will become increasingly important in determining local planning decisions.

1.2 Whilst the review of the Local Plan is well underway, the Cambridge Local Plan, two Area Action Plans and six Supplementary Planning Documents have been reviewed to establish the extent to which they are compliant with the NPPF. The results show that there is significant overall compliance with the NPPF. Appendix A provides a written statement and accompanying appendix to demonstrate this position.

2.0 Recommendations

2.1 This report is being submitted to the Environment Scrutiny Committee for prior consideration and comment before decision by the Executive Councillor for Planning and Sustainable Transport.

2.2 The Executive Councillor is recommended:

a) To approve Appendix A which demonstrates Local Planning Policy Compliance with the National Planning Policy Framework (NPPF)

b) To agree that this is made available on the Council's website as the City Council's position in relation to the National Planning Policy Framework.
c) To note this position for decision making purposes.

3.0 Background

Cambridge Local Plan

3.1 The Cambridge Local Plan was adopted in July 2006 (under the transitional arrangements, which accompanied the 2004 Planning and Compulsory Purchase Act). It is the main consideration in the determination of planning applications and forms part of the development plan for Cambridge. It sets out a vision, policies and proposals for future development and land use in Cambridge to 2016 and beyond. Following the introduction of the Local Development Framework system in 2004, both existing Local Plans and those in preparation were given a limited shelf life. However, on 2nd July 2009, the Secretary of State issued a formal direction, saving the majority of the policies in the Cambridge Local Plan 2006. The Local Plan is currently the principal statutory Development Plan Document against guiding planning decision making in Cambridge. The East of England Plan (Regional Spatial Strategy) is about to be formally abolished as part of the development plan system so should be offered little weight in decision making.

3.2 A review of the Local Plan is now under way to take the policy framework up to 2031. On 29th May 2012 the Development Plan Scrutiny Sub Committee approved an Issues and Options Report on the new Plan for consultation between 15th June and 27th July 2012.

The National Planning Policy Framework

3.3 Over the past two years the Government has undertaken a major review of the planning system and its statutory changes are embodied in the Localism Act 2011, principally in Part 6 Sections106-144. This will provide the statutory framework for planning, working with existing legislation which remains largely unchanged, e.g. the 2004 and 2008 Acts.

3.4 In July 2011 the Government published its Draft National Planning Policy Framework for consultation. Following a robust national debate the final NPPF was published in March 2012. It sets out national planning policy in 219 paragraphs over 47 pages. It replaces 47 previous documents, including all Planning Policy Statements, Planning

Policy Guidance, Minerals Planning Guidance, some planning circulars and a range of advice letters issues to Chief Planning Officers (a detailed list is included as Annexe 3 to the NPPF). Traveller sites, minerals and nationally important infrastructure projects are covered by separate guidance.

3.5 It is not the purpose of this report to spell out the detailed policy requirements of the NPPF, however, it is important to be clear about its status and what it means for the City Council. The NPPF says:

'It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.' (para. 1)

- 'The National Planning Policy Framework must be taken into account in the preparation of local and neighbourhood plans, and is a material consideration in planning decisions.' (para. 2)

- 'This National Planning Policy Framework does not change the statutory status of the development plan as the starting point for decision making. Proposed development that accords with an up-to-date Local Plan should be approved, and proposed development that conflicts should be refused unless other material considerations indicate otherwise. It is highly desirable that local planning authorities should have an up-to-date plan in place.' (para. 12)

- 'For decision taking this means' .... 'where the development plan is absent, silent or relevant policies are out of date, granting permission unless: any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or specific policies in this Framework indicate development should be restricted.' (para 14)

- Annex 1 to the NPPF sets out the transitional arrangements in implementing the NPPF. In summary these say: policies in Local Plans predating the NPPF are not automatically out-of-date (para. 211); the NPPF is a material consideration from its date of publication. (para 212); in order to take the NPPF into account plan reviews should be progressed as quickly as possible(para. 213); 'For 12 months from the day of publication, decision-takers may continue to give full weight to relevant policies adopted since 2004 even if there is a limited degree of conflict with this Framework' (para 214); 'In other cases and following this 12

month period, due weight should be given to relevant policies in existing plans according to their degree of consistency with this framework (the closer the policies in the plan to the policies in the plan to the policies in the Framework, the greater the weight that may be given)' (para 215); and 'From the day of publication, decision-takers may also give weight to relevant policies in emerging plans according to:

- The stage of preparation of the emerging plan (the more advanced the preparation, the greater the weight that may be given)'
- The extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- The degree of consistency of the relevant policies in the emerging plan to the policies in the Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given' (para 2.16)

3.6 In summary, it is clear that:

- the NPPF is now a major consideration in plan making and development management;

- the Cambridge Local Plan 2006 can remain the principal guide for decision making until March 2013, even if there is a limited of conflict with the NPPF;

- Where more than a limited degree of conflict exists, and following the 12 month transitional period (beyond March 2013), the weight given to policies in the existing Local Plans will depend on their conformity with the NPPF. This report assesses the degree of consistency of the current plan for period to 2014 when it will be replaced by a new Local Plan.

- making progress with the review of the Local Plan is a high priority, as weight will also be given to relevant policies in emerging plans (the more advanced the preparation, the greater the weight may be given). The current Local Plan Review timetable indicates that a draft Plan will be prepared by March 2013.

Existing Plans and the NPPF

3.7 In view of the foregoing, especially paragraph 14 of the NPPF, it is important to understand the relationship between existing local policy documents and the NPPF. In order to establish this an analysis of the compliance with the NPPF was carried out on the following documents:

- the Cambridge Local Plan 2006;
- the Cambridge East Area Action Plan 2008 And the North West Cambridge Area Action Plan 2009; and
- six supplementary planning documents - Sustainable Design and Construction (2007), Affordable Housing (2008), Old Press/Mill Lane (2010), Planning Obligations Strategy (2010), Public Art Strategy (2010) and Eastern Gate (2011).

3.8 The main aim of the analysis was to establish where the policy documents are compliant with the NPPF and where they are silent or possibly in conflict with it. Appendix A provides a written statement and accompanying appendix, which shows that overall, the Local Plan is significantly compliant with the NPPF.

3.9 Given the direct link between the Local Plan (2006) and the Area Action Plans, and Supplementary Planning Documents, it is has been concluded that these are also complaint with the NPPF.

Conclusions

3.10 The NPPF is an important milestone in the approach to national planning policy. It is important that the City Council is able sustain its balanced approach to development in the City over the next two years pending adoption of the Local Plan Review. The analysis of the existing policy documents suggest that it is in a strong position to do so, because the policy documents are strongly compliant with the thrust of the NPPF. This in large part arises from the positive approach to sustainable development and growth that the Council has taken over long period of time, an approach which chimes with the spirit on the NPPF. Where there are differences:

- the NPPF is introducing new matters that came after or were not relevant when the 2006 plan was prepared; and
- these are matters that are being addressed by the Local Plan Review.

Next Steps

3.11 Following agreement by the Executive Councillor for Planning and Sustainable Transport, Appendix A will be circulated to all relevant Officers and Councillors as well as being made available on the Council's website. This will clarify the weight to be given to the constituent parts of the current policy framework over the next two years.

4.0 Implications

Financial/Procurement

4.1 There are no direct financial implications arising from this report.

Staffing

4.2 There are no direct staffing implications arising from this report.

Equal Opportunities

4.3 There are no direct equal opportunities arising from this report.

Environmental

4.4 There are no direct environmental implications arising from this report. The new Development Plan for Cambridge will assist in the delivery of high quality and sustainable new developments along with protecting and enhancing the built and natural environments in the City. This will include measures to help Cambridge adapt to the changing climate as well as measures to reduce carbon emissions from new development. Overall there should be a positive climate change impact.

Consultation

4.5 There are no direct implications for consultation arising from this report.

Community Safety

4.6 There are no direct community safety implications arising from this report.

5.0 Background papers

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

Localism Act 2011
National Planning Policy Framework 2012

6.0 Appendices

Appendix A: Planning Policy Compliance with the National Planning Policy Framework

7.0 Inspection of papers

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

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Appendix A

Cambridge Planning Policy Compliance with the National Planning Policy Framework

The Cambridge Local Plan was adopted in July 2006 (under the transitional arrangements, which accompanied the 2004 Planning and Compulsory Purchase Act). It is the main consideration in the determination of planning applications and forms part of the development plan for Cambridge. It sets out a vision, policies and proposals for future development and land use in Cambridge to 2016 and beyond.

The Local Plan (2006) was prepared in the context of a national planning regime that has now been superseded by the Localism Act 2011 and the National Planning Policy Framework (NPPF) (2012).

Whilst the review of the Local Plan is underway, the Local Plan (2006), two Area Action Plans and six Supplementary Planning documents have been reviewed to establish the extent to which they are compliant with the NPPF.

Overall, the Local Plan (2006) is considered to be complaint with the NPFF, with limited areas where the Plan is silent, or there is conflict. Where this does occur, it is on the basis that a new concept, initiative or change in policy direction at a national level has been introduced since adoption in 2006. Where this is the case, these issues are being addressed through the current review of the Local Plan. Appendix 1 to

this note outlines the assessment of the Local Plan (2006) against the NPPF.

Given the direct link between the Local Plan (2006) and the Area Action Plans, and Supplementary Planning Documents, it is has been concluded that these are also complaint with the NPPF.

Appendix 1

Cambridge Local Plan 2006 and National Planning Policy Framework (NPPF) Compliance

Introduction p.1 (NPPF reference)

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
1	....distinctive local ....plans, which reflect the needs and priorities of their communities	Plan based on consultation, evidence base and public examination				
2	.... applications for planning permission must be determined in accordance with the development plan	Paras 1.18 – 1.23				
3	National policy statements form part of the overall framework of national planning policy, and are a material consideration in decisions on planning applications.	Para 1.4 national policy a material consideration				
4	This Framework .... read in conjunction with the Government's planning policy for traveller sites. Local planning authorities preparing plans for and taking decisions on travellers sites should also have regard to the policies in this Framework					The approach to preparing plans for and taking decisions on travellers sites is being considered as part of the review of the Local Plan.
5	Framework does not contain specific waste policies, since national waste planning policy will				CCC not a waste planning authority	

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	be published as part of the National Waste Management Plan for England. However, local authorities preparing waste plans and taking decisions on waste applications					

Achieving sustainable development pp.2-3

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
p2 box	....the United Nations General Assembly defined sustainable development as meeting the needs of the present without compromising the ability of future generations to meet their own needs	Para 3.6				There are 68 references to 'sustainable' in the Local Plan. It would not be helpful to reference them all here. The key references to paragraphs and policies that show the Plan is complaint are cited. It is not silent and there are no conflicts.
p2 box	....UK Sustainable Development Strategy *Securing the Future* set out five 'guiding principles' of sustainable development: living within the planet's environmental	Para 1.10				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	limits; ensuring a strong, healthy and just society; achieving a sustainable economy; promoting good governance; and using sound science responsibly					
6	The purpose of the planning system is to contribute to the achievement of sustainable development	Paras 1.9, 1.11, 1.13, Paras 2.1 – 2.2 Policy 3/1				
7	There are three dimensions to sustainable development: economic, social, environmental:	Para 1.11				
	• **economic role -** .... building a strong, responsive and competitive economy, by ensuring that sufficient land .... is available .... to support growth and innovation; .... identifying .... development requirements, including .... infrastructure	Policies 6/3 – 6/10 Policies 7/1 – 7/6, 7/8 Para 7.3 Policies 8/1 – 8/18 Policies 9/2 – 9/3 Policy 10/1				
	• **social role -** supporting strong, vibrant and healthy communities .... supply of housing required to meet the needs of present and future generations .... creating a high quality built environment .... accessible local services that reflect the community's needs and support its .... well-being;	Policies 3/2, 3/4 – 3/15 Para 3.15 Policies 5/1 – 5/15 Para 5.15 Policies 6/1 – 6/2 Policies 7/7, 7/9 – 7/10 Policies 9/3 – 9/9				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• **environmental role** – contributing to protecting and enhancing our natural, built and historic environment .... to improve biodiversity, use natural resources prudently, minimise waste and pollution .... mitigate and adapt to climate change .... moving to a low carbon economy.	Policies 4/1 – 4/16 Policies8/16 – 8/18 Policies 9/3 – 9/9				
8	.... to achieve sustainable development, economic, social and environmental gains should be sought jointly and simultaneously through the planning system. The planning system should play an active role in guiding development to sustainable solutions.	Para 1.11, Paras 2.1 – 2.2 Policy 3/1				
9	.... sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life, including:	Para 1.11				
	• making it easier for jobs to be created	Policies 7/1 – 7/4				
	• moving from .... loss of bio-diversity to achieving .... gains for nature	Policies 4/3 – 4/8				
	• replacing poor design with better design	Policies 3/2 – 3/15				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• improving the conditions in which people live, work, travel and take leisure	Policies for environment, housing, employment, leisure and community facilities				
	• widening the choice of high quality homes	Policies 5/1 – 5/10				
10	Plans and decisions need to take local circumstances into account	Plan is based on evidence				See also NPPF paras 158-177 & 180 below

The presumption in favour of sustainable development pp.3-5

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
11	.... applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise	Paras 1.1 1.18, 1.20				
12	Proposed development that accords with an up-to-date Local Plan should be approved .... development that conflicts should be refused unless other material considerations indicate otherwise	1.20 Plan says that development in accordance with policies will be permitted and where there is a conflict, or damage to matters of value will not				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
13	The National Planning Policy Framework constitutes guidance for local planning authorities and decision-takers both in drawing up plans and as a material consideration in determining applications	Para 1.4				
14	Plan making:					
	• .... should positively seek opportunities to meet the development needs of their area	The whole plan takes a proactive approach towards development to make the best of opportunities available to Cambridge, subject to constraints imposed by matters of acknowledged interest.				
	• .... Plans should meet objectively assessed needs, with sufficient flexibility to adapt to rapid change,	The plan is evidence based; underpinned by and expresses identified needs.				
15	Policies in Local Plans should follow the approach of the presumption in favour of sustainable development .... development which is sustainable can be approved without delay. All plans should be based upon and reflect the presumption in favour of sustainable development, with clear policies that will guide how the presumption should be	Policies are couched in terms of what will be permitted. There are no 'presumption against' policies. However, the Plan makes it clear that development that conflicts with approved policies will not be approved				In the cases of development in flood plains (para 4.56) and the airport Public Safety Zone (para 8.32) there is presumption against development.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	applied locally.					

Core planning principles pp.5-6

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
17	.... a set of core land-use planning principles should underpin .... plan-making:					See also comments under numerous paragraphs.
	• be genuinely plan-led ...., succinct local .... plans setting out a positive vision for the future of the area. Plans should be kept up to date, and be based on joint working and co operation .... provide a practical framework within which decisions on planning applications can be made with a high degree of predictability and efficiency;	Chapter 2 96 clear policies guide decision making				
	• be a creative exercise in finding ways to enhance and improve the places	14 references to how the Plan aims to improve places, e.g. paras 1.10, 2.10, 3.14, 4.5, 5.33, 6.3, 8.3				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• proactively drive and support sustainable economic development to deliver the homes, business and .... infrastructure and thriving local places .... Every effort should be made objectively to identify and then meet the housing, business and other development needs of an area, and respond positively to wider opportunities for growth. Plans should take account of market signals .... set out a clear strategy for allocating sufficient land .... in their area, taking account of the needs of the residential and business communities	Comprehensively embraced in Chapters 2, 5, 6 7, 8 & 9				
	• secure high quality design and a good standard of amenity	Policies 3/2 – 3/15				
	• take account of the different roles and character of different areas, promoting the vitality of our main urban areas, protecting the Green Belts ... recognising the intrinsic character and beauty of the countryside and supporting thriving rural communities within it	Chapters 3 and 4			Rural communities. Relevance to countryside limited	Character is theme running through the Plan – 69 references

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• support the transition to a low carbon future ..., taking full account of flood risk and coastal change, and encourage the reuse of existing resources, including conversion of existing buildings, and encourage the use of renewable resources (for example, by the development of renewable energy);	Policy 4/13 & 4/16 Paras 4.56 – 4.59 Paras 8.20, 8.41, 8.51			Coastal change	
	• contribute to conserving and enhancing the natural environment and reducing pollution. Allocations of land for development should prefer land of lesser environmental value, where consistent with other policies in this Framework	Para 2.1 Policies 4/1 – 4/8, 4/13 - 4/14 Appendix B				
	• encourage the effective use of land by reusing land that has been previously developed (brownfield land)	Para 1.7. Para 3.6 Para 9.28, 9.45				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• promote mixed use developments, and encourage multiple benefits from the use of land in urban and rural areas, recognising that some open land can perform many functions (such as for wildlife, recreation, flood risk mitigation, carbon storage, or food production)	Para 1.11, Paras 2.6, 2.9, Policy 3/5 Paras 3.13 – 3.14 Paras 6.09, 6.15, 6.28 Para 8.26 Paras 9.4, 9.42	Carbon storage: this is a new matter which was not covered when the current plan was prepared. However large scale carbon storage in Cambridge is unlikely to be feasible.		Food production of limited applicability	The approach to the multifunctional nature of open space is being considered as part of the review of the Local Plan.
	• conserve heritage assets in a manner appropriate to their significance,	Policies 4/9 – 4/12				
	• actively manage patterns of growth to make the fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made sustainable	Paras 2.3 – 2.10 Policies 8/1 – 8.11				
	• .... support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs	Paras 1.16 – 1.17 Policies 5/11 – 5/14 Para 6.7				

Delivering sustainable development – 1. Building a strong competitive economy pp.6-7

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
18	The Government is committed to securing economic growth....to meet the twin challenges of global competition and of a low carbon future	Whole thrust of Plan in consistent with this				
19	.... ensuring that the planning system does everything it can to support sustainable economic growth ....not act as an impediment to sustainable growth .... weight should be placed on the need to support economic growth through the planning system.	Para 1.8 Policies 6/3 – 6/10 Policies 7/1 – 7/6, 7/8 Para 7.3 Policies 8/1 – 8/18 Policies 9/2 – 9/3				An integrated approach across the Plan.
20	.... plan proactively to meet the development needs of business and support an economy fit for the 21st century.	As NPPF para 19				
21	.... business should not be over-burdened by the combined requirements of planning policy .... policies should .... address potential barriers to investment, including a poor environment .... lack of infrastructure, services or housing.... local planning authorities should:	Whole plan sets out policies and proposals to facilitate development and meet environmental, infrastructure, service and housing needs.				The City Council is not the delivery authority for many services, e.g. highways and utilities; its roles are limited
	• set out a clear economic vision and strategy for their area which .... encourages sustainable economic growth	Paras 2.1 – 2.2 Chapter 7 Objectives Paras 7.1 – 7.3				
	• set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs	Paras 2.3 – 2.9 Policy 7/1 Policies 9/1 – 9/9				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• support existing business sectors .... identify and plan for new or emerging sectors likely to locate in their area. Policies should be flexible enough to accommodate [changing] needs not anticipated in the plan	Policies 7/1 – 7/3				
	• plan positively for the location, promotion and expansion of clusters or networks of knowledge driven, creative or high technology industries;	Policy 7/4 Policies 9/5 – 9/7				
	• identify priority areas for economic regeneration, infrastructure provision and environmental enhancement	Para 2.5 – 2.6 Policies 9/3, 9/6, 9/9				
	• facilitate flexible working practices such as the integration of residential and commercial uses	Para 1.11 Paras 2.6, 2.9 Policy 3/5 Paras 3.13 – 3.14 Paras 6.09, 6.15, 6.28 Para 8.26 Paras 9.4, 9.42				
22	.... avoid the long term protection of sites allocated for employment use where there is no reasonable prospect of a site being used .... Land allocations should be regularly reviewed. Where there is no reasonable prospect of a site being used for the allocated employment use, applications for	Policy 6/3 Policy 7/3 Paras 7.20 – 7.22 Appendix E		Potential conflict for sites on protected industrial sites, on the basis that policy 7/3, does not allow flexibility for loss of industrial floorspace within these sites. Previous national		The approach to protected industrial sites is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	alternative uses of land or buildings should be treated on their merits			policy allowed this approach. Although the latest Employment Land Review supports then need for industrial land.		

Delivering sustainable development – 2. Ensuring the vitality of town centres pp7-8

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
23	.... policies should be positive, promote competitive town centre environments and set out policies for the management and growth of centres .... Local Plans .... should:	Paras 2.1, 2.4 Para 3.42 Paras 6.8?– 6.14, 6.16, 6.24				
	• recognise town centres as the heart of their communities and pursue policies to support their viability and vitality;	Paras 2.1, 2.4 Para 3.42 Paras 6.14, 6.16, 6.24				
	• define a network and hierarchy of centres that is resilient to anticipated future economic changes;	Policies 6/6, 6/7 Para 6.14 Proposals Map				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• define the extent of town centres and primary shopping areas .... clear definition of primary and secondary frontages .... policies that make clear which uses will be permitted	Policy 6/6 Proposals map				
	• promote competitive town centres that provide customer choice and a diverse retail offer and which reflect the individuality of town centres	Paras 2.1, 2.4, Para 3.42 Para 6.14, 6.16, 6.21, 6.24, 6.28 Policy 6/6 – 6/5				Sub regional role acknowledged. Importance of vitality stressed. Retail study says no need for major retail development until 2016, para 6.15, beyond schemes already permitted. This includes the Grand Arcade, a significant scheme in the City Centre, which would maintain Cambridge's position in the sub region.
	• retain and enhance existing markets and, where appropriate, re-introduce or create new ones .... markets remain attractive and competitive	Para 6.14	This is a new matter which was not covered when the current plan was prepared.			The approach to Cambridge market is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• allocate .... suitable sites to meet the scale and type of retail, leisure, commercial, office, tourism, cultural, community and residential development needed in town centres. It is important that needs.... are met in full and are not compromised by limited site availability. Local planning authorities should therefore undertake an assessment of the need	Policies 6/3, 6/4, 6/6 – 6/8, 6/10 Policies 9/3, 9/5, 9/6, 9/8, 9/9 Sites 6.01, 7.02 - 7.04 Retail study says no need for major retail development until 2016, para 6.15	No specific policies dealing with offices in town centre – Policy 7/2 is more general. There has not been evidence that this has been an issue in the past.			Policies permissive where need identified; allow for inclusion of these uses; and included in site allocations. Review of the Local Plan refers to a retail needs study which was carried out in 2008, and that this will be updated in 2012 to inform the development of the new Local Plan. Policy 6/3 is being suggested for review within Issues and Options following update on needs and is giving greater focus on town centre in new provision for hotels. The approach to offices in the city centre is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• allocate appropriate edge of centre sites for main town centre uses that are well connected to the town centre where suitable and viable town centre sites are not available. If sufficient edge of centre sites cannot be identified, set policies for meeting the identified needs in other accessible locations that are well connected to the town centre;	Policies 6/3, 9/3, 9/5, 9/6, 9/8 9/9 Sites 6.01, 7.02 - 7.04 Retail study says no need for major retail development until 2016, para 6.15				Policies allow for inclusion of these uses; and Included in site allocations. Review of the Local Plan refers to a retail needs study which was carried out in 2008, and that this will be updated in 2012 to inform the development of the new Local Plan. The approach to identifying priority locations for new hotel development is being considered as part of the review of the Local Plan.
	• set policies for the consideration of proposals for main town centre uses which cannot be accommodated in or adjacent to town centres	Policies 6/2 – 6/4, 6/8, 6/10, Policies 7/1 - 7/2 Paragraph 6.17				All other covered policies would apply, e.g. design, conservation.
	• recognise that residential development can play an important role in ensuring the vitality of centres and set out policies to encourage residential development	Policy 5/3 Para 5.6				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• where town centres are in decline, local planning authorities should plan positively for their future				Town centre not in decline	
24	.... apply a sequential test to planning applications for main town centre uses that are not in an existing centre .... require applications for main town centre uses to be located in town centres, then in edge of centre locations and only if suitable sites are not available should out of centre sites be considered .... out of centre proposals, preference should be given to accessible sites that are well connected to the town centre. Applicants and local planning authorities should demonstrate flexibility on issues such as format and scale.	Para 6.17 Glossary				Also applied in paras 5.27 & 6.5 Glossary refers to test in PPS6
25	.... sequential approach should not be applied to applications for small scale rural offices or other small scale rural development.				No rural areas	

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
26	When assessing applications for retail, leisure and office development outside of town centres, which are not in accordance with an up-to-date Local Plan .... should require an impact assessment if the development is over a proportionate, locally set floorspace threshold (.... default threshold is 2,500 sq m).This should include assessment of:	Para 6.17				The retail tests have changed slightly since the 2006 Local Plan was produced under PPS6. This will be taken into account in the new Local Plan.
	• the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal	Para 6.17				The retail tests have changed slightly since the 2006 Local Plan was produced under PPS6. This will be taken into account in the new Local Plan.
	• the impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and wider area, up to five years .... major schemes where .... the impact should also be assessed up to ten years	Para 6.17	Time periods for assessment in the impact assessment: this is a new matter which is a change from when the current plan was prepared.			The retail tests have changed slightly since the 2006 Local Plan was produced under PPS6. This will be taken into account in the new Local Plan.
27	.... application fails to satisfy the sequential test or is likely to have significant adverse impact on .... above factors, it should be refused.	Policy 6/6 – 6/10 Para 6.17				The retail tests have changed slightly since the 2006 Local Plan was produced

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
						under PPS6. This will be taken into account in the new Local Plan.

Delivering sustainable development – 3. Supporting a prosperous rural economy p9

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
28					No rural areas	

Delivering sustainable development – 4. Promoting sustainable transport pp 9-11

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
29	Transport policies have an important role to play in facilitating sustainable Development .... Smarter use of technologies can reduce the need to travel. The transport system needs to be balanced in favour of sustainable transport modes, giving people a real choice....	Para 1.11 Paras 2.2, 2.4 - 2.7 Para 3.21 Para 5.24 Policies 8/1 – 8/13 Policies 9/1 - 9/9 Phasing table p.102	Smarter technologies, such as electric vehicles and car clubs etc. have come to fruition since the 2006 plan was adopted.			The approach to smarter technologies is being considered as part of the review of the Local Plan.
30	Encouragement should be given to solutions which support	Para 1.11 Paras 2.2, 2.4 – 2.7				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	reductions in greenhouse gas emissions and reduce congestion.... planning authorities should therefore support a pattern of development which .... facilitates the use of sustainable modes of transport.	Para 3.21 Para 5.24 Policies 8/1 – 8/13 Policies 9/1 – 9/9				
31	Local authorities should work with neighbouring authorities and transport providers to develop strategies for the provision of viable infrastructure .... including large scale facilities such as rail freight interchanges, roadside facilities for motorists or transport investment necessary to support strategies for the growth of ports, airports or other major generators of travel demand in their areas....	Para 2.5 – 2.7 Policy 8/12 Policy 9/2 Phasing table p.102			Roadside facilities do not apply	
32	All developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment.... should take account of whether:	Para 6.17 Policy 8/2 – 8/4 Policy 9/2				
	• the opportunities for sustainable transport modes have been taken up depending on the nature and location of the site....	Policy 3/1 Policy 8/1 Para 8.6 Policy 8/2 Policy 8/3 Policy 8/4				The approach to accessibility is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• safe and suitable access to the site	Policy 3/1 Policy 8/1 Para 8.6 Policy 8/2 Policy 8/3 Policy 8/4				The approach to accessibility is being considered as part of the review of the Local Plan.
	• improvements can be undertaken within the transport network that cost effectively limit the significant impacts .... Development should only be prevented or refused .... where the residual cumulative impacts of development are severe	Policy 4/13 Para 4.45 Policy 8/3 Para 8/7				
33	When planning for ports, airports and airfields that are not subject to a separate national policy statement, plans should take account of their growth and role in serving .... needs.	Policy 8/12				
34	Plans and decisions should ensure developments that generate significant movement are located where the need to travel will be minimised and the use of sustainable transport modes can be maximised.	Para 1.11 Paras 2.2, 2.4 – 2.7 Policies 8/1, 8/7				
35	Plans should protect and exploit opportunities for the use of sustainable transport modes .... developments should be located and designed where practical to:	Paras 2.5 – 2.7				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• accommodate the efficient delivery of goods and supplies	Policy 8/9				
	• give priority to pedestrian and cycle movements, and have access to high quality public transport	Policies 8/5, 8/7 – 8/8, 8/11 Paras 8.17, 8.21 Para 9.12 Phasing Table p 102				
	• create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones	Policies 8/5, 8/11 Para 8.21 Phasing Table p 102	Street clutter and home zones: this is a new matter which was not covered when the current plan was prepared.			The approach to street clutter and home zones is being considered as part of the review of the Local Plan.
	• incorporate facilities for charging plug-in and other ultra-low emission vehicles		Charging plug-in facilities: this is a new matter which was not covered when the current plan was prepared.			The approach to electricity sockets for electric buggies is being considered as part of the review of the Local Plan.
	• consider the needs of people with disabilities by all modes of transport	Para 2.4 Appendix C				
36	key tool .... a Travel Plan. All developments which generate significant amounts of movement should be required to provide a Travel Plan	Glossary				The approach to travel plans is being considered as part of the review of the Local Plan.
37	Planning policies should aim for a balance of land uses .... so that people can be encouraged to minimise journey lengths....	Para 1.11 Paras 2.2, 2.4 Policy 3/5 Para 3.13 Policy 7/5 Para 7.30				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
38	For larger scale residential developments in particular, planning policies should promote a mix of uses in order to provide opportunities to undertake day-to-day activities .... within large-scale developments, key facilities such as primary schools and local shops should be located within walking distance of most properties.	Paras 2.5 – 2.7 Policy 3/5 Paras 3.13, 3.21 Para 5.19 Policies 9/1 – 9/9 See also references under NPPF para 17				
39	If setting local parking standards .... planning authorities should take into account:	Para 8/10 Appendix C				
	• accessibility of the development	Policies 8/1 – 8/11				
	• type, mix and use of development;	Appendix C				
	• availability of and opportunities for public transport	Para 8.22				
	• local car ownership levels	Policies 8/1 – 8/11 Appendix D				The approach to car parking is being considered as part of the review of the Local Plan.
	• overall need to reduce the use of high-emission vehicles	Para 8.22				
40	Local authorities should seek to improve the quality of parking in town Centres .... convenient, safe and secure, including .... provision for motorcycles.... set appropriate parking charges that	Para 2.4 Policy 8/10			Parking enforcement and charging are not planning policy matters	

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	do not undermine the vitality of town centres. Parking enforcement .... proportionate.					
41	.... identify and protect, where there is robust evidence, sites and routes which could be critical in developing infrastructure to widen transport choice.	Policy 8/11 Para 8/8 Policy 9/2				

Delivering sustainable development – 5. Supporting high quality communications infrastructure pp 11-12

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
42	.... high quality communications infrastructure is essential for sustainable economic growth.... . high speed broadband technology .... also plays a vital role in enhancing the provision of local community facilities and services	Policy 8/14 Para 8.34				Policy 8/14 on removal and reinstatement falls outside NPPF
43	.... local planning authorities should support the expansion of electronic communications .... high speed broadband.... keep the numbers of radio and telecommunications masts and the sites for such installations to a minimum consistent with the efficient operation .... Existing	Policy 3/13 Para 3.37 Policy 8/14 Para 8.34				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	masts, buildings and other structures should be used, unless the need for a new site has been justified. Where new sites are required, equipment should be sympathetically designed and camouflaged where appropriate.					
44	.... planning authorities should not impose a ban on new telecommunications development in certain areas, impose blanket Article 4 directions over a wide area or a wide range of telecommunications development or insist on minimum distances between new telecommunications development and existing development. They should ensure that:	Policy 8/14				No article 4 Directions in Cambridge
	• .... that telecommunications infrastructure will not cause .... interference with other electrical equipment, air traffic services or instrumentation	Policy 8/15 Para 8.38 – 8.40	Refers to Mullard Observatory, not a general policy			
	• they have considered the possibility of the construction of new buildings or other structures interfering with broadcast and telecommunications services.		New buildings not addressed			The approach to telecommunications infrastructure is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
45	Applications for telecommunications development (including for prior approval under Part 24 of the General Permitted Development Order) should be supported by the necessary evidence .... should include:	Para 8.37				
	• the outcome of consultations with organisations with an interest in the proposed development....					Implicit in development management decision making.
	• for an addition to an existing mast or base station, a statement that selfcertifies that the cumulative exposure, when operational, will not exceed International Commission on non-ionising radiation protection guidelines;	Policy 8/14 Para 8.35				
	• for a new mast or base station, evidence that the applicant has explored the possibility of erecting antennas on an existing building, mast or other structure and a statement that self-certifies that, when operational, International Commission guidelines will be met.	Policy 8/14 Para 8.35				
46	Local planning authorities must determine applications on planning grounds .... not seek to prevent competition between different operators, question the need for the telecommunications	Policy 8/14		Policy 8/14d conflicts on the question of need		The approach to telecommunications infrastructure is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	system, or determine health safeguards if the proposal meets International Commission guidelines....					

Delivering sustainable development – 6. Delivering a wide choice of high quality homes pp 12-14

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
47	To boost significantly the supply of housing, local planning authorities should	Para 2.2 Policy 5/1				
	• use their evidence base to ensure that their Local Plan meets the full, objectively assessed needs for market and affordable housing in the housing market area	Paras 5.2, 5.8, 5.16 Paras 7.38, 7.47				
	• identify and update annually a supply of specific deliverable sites sufficient to provide five years worth of housing against their housing requirements with an additional buffer of 5% .... to ensure choice and competition in the market for land.	Para 1.14 – 1.15 Policy 10/2				The Annual Monitoring Report monitors housing delivery and provides a trajectory of future delivery.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• identify a supply of specific, developable sites or broad locations for growth, for years 6-10 and, where possible, for years 11-15	Policy 5/1 Policies 7/7, 7/9 Para 7.41 Policies 9/1 – 9/9				
	• for market and affordable housing, illustrate the expected rate of housing delivery through a housing trajectory for the plan period and set out a housing implementation strategy .... describing how they will maintain delivery of a five-year supply of housing land					The Annual Monitoring Report monitors housing delivery and provides a trajectory of future delivery.
	• set out their own approach to housing density to reflect local circumstances	Paras 2.5 – 2.6, 2.9 Paras 3.13, 3.37 Paras 9.16, 9.45	This was previously set out in national guidance and there was no need to repeat it in the Local Plan.			The approach to housing density is being considered as part of the review of the Local Plan.
48	Local planning authorities may make an allowance for windfall sites in the five-year supply .... evidence that such sites have consistently become available .... and will continue to provide a reliable source of supply....	Para 5.4				Windfalls are additional to allocations and are referred to in SHLAA.
49	Housing applications should be considered in the context of the presumption in favour of sustainable development .... policies for the supply of housing should not .... up-to-date if the local planning authority cannot	See comments on NPPF paras 11 - 15				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	demonstrate a five-year supply					
50	To deliver a wide choice of high quality homes .... local planning authorities should:					
	• plan for a mix of housing	Para 2.2 Policy 5/10 Policies 7/7, 7/9				
	• identify the size, type, tenure and range of housing that is required	Policies 5/7, 5.9 – 5/10				
	• where they have identified that affordable housing is needed, set policies for meeting this need on site, unless off-site provision or a financial contribution of broadly equivalent value can be robustly justified .... and the agreed approach contributes to the objective of creating mixed and balanced communities .... policies should be sufficiently flexible to take account of changing market conditions	Policies 5/5 – 5/7, 5.9 Paras 5.8 – 5.13				
51	.... identify and bring back into residential use empty housing and buildings .... where appropriate, acquire properties under compulsory purchase powers .... normally approve planning applications for change to residential use and any associated development from commercial buildings .... where	Policy 5/3 Paras 5.3, 5.5 – 5.6 Paras 7.9, 7.22	On empty property			The approach to empty homes is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	there is an identified need for additional housing in that area, provided that there are not strong economic reasons why such development would be inappropriate.					
52	The supply of new homes .... achieved through planning for larger scale development, such as new settlements or extensions to existing villages and towns that follow the principles of Garden Cities.... local planning authorities should consider whether such opportunities provide the best way of achieving sustainable development .... they should consider whether it is appropriate to establish Green Belt around or adjoining any such new development.	Policies 9/1 – 9/8			New settlements & villages Garden City principles is a new requirement	
53	....consider the case for setting out policies to resist inappropriate development of residential gardens....	Policy 3/10 Paras 3.29 – 3.30				
54	In rural areas, exercising the duty to cooperate				No rural areas	
55	To promote sustainable development in rural areas....				No rural areas	

Delivering sustainable development – Requiring Good Design pp 14-16

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
56	Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better	Para 2.2 Chapter 3, especially Policies 3/4, 3/7, 3/11 and 3/12 Paras 3.3, 3.15 Paras 9.16, 9.19, 9.35, 9.42, 9.45				
57	It is important to plan positively for the achievement of high quality and inclusive design for all development	Policies 3/7 and 3/12 Para 3.3, 3.15, 3.33 Para 7.30 Paras 9.16, 9.19, 9.35, 9.42, 9.45				
58	.... plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area .... based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics .... aim to ensure that developments:	Policies 3/2, 3/4, 3/7				
	• will function well and add to the overall quality of the area, not just for the short term	Chapter 3				
	• establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places	Para 3.3				
	• optimise the potential of the site to accommodate development, create .... an appropriate mix of uses (including incorporation of	Paras 3.20 – 3.21 See also comments on NPPF para 17				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	green and other public space as part of developments) and support local facilities and transport					
	• respond to local character and history, and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation;	Policies 3/2 and 3/4				
	• create safe and accessible environments where crime .... do not undermine quality of life or community cohesion;	Policy 3/7 Paras 3.14, 3.22, 3.33, Para 8.11				
	• are visually attractive as a result of good architecture and appropriate landscaping	Policy 3/11 Paras 3.31 – 3.32 Para 4.18				
59	.... consider using design codes where they could help deliver high quality outcomes. However, ... should avoid unnecessary prescription or detail	Para 3.26				No specific reference to design codes, although design codes have been developed for the urban extensions and are already in use. The approach to design codes is being considered as part of the review of the Local Plan.
60	.... policies and decisions should not .... impose architectural styles or particular tastes and they should not stifle innovation,	Policies 3/12 – 3/13 Paras 3.33 – 3.40				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	originality or initiative .... however, proper to seek to promote or reinforce local distinctiveness.					
61	.... planning policies and decisions should address the connections between people and places and the integration of new development into the natural, built and historic environment	Policies 3/2 and 3/4 Para 3.15				
62	.... have local design review arrangements in place to provide assessment and support to ensure high standards of design .... refer major projects for a national design review.					Service issue not a policy issue. The Council does have design review arrangements in place via the Design and Conservation Panel and the Quality Panel for Cambridgeshire.
63	In determining applications, great weight should be given to outstanding or innovative designs	Policies 3/12 – 3/13 Paras 3.33 – 3.40				
64	Permission should be refused for development of poor design....	Policy 3/12 – 3/14 Paras 3.33 – 3.41				
65	.... not refuse planning permission for buildings or infrastructure which promote high levels of sustainability because of concerns about incompatibility with an existing townscape, if those concerns have been	Para 3.6 Para 4.36 Paras 8.42 – 8.43.8.57 Para 9.13				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	mitigated by good design (unless the concern relates to a designated heritage asset and the impact would cause material harm to the asset or its setting which is not outweighed by the proposal's economic, social and environmental benefits).					
66	Applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community....	Para 4.36				
67	.... Control over outdoor advertisements should be efficient, effective and simple in concept and operation .... Advertisements should be subject to control only in the interests of amenity and public safety, taking account of cumulative impacts.	Policy 3/15 Para 3.42	No specific mention of outdoor adverts, as this is controlled via its own consent regime system (Town and Country Planning (Control of Advertisements) (England) Regulations 2007)			
68	Where an area justifies a degree of special protection .... an Area of Special Control Order may be approved		No specific mention in the Plan, but the City Council has established an Area of Special Control via the development management process with regards to the Town and Country Planning (Control of Advertisements)			

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
			(England) Regulations.			

Delivering sustainable development – 8. Promoting healthy communities pp 17-19

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
69	.... facilitating social interaction and creating healthy, inclusive communities ..... a shared vision with communities of the residential environment and facilities .... planning authorities should aim to involve all sections of the community in the development of Local Plans and in planning decisions, and should facilitate neighbourhood planning .... Planning policies .... to achieve places which promote:	Paras 2.2, 2.5, 2.12 Paras 3.19, 3.26 Paras 5.1, 5.19 – 5.28 Policies 5/11 – 5/14 Para 9.2 Policies 9/3 – 9/9 Paras 10.7, 10.10 Proposals Schedule				Development of plans is a process issue
	• opportunities for meetings between members of the community .... including through mixed-use developments, strong neighbourhood centres and active street frontages	See comments on NPPF para 17 Para 3.19 Paras 9.22, 9.35				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• safe and accessible environments where crime and disorder, and the fear of crime, do not undermine quality of life or community cohesion ...	Paras 3.14, 3.19, 3.22, 3.33 Para 5.6 Para 10.7				
	• safe and accessible developments, containing clear and legible pedestrian routes, and high quality public space	Para 3.19 Policy 4/2 Paras 8.11 – 8.12, 8.24 Para 10.7				
70	To deliver the social, recreational and cultural facilities and services .... planning policies and decisions should	See para 69 above				
	• plan positively for .... shared space, community facilities (such as local shops, meeting places, sports venues, cultural buildings, public houses and places of worship) and other local services	Policies 5/12 – 5/14 Policies 6/2 – 6/8, 6/10 Policies 9/3 – 9/9	Loss of public houses: this is a new matter which was not covered when the current plan was prepared.			The approach to the loss of public houses is being considered as part of the review of the Local Plan.
	• guard against the unnecessary loss of valued facilities and services ....,	Policy 4.2 Policy 5/11 Paras 5.19 – 5.25				
	• ensure that established shops, facilities and services are able to develop and modernise	Policy 5/12 Para 5.12				
	• ensure an integrated approach to considering the location of housing, economic uses and community facilities and services	See comments on NPPF para 17	Loss of public houses: this is a new matter which was not covered when the current plan was prepared			
71	.... take a positive and		Community right to			

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	collaborative approach to enable development to be brought forward under a Community Right to Build Order		build: this is a new matter since the current plan was prepared.			
72	The Government attaches great importance to ensuring that a sufficient choice of school places is available .... should take a proactive, positive and collaborative approach to meeting this requirement, and to development that will widen choice in education. They should:	Paras 5.25, 5.28, 5.30 Paras 9.12, 9.22, 9.35 Paras 10.7, 10.10				
	• give great weight to the need to create, expand or alter schools....	See para 6.9 for weight given to community facilities				
	• work with schools promoters to identify and resolve key planning issues					Process issue
73	.... high quality open spaces and opportunities for sport and recreation.... Planning policies should be based on robust and up to date assessments of the needs .... and opportunities for new provision	Para 2.11				
	Existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless:	Policy 5/11				

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• an assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements	Policy 5/11				
	• the loss .... would be replaced by equivalent or better provision	Policy 5/11				
	• the development is for alternative sports and recreational provision, the needs for which clearly outweigh the loss.	Policy 5/11				
75	.... policies should protect and enhance public rights of way and access. Local authorities should seek opportunities to provide better facilities for users	Para 9.19				This is a matter primarily dealt with by the County Council
76	Local communities through local and neighbourhood plans should be able to identify for special protection green areas of particular importance to them. By designating land as Local Green Space local communities will be able to rule out new development other than in very special circumstances		This is a new matter which was not covered when the current plan was prepared.			The approach to Local Green Space is being considered as part of the review of the Local Plan.
77	The Local Green Space designation will not be appropriate for most green areas or open space. The designation should only be used:		This is a new matter which was not covered when the current plan was prepared.			The approach to Local Green Space is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy/Statement**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• where the green space is in reasonably close proximity to the community it serves		This is a new matter which was not covered when the current plan was prepared.			The approach to Local Green Space is being considered as part of the review of the Local Plan.
	• where the green area is demonstrably special to a local community and holds a particular local significance		This is a new matter which was not covered when the current plan was prepared.			The approach to Local Green Space is being considered as part of the review of the Local Plan.
	• where the green area concerned is local in character and is not an extensive tract of land		This is a new matter which was not covered when the current plan was prepared.			The approach to Local Green Space is being considered as part of the review of the Local Plan.
78	Local policy for managing development within a Local Green Space should be consistent with policy for Green Belts.		This is a new matter which was not covered when the current plan was prepared.			The approach to Local Green Space is being considered as part of the review of the Local Plan.

Delivering sustainable development – 9. Protecting Green Belt land pp 19-21

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
79	....aim of Green Belt policy is to	Objectives 1-3				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	prevent urban sprawl the essential characteristics of Green Belts are their openness and their permanence	Policy 4/1				
80	Purposes of Green Belt:	Policy 3/2				
	• Check sprawl of large built up areas				Cambridge is not a large built up area	
	• Prevent neighbouring towns from merging	Para 4.5				Plan refers to communities merging para 4.5
	• Safeguard countryside from encroachment	Para 4.5				Plan refers to safeguarding setting para 4.5
	• Preserve setting and character of historic towns	Para 4.5				
	• Assist in regeneration	Paras 2.5-2.9				
81	....plan positively to enhance the beneficial use of the Green Belt	Para 2.11 Para 3.6d Policy 3/3 Para 4.5				
82	New Green Belts should only be established in exceptional circumstances .... If proposing a new Green Belt, local planning authorities should:				Not an issue for the 2006 Local Plan	
	• demonstrate why normal planning and development management policies would not be adequate;				Not an issue for the 2006 Local Plan	
	• set out whether any major changes in circumstances have made the adoption of this exceptional measure				Not an issue for the 2006 Local Plan	

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	necessary					
	• show what the consequences of the proposal would be for sustainable development				Not an issue for the 2006 Local Plan	
	• demonstrate the necessity for the Green Belt and its consistency with Local Plans for adjoining areas				Not an issue for the 2006 Local Plan	
	• show how the Green Belt would meet the other objectives				Not an issue for the 2006 Local Plan	
83	....establish Green Belt boundaries in their Local Plans which set the framework for Green Belt and settlement policy .... Green Belt boundaries should only be altered in exceptional circumstances, through the preparation or review of the Local Plan .... Green Belt boundaries having regard to their intended permanence in the long term....	The Local Plan 2006 sets out the boundaries of the Green Belt on the Proposals Map				Applicable to future reviews
84	Green Belt boundaries local planning authorities should take account of the need to promote sustainable patterns of development .... channelling development towards urban areas inside the Green Belt boundary .... or towards locations beyond the outer Green Belt boundary.	Paras 2.5-2.9 Para 3.6g				
85	.... defining boundaries ....:	Policy 4/1 Para 4.5 Proposals Map				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• .... consistency with Local Plan strategy	Policy 4/1 Para 4.5 Proposals Map				
	• not include land which it is unnecessary	Policy 4/1 Para 4.5 Proposals Map				
	• .... identify in their plans areas of 'safeguarded land' between the urban area and the Green Belt, in order to meet longer-term	Proposals Map				There are areas safeguarded for Addenbrooke's Hospital. The approach to land at Cambridge East is being considered as part of the review of the Local Plan.
	• .... boundaries will not need to be altered at end of the development plan period	Policy 4/1 Para 4.5 Proposals Map				The Cambridge Green Belt was reviewed through the last Local Plan (2006). The approach to Green Belt is being considered as part of the review of the Local Plan.
	• .... define boundaries clearly, using physical features....	Proposals Map				
86	Villages and the Green Belt				No villages in City areas of Green Belt	
87	.... inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special	Policy 4/1				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	circumstances					
88	.... local planning authorities should ensure that substantial weight is given to any harm to the Green Belt	Policy 4/1				
89	.... construction of new buildings as inappropriate in Green Belt. Exceptions	Para 4.5 says 'regard will be had to relevant national planning policy'				
	• .... agriculture and forestry	ditto				
	• .... outdoor sport, outdoor recreation and for cemeteries....	ditto				
	• .... extension or alteration of a building provided that it does not result in disproportionate additions	ditto				
	• .... replacement of a buildings ...	ditto				
	• .... infilling in villages	ditto			No villages in City areas of Green Belt	
	• .... limited infilling or the partial or complete redevelopment of previously developed sites (brownfield land)	Para 3.6b				
90	.... other forms of development are also not inappropriate in Green Belt	Para 4.5 says 'regard will be had to relevant national planning policy'				
	• mineral extraction	ditto				
	• engineering operations	ditto				
	• local transport infrastructure	ditto				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• reuse of buildings	ditto				
	• development brought forward under a Community Right to Build Order		Community Right to Build: this is a new matter which was not covered when the current plan was prepared.			
91	.... located in the Green Belt, elements of many renewable energy projects will comprise inappropriate development	Policy 4/1, Policy 8/17 para 8.49				Policy 8/17 might be seen to be looser than the NPPF suggests, but para 8.49 supports NPPF
92	.... development proposals within Community Forests in the Green Belt should be subject to the normal policies controlling development in Green Belts.				Not considered for Cambridge	

Delivering sustainable development – 10. Meeting the challenge of climate change, flooding and coastal change pp 21-25

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
93	Planning plays a key role in helping shape places to secure radical reductions in greenhouse gas emissions, minimising vulnerability and providing resilience to the impacts of	Policies 8/16 – 8/17 Paras 8.41 - 8.49				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	climate change, and supporting the delivery of renewable and low carbon energy and associated infrastructure ...					
94	.... adopt proactive strategies to mitigate and adapt to climate change,16 taking full account of flood risk, coastal change and water supply and demand considerations.	Paras 3.6a, 3.6e Policies 4/13, 4/16 Paras 4.4, 4.14, 4.45, 4.56 – 4.60 Policies 3/1, 8/16/ 8/17 8/18 Paras 8.20, 8.50 – 8.51	Water consumption: this is a new matter which was not covered when the current plan was prepared.		Coastal change	Further guidance provided in the Sustainable Design and Construction SPD The approach to water consumption, climate change mitigation and adaptation is being considered as part of the review of the Local Plan.
95	To support the move to a low carbon future ....:					
	• plan for new development in locations and ways which reduce greenhouse gas emissions	Policy 3/1 and the Sustainable Development Checklist See comments on NPPF para 17				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• actively support energy efficiency improvements to existing buildings; and		Not explicit as energy efficiency measures were more appropriately dealt with through Building Regulations. Energy efficiency is covered in the Sustianable Design & Construction SPD.			The approach to consequential improvements is being considered as part of the review of the Local Plan. Energy efficiency in new (and existing properties) has increased in policy importance since 2006.
	• when setting any local requirement for a building's sustainability, do so in a way consistent with the Government's zero carbon buildings policy and adopt nationally described standards	Para 8.14	Zero Carbon Policy: this is a new matter which was not covered when the current plan was prepared.			The approach to zero carbon policy and construction methods such as BREEAM and the Code for Sustainable Homes is being considered as part of the review of the Local Plan.
96	.... determining planning applications, local planning authorities should expect new development ....:					Development management process
	• comply with adopted Local Plan policies on local requirements for decentralised energy supply	Policy 8/16				Development management process

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• take account of landform, layout, building orientation, massing and landscaping to minimise energy consumption	Policies 3/1 and 3/12 Para 3.33 Para 8.42				Sustainable Design and Construction SPD and Sustainable Development Checklist
97	.... increase the use and supply of renewable and low carbon energy, local planning authorities should recognise the responsibility on all communities to contribute to energy generation from renewable or low carbon sources ....should:	Policies 8/16 – 8/17 Para 8.47				
	• have a positive strategy to promote energy from renewable and low carbon sources	Policies 8/16 – 8/17 Para 8.47				
	• design their policies to maximise renewable and low carbon energy development while ensuring that adverse impacts are addressed satisfactorily, including cumulative landscape and visual impacts	Policies 8/16 – 8/17 Para 8.47, 8.49				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• consider identifying suitable areas for renewable and low carbon energy sources, and supporting infrastructure		No specific allocations as no appropriate evidence base at that time. Renewable and low carbon energy sources has increased in policy importance since 2006.			The approach to specific allocations for renewable energy (including district heating) is being considered as part of the review of the Local Plan.
	• support community-led initiatives for renewable and low carbon energy, including developments		This is a new matter which was not covered when the current plan was prepared.			The approach to community led energy projects is being considered as part of the review of the Local Plan.
	• identify opportunities where development can draw its energy supply from decentralised, renewable or low carbon energy supply systems and for co-locating potential heat customers and suppliers	No specific reference, but such an approach would be considered in meeting the requirements of Policy 8/16				The approach to decentralised energy is being considered as part of the review of the Local Plan.
98	.... determining planning applications, local planning authorities should:					Development management process

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• not require applicants for energy development to demonstrate the overall need for renewable or low carbon energy .... recognise that even small-scale projects provide a valuable contribution	Policies 8/16 - 8/17				
	• approve the application if its impacts are (or can be made) acceptable	Policies 8/16 – 8/17 Para 8.49				
99	.... take account of climate change over the longer term, including .... flood risk, coastal change, water supply and changes to biodiversity and landscape. New development should be planned to avoid increased vulnerability to .... climate change .... new development .... in areas which are vulnerable, care should be taken to ensure that risks can be managed	Policy 3/1 Policy 8/18 Policies 9/3, 9/7 – 9/8	There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.		Coastal change	The approach to climate change adaptation is being considered as part of the review of the Local Plan.
100	Inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at highest risk, but where development is necessary, making it safe without increasing flood risk elsewhere. Local Plans should be supported by Strategic Flood Risk		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it			The approach to flood risk reduction is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	Assessment and develop policies to manage flood risk from all sources .... Local Plans should apply a sequential, risk-based approach to the location of development to avoid where possible flood risk .... and manage any residual risk .... by		was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			
	• applying the Sequential Test		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• .... applying the Exception Test		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.
	• safeguarding land from development that is required for current and future flood management	Flood zones on Proposals Map	There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• using opportunities offered by new development to reduce the causes and impacts of flooding	Para 8.20	There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.
	• where climate change is expected to increase flood risk .... seeking opportunities to facilitate the relocation of development, including housing, to more sustainable locations.		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.
101	The aim of the Sequential Test is to steer new development to areas with the lowest probability of flooding .... The Strategic Flood Risk Assessment will		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part			A Phase 1 Strategic Flood Risk Assessment has been produced as evidence base for

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	provide the basis for applying this test. A sequential approach should be used in areas known to be at risk from any form of flooding.		of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			the review of the Local Plan. The approach to flood risk reduction is being considered as part of the review of the Local Plan.
102	If, following application of the Sequential Test, it is not possible ....for the development to be located in zones with a lower probability of flooding, the Exception Test can be applied .... For the Exception Test to be passed:		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• it must be demonstrated that the development provides wider sustainability benefits to the community that outweigh flood risk		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			The approach to flood risk reduction is being considered as part of the review of the Local Plan.
	• a site-specific flood risk assessment must demonstrate that the development will be safe for its lifetime		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			Development management process

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	Both elements of the test will have to be passed		There is no longer a specific flood risk policy (4/16) in the Local Plan as this was deleted as part of the process of saving Local Plan policies. This policy was not saved as it was repeating national policy in PPS25. The technical annex of the NPPF continues to cover this.			
103	When determining planning applications, local planning authorities should ensure flood risk is not increased elsewhere and only consider development appropriate ....it can be demonstrated that:					Development management process
	• within the site, the most vulnerable development is located in areas of lowest flood risk					Development management process
	• development is appropriately flood resilient and resistant, ... and it gives priority to the use of sustainable drainage systems					Development management process
104	.... developments on sites allocated in development plans through the Sequential Test, applicants need not apply the	The technical annex of the NPPF continues to cover this.				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	Sequential Test. Applications for minor development and changes of use should .... meet the requirements for site specific flood risk assessments.					
105	In coastal areas				No coast	
106	.... planning authorities .... reduce risk from coastal change				No coast	
107	.... Coastal Change management Area				No coast	
108	.... Coastal Change management Area				No coast	

Delivering sustainable development – 11. Conserving and enhancing the natural environment pp 25-29

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
109	.... contribute to and enhance the natural and local environment by:	Para 1.10 Paras 3.6, 3.9, 3.23 – 3.24				
	• protecting and enhancing valued landscapes, geological conservation interests and soils	Para 2.11 Policies 3/2, 4/3, 3/3 Paras 3.2, 3.4, 3.8 – 3.9, 3.12 Para 4.16, 4.20, Paras 9.38, 9.40				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• recognising the wider benefits of ecosystem services	Chapters 3 & 4 Policy 4/8	Ecosystems services: this is a new matter which was not covered when the current plan was prepared.			
	• minimising impacts on biodiversity and providing net gains in biodiversity .... contributing to the Government's commitment to halt the overall decline in biodiversity, including by establishing coherent ecological networks that are more resilient	References in Chapters, 3, 4 & 9 apply				
	• preventing both new and existing development from contributing to or being put at unacceptable risk from, or being adversely affected by unacceptable levels of soil, air, water or noise pollution or land instability	Para 36 Policies 4/13 4/14 Paras 4.4, 4.45 – 4.49 Para 9.44				There is no specific mention of land instability, as this level of detail is provided within other Environmental Protection Legislation
	• remediating and mitigating despoiled, degraded, derelict, contaminated and unstable land	Policy 4/13 Paras 4.38, 4.45 Para 9.46				
110	.... aim should be to minimise pollution and other adverse effects on the local and natural environment. Plans should allocate land with the least environmental or amenity value	Para 3.6 Policies 4/13 - 4/14 Paras 4.4, 4.45 – 4.49 Para 9.44 Policies in Chapter 4 protect land of				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
		amenity value				
111	.... re-using land that has been previously developed (brownfield land) .... consider the case for setting a locally appropriate target for the use of brownfield land.	No local target was included as a national target was set and the Cambridgeshire and Peterborough Structure Plan set a local target for the City. See comments on NPPF para 17				
112	Local planning authorities should take into account the economic and other benefits of the best and most versatile agricultural land.		No mention of agricultural land			Limited applicability to Cambridge given its urban nature.
113	.... set criteria based policies against which proposals for any development on or affecting protected wildlife or geodiversity sites or landscape areas will be judged. Distinctions should be made between the hierarchy of international, national and locally designated sites	Policies 4/3, 4/6, 4/8	Policies 4/5 (Protection of Sites of national Nature Conservation Importance) and 4/7 (Species Protection), were not saved as part of the Saving of Local Plan policies process as they repeated guidance contained within PPS9.			The approach to wildlife and geodiversity protection is being considered as part of the review of the Local Plan.
114	Local planning authorities should:					

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• set out a strategic approach .... planning positively for the creation, protection, enhancement and management of networks of biodiversity and green infrastructure	Policies 4/2, 4/3, 4/6, 4/8, Para 4.5 Proposals Map				The approach to networks of biodiversity and green infrastructure is being considered as part of the review of the Local Plan.
	• maintain the character of the undeveloped coast				No coast in Cambridge	
115	Great weight should be given to conserving landscape and scenic beauty in National Parks, the Broads and Areas of Outstanding Natural Beauty				No designations in Cambridge	
116	Planning permission should be refused for major developments in these designated areas				No designations in Cambridge	
117	To minimise impacts on biodiversity and geodiversity, planning policies should:	Chapter 4				
	• plan for biodiversity at a landscape-scale across local authority boundaries		This is a new matter which was not covered when the current plan was prepared.			The approach to planning for biodiversity at a landscape-scale is being considered as part of the review of the Local Plan.
	• identify and map components of the local ecological networks....	Proposals map shows flood plain, Green Belt, protected opens space , SSSIs, Sites in Local Nature Conservation Importance				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• promote the preservation, restoration and re-creation of priority habitats, ecological networks and the protection and recovery of priority species populations .... identify suitable indicators for monitoring biodiversity in the plan	Policy 4/8 Para 4.31				
	• aim to prevent harm to geological conservation interests	Para 4.20 Paras 9.38, 9.40				
	• where Nature Improvement Areas are identified in Local Plans, consider specifying the types of development that may be appropriate					There are no Nature Improvement Areas designated within Cambridge.
118	When determining planning applications, local planning authorities should aim to conserve and enhance biodiversity by applying the following principles					Development management issues
119	The presumption in favour of sustainable development .... does not apply where development requiring appropriate assessment under the Birds or Habitats Directives is being considered, planned or determined.				There are no sites designated under the Birds or Habitats Directive in Cambridge	The Local Plan Review will be subject to the Habitats Regulations Appraisal process.
120	To prevent unacceptable risks from pollution and land instability, planning policies and decisions should ensure that new	Embodied in whole plan, more specifically: Policy 4/13				Matters principally dealt with through development management and

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	development is appropriate for its location. The effects .... of pollution on health, the natural environment or general amenity, and the potential sensitivity of the area or proposed development to adverse effects from pollution, should be taken into account	Paras 4.45 – 4.49				not set out as Local Plan policies.
121	Planning .... should also ensure that:					
	• the site is suitable for its new use taking account of ground conditions and land instability, including from natural hazards or former activities .... and any proposals for mitigation		Plan not explicit on this test. Previously covered by PPS23, 'Planning and Pollution Control' which wasn't repeated in the 2006 Local Plan. Also, subject to the provisions in the Environmental Protection Act (1990) and other relevant legislation.			Assumption is that sites allocated for development in the Plan are developable. The approach to contaminated land is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• after remediation .... land should not be capable of being determined as contaminated land		Plan not explicit on this test. Previously covered by PPS23, 'Planning and Pollution Control' which wasn't repeated in the 2006 Local Plan. Also, subject to the provisions in the Environmental Protection Act (1990) and other relevant legislation.			The approach to contaminated land is being considered as part of the review of the Local Plan.
	• adequate site investigation information, prepared by a competent person					Development management issues
122	In doing so, local planning authorities should focus on whether the development itself is an acceptable use of the land, and the impact of the use, rather than the control of processes or emissions themselves where these are subject to approval under pollution control regimes					Development management issues
123	Planning policies and decisions should aim to:					
	• avoid noise from .... new development;	Para 3.6 Policy 4/13 Para 4.45				
	• mitigate and reduce to a minimum other adverse impacts	Para 3.6 Policy 4/13 Para 4.45				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• recognise that development will often create some noise and existing businesses .... should not have unreasonable restrictions put on them because of changes in nearby land uses	Policy 4/13 Para 4.46 – 4.47				
	• identify and protect areas of tranquillity which have remained relatively undisturbed by noise and are prized for their recreational and amenity				Not applicable as urban area	
124	.... sustain compliance with and contribute towards EU limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas .... Planning decisions should ensure that any new development in Air Quality Management Areas is consistent with the local air quality action plan.	Policy 4/14 Paras 4.50 – 4.52				
125	.... limit the impact of light pollution from artificial light on local amenity, intrinsically dark landscapes and nature conservation.	Para 3.6 Policy 4/15 Paras 4.53 – 4.55 Paras 8.38 – 8.39				

Delivering sustainable development – 12. Conserving and enhancing the historic environment pp 30-32

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
126	Local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment .... local planning authorities should take into account:	Para 2.2 Policies 3/13 – 3/14 Paras 3.4, 3.12 Policies 4/9 – 4/12 Para 7.30 Paras 9.40, 9.47				
	• the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses	Para 3.5 Policy 3/1 Policy4/10 Para 4.38				
	• the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring					Plan implicitly assumes this benefit
	• the desirability of new development making a positive contribution to local character and distinctiveness	Para 2.5 Paras 3.2, 3.19 Policies 3/3 -3/4, 3/7, 3/12				
	• opportunities to draw on the contribution made by the historic environment to the character of a place	Policies 3/6, 3/10, 3/16 Paras 3.2, 3.10 – 3.11 Policy 4/11 Paras 4.2, 4.4, 4.40 – 4.41				
127	When considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status	Existing conservation areas are justified by appraisals Para 4.41				Guidance for designation of Conservation Areas, not something to include in plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
128	In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting	Policy 4/10 Para 4.36				
129	Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal	Inherent in policies 4/9 – 4/12				Matter for development management
130	Where there is evidence of deliberate neglect of or damage to a heritage asset the deteriorated state of the heritage asset should not be taken into account in any decision	Para 4.38 relevant but could be spelt out in policy				Matter for development management,
131	In determining planning applications, local planning authorities should take account of:					Matters for development management
	• the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation	Policies 4/10, 4/12				
	• the positive contribution that conservation of heritage assets can make to sustainable communities	Inherent in policies 4/9 – 4/12				Matter for development management

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• the desirability of new development making a positive contribution to local character and distinctiveness	See 126 above				Matter for development management
132	When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation	Policies 4/9 – 4/12				Matter for development management
133	Where a proposed development will lead to substantial harm to or total loss of significance of a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or loss is necessary to achieve substantial public benefits .... or all of the following apply:	Policies 4/9 – 4/12				Matter for development management The approach to heritage assets is being considered as part of the review of the Local Plan.
	• the nature of the heritage asset prevents all reasonable uses of the site	Policy 4/10				Matter for development management The approach to heritage assets is being considered as part of the review of the Local Plan.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• no viable use of the heritage asset itself can be found in the medium term	Policies 4/10, 4/12 Para 4.40				Matter for development management The approach to heritage assets is being considered as part of the review of the Local Plan.
	• conservation by grant-funding or some form of charitable or public ownership is demonstrably not possible					Matter for development management The approach to heritage assets is being considered as part of the review of the Local Plan.
	• the harm or loss is outweighed by the benefit of bringing the site back into use	Policies 4/10, 4/12 Para 4.40				Matter for development management The approach to heritage assets is being considered as part of the review of the Local Plan.
134	Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal	Policies 4/10, 4/12 Para 4.40				Matter for development management
135	The effect of an application on the	Policies 4/11, 4/12				Matter for

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	significance of a non-designated heritage asset should be taken into account in determining the application	Para 4.40				development management
136	.... not permit loss of the whole or part of a heritage asset without taking all reasonable steps to ensure the new development will proceed after the loss					
137	.... look for opportunities for new development within Conservation Areas and World Heritage Sites and within the setting of heritage assets to enhance or better reveal their significance	Policy 4/11 Para 4.39 Para 6.12			No World Heritage Sites	The approach to Conservation Areas is being considered as part of the review of the Local Plan.
138	.... Loss of a building (or other element) which makes a positive contribution to the significance of the Conservation Area or World Heritage Site should be treated either as substantial harm	Policies 4/11 – 4/12			No World Heritage Sites	
139	Non-designated heritage assets of archaeological interest that are demonstrably of equivalent significance to scheduled monuments, should be considered subject to the policies for designated heritage assets	Policy 4/9				
140	.... assess whether the benefits of a proposal for enabling development, which would otherwise conflict with planning policies but which would secure the future conservation of a heritage asset, outweigh the					Development management issue, but there ought to be an in principle policy about enabling development.

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	disbenefits					
141	.... make information about the significance of the historic environment gathered as part of plan-making or development management publicly accessible .... require developers to record and advance understanding of the significance of any heritage assets to be lost .... and to make this evidence .... publicly accessible.	Policy 4/10 Para 4.34				

Delivering sustainable development – 13. Facilitating the sustainable use of minerals pp 32-36

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
142	Importance of minerals				Not minerals planning authority	Paras 1.18, 8.57 acknowledge that the County Council is the minerals planning authority
143	Eight bullet points on planning for minerals – most not relevant to Cambridge, except possibly for				Not minerals planning authority	
	Bullet 4 safeguarding • rail heads, storage and handling • concrete batching	Policy 8/9 Para 8.21		Policy 9/6 Paras 9.28 – 9.31		Conflict is a cross boundary issue as sidings and aggregate plant are in SCDC
	Bullet 6 • environmental criteria for	Policy 4/13				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	assessing applications					
144	Planning applications for mineral working				Not minerals planning authority	
145	Planning for supply of aggregates				Not minerals planning authority	
146	Planning for supply of industrial minerals				Not minerals planning authority	
147	Planning for energy extraction				Not minerals planning authority	
148	Safety of storage				Not minerals planning authority	
149	Extraction of coal				Not minerals planning authority	

Plan-making – Local Plans pp 37-38

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
150 - 151	Delivering sustainable development	Paras 1.10 – 1.13 Chapter 2 Policy 3/1				69 references to sustainable in Plan
152	Achieving economic, social and environmental sustainability	Runs through plan, see e.g. Paras 1.10 – 1.13 Chapter 2 Policy 3/1 Para 3.6 Para 5.1 Para 7.3 Policy 8/1				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
153	A plan for the local authority area; supplementary planning documents where justified	Whole Plan. Need for SPDs identified, e.g. para 1.21				
154	Plans aspirations, realistic; identify opportunities; have clear policies	Whole Plan				
155	Meaningful engagement and collaboration with communities and interests	Plan based on extensive public consultation, close working with neighbouring local authorities and engagement with stakeholders				Plan subjected to full public examination
156	Set out strategic priorities					
	• Homes and jobs	Chapters 5, 7, 9				
	• Retail, leisure, commercial development	Chapters 6, 7, 9				
	• Infrastructure telecom, water, flood risk, energy	Chapters 4, 8, 9, Policy 10/1			Costal change, minerals, waste	
	• Health, security, community facilities	Chapters 5, 7, 9, Policy 10/1				
	• Climate change, conservation	Chapters 3, 4, 9				
157	Plans should:					
	• Plan positively	Whole Plan				
	• Have appropriate timescale, 15 years	1999 – 2016 Plan period				
	• Be based on cooperation	See para 155 above				
	• Indicate broad locations for strategic development	Proposals Map				
	• Allocate sites	Policies Proposals Schedule Proposals Map				

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
	• Identify areas for limited change of use	Policies 5/3 – 5/4 5/11 Policies 6/6 – 6/7 Policy 7/3				
	• Identify land where development inappropriate to protect character	Open space, Green Belt, heritage assets				
	• Strategy for enhancing environment	See comments on NPPF para 17				

Plan-making – Using a proportionate evidence base pp 38 - 42

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
158 - 177	Sets out requirements for evidence base covering: housing; business; infrastructure; minerals; defence; national security; counter terrorism and resilience; environment; historic environment; health and well-being; public safety from major accidents; ensuring viability and deliverability.	Evidence base is referenced throughout the plan, e.g. para 5.8. Detailed list of evidence given in Bibliography, Appendix G				Public examination did not find that that Plan was wanting in justifying policies with evidence

Plan-making – Planning strategically across local boundaries pp 42-43

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
178 - 179	Duty to cooperate; working collaboratively;	See comments on NPPF para 155				
180	Taking account of different geographic areas	Chapters 1 – 3, 5 – 10 address sub-regional issues				
181	Dealing with cross boundary issues	See para 180; also specifically addressed in five urban extensions, see chapter 9				

Plan-making – Examining Local Plans & Neighbourhood Plans pp 43-44

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
182	Independent examination and testing for soundness	Plan examined and found to be sound				
183 - 185	Nature and roles of neighbourhood plans		Not in effect at time plan was prepared.			

Decision-taking pp 45-47

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
186 - 202	Various					Issues for development

NPPF		Cambridge Local Plan				
Para.	**Policy**	**Compliant**	**Silent**	**Conflict**	**Not applicable**	**Notes**
						management
203 - 206	Use of conditions and planning obligations	Plan sets out framework for this, e.g. para 8.40 Policy 10/1				20 references to obligations; 17 references to use of conditions
207	Enforcement	Single reference, para 7.55				Service issue not a policy issue.

Cambridge City Council **Item**

To:	The Executive Councillor for Planning, Sustainable Transport: Councillor Tim Ward
Report by:	Andrew Limb
Relevant scrutiny committee:	Environment Scrutiny Committee 26/06/2012
Wards affected:	All Wards

CAMBRIDGE CITY COUNCIL CLIMATE CHANGE STRATEGY AND CARBON MANAGEMENT PLAN
Key Decision

1. Executive summary

1.1 The new Climate Change Strategy and Action Plan replaces the previous strategy which covered the period 2008-12, and will set the framework for action by the Council to address climate change over the next five years.

1.2 The Carbon Management Plan forms part of the Strategy and details how the Council will further reduce carbon emissions from its own operations and estate over the five year life of the strategy.

1.3 The Climate Change Fund criteria need to be revised if the Fund is to support the projects that will deliver these reductions in emissions.

1.4 The Climate Change Fund Annual Status Report provides financial details of the projects supported by the Fund to date.

2. Recommendations

2.1 The Executive Councillor is recommended to:

a) Approve the draft Climate Change Strategy (Appendix A) for public consultation from May to September.

b) Approve the draft Carbon Management Plan (Appendix B).

c) Approve the revised Operational Guidelines for the Climate Change (Appendix C).

d) Approve the Annual Climate Change Fund Status Report (Appendix D).

3. Background

3.1 Cambridge City Council has a long track record of taking action to help restrict climate change and manage its impact on local communities, businesses and the environment.

3.2 One of the Council's 8 corporate vision statements is 'a City in the forefront of low carbon living and minimising its impact on the environment from waste and pollution.' The City Council made a formal commitment to tackle climate change by signing the Nottingham Declaration on Climate Change on 22nd September 2006 and published its first Climate Change Strategy and Action Plan in 2008, which set out a vision and framework for action over a five-year period.

Refreshing the Climate Change Strategy

3.3 Although the City Council has achieved much in the past five years, climate change still presents very significant risks to the City of Cambridge and there remains a pressing need for action at the local level. Cambridge City Council has chosen to produce a revised Climate Change Strategy and Action Plan to set the framework for its action to address the causes and consequences of climate change between 2012 and 2016. The draft Strategy and Action Plan are attached at Appendix A.

3.4 The draft Strategy explains the case for action on climate change, and sets out the national and international policy context. It also explains what has been achieved under the previous strategy, and the lessons learned. There have been a number of significant developments since the City Council's first Climate Change Strategy was produced. These include:

- the introduction of binding national targets for reducing carbon emissions through the Climate Change Act 2008;
- the introduction of the Carbon Reduction Commitment, which could potentially lead the City Council being liable for charges estimated at around £70,000 per year in future years (although the precise future of this policy instrument remains unclear and subject to change);
- changes to planning legislation and policy to promote energy efficiency and sustainable design and construction;
- new national initiatives to support households and non-domestic users to install energy efficiency measures (e.g. the Green Deal and Energy Company Obligation) and renewable energy sources (e.g. the Feed-In Tariff and Renewable Heat Incentive schemes);

- recommendations from the Government's Climate Change Committee that Local Authorities be given a statutory duty to cut carbon emissions; and
- the current challenging economic climate, which means that it is more important than ever to make the best use of available resources and focus on the areas where the greatest impact on climate change can be achieved.

3.5 These developments are reflected in the objectives for the Strategy, and the actions we plan to take to achieve the objectives are set out in the Action Plan. The three objectives of the Strategy are:

1. To reduce carbon emissions from the Council's estate and operations and manage the risks to its staff and property;
2. To set high standards for residents, businesses and organisations to reduce their carbon emissions and manage climate risks;
3. To work in partnership with, influence and learn from other organisations to address the causes and effects of climate change.

3.6 Objective 2 will be achieved by putting climate change at the heart of services such as Planning (not least through the development of the Council's new Local Plan), Environment & Refuse and Arts & Recreation.

3.7 Objective 3 will be achieved by continuing our leadership in partnerships with neighbouring local authorities, the city's universities, and the voluntary, community and business sectors.

The Carbon Management Plan

3.8 In terms of objective 1, with fuel costs of around £1.8m in 2010/11 it is imperative that we act now to reduce these costs so that resources can be focussed on priority services for residents. Working with the Carbon Trust, officers have developed a detailed Carbon Management Plan, which sits under the Climate Change Strategy.

3.9 The Carbon Management Plan identifies an ambitious programme of 64 major projects that will help deliver Objective 1 of the Strategy. By adopting a rigorous and planned approach which focuses primarily on the areas of the Council's activity which contribute most to our carbon emissions (e.g. swimming pools, car parks, vehicle fleet, offices and sheltered and temporary housing), it is anticipated that the Plan will enable the Council to achieve the challenging target of a 20% reduction in carbon emissions from our estate and operations by the end of March 2016.

3.10 The Carbon Management Plan explains the financial and environmental case for action, and sets out the anticipated financial and carbon benefits of acting (as opposed to a "business as usual" model of taking no specific action). The Plan will also deliver significant financial savings, albeit potentially in the form of future cost-avoidance. Based on information that is currently available, the projects planned to date require a total investment of £2.3m over the next 5 years to deliver 99% of the aspirational 20% reduction in emissions.

3.11 However, we expect these projects will reduce the Council's likely energy and fuel costs by around £340,000 each year. This means that the projects will have paid for themselves within fewer than seven years and many will deliver further savings beyond this period. These figures are subject to change and the exact costs and benefits of a number of the projects will become clearer as detailed work is carried out. The Plan explains the varying degrees of confidence and certainty around achieving the anticipated savings and emissions reductions.

Performance against targets in the previous strategy

3.12 The City Council implemented a number of carbon reduction projects across its operations and estate between 2005/06 and 2010/11. Energy consumption, and carbon emissions at a number of sites across the estate fell during this period. However, during work to develop further projects for the Carbon Management Plan, it became clear that energy consumption and emissions in 2010/11 had been higher than previously thought. This caused us to undertake a thorough review of all the data we had been using, to get a better grip on energy consumption and emissions, and on the trend in energy usage at the various council sites.

3.13 We now have data which, whilst still containing data based on estimated readings for some sites, is as accurate as we are able to achieve at this time. Comparing the crude figures from all sites in 2005/06 and 2010/11, total energy consumption rose very slightly (by around 23,000kwh or 0.1%). Total emissions rose by 3.2%, but emissions per head of population (the primary measure in the Climate Change Strategy) fell by around 0.59%.

3.14 This differs from the figure provided to scrutiny committee (and publicly) in July 2011, when we believed we had achieved a 15% reduction in per capita emissions. The difference is primarily down to officers misreading the data from a number of buildings, particularly Parkside Pools, and omission of data for the Grand Arcade Car Park.

These errors have highlighted the need for more accurate metering and monitoring, which is in hand. For instance, we are working to install Automated Meter Reading devices on all sites where this is feasible, and to take our own visual meter readings on other sites. One of the challenges has been the way that data has been collected in a variety of ways from a variety of sites and over 600 meters.

3.15 Looking at overall energy use we can see that while we were reducing energy on some sites, we were consuming more on others as part of initiatives to improve services and provide better outcomes for residents, such as extended opening hours at swimming pools, increased hiring of community centres and better lighting in a number of car parks.

3.16 The work to get to the bottom of our energy use and carbon emissions data has uncovered a number of complexities in making these comparisons, however. It became clear that the figures for a number of sites in the baseline year were either erroneous or gave a distorting impression because the buildings were closed for refurbishment during that year and therefore not consuming gas and/or electricity at anywhere near the normal rate (whilst being fully operational in 2010/11). If one excluded those sites from the figures to give a more "like for like" comparison, the total energy consumption would be around 1,250,000kwh less in 2010/11 than in 2005/06 for the remaining sites, giving a reduction in per capita emissions of 4.84%.

3.17 Furthermore, the impact of fluctuations in population, and in the "conversion factors" (a calculation provided by the Department for Energy and Climate Change, which translates energy use into carbon emissions), on the headline figure have been brought home to us. The mix of electricity and gas also has a significant impact on emissions – so, although total energy consumption fell from 2009/10 to 2010/11, emissions went up as a greater proportion of the total was from electricity.

3.18 For all these reasons, it has become clear how complex it can be to provide meaningful comparisons across the years. We need to be more cogniscant of this moving forward, and ensure that officers and members are well-sighted on the environmental implications of other service changes that might increase energy usage whilst achieving other policy objectives.

3.19 All of these issues emphasise the need for a structured, robust plan to address energy consumption and emissions across our estate, and this has been behind our work with the Carbon Trust to develop a Carbon Management Plan.

3.20 Moving beyond its own estate, the City Council has also delivered a range of actions to support residents to reduce their carbon emissions and challenge businesses and other organisations to take action which has contributed to a 16% reduction in per capita emissions in the City between 2005 and 2009.

Resourcing the Carbon Management Plan

3.21 20 of the projects listed in the Carbon Management Plan are scheduled for delivery in 2012/13. The total cost of these projects is £549,389, which will be met from a combination of the Climate Change Fund, Housing Revenue Account (HRA), Repairs and Renewal (R&R) budgets, Efficiency Fund and other elements of the General Fund. £273,187 is currently earmarked from the Climate Change Fund to support delivery of a number of these projects, and this reflects that the Fund is being used to deliver a planned programme specific projects now[1].

3.22 Projects included in the Carbon Management Plan under a value of £15,000 for 2012/13 will proceed to implementation. Project Appraisals will be worked up for all projects with capital costs of £15,000 or more and they will be approved by Asset Management Group and the Executive Councillor for Planning and Sustainable Transport. Projects with capital costs over £75,000 will be brought to scrutiny committee for Executive Councillor approval.

3.23 If significant changes are made to the value or nature of projects included in the Plan for 2012/13 as they proceed to implementation, they will be appraised against the Assessment Criteria set out in Section 4 of the revised Operational Guidelines (attached at Appendix C). Projects funded through subsequent years of the Carbon Management Plan (2013/14 – 2015/16) will also be assessed against these criteria.

Revised Climate Change Fund Operational Guidelines

3.24 In order to receive funding from the Climate Change Fund, projects have to date required a payback period of less than 5 years and cost less than £100 per tonne of CO_2 that they save. In order for the City Council to achieve its ambitious target of a 20% reduction in its carbon emissions by March 2016, it will be necessary to support projects that do not meet these current criteria, but for which a sound business case exists.

[1] These figures differ from those set out in the Budget Setting Report due to rephasing of works that has happened since the BSR was finalised – it is expected that all the projects will still be delivered, albeit in 2013/14 for Queen Anne Terrace Car Park and the Ditchburn Place efficiency measures, rather than 2012/13

3.25 The Executive Councillor is recommended to approve the revised Operational Guidelines attached at Section 4 of Appendix C. These guidelines set out revised criteria for appraising and prioritising individual projects. The key changes amend the assessment criteria to:

- Weight projects which address the biggest sources of carbon emissions most heavily;
- Weight projects which deliver the greatest financial and carbon savings most heavily;
- Weight projects that sit higher in the energy hierarchy most heavily (i.e. those that prevent unnecessary energy use and increase energy efficiency)
- Remove the limits on payback period and £ per tonne, whilst still prioritising the projects that perform best against these criteria.

3.26 Officers are reviewing the process for approving and allocating money from the Climate Change Fund in future years, to minimise the bureaucracy around delivering projects in 2012/13 and beyond, whilst at the same time ensuring that the Climate Change Fund process is consistent with the wider corporate delegation and approval processes.

3.27 A number of steps will be taken to ensure that the financial savings associated with these projects are realised. As part of the project appraisal process for projects funded through the Climate Change Fund, project managers will in future be required to identify the level of financial savings that will be achieved. This will enable officers to submit a revised budget item in October 2012/13 for the savings delivered by projects funded in 2012/13 by the Climate Change Fund.

3.28 Officers will also be asked to identify savings arising from carbon reduction projects funded through other means (e.g. the HRA and R&R funds) and submit savings bid proposals connected with each of these, so that the financial benefits of all the investments we are making in energy efficiency projects are realised, wherever possible. For projects undertaken in 2011/12, where savings have not already been submitted, we plan to identify and realize these also.

3.29 To date, savings associated with solar thermal panels and voltage optimisation at Ditchburn Place and Mandela House, totalling £24,000, have been submitted through the budget round. We intend to develop a process to realise the (genuine) savings arising from the remaining projects in the plan over the coming months, whilst not penalising services who implement energy saving measures if energy price inflation outstrips their budgets.

Annual Climate Change Fund Status Report

3.30 The Annual Climate Change Fund Status Report provides, as required by the Guidelines, a simple overview of the financial details of the Fund since its inception including details of the funding provided to each project.

4. Implications

(a) Financial Implications

The costs and savings associated with the projects identified in the Carbon Management Plan are outlined at 3.10-3.11. The actions contained in the Climate Change Strategy Action Plan under Objectives 2 and 3 will be funded through:

- Existing budgets for delivering key services, particularly for projects or actions that will deliver climate change benefits as part of wider planned developments or improvements to key services. These fall within the General Fund or the Housing Revenue Account (HRA) depending on the services involved.
- Government and other external funding sources for climate change initiatives.

(b) Staffing Implications

The Climate Change Officer in the Strategy and Partnerships Team will manage and co-ordinate the overall delivery of the Carbon Management Plan. Lead officers have been identified for projects in the Plan who have the capacity to deliver the projects within the stated timescales. The Carbon Management Team will support the Climate Change Officer. This is a corporate group that includes many of the lead officers. It previously met as the Energy Sub Group to share best practice, skills, knowledge and resources on energy management. The Environmental Strategy Group (ESG), which is chaired by the Chief Executive and relevant Heads of Service, will provide strategic direction for the delivery of the Carbon Management Plan.

Lead officers have also been identified for all the actions in the Climate Change Strategy Action Plan. These officers have the capacity to deliver the actions within the stated timescales. ESG will also provide strategic direction for the delivery of the Climate Change Strategy Action Plan.

(c) **Equal Opportunities Implications**

An assessment of the aims and objectives of the Climate Change Strategy and the Carbon Management Plan has not identified any specific negative impacts. However, the needs of different protected characteristics will need to be considered when implementing the range of actions contained in the two documents. This is to ensure that the strategy is implemented effectively and that all people are able to benefit from the work being undertaken. Consequently further Equality Impact Assessments may be undertaken for individual projects.

It is likely that if action is not taken to address climate change that certain protected characteristics will be negatively affected to a greater extent than the population as a whole. For example, older people are more likely to suffer heat-related deaths, or people suffering fuel-poverty would be affected to a greater degree by the cost of increased energy consumption required for cooling and refrigeration.

(d) **Environmental Implications**

The Climate Change Strategy and Action Plan and the Carbon Management Plan will have a high impact on the environment by setting out a planned approach to: reducing the Council's carbon emissions; setting high standards for residents, businesses and organisations to reduce their carbon emissions and manage climate risks; and working in partnership with, influencing and learning from other organisations to address the causes and effects of climate change.

(e) **Consultation**

The draft Climate Change Strategy and Action Plan will be published for public consultation following Executive Councillor approval. The consultation will focus primarily on Objectives 2 and 3, as these will have the greatest impact on local communities, businesses and other local organisations. The consultation period will last for 12 weeks, during which time the Strategy and Partnerships Manager will actively consult relevant voluntary and community sector groups and key partner organisations.

The feedback received during the consultation process will be taken into account in the final draft of the Strategy, which will be submitted for Executive Councillor approval to the Environment Committee in October 2012.

We are not planning public consultation on the Carbon Management Plan, as the Plan focuses primarily on the Council's estate and internal operations.

(f) **Community Safety**

The Strategy and the Carbon Management Plan has minimal impact on Community Safety.

5. Background papers

6. Appendices

Appendix A – Draft Climate Change Strategy and Action Plan
Appendix B – Carbon Management Plan
Appendix C – Revised Operational Guidelines for the Climate Change Fund
Appendix D – Annual Climate Change Fund Status Report

7. Inspection of papers

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

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"A city in the forefront of low carbon living"

Cambridge City Council Climate Change Strategy 2012 – 2016

Consultation Draft – June 2012

CONTENTS

Foreword

The debates about whether climate change is happening and if it is caused by human activity are over. The time for action has arrived; both to manage the effects of the climate change that is already taking place, as well as to reduce the adverse impact of climate change in the future.

I am therefore delighted to introduce the second Cambridge City Council Climate Change Strategy and Action Plan. This builds on our first Strategy and Action Plan, which provided the framework for increased action over the past four years. It also furthers the commitment that we made, by signing the Nottingham Declaration on Climate Change in 2006, to develop a plan with our partners and local communities to address the causes and impacts of climate change.

Cambridge City Council has been taking action to tackle climate change for a decade and a half. For example, we began using lower emission fuels in our vehicles in 1998; we have made energy efficiency improvements to Council-owned homes which have reduced fuel bills for local tenants by more than £1,200,000; through our home energy efficiency work we have contributed to an 11% average reduction in gas consumption in the city since 2005; and we set high environmental standards for new developments in the city, including requiring renewable energy generation in new developments. But there is much more that must be done if we are to play our part in averting dangerous climate change in the future.

This Strategy sets an ambitious target of a 20% reduction in the City Council's emissions of carbon dioxide and other greenhouse gases by 2016. The five-year Carbon Management Plan which sits underneath this strategy sets out 64 innovative projects which will deliver this commitment, ranging from installation of solar thermal technology to provide a source of renewable energy for our swimming pools, to the installation of highly energy efficient lighting solutions in Council buildings and facilities.

However, we will not tackle the causes and consequences of climate change by focussing on our own emissions alone. The people who live and work in Cambridge demonstrate daily their desire to tackle climate change. Many residents travel to work by bike or foot; the proportion of household waste recycled or composted is amongst the highest in the country; and the city's universities and institutes lead the world in researching the potential solutions and adaptations to climate change.

We will set the bar high for businesses, local communities and other organisations to follow. For example, we will use our planning policies to push for the highest environmental standards in new developments. We will also deliver the services needed to support local communities and businesses to achieve these high standards, including increased opportunities for recycling, support for households and landlords to improve the energy efficiency of properties, and initiatives to encourage cycling and use of public transport. We will also work closely with our partner organisations to maximise the local impact of national funding for climate change initiatives and deliver low carbon

infrastructure and energy efficiency improvements which will have lasting benefits for the City.

International and national action to tackle climate change is gathering pace. This strategy and action plan sets out how the steps that the City Council will take, working with local communities, businesses and partner organisations, to place it at the forefront of efforts to tackle global climate change.

Tim Ward
Executive Councillor for Planning and Sustainable Transport

1.0 Introduction – Cambridge, a city at the forefront of low carbon living

Our climate is changing. It has always changed in response to natural environmental processes, but it is now widely accepted that human activities are leading to climate change of a scale and pace that threatens our very way of life. Such a global challenge requires a global response, and the international framework for action is becoming stronger. The UK Government has initiated a broad range of policies and programmes that contribute to this response and address the causes and consequences of climate change in the UK.

Individuals, communities and organisations in localities across the world need to take action if national and global efforts to address climate change are to be successful. Cambridge City Council has played a leading role in work to tackle climate change at the local level. One of the City Council's eight corporate vision statements is: 'a city in the forefront of low carbon living and minimising its impact on the environment from waste and pollution.'

Through implementing its first Climate Change Strategy and Action Plan for 2008-2012, the City Council has already achieved a considerable amount. However, there remains much to be done if challenging international targets on reducing greenhouse gases are to be achieved. The City Council remains committed to playing a leading role in efforts at the local level. This revised Strategy and Action Plan establishes the framework for action by the City Council to address the causes and consequences of climate change over the next five years. It describes the current context, our rationale for intervention, our future objectives and the actions we plan to take in order to achieve them.

2.0 Context

How is our climate changing?

Climate change is influenced by the 'greenhouse effect'. This is a natural process which keeps the earth warmer than it would otherwise be and makes life on earth possible. Light from the sun passes through the atmosphere and warms the surface of the earth. Most of the heat escapes into space, but like the glass in a greenhouse, certain gases in our atmosphere trap the heat, preventing it from escaping back to space. Over time, human activity has led to an increase in the amount of carbon dioxide and other greenhouse gases in the atmosphere, which has increased the greenhouse effect and is causing the climate to change.

The latest climate monitoring figures from the Met Office show that global temperatures have increased by 0.75 degrees during the 100 years up to 2011[1]. The greatest change occurred in the period since the mid-1970s, when average global temperatures increased by more than 0.15 °C per decade. The most recent report by the Intergovernmental Panel on Climate Change (IPCC) in 2007 concluded it is more than

[1] http://www.metoffice.gov.uk/climate-change/guide/science/monitoring

90% likely that most of the global warming that has occurred since the mid-20th century is due to the increase in human-caused greenhouse gas concentrations.

Unless we take action now, global warming will continue. The most recent report by the Intergovernmental Panel on Climate Change (IPCC) in 2007 concluded that average global temperatures are likely to increase by 1.8-4 degrees by the year 2100 compared with 1999, and possibly as much as 6.4 degrees[2].

The IPCC also concluded that we can expect to see global temperatures rise by about 0.2 degrees per decade for the next few decades regardless of what we do, because it takes the climate 30-40 years to react to the gases that we emit now.

The impact of Climate Change on Cambridge

Predicting future changes to our climate is a complex process, and becomes even more difficult when trying to narrow those predictions to smaller areas. In 2002 the UK Climate Impacts Programme (UKCIP) produced scenarios of future climate changes for the UK in 2002. In 2009 the UK Climate Projections (UKCP) programme provided projections of how the climate will change in each region based on low, medium and high emissions scenarios. The data from these two programmes suggests that by 2080 the East of England will experience:

- An increase in average temperatures of between 2 and 4.5 degrees[3].
- Average seasonal temperatures are likely to increase, with average summer temperatures increasing by 1.3 to 4.7 degrees and average winter temperatures increasing by between 2.6 to 3.7 degrees[4].
- An increase in the number of 'extremely' warm days, by up to 14 days on a low emissions scenario and 30 days on a high emissions scenario[3].
- Increases in rainfall overall, with mean precipitation increasing by 1% to 2%[4]
- Greater seasonal extremes in rainfall, with average winter rainfall increasing by between 16% and 26% and average summer rainfall decreasing by between 14% and 27%[4].
- Seasonal increases in the intensity of rainfall, with around 0.25-1.25 more days of intense rainfall in winter[3]
- Decrease in summer and autumn soil moisture by up to 50%[3].

[2] Pachauri, R.K. and Reisinger, A. (Eds.), (2007), Fourth Assessment Report of the Intergovernmental Panel on Climate Change, IPCC, Geneva, Switzerland http://www.ipcc.ch/publications_and_data/ar4/syr/en/spms3.html

[3] UK Climate Impacts Programme, 2002.

[4] UK Climate Projections programme, 2009. All figures are based on central estimates for the low and high emissions scenarios

Risks for Cambridge

There are three key risks for Cambridge associated with the predicted changes in climate identified above:

- increased summer temperatures and heatwaves;
- flooding; and
- water shortages and droughts.

It is essential that Cambridge City Council contributes to wider efforts to reduce greenhouse gas emissions in order to limit the scale of change to our climate and the associated impacts. However, it is also vital that we take steps to manage the risks and adapt to the changes in our climate.

Increased summer temperatures and heatwaves

Increased summer temperatures could lead to summer heat waves and the exceptionally hot years experienced in 2003 and 2006 could become the norm by the 2050s[5]. This would have devastating impacts on people, the economy and the environment. The UK Climate Change Risk Assessment[6] and the Government's Heatwave Plan[7] identifies the following potential risks from increased summer temperatures:

- An increased risk of heat-related deaths. The summer 2003 heatwave, which saw the highest ever temperature recorded in Cambridge of 36.9 degrees, caused over 2000 deaths in the UK
- Increased incidence of heat-related illnesses including heat stroke, heat exhaustion, heat rash and heat cramps
- An increased risk in the number of skin cancer cases and deaths
- An increased health risk from water, vector and food borne diseases.
- A loss of productivity for businesses due to overheating. Based on the medium or high UKCP09 scenarios, the East of England and the South East are likely to face the highest loss of staff days due to heat[8].
- Increased energy consumption from cooling and refrigeration.
- Heat related damage or disruption to buildings, energy and transport networks
- Increased risk of wildfires

[5] Climate UK, A Summary of Climate Change Risks for East England: to coincide with the publication of the UK Climate Change Risk Assessment (CCRA), 2012
[6] DEFRA, UK Climate Change Risk Assessment: Government Report, January 2012, London, The Stationery Office
[7] Department of Health, Heatwave Plan for England, 2007
[8] Climate UK, A Summary of Climate Change Risks for East England: to coincide with the publication of the UK Climate Change Risk Assessment (CCRA), 2012

- Threat of extinction to some species which are already at the limits of their habitat ranges
- Species and habitat migration, including the invasion of non-native species, pests and diseases for which we may not be prepared

Flooding

Increases in the amount and intensity of rainfall in the winter are predicted to increase the area of severe flood risk in Cambridge City from the River Cam. Experience of recent floods suggests that there is also a significant risk from flash flooding. The interim review of the summer 2007 floods in the Midlands and Yorkshire found that around two-thirds of the flooding resulted from rainfall exceeding the local drainage capacity rather than rivers bursting their banks.

The key impacts of any flooding would be:

- Public health and safety risks for residents
- Long-term physical and mental health impacts for residents
- Damage to buildings and infrastructure
- Disruption of the local economy through lost work days, disruption of transport and supplies and insurance and repair costs
- Habitat changes and restoration costs

Water shortages and droughts

Our water supply is determined by the level of rainfall which feeds our rivers and recharges groundwater levels. The UKCP09 data outlined above suggests that in future the East of England will experience greater seasonal extremes in rainfall, with wetter winters and drier summers. Coupled with higher summer temperatures, which increase evaporation rates and water use by vegetation, the level of available water resources could decrease even more.

The risk of water shortages and droughts can therefore be expected to increase as the climate changes. This would have varying degrees of impact on water users, including:

- The need for water rationing
- Hosepipe bans
- Disruption of water-reliant businesses
- Closure of water-reliant recreational activities
- Reduced water quality standards
- Species and habitat stress
- Deterioration of river and wetland ecology

There are a range of responses that could be adopted by water users, including the installation of more water efficient fixtures and fittings in properties

International and national action on climate change

Man-made climate change is a global challenge which requires a global response. The United Nations has played a central role in co-ordinating international efforts to slow the pace of climate change and manage the risks associated with it. The international framework for action is built upon:

- The **UN Framework Convention on Climate Change (UNFCCC)**, which sets the overall framework for international efforts to tackle climate change. The Convention was adopted at the Rio Summit in 1992 and 195 countries have now signed up to it. The goal of the convention is to stabilise greenhouse gas concentrations at a level that would prevent dangerous man-made interference in the climate system. The Convention placed the onus on industrialised nations, as the major source of emissions, and directs funding to developing countries to address climate change.
- The **Kyoto Protocol**, which was adopted in 1997 and came into force in 2005. It set binding targets for 37 industrialised countries and the European Union for reducing greenhouse gas emissions by 5.2 per cent against 1990 levels over the five-year period 2008-2012. The European Union agreed to reduce its emissions by a total of 8%, and the UK's share of this corresponds to a legally binding target for the UK to reduce its emissions by 12.5% below 1990 levels

As the scientific consensus around the causes of climate change has grown, the international framework for action on climate change has become stronger. This Strategy and Action Plan aims to help stimulate action by individuals, communities and organisations in Cambridge which will contribute to these international efforts. The key developments that have occurred since the 2008-2012 Strategy was developed have included:

- The **Cancun Agreements** in 2010, which set out commitments to enhance international action and co-operation on the management of climate change risks, particularly in developing countries. National governments also agreed in 2010 that emissions need to be reduced so that global temperature increases are limited to less than 2 degrees.
- The **UN Climate Change Conference in Durban** in 2011, which delivered a breakthrough in the international community's response to climate change, with a decision by national governments to adopt a universal legal agreement on climate change as soon as possible, and no later than 2015.

In response to greater agreement at the international level, increased scientific consensus and greater public recognition of the need for action, the UK Government has introduced a significant amount of new national legislation, policies and initiatives to address climate change since the adoption of our Strategy for 2008-2012. This refreshed strategy reflects and responds to the key changes, including:

- The **Climate Change Act 2008** establishes a long-term framework for tackling climate change. It introduces a unilateral, binding national target to reduce carbon emissions by at least 80% below 1990 levels by 2050, with an interim target of a 34% reduction by 2020. The Act required Parliament to agree four five-year carbon budgets which set the level of emissions reductions needed to achieve these overall targets. The Act also introduces a number of measures to promote the management of climate change risks, including a requirement for the Government to conduct a national Climate Change Risk Assessment and establish a national adaptation programme, and a requirement for public bodies and utilities to report on the steps they are taking to address climate change risks to their work.
- The **Carbon Plan**, published in December 2011 sets out Government's Plan for achieving the emissions targets set in the first four carbon budgets. It identifies the emissions reductions that will be needed in five key areas of the economy (homes and buildings, transport, industry, electricity and agriculture, land use, forestry and waste) and how these can be achieved.
- Changes to planning policy to support action to address climate change. The **Planning Act 2008** introduced a duty on Local Development Frameworks to include policies that make a contribution to both climate change mitigation and adaptation. **The Planning and Energy Act 2008** enables local authorities to set energy requirements for energy use and energy efficiency in Development Plans. Building on the existing Code for Sustainable Homes, which sets a national standard for sustainable design and construction of houses, the **Zero Carbon Homes Policy** will come into effect in 2016 which will require all carbon emissions from energy use in new homes to be eliminated. Public buildings will be required to be zero carbon by 2018; all other non-residential buildings will be required to be zero carbon by 2019.
- The **Energy Act 2008** introduced a number of measures to encourage renewable energy generation by households and non-domestic users (including the public and private sectors). This included the **Feed In Tariff** scheme, and the **Renewable Heat Incentive**, which will provide financial support for renewable heat sources.
- The **Energy Act 2011** introduced a number of new measures to stimulate energy efficiency measures for homes and businesses. The **Green Deal** will support improvements to the energy efficiency of homes and non-domestic properties, funded by a charge on energy bills rather than upfront charges to the consumer. The **Energy Company Obligation** will take over from existing obligations (such as the Carbon Emissions Reduction Target) which expire at the end of 2012 and will require energy companies to target support in greatest need, including vulnerable people on low incomes and hard-to-treat housing.
- The **UK Climate Change Risk Assessment (CCRA)**, published in 2012, sets out the potential impacts of climate change at a national level. DEFRA commissioned Regional Climate Change Partnerships to produce a summary of regional climate change risks, which was produced by Sustainability East for the East of England region. The **National Adaptation Programme** (NAP), which the Government plans to publish in 2013, will set out proposals and policies for how the Government, private sector and others should respond to the risks identified in the CCRA.

3.0 A Climate Change Strategy for Cambridge

Purpose

The purpose of this Climate Change Strategy and the associated Action Plan is to establish the framework for the City Council's action to address the causes and consequences of climate change over the next five years. It will help deliver Cambridge City Council's vision of 'a City in the forefront of low carbon living and minimising its impact on the environment from waste and pollution.'

The Strategy is a cross-cutting document which will influence the delivery of key services and the development and implementation of other key strategies and policies, such as the Local Plan, Waste Strategy, Housing Strategy, Accommodation Strategy and Portfolio and Operational Plans.

The Case for Action

Taking action on climate change continues to be a key priority for Cambridge City Council. We believe that doing nothing is not an option and that it is essential for the City Council to take action now to address climate change for the following reasons:

1. **Limiting the local impact of climate change** - As outlined in section 2.0, the predicted impacts of climate change pose major risks to the safety, prosperity and environment of people and organisations in Cambridge. There is a need to take action now to manage the climate change risks that we cannot avoid, whilst at the same time reducing our greenhouse gas emissions to avert even more dangerous climate change in the decades beyond.
2. **Global fairness** – Climate change requires co-ordinated action around the world, and Cambridge needs to make its fair contribution towards international efforts. People in Cambridge currently produce almost twice as much carbon dioxide per person as the global average and several times more than the average person in many developing countries. Although the effects will be felt strongly in the UK, many developing countries will experience the worst impacts of climate change.
3. **Cost-effectiveness** – The Stern Review illustrated how the costs to the global economy rise as the climate changes and that early action to limit the extent of climate change is ultimately cheaper than waiting to manage the impacts of climate change when they become more severe.
4. **A sustainable economy** – The future costs of doing 'business as usual' will increase as the cost of energy rises and the cost of climate change impacts is felt. A more sustainable economy needs to be developed in order to ensure that the local and national economies remain strong and competitive. The global need for action on climate change will create increasing business opportunities in the development of sustainable technologies and processes.

5. **Quality of life** – Strong action to address climate change can also improve other aspects of life for Cambridge residents. For example, improving the energy efficiency of homes can reduce fuel bills and make them more comfortable to live in. Similarly, increasing walking, cycling and use of public transport can reduce traffic congestion, increase air quality and improve our health.

Action to date

Cambridge City Council has been leading the way on climate change for over 15 years. We made a formal commitment by signing the Nottingham Declaration on Climate Change on 22nd September 2006. The City Council published its first five-year Climate Change Strategy and Action Plan in 2008, which set out a clear vision and framework for increased action and placed the Council and the City of Cambridge at the forefront of efforts to address climate change.

Through implementing the approach set out in the previous Strategy and the key measures contained in the Action Plan, the City Council has already made a contribution to international and national efforts to tackle the causes of climate change and manage the risks to communities, the local economy and the natural environment.

The strategy identified three roles for the City Council:
(i) Council management – *actions to reduce carbon dioxide emissions and manage climate change risks associated with management of the Council's own buildings and functions.*

We have implemented a number of carbon reduction projects across our operations and our estate, including using our dedicated Climate Change Fund to trial innovative approaches. These included the installation of a more efficient fan system in the Grand Arcade Car Park Annex and voltage optimisation technology in the Guildhall. Collectively, the 16 projects funded between 2008 and 2011 have delivered estimated savings of £48,000 and 243 tonnes of CO_2 per year.

(ii) Service delivery - *incorporation of carbon reduction and climate change risk management actions within the services delivered by Cambridge City Council*.

We have set high standard for residents, businesses and other organisations to follow, not least through our planning policies, and where necessary we have taken action to enforce these standards.

This approach has contributed to a 16% reduction in CO_2 emissions per capita from the City of Cambridge as a whole between 2005-2009 (a 9% reduction in absolute terms – the per capita figure reflects the city's rising population).

Some of the key measures and projects that we have implemented over the past five years have included:

- **Setting the bar high through our UK-leading planning and housing policies for the growth of the City**. We have required all new affordable housing on the growth sites to be built to at least Level 4 of the Code for Sustainable Homes and proposals for market housing on the growth sites are required to meet Code Level 3 as a minimum, rising to Code Level 4 after a certain number of units have been delivered. Even higher standards have been set at some sites. For example, as part of the Skanska development on the Clay Farm site, all of the new homes will be delivered at Code Level 4, while the North West Cambridge Area Action Plan (AAP), which was adopted in October 2008, sets a UK-leading policy requiring the majority of this 3,000 home development to be delivered at Code Level 5.
- **Working with developers to demonstrate the benefits of sustainable construction of new homes**. For example, a Code Level 5 concept house will be built at the Skanska development on the Clay Farm site to aid the developer in meeting higher standards on future sites. At the Trumpington Meadows site an Enhanced Sustainability Show Home constructed to Code Level 5 will enable new home-owners to enhance the specification of their properties by, for example, increasing the amount of renewable energy provision or the installation of rainwater harvesting.
- **Promoting exemplar redevelopment and 'retrofit' schemes**. For example, the City Council was involved in the redevelopment of the Simons House (now Richard Newcombe Court) Sheltered Housing Scheme, which has achieved Code Level 5. The scheme includes an extensive array of photolvoltaic panels, communal biomass heating, grey water recycling for flushing toilets and a greenhouse to enable residents to grow their own food. The City Council also piloted the installation of innovative energy efficiency solutions at a Council-owned property in Byron Square as part of the Technology Strategy Board 'Retrofit for the Future' project. The energy rating of the property has risen from C to A as a result of the installation photovoltaic and solar thermal panels, triple glazed windows, full LED lighting, flue gas heat recovery, waste water heat recovery, whole house ventilation, and external wall insulation.
- **Using planning policies to drive the installation and take-up of renewable energy sources**. Since 2006 we have required all major new development to meet at least 10% of their energy requirements through the use of renewable energy. We have increased these requirements for a number of flagship developments. For example, 15% of the energy required by the Station Area redevelopment will have to come from renewable energy sources, this requirement has been increased to 15% for each phase of the development. In North West Cambridge, the Area Action Plan includes a requirement for decentralised renewable and low carbon energy generation, with an additional requirement for 20% renewable energy provision for the non-residential element of the site if a renewably fuelled decentralized energy solution is not viable.
- **Delivering and supporting a range of initiatives to reduce car use and promote alternative, sustainable forms of transport**. For example, we have: installed electric vehicle charging points at Grafton East Car park and Queen Anne Terrace

car park; supported improvements to local bus services, including bus shelters and real time information, with operators and partners; worked jointly with the County Council to implement an agreed programme of improvements to cycling facilities in Cambridge and where possible secured cycle parking facilities in new developments through the planning process.

- **Launching a voluntary landlord accreditation scheme** in 2007 to improve the physical condition and management standards of privately rented homes. As part of the scheme we have provided financial support to the landlords of 50 properties to carry out energy efficiency improvements and meet a minimum energy standard.
- **Carrying out community engagement activities to promote energy efficiency and low carbon living** and increase our understanding of the specific issues facing the City of Cambridge, including the Pilot Action Zone project in 2007 which targeted over 200 properties within Cherry Hinton; the Comfort Zone project in January 2009; which covered 584 properties within the Arbury and West Chesterton wards, and a successful series of four seasonal events in Queen Edith's ward in 2010 and 2011 which brought together local residents, community groups, schools and service providers and resulted in an increased number of referrals.

- **Investing through the Decent Homes programme and other routes in Council-owned homes** between 2007/08 and 2010/11, we have installed energy efficiency measures which have prevented more than 6450 tonnes of CO_2 emissions, saved more 29 million kWh of energy and reduced fuel bills for local tenants by more than £1,200,000.
- **Increasing the energy efficiency of sheltered housing schemes**. For example, motion sensor lighting controls at the Ditchburn Place and School Court Sheltered Housing schemes have reduced lighting electricity costs by more than 90%.

(iii) Partnership and influencing – *working together with other organisations and partnerships*.
We have worked closely in partnership with the voluntary and community sector, businesses and other public sector organisations to maximise our collective impact on the causes and effects of climate change. Examples include:

- **Providing over £360,000 funding to local voluntary and community groups since 2008 through our Sustainable City Project Grants programme** for work that tackles the causes and consequences of climate change, reduces waste and protects the local environment. Over 90 projects have been supported, ranging from wildlife ponds and community allotments to home energy education and tackling businesses on wasted heat. Two of the grant recipients have achieved national recognition for their innovative ideas and replicable projects. Cambridge Carbon Footprint's 'Carbon Conversations' was judged one of the 20 best climate change solutions at the 2009 Manchester International Festival, and are now delivered across the UK.
- **The Cambridge Close the Door Campaign** has received support from MPs, climate scientists and the Women's Institute for its simple message to retailers both

large and small. As a result of its persuasive, science-based technique, one of the largest coffee shop chains, Costa Coffee, is to bring in a 'close the door' policy across all of its outlets.

- **Working in partnership with neighbouring local authorities and other organisations within Cambridgeshire to promote sustainable transport and recycling** and manage the impact of climate change on the local environment. These include the Cambridgeshire Travel for Work Partnership, Cambridgeshire & Peterborough Biodiversity Partnership and Recycling in Cambridgeshire & Peterborough (RECAP). RECAP has set an ambitious target to recycle or compost 50-55% of household waste by 2015 and was awarded Green Flag status in 2009 in recognition of exceptional performance and innovation.
- **Engaging in the Home Energy Liaison Group**, which aims to raise awareness of climate change mitigation initiatives and research, particularly in relation to refurbishment of housing stock and other buildings and deliver initiatives. The Group includes construction industry representatives, the University of Cambridge, Cambridge Regional College, and voluntary groups such as Cambridge Carbon Footprint and Transition Cambridge.
- **Working with local voluntary and community groups** such as Cambridge Carbon Footprint to develop and deliver events and projects focussing low carbon living including the 'Open Eco Homes', the 'Low Carbon Living' event, and the 'Climate Friendly Homes' energy survey project.

We have also taken action to manage the risks associated with climate change and to help the natural environment adapt to a changing climate. For example:

- **Taking action to increase the urban forest cover**. Trees help cities adapt to a changing climate by providing cooling, capturing pollution, intercepting and infiltrating rainfall and helping to guard against the fragmentation of wildlife habitats. We have measured the extent of tree canopy cover across Cambridge City and are currently exploring ways to protect the existing level of cover and to increase stock in wards and land uses where canopy levels are low; for example directly through planting programmes, or indirectly via guidance or the planning process.
- **Working in partnership we have restored and enhanced local wildlife sites and watercourses across the City**, assisting species and habitats to adapt to a changing climate and extreme events. New Local Nature Reserves such as Cherry Hinton Chalk Pits and Coldham's Common have been designated and management plans adopted to ensure favourable ecological conditions.
- **Creating extensive green corridors within the growth areas** of the City such as at Clay Farm and Trumpington Meadows which are designed to protect existing habitat networks and create new wetland and grassland habitats linking the City with the surrounding countryside.

Lessons learnt

We have learnt a number of lessons from the experience of implementing our first Climate Change Strategy, which have informed the approach that will adopt to tackling the causes and managing the impacts of climate change over the next five years. These have included:

- The Climate Change Fund has given us the flexibility to trial a range of innovative approaches and technologies. These projects have helped limit or reduce our carbon emissions in the sites where implemented, and we plan to roll out the most successful and replicable of them (such as voltage optimisation and LED lighting) across other Council sites during the next five years. However, we believe that by adopting a more strategic approach in future through the Carbon Management Plan which accompanies this Strategy, and identifying and resourcing specific projects, we will be able to achieve a significant reduction in our emissions by 2016.
- This more strategic and planned approach will also enable us to focus our efforts on the areas of our operations and estate which contribute most to our emissions, including our swimming pools, car parks, vehicle fleet, offices and sheltered and temporary housing. By targeting projects at these areas we will be able to maximise the impact of the resources we have available to tackle climate change and achieve a step-change in our emissions reductions.
- In order to effectively measure the impact of our projects and ensure that they are reducing our emissions, it is vital that we have effective monitoring systems in place. To this end, we are working to ensure we have effective metering of electricity and gas across our estate.
- As the level of technology and standards of sustainable construction continue to advance, it will be important to ensure that we adapt our planning policies to ensure that we secure the highest possible sustainability standards in the design and construction of new homes and buildings. We will use our developing Local Plan to set ambitious standards reflecting the aspirations in the Quality Charter.

Aims and Objectives for future action

The need for the Council to respond to climate change has not changed since we produced our first Strategy in 2008; if anything, there is an even more pressing need for action at the local level. The overall aims of our work on Climate Change remain to:

1. Take action that contributes to national and international efforts to avert dangerous climate change by limiting temperature increases.
2. To ensure that the climate changes risks facing Cambridge are appropriately planned and managed

However, a number of significant changes and developments have taken place over the past five years, some of which have been outlined in Section 3 of this document. As a result, the focus of the objectives for this Strategy, and the actions that will deliver these objectives, is slightly different from those set by the preceding Strategy, particularly the more programmed approach to reducing our own emissions.

Objective 1: To reduce carbon emissions from the Council's estate and operations and manage the risks to its staff and property

While the Council has reduced its carbon footprint over the past five years (on a kilogrammes per head of population basis), we are committed to making greater reductions in carbon emissions from our estate and operations by 2016. Working with the support of the Carbon Trust, the Council has developed a detailed Carbon Management Plan, which sits under this Strategy and will guide delivery of this objective.

The Carbon Management Plan identifies an ambitious programme of 64 projects that we plan to deliver over the next five years, ranging from installation of solar thermal technology to provide a renewable energy for council properties, to the installation of more energy efficient lighting solutions in Council buildings and facilities.

By adopting a rigorous and planned approach which focuses primarily on the areas of the Council's activity which contribute most to our carbon emissions (e.g. swimming pools, car parks, vehicle fleet, offices and sheltered and temporary housing), we are aiming to achieve a challenging target of a 20% reduction in carbon emissions from our estate and operations by the end of March 2016.

The broad areas of intervention are listed in Action 1 in the Action Plan at the end of this Strategy, but more detail on the specific projects, and the wider organisational and cultural changes we will be making alongside these projects, can be found in the Carbon Management Plan itself.

It is equally important that the Council ensures that it effectively manages the risks to its staff, property and activities so that we can continue to deliver efficient and effective services for residents and businesses in Cambridge. Actions 2-8 in the Action Plan set out the key steps that we will take to ensure that we adapt as effectively as possible to the key risks of increased temperatures, flooding and water shortages identified in Section 3 above.

Objective 2 - To set high standards for residents, businesses and organisations to reduce their carbon emissions and manage climate risks

While the City Council can make a valuable contribution to wider efforts to tackle climate change by minimising carbon emissions from our operations and our estate, we recognise the Council also has a vital leadership role to play in setting high standards and supporting and working with local residents, businesses and other organisations to

make the changes needed to reduce their carbon footprint and manage the risks posed by climate change.

The Council will use its regulatory functions to set high standards for businesses and residents on reducing their emissions and managing climate change risks. For example, the Issues and Options report for the developing Cambridge Local Plan published in May 2011 includes a dedicated Chapter on Sustainable Development, Climate Change, Water and Flooding[9]. This includes a range of proposals to tackle climate change through the planning process, including setting higher sustainability standards for new developments in the Cambridge Local Plan, including at least Level 4 of the Code for Sustainable Homes for residential developments, and BREEAM certification[10] at 'very good' or 'excellent' level or Zero Carbon Buildings standards for non-residential developments. We will seek to embody the principles set out in the Quality Charter. We will also explore the inclusion of climate change infrastructure requirements in the development of our approach to the Community Infrastructure Levy. We will seek to reduce the need to travel, and to minimize the carbon impact of travel, promoting cycling, walking and public transport.

We will achieve this partly through the way in which we deliver services, including by:

- providing specific services that will assist residents and businesses to reduce their contribution to climate change. For example we will deliver a range of initiatives to increase recycling rates across the City and will increase take up of subsidies available through the Carbon Emissions Reduction Target (CERT) scheme for loft and cavity wall insulation by providing grant funding to cover the £150 contribution that residents would otherwise have to make.
- helping residents to make informed choices about their carbon footprint, for example through a range of communication and engagement activities and by publishing and promoting Energy Performance Certificates for Council properties.
- making improvements to key services which will assist service users to reduce their their carbon emissions, such as exploring new technology which will reduce the emissions of drivers using our car parks and improving the energy efficiency of Council-owned homes which will reduce the emissions of our tenants.
- ensuring that climate change impacts are a key consideration when we are designing and developing new services.

Where appropriate we will take action to ensure that businesses and residents meet these high standards. For example, we will take action to ensure that businesses and residents meet any climate change requirements that are a formal part of a planning permission or Section 106 agreement.

[9] Cambridge City Council, (2012), Cambridge Local Plan towards 2031: Issues and Options report, Chapter 6: Sustainable Development, Climate Change, Water and Flooding

[10] BREEAM is an internationally recognised assessment method for sustainable building design, construction and operation

Objective 3 - To work in partnership with, influence and learn from other organisations to address the causes and effects of climate change

Cambridge City Council has led the way at the local level on climate change issues and set an example for others to follow nationally. However, it must be recognised that the economic climate facing the City Council and local residents and businesses is much more challenging than it was five years ago. At the same time, as outlined in Section 3.0, the Government has introduced a greater range of national initiatives and incentives for action on climate change over the past five years.

The City Council is committed to working with other organisations in Cambridge and beyond to identify opportunities for collaboration and maximise the impact of available funding and resources. For example, through:

- Working closely with the voluntary and community sector, including providing financial support for community-led projects which address the causes and manage the impact of climate change.
- Working with Cambridgeshire County Council and other neighbouring district councils to ensure that climate change issues are addressed as part of joint policies and plans, such as the Cambridge Area Transport Strategy, County-wide planning advise on surface water flood-risk and emergency planning through the Cambridgeshire Resilience Forum.
- Working with Government, neighbouring local authorities, the voluntary sector and business through partnerships such as the Low Carbon Hub and the Cambridgeshire Renewables Infrastructure Framework to deliver low carbon infrastructure and low carbon living, potentially including district heating.
- Working with the University of Cambridge, the private sector and other stakeholders in the Cambridge Retrofit project to explore a model for financing and delivering energy efficiency improvements to existing properties in Cambridge over the next 30 years.
- Exploring and exploiting innovative funding arrangements, such as the Carbon Offset Fund/Community Energy Fund, Community Infrastructure Levy, Green Bank and Green Deal.

While we have developed a considerable amount of experience in relation to the climate change agenda which we share freely with other organisations, the Council also recognises that we need to continue to learn from organisations with expertise at a local, national and international level. To this end, we will continue to share knowledge with the University of Cambridge and Anglia Ruskin University and voluntary and community sector groups; learn from other local authorities who have piloted innovative approaches successfully; and welcome overseas delegations that wish to exchange experiences.

Resources

The actions identified in the Action Plan will be funded through a mixture of sources:

- Existing budgets for delivering key services, particularly for projects or actions that will deliver climate change benefits as part of wider planned developments or improvements to services. These fall within the City Council's General Fund or Housing Revenue Account depending on the services involved.
- The City Council's Repair and Renewals (R&R) budget, which makes provision for maintenance and replacement of assets.
- The City Council's Climate Change Fund, which is a dedicated fund for supporting initiatives that deliver both carbon and financial savings.
- Government and other external funding sources for climate change initiatives.

While some of the actions and initiatives set out in the Action Plan will require additional resources, many of the proposed projects will also deliver significant financial savings for the Council. For example, the 64 projects included in the Carbon Management Plan are expected to a require an investment of £2.3m over the next 5 years (of which around £1.7m has already been planned).

Based on information that is currently available, it is anticipated that the implementation of these projects will reduce the Council's energy and fuel costs by around £340,000 each year. This means that the projects will have paid for themselves in fewer than 7 years and many will deliver further savings beyond this period. We aim to develop effective reporting mechanisms to ensure that these savings are captured as part of the Council's budget process and contribute to the delivery of our wider savings targets for the coming years.

Targets

In the previous strategy for 2008-2012, the City Council aimed to reduce carbon dioxide emissions from its activities by 11% from 60.9 kilos per resident in 2005/06 to 54.2 kilos per resident by 2010/11. Our current data tells us that the City Council in fact reduced its carbon emissions between 2005/06 and 2010/11 by around 0.59%. However, total energy consumption at sites owned by the Council rose very slightly (by around 23,000kwh or 0.1%) in this period and total emissions from the City Council's activities rose by 3.2%.

Cambridge City Council has not reduced carbon dioxide emissions from its activities since 2005/6 by the amount hoped for for a number of reasons, including:

- While the City Council reduced energy use at some sites through projects funded through our Climate Change Fund and other initiatives, we consumed more energy on others as part of initiatives to improve services and provide better

outcomes for residents, such as extended opening hours at swimming pools, increased hiring of community centres and installing better lighting in a number of car parks.

- The mix of electricity and gas used by the Council has changed during this period, so although total energy consumption fell from 2009/10 to 2010/11 for instance, emissions went up, as a greater proportion of the total energy used was from electricity.
- A number of factors in the 2005/6 baseline data referred to in the previous strategy have made it more complex to make direct comparisons. The baseline included figures for a number of sites which we were either erroneous, or gave a distorting impression because the buildings were closed for refurbishment during that year and therefore not consuming gas and/or electricity at anywhere near the normal rate (whilst being fully operational in 2010/11). If one excluded those sites from the figures to give a more "like for like" comparison, the total energy consumption would be around 1,250,000kwh less in 2010/11 than in 2005/06 for the remaining sites, giving a reduction in per capita emissions of 4.84%.

We have adopted a robust, structured approach to reducing our future energy consumption and carbon emissions through the development of the detailed Carbon Management Plan that sits under this Strategy. By delivering the 64 projects in this plan, we anticipate reducing our carbon emissions by a much greater amount over the next five years than we have achieved since 2005/6. Our aspiration is to reduce carbon emissions from our estate and operations by 20% by the end of March 2016.

The targets set in the previous strategy regarding the carbon footprint of the City of Cambridge as a whole have been met. In the previous strategy, we said that by working with local communities, businesses and partner organisations we would aim to reduce the city's carbon dioxide emissions from 6.2 tonnes per person in 2005 to 5.5 tonnes per person by 2010 (11% cut). The most up-to-date data available from the Department for Energy and Climate Change (DECC)[11] suggests that per capita emissions in the City between 2005 and 2009 by 16% from 6.9 tonnes to 5.8 tonnes. Total carbon emissions for the City of Cambridge, including those from homes and businesses, reduced by 9% between 2005 and 2009 from 768,600 tonnes to 706,100 tonnes. If this trend were to continue, we would anticipate the total carbon emissions for the City to reduce to 622,000 tonnes and per capita emissions to reduce to 4.6 tonnes by the end of 2016.

Domestic energy efficiency in Cambridge has also improved significantly during the period covered. There was an 11% reduction in average domestic gas consumption and a 9% reduction in average domestic electricity consumption in the City between 2005-2010. This is equivalent to an average reduction in CO_2 emissions per household of

[11] Department of Energy and Climate Change, (2011), Carbon Dioxide Emissions within the scope of influence of local authorities 2005-2009, http://www.decc.gov.uk/en/content/cms/statistics/local_auth/co2_las/co2_las.aspx

approximately 800 kg over 5 years. Despite a 5% increase in the total number of electricity and gas meters in Cambridge between 2005 and 2010, total domestic gas consumption in the City fell by 13% and total domestic electricity consumption fell by 6%. This is equivalent to a total reduction in CO_2 emissions of approximately 24,000 tonnes over 5 years.

Performance Management

The Council recognises that it will be important to monitor the delivery of the actions contained in the Action Plan. At an officer level, six-monthly update reports on progress against the key actions will be provided to the Council's Environmental Strategy Group. At an elected Member level, annual reports on progress against the key actions will be made to the Executive Councillor at the Environment Scrutiny Committee of the Council.

We will regularly monitor our energy and fuel use and report performance against the CO_2 reduction target set by the Carbon Management Plan to the Environmental Strategy Group. We have published details of Greenhouse Gas emissions on an annual basis for a number of years and reported this to relevant Council Committees. We will continue to report this information, along with performance against our CO_2 reduction target, annually to the Executive Councillor at the Environment Scrutiny Committee.

In addition to monitoring our CO_2 emissions, during 2012 the Council will also be developing a system to monitor our water usage and waste production more effectively.

Regular reports will also be provided to the officers' Environmental Strategy Group highlighting progress being made by individual carbon reduction projects in the Carbon Management Plan, using a Red/Amber/Green reporting system and in particular flagging up any projects with delivery issues/ concerns.

Progress against individual projects and the programme as a whole will be reported to our Strategy and Resources Scrutiny Committee on an annual basis.

Cambridge City Council
June 2012

Appendix A – Action Plan

No.	Action	Completion date	Service	Lead Officer
Objective 1 - To reduce the Council's CO2 emissions by 20% against the 2010/11 baseline and manage the risks to its staff property and functions form climate change.				
Reducing CO_2 emissions and addressing the causes of climate change				
1	Reduce the Council's carbon footprint through measures identified in the Carbon Management Plan, including: a) Installation of solar thermal technology in council properties b) Roll out of voltage optimisation technology across 10 council sites c) Installation of more efficient lighting in council buildings and car parks, including lighting controls, LED lighting, motion control sensors d) Installation of efficient heating, ventilation and air conditioning systems, including condensing boilers, optimum start controls, timers on boilers and heating sequencing. e) Improvements to the energy efficiency of fleet vehicles and implementing the findings of the route optimisation exercise for refuse vehicles f) Improvements to the Council's contract management processes to ensure that contractors deliver sustainability requirements of contracts	2012/13-2015/16	a) Arts and Recreation/Estates and Facilities b) Corporate Strategy/Arts and Recreation c) Specialist Services/Estates and Facilities d) Estates and Facilities e) Refuse and Environment f) Debbie Quincey	a) Ian Ross/Sam Griggs b) Clare Palferman and Sally Pidgeon/Ian Ross c) Sean Cleary (car parks)/Jim Stocker (Council buildings) d) Jim Stocker e) Dave Cox/Chloe Hipwood f) Debbie Quincey
Managing climate change risks				
2	Through the Office Accommodation Strategy ensure that: a) temperatures in existing council buildings are controlled b) if Council staff are relocated to new office buildings, risks to staff from higher temperatures and flooding are mitigated as part of building design	2012-2014	Human Resources/ Estates and Facilities/ Planning	Paul Parry/Jim Stocker/Simon Bunn
3	Explore opportunities for using developer contributions to install sustainable drainage measures in Council-owned open spaces; where such projects are mutually beneficial and increase the amenity or biodiversity value of the open space.	Ongoing	Planning/ Streets and Open Spaces	Simon Bunn/Alistair Wilson
4	Ensure that where possible sustainable drainage measures and permeable surfaces are installed as part of refurbishment of Council property or construction of any new buidlings	Ongoing	Planning	Simon Bunn
5	Replace shrubs in City Council owned and managed open spaces with drought resistant species when they come to the end of their natural life	Ongoing	Streets and Open Spaces	Alistair Wilson
6	Explore opportunities to include maintenance of trees and other green infrastructure once developments have finished within the scope of planning obligations.	Ongoing	Streets and Open Spaces	Matthew Magrath

No.	Action	Completion date	Service	Lead Officer
7	Consider potential challenges to native wildlife associated with climate change as part of review of Nature Conservation Strategy and adjust related management plans for Local Nature Reserves and other city green spaces to be adjusted accordingly.	2016	Streets & Open Spaces	Guy Belcher
8	Ensure that planting of trees and other urban greening measures are included as part of the refurbishment of Council property where appropriate.	Ongoing	Streets and Open Spaces	Matthew Magrath
Objective 2 - To set leading edge standards for residents, businesses and organisations to reduce their carbon emissions and manage climate risks.				
Reducing CO_2 emissions and addressing the causes of climate change				
9	Improve the energy efficiency of Council-owned homes and reduce the energy consumption of tenants through ongoing improvement work to: a) meet the Decent Homes Standard. b) increase the SAP rating of properties. c) deliver the Fuel Poverty Reduction Plan	Ongoing - revised annual targets to be developed through Home Energy Strategy	Estates and Facilities	Sam Griggs
10	Inform residents of the energy efficiency of properties through publishing Energy Performance Certificates for Council properties	Ongoing - revised annual targets to be developed through Home Energy Strategy	Estates and Facilities	Sam Griggs
11	Encourage and support private landlords, housing associations, homeowners, private tenants to improve the energy efficiency of properties by: a) identifying homes that would benefit from further insulation through the Heatseekers initiative b) increase take-up of the national increase take up of subsidies available through the Carbon Emissions Reduction Target (CERT) scheme for loft and cavity wall insulation by providing grant funding to cover the £150 contribution that residents would otherwise have to make. c) providing grants to landlords applying to the landlord accreditation scheme to bring properties up to D standard d) maximising opportunities available through the Green Deal	a) March 2013 b) April-Dec 2012 c) March 2013 d) From Autumn 2012 onwards	Refuse and Environment	a) Justin Smith b) Justin Smith c) Emma Barker d) Justin Smith
12	Conduct engagement, communications and awareness raising campaigns with residents businesses on: a) energy efficiency issues across all housing tenures b) recycling and waste reduction and prevention, through signposting businesses to	b) 2013/14 a), c) and d) Ongoing;	a) Estates and Facilities/ Refuse and Environment	a) Sam Griggs/Justin Smith b) Jen Robertson c) Clare Rankin

No.	Action	Completion date	Service	Lead Officer
	advice and information and conducting door-knocking campaigns and events with assistance from volunteer Recycling Champions thereby increasing valuable face to face contact with residents c) cycling and walking opportunities d) wider sustainability issues		b) Refuse and Environment c) Streets and Open Spaces d) Corporate Strategy	d) Helen Brookes
13	Explore opportunities to further increase participation in recycling schemes (including incentive schemes and real-time IT systems in refuse vehicles) and implement appropriate systems in order to help meet our target of recycling 50-55% of our waste by 2015-16.	2015/16	Refuse and Environment	Jen Robertson/ Michael Parsons
14	Explore opportunities to increase the types of material that can be recycled.	2014/15	Refuse and Environment	Jen Robertson
15	Setting high sustainability standards the design and construction of new developments through identifying opportunities in the development of the Cambridge Local Plan to ensure that: a) meets recognised sustainability standards, including at least Level 4 of the Code for Sustainable Homes for residential developments or BREEAM or Zero Carbon Buildings for non-residential developments b) further promotes waste minimisation and recycling, including the minimisation of construction waste c) meets at least the level 4 water efficiency standards of the Code for Sustainable Homes d) addresses high temperature, subsidence and high wind risks	Spring 2014	Planning	Emma Davies
16	Ensure that all new affordable housing is constructed to at least Level 4 of the Code for Sustainable Homes	Ongoing	Strategic Housing	Alan Carter
17	Continuing to set high standards for renewable energy provision and actively engaging with developers to secure renewable energy as part of planning agreements for major new developments.	Ongoing	Planning	Emma Davies
18	Ensure that developments comply with climate change-related conditions of their planning consent or Section 106 agreements	Ongoing	Planning	Patsy Dell
19	Identify opportunities in the development of the Cambridge Local Plan to minimise traffic generation and promote public transport, cycling and walking	Spring 2014	Planning	Matthew Bowles
20	Implement a four year programme of improvements to the quality of existing bus shelters and install new bus shelters	2014/15	Planning	Andrew Preston

No.	Action	Completion date	Service	Lead Officer
21	Explore options for installing new technology in Council car parks which will deliver climate change benefits, including: a) installing ticket-less and cash-less systems in car parks, which will reduce emissions from queuing cars b) encouraging the take-up of charging points for electric vehicles in Council car parks c) using specialist mechanical cleaning techniques in car parks, which will reduce the build up of carbon dust	2013/14	Specialist Services	Paul Necus
22	Explore the potential for emissions-based charging for non-season ticket holders in the Grand Arcade car park	2014/15	Specialist Services	Paul Necus
23	Explore opportunities to implement "green lease" clauses and use a model form of Memorandum of Understanding between the landlord and tenant. These set out additional provisions whereby the landlord and tenant undertake specific responsibilities/obligations with regards to the sustainable operation of property including energy efficiency measures.	Ongoing	Property Services	Philip Doggett
Managing climate change risks				
24	Consult on the inclusion of a specific policy on climate change adaptation measures in the revised Local Plan, including: • maximising opportunities for natural ventilation strategies through innovative building design and construction. • reducing the impacts of higher temperatures through the use of 'cool' building materials. • reducing flood risk and aiding urban cooling through water sensitive urban design and landscaping features. • Considering setting a tree canopy cover requirement for new developments. • Aiding urban cooling by protecting, enhancing and expanding green spaces.	April 2013	Planning Policy	Sara Saunders
25	Encourage private developers to install sustainable drainage measures and permeable surfaces as part of new developments	Ongoing	Planning	Simon Bunn
26	Provide advice to residents, businesses and other organisations on how tree planting can help the City adapt to a changing climate	Ongoing	Streets and Open Spaces	Matthew Macgrath
Objective 3 - To work in partnership with, influence and learn from other organisations to address the causes and effects of climate change				
Reducing CO_2 emissions and addressing the causes of climate change				

No.	Action	Completion date	Service	Lead Officer
27	Build the capacity of voluntary and community groups to undertake activities which address climate change and sustainability issues, for example through: a) providing an annual Sustainable City Grants programme b) providing cycling and walking promotion grants c) supporting and facilitating bids for external funding	Ongoing	a) and c) Community Development/ Corporate Strategy b) Streets and Open Spaces	a) and c) Jackie Hanson/Helen Brookes b) Clare Rankin
28	Working with central Government, neighbouring local authorities, the voluntary sector, businesses and communities through the Cambridgeshire Renewables Infrastructure Framework (CRIF) to deliver low carbon infrastructure. This will include exploring and exploiting innovative funding arrangements, potentially including the Carbon Offset Fund/Community Energy Fund, Community Infrastructure Levy and Green Bank.	2016	Planning/Corporate Strategy	Emma Davies/Andrew Limb
29	Work with partner organisations including the University of Cambridge, Anglia Ruskin University and the private sector to develop options for a commercially viable district heating scheme	2012/13	Environment Department	Simon Payne/Emma Davies
30	Work with neighbouring authorities and other stakeholders to explore the potential for low carbon living in Cambridgeshire through the Low Carbon Hub	2016	Corporate Strategy	Andrew Limb
31	Work with the University of Cambridge, the private sector and other stakeholders in the Cambridge Retrofit project to explore a model for financing and delivering energy efficiency improvements to existing properties in Cambridge over the next 30 years	2013	Refuse and Environment	Jo Dicks
32	Work with partners to provide a new joint use Community Centre at Clay Farm to serve the Southern Fringe development. The Centre will provide community room, a health centre and library facilities and will be built to BREEAM excellent standards as a minimum.	2015	Corporate project lead by Strategic Housing	Alan Carter
33	Ensure that the sale of City Council land at Clay Farm includes conditions that any development on the site should be of quality design and a sustainability exemplar. This will be achieved through a Development Agreement, with the City Council providing 50% Affordable Housing.	2012	Corporate project lead by Strategic Housing	Alan Carter/Sabrina Walston
34	Explore the potential for the delivery of exemplar sustainable design and construction schemes as part of any future disposals of City Council land, balancing this against other objectives for our land.	Ongoing as land disposals come up for consideration	Property Services	Head of Property
35	Explore with partner organisations the potential for procuring a joint energy contract with associated sustainability criteria	2012/13	Estates and Facilities/ Procurement	Jim Stocker/Debbie Quincey
36	Continue to support the development of measures which deliver carbon reductions as part of the Cambridge Area Transport Strategy	2013	Planning	Matthew Bowles

No.	Action	Completion date	Service	Lead Officer
37	Work jointly with the County Council to implement an agreed programme of improvements to cycling facilities in Cambridge	2014	Planning	Clare Rankin
38	Work with bus operators and partners to support improvements to local bus services, including through targeted subsidies and higher emissions standards	Rolling improvements across the timescale of the strategy	Planning	Matthew Bowles
39	Work with the County Council to explore opportunities to create on-street spaces for car clubs in Cambridge	Ongoing	Planning	Matthew Bowles
Managing climate change risks				
40	Work with partners in the Cambridgeshire Flood Risk management partnership to manage climate change-related flood risks	Ongoing	Planning	Simon Bunn
41	Contribute to County-wide planning advice on minimising surface water flood risk and incorporate this into planning policy	Spring 2014	Planning	Simon Bunn
42	Work with members of the Cambridgeshire Resilience Forum to ensure that plans are in place to adapt to climate change risks (including severe weather, increased temperatures and flooding)	Ongoing	Human Resources	Paul Parry
43	Working with neighbouring authorities, landowners and wildlife organisations to protect, enhance and restore a network of healthy wildlife habitats. This will involve appropriate land management, advice to outside groups and maximising improvements through the planning process.	Ongoing	Streets and Open Spaces	Guy Belcher
44	Explore the capacity of voluntary and community group to undertake climate change adaptation projects with respect to tree planting	Ongoing	Streets and Open Spaces	Matthew Macgrath

Working With CARBON TRUST

CAMBRIDGE CITY COUNCIL

"A city in the forefront of low carbon living"

Cambridge City Council Carbon Management Plan 2011 - 2016

June 2012

CONTENTS

Foreword from the Executive Councillor for Planning and Sustainable Transport and the Chief Executive

At the heart of Cambridge City Council's vision is for the city to be "at the forefront of low carbon living". We have been working for a number of years to achieve this. Back in 2008, we adopted our first Climate Change Strategy and Action Plan. This year we have refreshed our Climate Change Strategy and have reinvigorated our approach to reducing carbon emissions from our own estate and operations, by developing this detailed five-year Carbon Management Plan.

As a Council, it is imperative that we recognise that for our operations to be sustainable we need to reduce energy use wherever possible, as well as use energy more efficiently. This is imperative in order for us to play a leadership role in reducing our impact on the environment. It also makes good financial sense.

Government has already started charging other large energy users by applying a carbon tax (the "Carbon Reduction Commitment") on every tonne of carbon dioxide they emit. Although Cambridge City Council has not been within the remit of this scheme to date, it is important that we act and invest now to minimise the likelihood and impact of any such charges in the future, as well as any future increases in energy prices, by taking action now. This is why we have set ourselves an ambitious target of reducing carbon emissions from our estate and operations by 20%, by the end of March 2016.

Our revised Climate Change Strategy, coupled with this Carbon Management Plan, provide us with a road map showing how we can take and lead action at the local level to help address one of the greatest global challenges facing us today. We are therefore proud to present this Carbon Management Plan to the people of Cambridge.

Photo

Signature

Councillor Tim Ward
Executive Councillor for Planning and Sustainable Transport

Photo

Signature

Antoinette Jackson,
Chief Executive

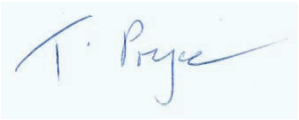
June 2012.

Foreword from the Carbon Trust

Cutting carbon emissions as part of the fight against climate change should be a key priority for all public sector organisations. Carbon management is about realising efficiency savings, transparency, accountability and leading by example. The UK government has identified the public sector as key to delivering carbon reduction across the UK in line with its Climate Change Act commitments, and the Carbon Trust is pleased to have partnered with Cambridge City Council on our 2011/12 Public Sector Carbon Management Programme to help it meet this challenge.

This carbon management plan will help Cambridge City Council to save money on wasted energy and put it to better use in other areas, while making a positive contribution to the environment by lowering carbon emissions. It commits Cambridge City Council to a target of reducing CO_2 by 20% by 2016 and underpins potential cumulative financial savings / cost avoidance to the organisation of around £1.5m by that date.

Public sector organisations can contribute significantly to reducing CO_2 emissions and improving efficiency. The Carbon Trust is therefore very proud to support Cambridge City Council in their on-going implementation of carbon management.



Tim Pryce
Head of Carbon Management
Carbon Trust

Executive Summary

As a local authority, we recognise that we have a role and responsibility to take positive action and provide strong leadership on averting the dangerous effects[1] of climate change. We also, as a publicly funded organisation, have a duty to manage our resources in an efficient and responsible way.

Both of these responsibilities underline the need for us to ensure we are doing all we can to reduce our own carbon emissions, as this goes hand-in-hand with saving energy and saving money.

Reducing Carbon = Saving Energy = Saving Money.

In 2008, alongside the adoption of our Climate Change Strategy, we established a Climate Change Fund, the purpose of which is to support delivery of projects that will reduce the Council's energy use, costs and emissions. To date, these projects have helped to reduce our energy consumption to an extent estimated to have reduced fuel costs by around £80,000 per year, and achieved ongoing carbon reductions of around 295 tonnes of CO_2 per year.

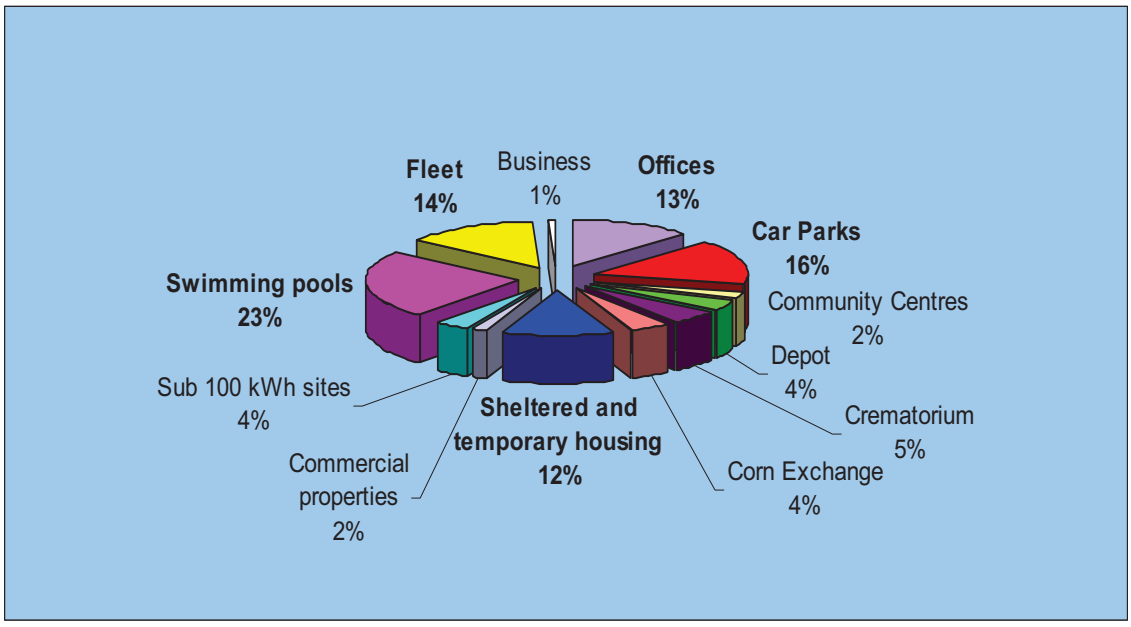
However, we recognise that there is scope to achieve much more and it is for this reason that we have developed and adopted this Carbon Management Plan. It provides a strategic and planned approach to reducing our carbon emissions over the next 4 years and beyond. This Plan supports delivery of the broader aims, objectives and targets of our new Climate Change Strategy 2012/2016.

In order to stretch ourselves as an organisation, we have set an ambitious target to **reduce carbon emissions from our estate and operations by 20%, by the end of March 2016** (the Climate Change Committee is recommending that local authorities be given a target to achieve this level of carbon reduction by 2020)**.** We will measure our performance in achieving this target against our baseline position in 2010/11, when we were responsible for 9,672 tonnes of carbon, at a cost of around £1.8m. The majority of our carbon emissions and associated costs arise from the energy that we use in our buildings (see Figure 1) and it is for this reason that many of the carbon reduction projects listed in this Plan focus on directly reducing our gas and electricity use.

We have calculated that if we achieve our target between 2010/11 and 2015/16 we will, prevent an estimated 6,336 tonnes of carbon and avoid expenditure of around £1.5 million. These are high-level estimates, subject to a number of factors which may affect our actual achievements, and yet they highlight that there is a strong environmental and financial case for proactively reducing our carbon emissions. Furthermore, the figures demonstrate that 'doing nothing' on energy use is not a viable option for the organisation, particularly at a time of rapidly increasing energy and fuel costs.

[1] Most scientists and politicians have defined a global temperature increase of 2 degrees centigrade as 'dangerous', in that it will lead to severe impacts that could endanger animal and human life.

Figure 1: Cambridge City Council's Carbon Emissions by Source, 2010/11



We have to date identified over 60 individual carbon reduction projects, and a series of corporate change initiatives, that we plan to deliver by March 2016 in pursuit of our target. Our carbon reduction projects include:

- Improvements to the heating and lighting systems on a number of our sites;
- Major efficiency improvements to our swimming pools and car parks, which are the two largest sources of our emissions;
- Roll-out across a number of sites of voltage optimisation technology, which we have already successfully piloted in the Guildhall.

We expect these projects to cost around £2.3m to implement and, once fully implemented, to deliver annual savings of around £340,000 per year, which means they should have paid for themselves in fewer than 7 years. To date, we have allocated around £1.7m in support of these projects. We will make financial provision for the remaining projects as part of our annual budget setting process.

Our preliminary calculations indicate that, once fully implemented, the projects will have reduced our annual carbon emissions by an estimated 1,900 tonnes of carbon, representing just under a 20% reduction against our baseline. In other words, we have already identified sufficient projects to achieve 99% of our carbon reduction target. The list of carbon reduction projects that we have identified in this Plan so far is not definitive, nor is it set in stone and we will continue to work to identify additional and/or alternative projects that can help us to further reduce our future costs and emissions.

One of the key challenges for the organisation over the next 4 years will be maintaining momentum to ensure all of the carbon reduction projects identified in this Plan are delivered. The Council's Environmental Strategy Group, Chaired

by the Chief Executive, is responsible for driving the programme of work outlined in this Plan forward and through to completion. We will review and report our progress in delivering the carbon reduction projects and achieving our 20% target on an annual basis.

This Plan is a working document, which we will continue to revise and update as necessary on annual basis. As we move towards and through implementation of the Plan, we will carry out further work to refine the cost and savings projections given in this document and, for this reason, it is highly probable that some of the headline figures presented in this report will change over time.

1: Introduction

This Carbon Management Plan sets out a programme of action to reduce carbon emissions from our own estate and operations. It is an integral part of a wide programme of work that we will implement over the next 4 years in order to achieve the aims and objectives of our Climate Change Strategy 2012-2016. This Plan effectively forms the delivery plan for objective 1 of our Climate Change Strategy, as indicated below:

Climate Change Strategy Aims:

- To contribute towards national and international efforts to avert dangerous climate change by limiting temperature increases;
- To ensure that the Climate Change risks to Cambridge are appropriately managed.

Climate Change Strategy Objectives:

- Council management - To reduce the Council's CO_2 emissions by 20% against the 2010/11 baseline and manage the risks to its staff property and functions form climate change;
- Service delivery – To set high standards for residents and organisations to reduce their carbon emissions and manage climate risks;
- Partnership – To work in partnership with and influence other organisations to address the causes and effects of climate change.

This document explains:

- The 'case for action' for reducing emissions from our own operations and estate;
- Our current carbon emissions;
- A programme of proposed projects and actions to reduce our emissions;
- How much this will cost and save; and
- The governance arrangements to keep the programme on track.

Our low carbon vision and target

One of Cambridge City Council's eight corporate vision statements is 'A city in the forefront of low carbon living and minimising its impact on the environment from waste and pollution'.

As a local authority, we recognise the role and responsibility that we hold for providing strong leadership on low carbon living and therefore we will strive to consider the causes and consequences of climate change as part of everything that we do as an organisation.

We will work to reduce carbon emissions from our estate and operations by 20%, against a 2010/11 baseline of 9,672 tonnes CO_2, by the end of March 2016.

This equates to reducing our emissions by 1,934 tonnes of CO_2 over the next four years.

Our drivers and priorities for reducing our carbon emissions

Our organisational drivers for taking action to address climate change are outlined in our Climate Change Strategy 2012-2016. In summary, they are as follows:

- Limiting the local impact of climate change;
- Global fairness;
- Cost-effectiveness;
- A sustainable economy;
- Quality of life.

When it comes to reducing emissions from our own operations and estate, our priorities are as follows:

- We want to build on the commitments and progress we have already made: Through our Climate Change Fund we have trialled and implemented a series of carbon reduction projects across our estate. We now want to capitalise on the lessons we have learned through this and move towards a more strategic and planned approach to carbon reduction. This Plan clearly shows what we want to achieve over the medium term and provides a 'road map' to help us achieve this;
- We want to manage our resources responsibly: As a publicly funded organisation, we need to manage our resources efficiently and responsibly and we believe this starts with effective energy management. By reducing our energy costs, we will better be able to resource front line service delivery;
- We want to reduce our exposure to risk: energy costs have been rising sharply in recent years. We want to protect ourselves against further increases so that these don't undermine our ability to maintain the breadth and quality of services that we deliver to the City of Cambridge. We also need to protect ourselves against the risk of financial penalties associated with energy use, such as through the Carbon Reduction Commitment or other instruments;
- Lastly, but by no means least, we want to encourage others to take positive action against climate change. This Plan shows what can be achieved – we hope it provides an example of good practice for others to follow.

The Context for our Carbon Management Programme

The Climate Change Strategy 2012-2016 outlines the Council's key achievements to date with regards to climate change. It also outlines the policy context relevant to this Plan; and what performance management arrangements the Council is putting in place to monitor whether the Strategy's aims, targets and actions (including those listed in this Plan) are achieved.

This Plan has been developed through participation in the Carbon Trust's Public Sector Carbon Management Programme, which has provided an invaluable framework for developing a strategic approach to carbon reduction. It has guided us, and will continue to guide us, through a series of key stages to effective carbon management, as illustrated below:

2: Our Baseline and Projected Carbon Emissions

Our carbon baseline is a record of our carbon emissions in a chosen year. Our carbon reduction target has been specified as a percentage against this baseline figure. Our year-on-year performance in reducing our carbon emissions will also be measured as a percentage against our baseline.

This section presents our baseline; includes a forward projection of our carbon emissions and associated costs; and shows what level of carbon and financial savings we will achieve by meeting our 20% carbon reduction target. An overview of which of our activities and operations we have included when calculating our baseline emissions figure; and how we have calculated our baseline is given in Appendix 1.

Our Baseline

Using the 'Baseline Tool' provided by the Carbon Trust, we have calculated that:

Our total carbon emissions in 2010/11 were 9,672 tonnes of CO_2e and our energy and fuel costs around £1.8 million.

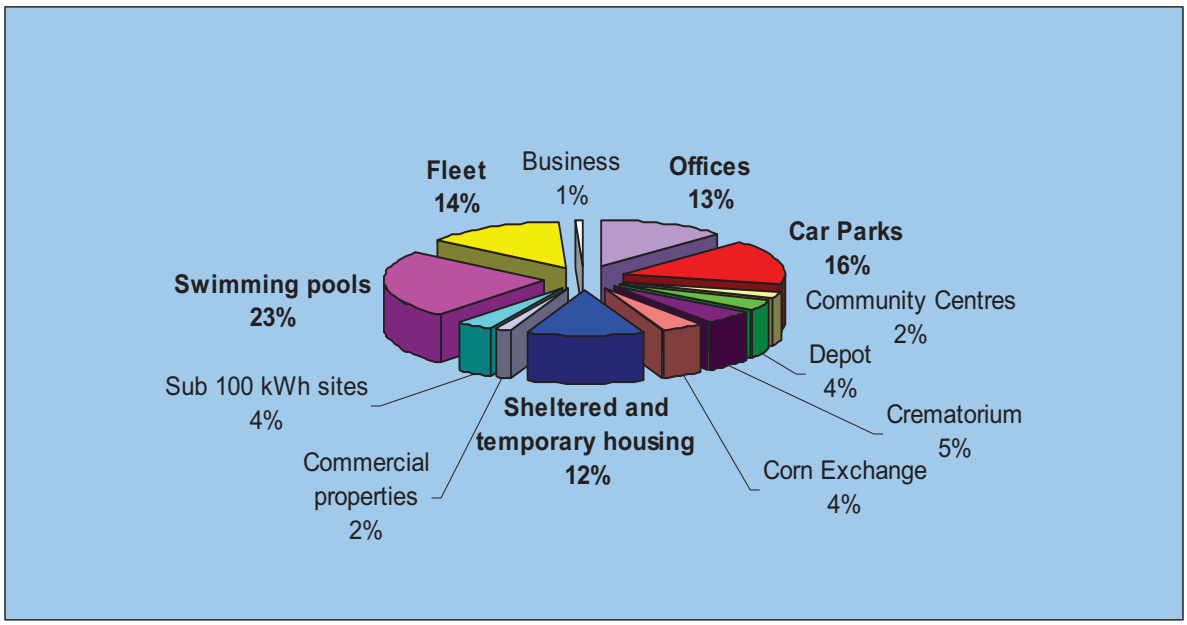
As can be seen from the table below, the majority of these emissions and costs arise from the energy we use in our buildings:

Table 1: Breakdown of our Carbon Emissions and Energy Costs

	CO2e (tonnes)	%	Approximate Cost (£)
Buildings (energy use)	8,147	84.2%	1.2m
Transport (fuel use and business travel)	1,397	14.4%	0.6m
Other (fugitive emissions)	128	1.3%	Negligible
TOTAL	**9,672**		£1.8m

A more detailed breakdown of our emissions is provided by the pie chart below, which shows our emissions by the different types of buildings that we own and occupy:

Figure 1: Breakdown of our Carbon Emissions by Source



Projections and Value at Stake

Based on the data that we have provided, the Baseline Tool has also calculated:

a) The Council's energy and fuel costs in 2010/11 (£1.8m);
b) How our carbon emissions and energy costs are likely to increase between 2010/11 and 2015/16 under the 'business as usual' scenario – see the text box below for an explanation of what this means;
c) How we can expect the Council's carbon emissions and energy costs to decrease if the Council adopts the 'Reduced Emissions Scenario' (see the text box below).

The Business As Usual Scenario vs. the Reduced Emissions Scenario

The Business As Usual (BAU) scenario shows the calculated growth in carbon emissions and related costs that we would experience within the organisation if we *do nothing* to reduce our energy and fuel consumption from 2010/11 levels. The BAU scenario includes assumptions on how our consumption might increase and also what increases in energy tariffs we are likely to experience.

The Reduced Emissions Scenario (RES) shows what our yearly carbon emissions would be if we *achieve our 20% carbon reduction target* by 2015/16, and also what our yearly energy costs would be.

By comparing the Council's 'business as usual' costs and emissions with its 'reduced emissions scenario' costs and emissions, the Baseline Tool is also able to calculate what is known as the Council's Value At Stake (VAS).

Put simply, the VAS is *the difference* between what our costs and emissions will be under the business as usual scenario, and what they would be under the reduced emissions scenario.

Between 2010/11 and 2015/16, by implementing this plan (and assuming all other factors remain as anticipated) the Council will prevent an estimated 6,336 tonnes of CO_2e emissions and avoid expenditure of nearly £1.5 million by achieving its 20% carbon reduction target.

Our cost avoidance figure has been calculated on the assumption that Cambridge City Council will not be required to participate in Phase 2 of the Carbon Reduction Commitment (CRC) Scheme. Should the Council fall into Phase 2 of the CRC (as from 2013/14), our financial VAS will be around £36,000 higher.

The £1.5 million figure is an approximation of the financial cost of doing nothing to reduce our carbon emissions. We can *avoid* this cost by adopting this Plan and achieving our carbon reduction target.

The baseline tool has calculated the VAS on a year-on-year basis, for each year between 2010/11 and 2015/16. The diagrams below show the Council's year-on-year and cumulative VAS, as calculated by the Baseline Tool.

Figure 2: Carbon Emissions – Comparison Between Our BAU and RES Emissions

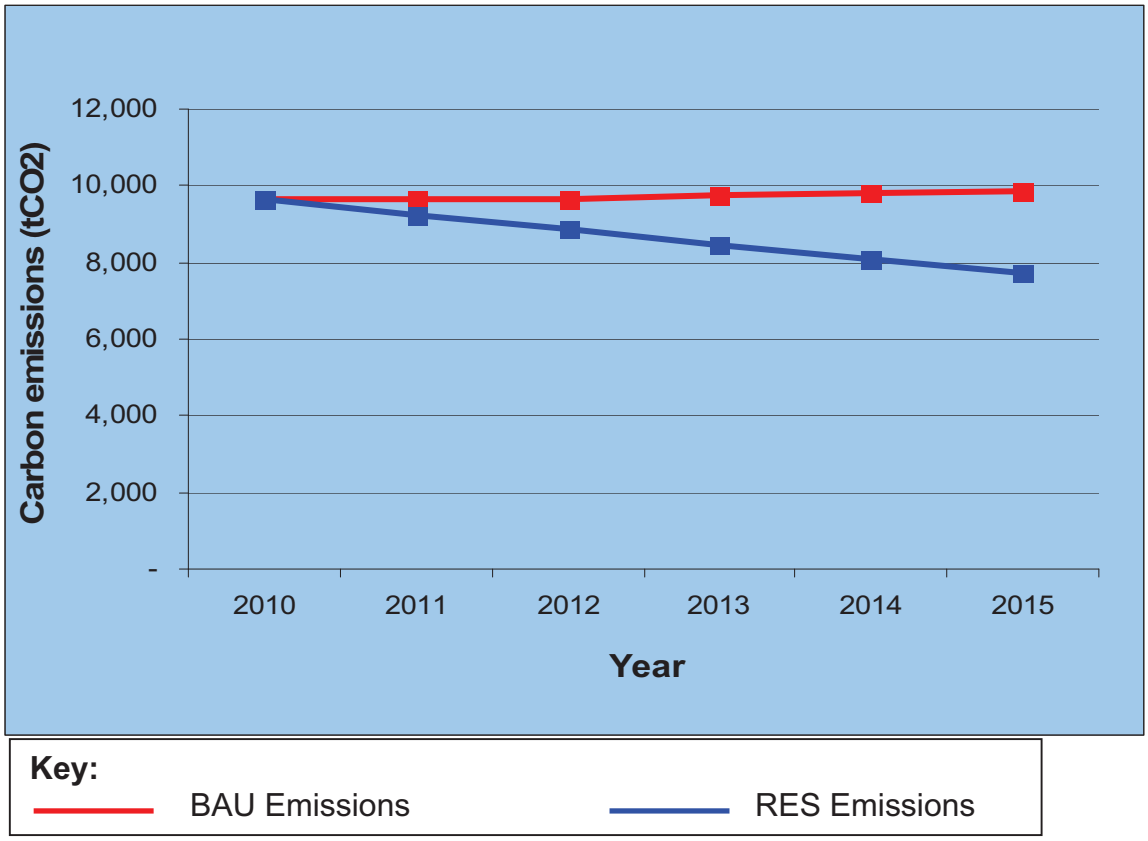
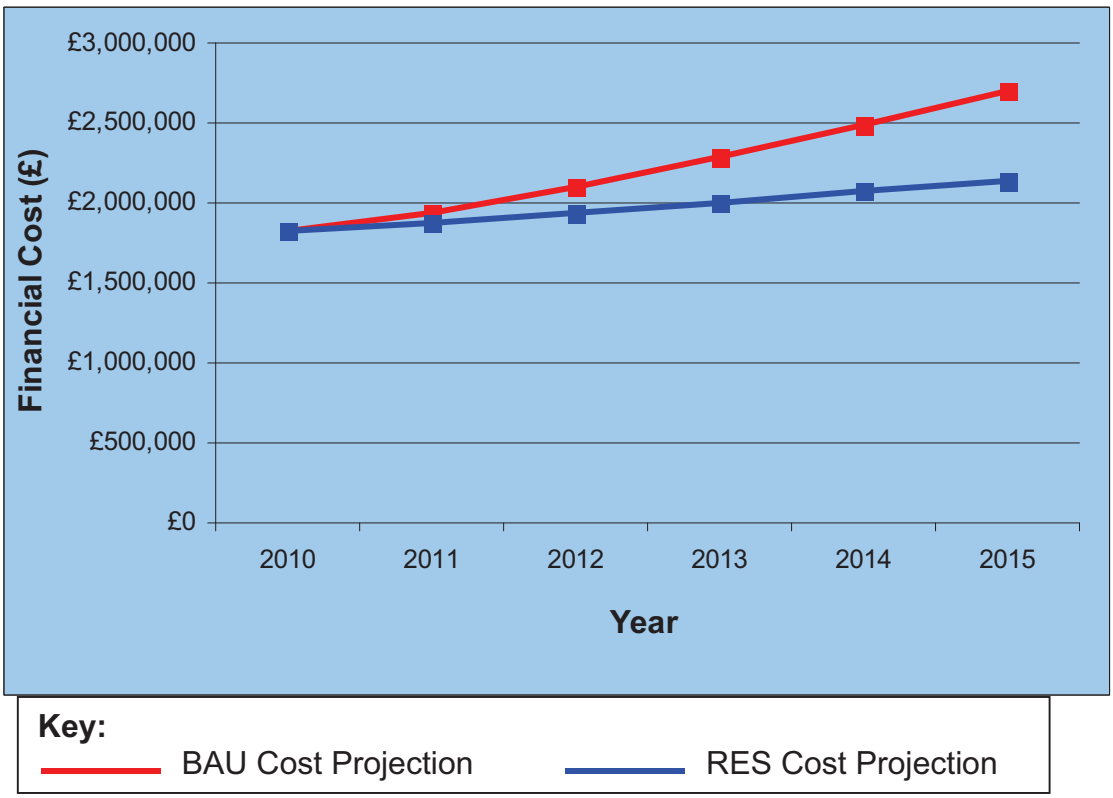


Figure 3: Financial Costs – Comparison Between Our BAU and RES Costs



Limitations and Assumptions

We have calculated our baseline using the most recent available energy and fuel use data. For most sites, and for our fleet and business mileage, these data are for 2010/11. However, there are a couple of sites (2 of our sheltered housing sites) for which we do not hold reliable electricity usage data for 2010/11 and, for these sites, we have used figures for electricity use in 2009/10 instead.

To the best of our knowledge, the data we have used to calculate our baseline accurately reflects our energy usage, but it should be noted that, for a number of sites, usage is based on estimated billing. (Over the past year, we have been undertaking work to install automatic meter reading (AMR) electricity meters on all of our main sites, in order to improve the accuracy of our energy usage data. We are also planning to do the same for gas, subject to certain considerations – see the Change Management Action Plan at Appendix 5).

It should be noted that the carbon and financial VAS estimates given above provide only a high-level analysis of the level of cost avoidance we can achieve through this Plan. ***They do not represent detailed or accurate savings projections***; for example, the financial VAS figure does not take account of the capital cost of the carbon reduction projects that we will need to implement in order to achieve our 20% target. More robust savings figures are provided in Section 3, which outlines the specific carbon reduction projects that we are planning to implement by 2015/16.

In calculating our VAS figures, we have applied a number of assumptions regarding how our energy use and costs will change over time – see Appendix 1. The effect of these assumptions can be seen in Figure 3, which shows that even under the RES, our total energy and fuel costs will be on a slight upward trend (due to an assumed annual increase in our unit energy and fuel prices).

3: Carbon Management Projects

To date, we have identified projects that will collectively deliver savings of 1,917 tonnes of CO_2 per year; equating to 99% of our 20% aspirational carbon reduction target.

Appendix 2 outlines how we have identified these projects.

The project costs and savings projections given in this section and Section 4 have been calculated with reference to several sources of information, including use of the Carbon Management Project Register (CMPR) tool provided by the Carbon Trust (see Appendix 2).

As part of this work, we have applied a number of assumptions, for example regarding how unit energy and fuel prices will increase year-on-year (see Appendix 1 for a full list of the assumptions applied).

It should be noted that these costs and savings projections are *estimates* and may differ to those achieved as we move forward to project implementation. As indicated throughout this section, we currently have a higher level of confidence in some of the estimates than others, due to variations in the reliability and accuracy of the source data.

A note about the savings projections

It should be noted that, although we use the term 'savings projections', the figures presented here and in Section 4 do not necessarily represent the actual level of financial savings that will be realised through implementation of this Plan. Rather, the figures indicate the amount of energy expenditure that we can avoid in future years by implementing this Plan. Our c*ost avoidance* and *actual savings* will not be the same because, although we are taking steps to reduce our energy use, the prices that we pay for each unit of energy and fuel that we use are expected to increase year-on-year.

Furthermore, the Council is not a static organisation; it is always having to adapt in response to changes in national and local priorities and the needs of residents. This may mean that our energy use could actually increase in some areas, for example, if we needed or chose to provide increased opening hours for certain services and/or buildings.

Previous Projects – 2008/09 – 2010/11

As mentioned in Section 1, since establishing our Climate Change Fund in 2008, we have already delivered a range of carbon reduction projects across our estate. The table below outlines carbon reduction projects delivered *between 2008 and March 2011*, and shows the year-on-year cost and carbon savings that they are expected to deliver. (Since March 2011, we have implemented further projects with support from the Fund, which have further increased our annual savings. These projects are included in Table 3A).

Table 2: Projects Implemented with Support from Our Climate Change Fund, 2008 – March 2011

Project	Total Project Cost (£)	Annual Cost Savings (£/yr)	Annual Carbon Savings (tonnes of CO2/yr)
Pilot of electric bin lifts	34,700	3,823	3
Chesterton Road toilet modernisation	3,000	62	0
Corn Exchange Christmas lighting lamps	600	242	1
Energy audit of pools and leisure centres	3,745	NA	NA
Grand Arcade Annex car park fan system	21,700	5,413	68
Public conveniences and Park Street car park energy survey	2,725	NA	NA
Community Centres energy audit	2,995	NA	NA
Corn Exchange LED bar lights	2,760	1,213	8
Replacement boiler at Barnwell House	6,300	451	4
Guildhall voltage optimisation trial	17,960	3,754	20
Total	**£96,485**	**£14,958**	**104**

Existing Projects: April 2011 – March 2012

For 2011/12, the first year of our Carbon Management Plan, a number of carbon reduction projects were already in the pipeline. Details of these projects are given in Table A of Appendix 3. They include a series of energy efficiency improvements across a number of different sites, including offices, a sheltered housing site, one car park, and one of our swimming pools. All projects are now fully implemented.

These projects have cost around £821,000 to implement and, once fully implemented, we expect them to deliver ongoing annual savings of around £55,000[2] and 284 tonnes of CO_2 per year (just under 15% of our target). We have a medium-high level of confidence in these cost and savings projections.

Planned and Funded Projects: April 2012 – March 2013

Table B of Appendix 3 outlines the projects that we have scheduled for delivery during 2012/13. We have prioritised a series of improvements to our swimming pools, as these account for a significant proportion of our energy costs and emissions (see Figure 1). We also propose to implement some fleet initiatives; heating and lighting improvements on a number of sites; voltage optimisation; and a solar hot water system.

[2] Includes £12,300 of income generated through the Clean Energy Cash Back Scheme.

We expect these projects to cost around £550,000 to implement. Collectively, these projects are expected to deliver annual savings of around £152,000 and 815 tonnes of CO_2 (around 42% of our target).

We have a medium level of confidence in these cost and savings projections. We will work to refine the figures for all 2012/13 projects as we move forward to implementation.

Planned Projects Requiring Funding

Table C in Appendix 3 outlines other carbon reduction projects that the Council plans to implement but for which financial provision has yet to be made. Some of these projects require further feasibility work by the Council. Following further assessment, projects that present a strong business case will be scheduled for delivery between 2013/14 and 2015/16. The Council will make financial provision for each project as part of the budget setting process for the relevant year.

At present, we expect these projects to cost around £674,000 to implement, and to deliver annual savings of around £106,000 and 585 tonnes of CO_2 (around 31% of our target). We currently have a medium-low level of confidence in these cost and savings projections.

The figures that we have included for the upgrade to LED lighting in some of our car parks require further work, as currently they do not reflect the costs and savings of introducing lighting motion sensors alongside the LEDs, which we would currently anticipate doing in order to maximise financial and carbon savings. It is likely therefore that the cost and savings figures for these project are underestimates at this stage.

Potential Future Projects

Table D in Appendix 3 outlines further carbon reduction measures that we are considering, but for which there is currently a degree of uncertainty, for example in terms of their feasibility, funding status or savings potential. We will continue to investigate and assess the potential and business case for these projects. Where there is a strong case for progressing with any of these projects, we will schedule them in for delivery during the lifetime of the Plan and seek to make financial provision for them through our annual budget setting process.

We currently expect these projects to cost around £301,000 to implement, and to deliver annual savings of around £34,000 and 233 tonnes of of CO_2 (just under 12% of our target). We currently have a low level of confidence in these figures.

Ongoing Work

The list of carbon reduction projects that we have identified in this Plan is not definitive, nor is it set in stone. We will continue to assess, prioritise and schedule individual projects on a case-by-case basis, as we work up project appraisals as part of our approval process.

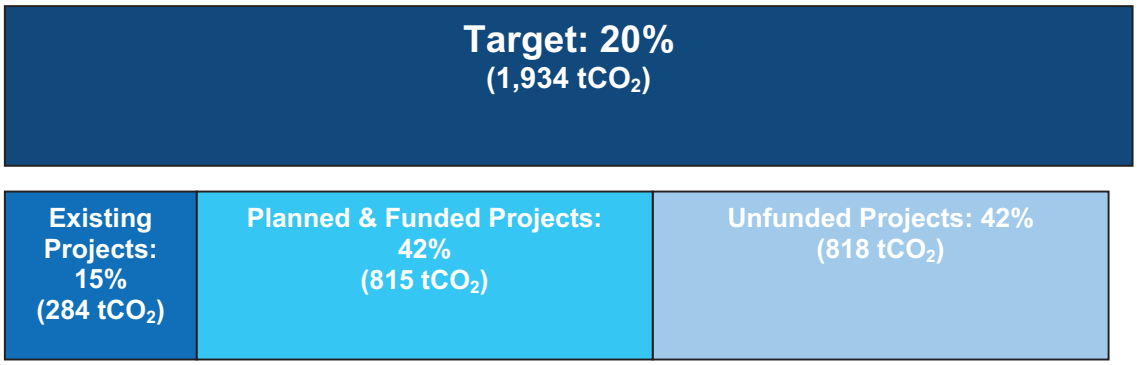
We will also continue to identify other potential projects, not listed here, by holding regular opportunities workshops with our Carbon Management Team; and to seek to learn from other local authorities and other similar organisations and borrow or adapt their learning where appropriate. Where this identifies other projects that will deliver better cost reduction and carbon savings, we will consider reprioritising some of the projects listed here. We will update this Plan on an annual basis to reflect any such changes.

We will also carry out further work to refine the cost and savings projections for all of our proposed projects.

Projected Achievement Towards Our Target

If all of the projects listed in this Plan were delivered then, once fully implemented, they would achieve annual carbon savings of 1,917 tonnes. This represents around 99% of our carbon reduction target (See Figure 4 below).

Figure 4: Carbon Reduction Projects Identified Versus our Target



However, in practice, it is not likely that all of the projects we have listed here will be implemented. For example, for two of our car parks (Queen Anne Terrace and Park Street) we have proposed the installation of voltage optimisation *and* upgrading the existing lights to an LED system with lighting controls. In practice, we would be unlikely to implement voltage optimisation and LEDs; it would be 'either/or', depending on which project presented the strongest business case and proved to be the most suitable for each site.

Furthermore, as noted above, there is currently some uncertainty about the 'potential future projects' listed in Table 3D. Should none of these projects go ahead, then our performance against our reduction target would reduce to 87% (1,684 tCO_2).

Figure 5 below compares our projected BAU emissions (the red line) with:

- Our target emissions – shown by the blue line; and
- How our emissions will be reduced through implementation of the projects listed in this Plan (shown by the green line).

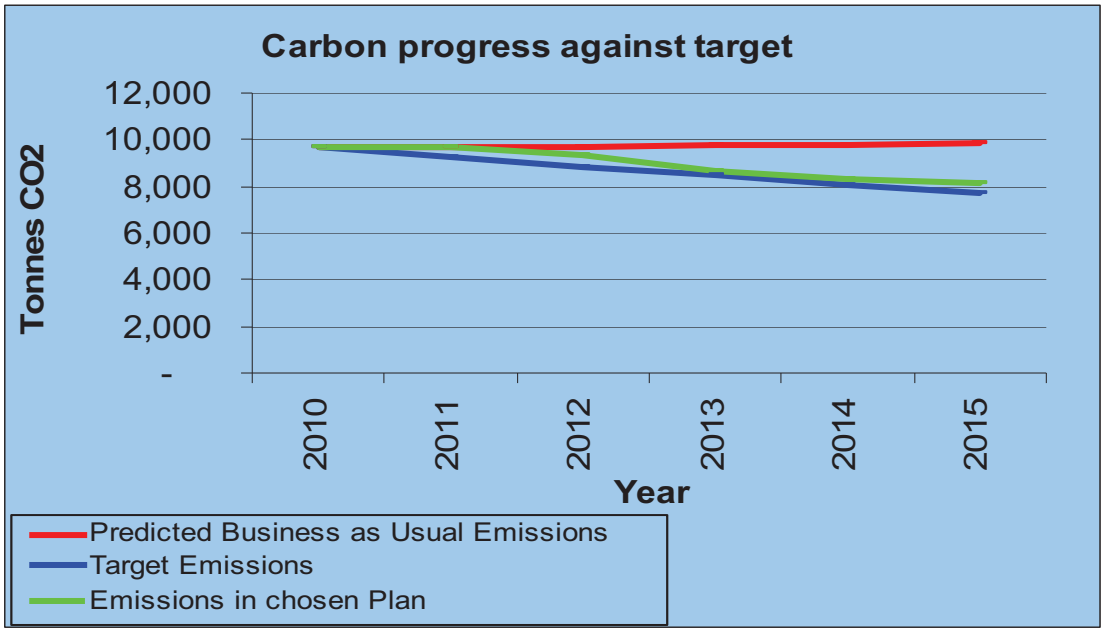
In this diagram, the green line takes into account the effect of various factors, which may influence the actual carbon savings that are achieved in practice, for example:

- The effect of BAU forces – for example, if after year 3 no additional projects were implemented, then the emissions would start to trend back along the BAU line;
- The impact of project lifetime – for example, if a project with a short project lifetime finishes before the end of the programme (and is not maintained or repeated), the trend would show a stepwise increase in emissions;
- A degradation factor. This assumes that over the life of a project its carbon saving impact will decrease, for example due to loss of focus or momentum, project failure, or a reduction in the efficiency of the technology/equipment.

By including these effects we are trying to model some of the real life factors that may impact on our ability to meet our target. Because of these additional factors the plot does not directly agree with a simply summed list of the carbon saving impact of the projects we have identified.

Through ongoing work, we will seek to identify additional/ alternative projects that will help to make up any shortfall in our performance against our target.

Figure 5: Progress Against our Carbon Reduction Target



4: Carbon Management Plan Financing

We have calculated that it will cost around £2,350,000 to implement all of the projects identified in this Plan. We estimate that, once fully implemented, the projects will deliver annual savings of £347,605[3]. This would give an overall payback period for all the projects listed in this Plan of fewer than 7 years.

In other words, in fewer than 7 years, the carbon reduction projects that we have identified will have paid for themselves. Furthermore, the projects with a project lifetime longer than 7 years will continue to deliver cost and carbon savings for several more years to come.

We have already allocated over £1,750,000 in support of delivery of this Plan. This leaves approximately £600,000 yet to be allocated. More is said about current and future sources of funding below.

Financial Costs and Sources of Funding

Table 3 provides a breakdown of our project costs by year, and shows how much financial provision we have made in support of these projects so far. The table shows that all projects due for delivery during the first year of our Carbon Management Plan (2011/12) have been fully funded. This funding is primarily provided through our Housing Revenue Account (HRA), Climate Change Fund and individual service budgets, including Repair and Renewal (R&R) allowances.

Table 3: Breakdown of Allocated and Unallocated Funding

	2011/12	2012/13	2013/14	2014/15	2015/16
Total Project Implementation Costs (£)	**£821,215**	**£549,389**	**£456,136**	**£175,356**	**£344,050**
Allocated Funding					
Climate Change Fund	**£156,600**	**£273,187**	**£244,378**	**-**	**-**
R&R Budgets (General Fund)	**£45,545**	**£55,202**	**-**	**-**	**-**
Other General Fund	**£20,470**	**£205,000**	**-**	**-**	**-**
HRA	**£593,600**	**£16,000**	**£148,947**	**-**	**-**
External	**£5,000**	**£0**	**-**	**-**	**-**
Total Allocated	**£821,215**	**£549,389**	**£393,325**	**-**	**-**
Unallocated Funding					
Total Unallocated	**-**	**-**	**£62,811**	**£175,356**	**£344,050**

[3] £321,731 of this total saving comes directly from reduced energy bills; the remaining £25,875 is income generated through projects that qualify for a tariff through the Clean Energy Cash Back Scheme.

For projects scheduled for delivery in 2012/13, we had initially made financial provision of around £930,000. Very recently, some of these projects have, for various reasons, had to be rescheduled for delivery in subsequent years. We will propose to over the 'surplus' funding from 2012/13 to support projects in 2013/14.

We have yet to make any financial provision for projects that are scheduled for delivery during 2014/15 and 2015/16. We will seek to do as part of our annual budget setting process. We expect the Climate Change Fund to remain the primary mechanism for funding future projects, with match-funding coming from individual service budgets, including from repairs & renewal budgets where appropriate. If necessary, we will also consider the need and potential to secure funding from external sources.

We are committed to delivering all of the projects identified in this Plan but, naturally, our confidence in our ability to achieve this reduces further into the future, due to unforeseen factors such as changes to organisational capacity and budgets.

Benefits / Savings – Quantified and Unquantified

Table 4 below outlines the annual cost and CO_2 savings that could be realised if the Council successfully implements all of the projects identified within this Plan. The figures in this table are calculated on the basis that projects delivered in 2011/12 will not deliver a full year's worth of saving until 2012/13; and projects delivered in 2012/13 will not deliver a full year's worth of savings until 2013/14; and so on. The table also takes account of the *cumulative effect* of projects, eg: projects delivered in 2011/12 (and with a lifetime of at least 5 years) will continue to deliver savings throughout all subsequent years of the Plan. The full savings achieved by all projects will not be realised until all 2015/16 projects have been fully implemented.

It should be noted that, in practice, it is possible that not all projects will go ahead (see Section 4), in which case the savings we achieve will be lower than indicated below. Through ongoing work, we will revise and refine these savings estimates.

Table 4: Annual Cost and Carbon Savings (Cumulative, By Year)

	2012/13	2013/14	2014/15	2015/16	As of 1st April 2016*
Annual Cost Savings	£55,358	£207,748	£261,748	£323,659	£347,605
Annual CO_2 Savings (tonnes)	284	1,099	1,455	1,756	1,917
% of Carbon Reduction Target Achieved	15%	57%	75%	91%	99%

* Once all projects have been fully implemented. Savings will decrease overtime, according to lifetime of implemented measures (unless measures are replaced/ renewed).

We are exploring steps to ensure that the financial savings realised through implementation of this Plan are reflected in relevant service budgets in the future.

In addition to the financial and carbon savings that we expect our projects to deliver, there are a number of unquantifiable benefits to be gained through successful implementation of this Plan. We see the main ones to be:

- Reputational – successful implementation of this Plan would demonstrate that the Council is serious about the climate change commitments it has set out in its corporate vision and Climate Change Strategy 2012-2016;
- Improved organisational efficiency – through improved energy management, we will avoid spending money where we don't need to;
- Greater resilience against market forces – better energy management will also protect us against further rises in energy and fuel costs;
- Credibility – by successfully reducing our energy use, costs and emissions, the Council can provide strong leadership on climate change and carbon management.

5: Change Management Action Plan

This section outlines a number of changes that we are seeking to implement across the Council, as we see necessary to support realisation of our 20% carbon reduction target. The 'direction of travel' and specific actions that we outline here will, we believe, help to:

- Ensure the carbon reduction projects outlined in this Plan are successfully implemented, and their achievements effectively measured and communicated; and
- Deliver further, ongoing energy and carbon savings above and beyond those achieved through our carbon reduction projects, by fostering a working culture where carbon reduction is a core consideration as part of everything that we do as an organisation. This will help to ensure that efforts to reduce carbon carry on long after all the carbon reduction projects have been implemented.

As the starting point for writing this section, we completed the self-assessment Carbon Management Matrix provided by the Carbon Trust – see Appendix 4.

The following sections summarise:

- Our current, self-assigned score out of 5 (with 5 being excellent and 1 being poor) against each element of the Carbon Management Matrix;
- A brief rationale for why we have scored ourselves at the current level;
- What we would like our score to be against each element by the end of the lifetime of this Plan (again, out of 1-5).

The table in Appendix 5 outlines what specific actions we will take forward to help achieve our target score in each area.

Corporate Strategy – Embedding Carbon Reduction Across the Organisation

Current score: 4
Key actions to date:

- The Council has had a climate change strategy since 2008;
- Climate change strategy includes top level carbon reduction targets;
- Carbon reduction is core to corporate vision.

Target score: 5
Key area for improvement:

- More regular and transparent progress reporting (to senior management and Councillors).

Programme Management

This is covered in Section 6.

Responsibility – Being Clear that Saving Carbon is Everyone's Job

Current score: 4
Key actions to date:

- Climate Change Fund available since 2008. Provides extra funding to support integration of carbon reduction into project and service delivery;

- Officers with responsibility for building management receive regular updates on energy use in their buildings/ areas of responsibility;
- Carbon management/ reduction has been built into the job descriptions for key posts;
- Have added carbon implications section in to our project appraisal forms, Committee Reports and Budget Proposals forms.

Target score: 5
Key area for improvement:
- Strengthen links between actions set out in the Carbon Management Plan and relevant Operational Plans and personal objectives.

Data Management

Current score: 4
Key actions to date:
- Electricity AMR meters installed across over most major Council sites;
- Developed comprehensive database of energy usage figures, which has helped to identify and resolve any gaps or anomalies in usage figures;
- Work in partnership with the Energy Information Centre, who check a sample of the Council's bills every month to flag up any potential billing errors or anomalies, and contact our energy suppliers directly to resolve any issues on behalf of the Council;
- Compile annual reports on the Council's carbon emissions;
- In 2011, produced Council's first Greenhouse Gas Report in accordance with new Government requirements;
- Corporate CO_2 emissions included in basket of corporate performance indicators; reported to Strategic Leadership Team on regular basis.

Target score: 5
Key area for improvement:
- Further develop and improve robustness and accuracy of energy monitoring processes and procedures, through installation of further AMRs where possible/cost effective; and initiate annual visual meter readings at key sites.

Communication and Training – Ensuring Everyone is Aware

Current score: 3
Key actions to date:
- Sustainability and carbon reduction session included Corporate Induction training;
- Climate Change Champions network;
- Staff engagement activities eg: annual Switch Off! campaigns;
- Communicate with staff via internal staff e-magazine on key environmental initiatives;
- Delivered driver training, to promote more fuel-efficient driving.

Target score: 4
Key area for improvement:

- Develop and implement a corporate communications campaign that embraces, supports and mainstreams the Carbon Management Plan.

Finance and Investment

This is covered in Section 4.

Engagement of Our Stakeholders – Leading by Example

(This is not shown on the Embedding Matrix)
Current score: 2
Key actions to date:

- Adopted green procurement policies for certain product groups;
- Suppliers'/ contractors' environmental performance considered as part of procurement process;
- Energy management responsibilities specified in current swimming pools contract.

Target score: 4
Key area for improvement:

- Improve the Council's contract management processes to ensure that contractors support Council's carbon reduction target (the Public Services (Social Value) Act 2012 potentially provides further scope for this).

Policy Alignment – Saving CO_2 Across Our Operations

Current score: 2
Key actions to date:

- Adopted Employee Travel Plan in 2008;
- Environmental Strategy Group assigned responsibility for addressing strategic environmental issues (see Section 6).

Target score: 4
While the City Council has been genuinely leading edge in terms of policies such as our planning framework, this is an area where we feel we have further work to do in terms of embedding carbon management across the whole organisation. Priority actions will be to assess carbon opportunities/ implications as part of any rationalisation of, or changes to our property portfolio and office accommodation; and to ensure that carbon management is embedded into key corporate policies as they are developed or revised.

6: Programme Management of our Carbon Management Plan

Figure 6 below shows who is responsible for ensuring that our Carbon Management Plan is successfully implemented and our carbon reduction target realised. It shows that:

- **Leadership** for the Plan is provided by the Environmental Strategy Group, who are acting up as the **Carbon Management Board** for the duration of the programme;
- Day-to-day **management and coordination** of the programme is provided by the **Climate Change Officer**;
- The **Carbon Management Team** will support the Climate Change Officer in **delivery of the projects** included in our Plan.

The Carbon Management Board – Strategic leadership and oversight

The Environmental Strategy Group (ESG) is fulfilling the role of our Carbon Management Board. ESG is a pre-existing group, which has provided strategic leadership on corporate environmental issues for over 10 years (the role, remit and membership of the Group has changed during this time). The Group currently has responsibility for providing strategic leadership and oversight on a number of corporate environmental issues, including the carbon management programme.

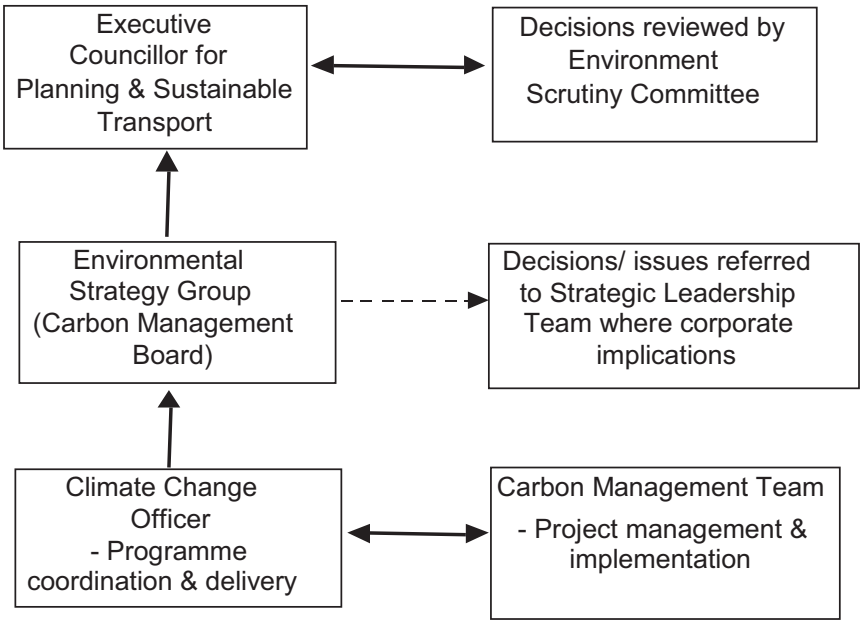
The terms of reference and membership of the Environmental Strategy Group are given in Appendix 6. The Group is Chaired by the Council's Chief Executive.

Typically, ESG meet at least once a quarter, although throughout the carbon management programme they may meet more frequently, on an 'as needed' basis. At each meeting, the Climate Change Officer provides the Group with an update report on the carbon management programme, including:

- With the aid of a 'Red/ Amber / Green' status report, progress on current or 'live' carbon reduction projects and in particular flagging up any delivery issues or problems that can be resolved through high-level intervention;
- Overall progress towards achieving the Council's carbon reduction target;
- Significant risks to the programme, for example a lack of capacity or funding;
- An ongoing assessment of the level of priority and funding provision that needs to be allocated to different streams of work throughout the remainder of the carbon management programme;
- Any other issues flagged up by the Carbon Management Team, which the Board needs to be aware of or can help to resolve.

The Chief Executive is also Chair of the Council's Strategic Leadership Team; she updates them as needed on the work of ESG, including their role as the Carbon Management Board.

Figure 6: Our Carbon Management Governance Structure



The Carbon Management Team – Delivering the projects

The role of our Carbon Management Team is filled by a pre-existing officer group (formerly known as the ESG Energy Sub-Group) comprised of the key officers responsible for identifying, planning and delivering energy efficiency projects.

This group has been working for a number of years to share corporate best practice, skills, knowledge and resources relating to energy management. As such, the group is ideally suited to support the Carbon Management Board in implementation of the Carbon Management Plan.

The terms of reference and membership of the Team are given in Appendix 6.

The Team meet as a whole at least once a quarter. Certain 'core' members of the Team may meet more frequently, as called for by specific aspects of the Programme or individual projects.

As part of the regular update reports that are presented to the Carbon Management Board, the Climate Change Officer captures the work and progress of the Team and, where necessary, flags up any issues that require high-level intervention.

Succession Planning for Key Roles

Inevitably, the membership of ESG (the Carbon Management Board) and/or Carbon Management Team will change over time, for example as individual members leave the organisation or as their core roles and responsibilities change.

If an individual member of either ESG or the Carbon Management Team steps down, then ESG will be responsible for identifying a suitable replacement officer.
As Chair of ESG and as the 'Programme Sponsor', the Chief Executive plays a key role in ensuring that implementation of the Carbon Management Plan remains a priority for the organisation. We have nominated the Head of Corporate Strategy as our Deputy Programme Sponsor. Any changes in roles would be managed to ensure continuity of ownership and leadership of the Programme.

The Climate Change Officer plays the leading role in coordinating and managing the Carbon Management Programme overall. The Climate Change Officer post is currently held by two people, on a job-share basis. Should either post-holder need, for whatever reason, to step down from the programme, the other post-holder will step in to provide programme coordination and management.

For both the Programme Sponsor and Programme Leader, and their respective deputies, their roles and responsibilities with regards to the Carbon Management Programme will be included in their personal objectives for the duration of the Programme. Members of the Carbon Management Team, particularly those that will be responsible for delivering major projects, will also be asked to include these responsibilities in their personal objectives.

Progress Reporting – Routine and Annual

The Climate Change Officer, with support from the Carbon Management Team, will continue to provide Environmental Strategy Group with regular progress reports on implementation of the Plan, capturing the issues set out in the 'Carbon Management Board' section above.

Progress against individual projects and the programme as a whole will be reported to our Environment Scrutiny Committee on an annual basis (in the June / July cycle). This will form part of the performance management arrangements put in place to ensure that the aims, targets and actions set out by our Climate Change Strategy 2012-2016 are being achieved. With reference to the Carbon Management Plan, the report will include an update on:

- Total expenditure on projects to date, and breakdown of funding sources;
- Anticipated financial and carbon savings of projects delivered to date;
- Total financial savings realised to date;
- Any recommendations to the Committee regarding future projects and financial provision for these projects.

We will also include updates on the programme in:

- Regular updates to staff, as part of our staff engagement work;
- Our annual Greenhouse Gas Report, which will be made available to the public through the Council's website.

CAMBRIDGE CITY COUNCIL
June 2012

Appendix 1: Establishing Our Baseline

Scope

Before we could calculate our carbon emissions, we needed to define the *scope* of our baseline. Put simply, this involved 'drawing a line' around those Council buildings, assets and activities that we needed to include when measuring our baseline emissions. By way of summary, we have included emissions arising from:

- Gas and electricity used in buildings that we own or occupy;
- Fuel used in vehicles that we own and operate;
- Business mileage – car or motorbike transport undertaken by staff and Councillors as part of their working duties;
- Air conditioning units on our buildings.

Table 1A details which emission sources we have included in our baseline, and which we have excluded and why. Our emission sources are grouped as either Scope 1, Scope 2 or Scope 3 emissions, which is consistent with Government guidance on how to measure and report greenhouse gas emissions[4].

Baseline Year

For the purposes of this Carbon Management Plan, we have chosen 2010/11 as our baseline year[5].

Date and Methodology

We have calculated our baseline carbon emissions using:

a) Data on our energy use, fuel use, business travel and fugitive emissions, and associated costs, during the financial year 2010/11 (1 April 2010 – 31 March 2011). This is data that we hold in house and that we have been using for a number of years to monitor our carbon emissions; *and*
b) The 2010/11 emission factors provided by Government departments Defra and DECC, which convert energy use, fuel use etc into tonnes of carbon dioxide or carbon dioxide equivalent (CO_2e)[6] (see http://archive.defra.gov.uk/environment/business/reporting/conversion-factors.htm).

We have entered this data into the 'Baseline Tool' provided by the Carbon Trust under their carbon management programme.

In both the Baseline Tool and the CMPR, we have applied the following assumptions:

- Price paid by the Council in 2010/11 for electricity: £0.08/ kWh
- Price paid by the Council in 2010/11 for gas: £0.03/ kWh

[4] See http://www.defra.gov.uk/publications/2011/03/26/ghg-guidance-pb13309/
[5] The 2010/11 baseline figure replaces our previous 2005/6 baseline, originally established under the Cambridge Climate Change Strategy & Action Plan 2008-2012.
[6] Carbon dioxide equivalent, or CO_2e, takes account of emissions of 6 greenhouse gases including carbon dioxide, methane and nitrous oxide.

- Price paid by the Council in 2010/11 for diesel: £1.03/ litre
- Price paid by the Council in 2010/11 for petrol: £0.99/ litre
- Price paid by the Council in 2010/11 for gas oil (machinery): £0.52/ litre
- Price paid for business mileage in 2010/11: £0.28/ km
- Price paid by the Council in 2010/11 for refrigerants: £1.00/kg
- We have followed the assumption made within the Baseline Tool that, under the BAU scenario, the Council's consumption of energy and fuel will increase by 0.7% per year for each year between 2010/11 and 2015/16
- We have followed the assumption made within the Baseline Tool that our energy (gas and electricity) tariff will increase by 5.8% per year for each year between 2010/11 and 2015/16. This assumption is based on energy cost projections provided by the Department for Energy and Climate Change[7]
- Based on increases in our fuel (diesel, petrol and gas oil) costs in recent years, we have assumed that our fuel costs will increase by 12% per year for each year between 2010/11-2015/16
- Inflation rate: 3.5%.

Table 1A: Emissions Included in Our Baseline

Source of Emissions	Emissions included in our baseline?	Explanation for specific emissions excluded from our baseline
Scope 1 (Direct Emissions)		
Gas consumption: in buildings we fully own, occupy and control	Yes	This includes our office buildings, community centres, car parks, sheltered housing, temporary housing, Corn Exchange, Mill Road Depot and crematorium (our swimming pools are included as Scope 3 emissions).
Gas consumption: in buildings we own and lease out to others	Partially	We have only been able to calculate emissions arising from energy used in the communal areas of some of the buildings that we lease out (energy used in communal areas is provided and paid for by the Council). We do not have access to data on energy used by our tenants.
Gas consumption: in buildings we lease in from others	Yes	
Other fuel consumption (in owned transport)	Yes	

[7] See http://www.decc.gov.uk/en/content/cms/about/ec_social_res/analytic_projs/analytic_projs.aspx

Source of Emissions	Emissions included in our baseline?	Explanation for specific emissions excluded from our baseline
Process emissions	No	Not relevant
Fugitive emissions from air conditioning units	Yes	
Scope 2 (Indirect Energy Emissions)		
Purchased electricity: in buildings we fully own, occupy and control	Yes	This includes our office buildings, community centres, car parks, sheltered housing, temporary housing, Corn Exchange, Mill Road Depot and crematorium (our swimming pools are included as Scope 3 emissions).
Purchased electricity: in buildings we own and lease out to others	Partially	We have only been able to calculate emissions arising from energy used in the communal areas of some of the buildings that we lease out (energy used in communal areas is provided and paid for by the Council). We do not have access to data on energy used by our tenants.
Purchased electricity: in buildings we lease in from others	Yes	
Scope 3 (Other Indirect Emissions)		
Purchased materials and fuels	No	Excluded due to time/ cost of data collection.
Business travel (car and motorbike)	Yes	Air transport excluded due to lack of available transport
Commuter travel	No	Excluded due to time/ cost of data collection.
Waste disposal	No	Excluded due to time/ cost of data collection.
Water usage	No	Excluded due to time/ cost of data collection.
Outsourced activities	For management of leisure sites & swimming pools only [1]	For other outsourced activities, we do not have control over the operation/ activity in question or access to relevant data.

1 We share management & maintenance responsibility for our leisure sites & swimming pools with the appointed contractor.

Appendix 2: Approach to Identifying, Quantifying and Prioritising Projects

We have identified carbon reduction projects to include in this Plan as follows:

- We have included projects that were already in the process of being implemented, or already planned for implementation during the lifetime of the Plan;
- We have sought to replicate and further roll-out projects that we have already implemented and which have proven to be successful in reducing our energy use and carbon;
- We held an 'opportunities workshop' with members of our Carbon Management Team, facilitated by the Carbon Trust, to generate ideas on further carbon reduction projects. At the workshop, we carried out an initial 'Ease-Effect' assessment of each project, to identify those that were most likely to provide the biggest carbon savings for the least cost and effort;
- Following the workshop, the project ideas were moderated further, based on an assessment of: how widely applicable each project would be across the Council's estate; to what extent the projects have already been implemented across different Council sites and, where they have been implemented before, how successful they had been in reducing costs and emissions;
- We used the RAP Tool and referred to several technical guides provided by the Carbon Trust to identify other projects, additional to those suggested by the Carbon Management Team, that might be applicable across the Council's estate.

This process generated a list of over 80 projects. We then began to quantify the costs and savings associated with each project, to highlight those that were likely to deliver the greatest financial and carbon savings. We have referenced several sources of information to complete the quantification process:

- We have referenced actual implementation costs and suppliers' quotes wherever these have been available;
- We have referred back to the costs and savings associated with similar projects that we have already implemented;
- We have asked members of our Carbon Management Team, who already have extensive experience of implementing carbon reduction projects, to estimate the likely costs and savings;
- We have used the RAP Tool and referenced several technical guides provided by the Carbon Trust;
- Finally, we have input the implementation costs and energy savings associated with each project into the Carbon Management Project Register (CMPR) tool provided by the Carbon Trust.

On the basis of the information we have provided, the CMPR has calculated several metrics that reflect the cost effectiveness and efficiency of each carbon reduction project. We have used this information, alongside with a series of 'prioritisation criteria' that we have developed (see Table 2A), to schedule individual projects for delivery throughout each year of the Carbon Management

Plan. As part of this prioritisation exercise, we have reduced the list of carbon reduction projects from the initial 80 or so to 65.

Table 2A: Criteria Referenced to Prioritise Carbon Reduction Projects

1. Where the project/ intervention sits within the 'energy hierarchy' (which stipulates that priority should be given to projects that prevent unnecessary energy use and increase energy efficiency).
2. Whether the project meets the eligibility criteria for the Climate Change Fund, namely to: • Achieve a payback period of less than 5 years; and • Reduce carbon at a cost of less than £100 per tonne of CO2 saved over the lifetime of the project.
1. The level of capital investment required to deliver the project: • Low – less than £30,000; • Medium - £30,000 - £100,000; • High – More than £100,000.
2. The expected annual savings associated with the project: • Low – Less than £1,000 per year; • Medium - £1,000 - £10,000 per year; • High – More than £10,000 per year.
5. The contribution that the project makes to the Council's aspirational carbon reduction target (20% against 2010/11 levels) and, in particular, the effect the project would have on the biggest sources of carbon emissions across the Council's estate. The biggest single sources of carbon are: • Pools (23%); • Car parks (16%); • Fleet (14%); • Offices (13%); • Sheltered and temporary housing (12%); Subject to how they 'score' against the other prioritisation criteria, projects that will reduce emissions from these sources should be given priority.
6. Whether the project is a 'quick win' and at no/low cost ('no cost' projects have been given priority).
7. Whether the project is already scheduled or time-limited, for example as with the tendering for the new pools management contract and with fleet replacement.
8. Whether the project is already committed to/ underway.
9. Whether funding has already been allocated to the project (eg: through the Climate Change Fund) or is available from existing budgets (eg: the R&R fund).
10. How innovative the project is and the level of risk potentially associated with it. Projects that are perceived to be 'high risk' or potentially contentious have been given a lower priority.

Appendix 3: Our Carbon Reduction Projects

Table 3A: 2011/12 Projects

Ref	Project	Lead Officer	Total Implementation Cost	Annual Savings (yr 1)		Pay back (yrs)	Cost per tonne of CO2 (£)	% of Target	Project Status
				£ (Gross)	tCO_2				
1	Community Centre Energy Efficiency Improvements	Jackie Hanson	£10,000	£1,100	7.3	9.1	76	0.4%	Implemented
2	Pools Energy Efficiency Improvements – Parkside Pools changing areas	Ian Ross	£40,000	£5,895	40.2	6.8	66	2.1%	Implemented
3	Grand Arcade Annex Car Park LED Lights	Sean Cleary	£120,470	£21,327	145.4	5.6	118	7.5%	Implemented
4	Brandon Court Energy Efficiency Measures	Will Barfield	£440,000	£6,540	41.6	Does not payback	529	2.2%	Implemented
5	Brandon Court – PV cells	Will Barfield	£130,000	£12,029[8]	13.8	10.8	376	0.7%	Implemented
7	Crematorium Heat Recovery Project	Paul Necus	£23,145	£3,645	22.5	6.3	51	1.2%	Implemented
8	Install electric bin lift on replacement refuse vehicle	Dave Cox	£5,000	£1,322	3.0	3.8	241	0.2%	Implemented
9	Replace boiler at Llandaff Chambers	Jim Stocker	£29,000	£1,200	7.4	Does not payback	261	0.4%	Implemented
63	Solar PV installation at New Street Hostel	Sam Griggs	£23,600	£2,300 [9]	2.7	10.3	346	0.1%	Implemented
		Totals	**£821,215**	**£55,358**	**283.9**			**14.8%**	

[8] £2,029 from energy savings; £10,000 as income from Clean Energy Cash Back Scheme
[9] £2,300 as income through Clean Energy Cash Back Scheme.

Table 3B: Planned and Funded Projects – 2012/13

Ref	Project	Lead Officer	Total Implementation Cost	Annual Savings (yr 1)		Pay back (yrs)	Cost per tonne of CO2 (£)	% of Target	Proposed Funding Source
				£ (Gross)	tCO_2				
6	Install lighting sensors at Stanton House and Whitefriars	Sam Griggs	£12,000	£1,600	10.9	7.5	110	0.6%	HRA
10	Implement RHI technologies – Non-housing properties	Ian Ross	£140,000	£15,004 [10]	32.3	9.3	217	1.7%	General Fund
12	Abbey Energy Efficiency Improvements (VSD and BeMS)	Ian Ross	£46,000	£20,250	137.3	2.3	22	7.1%	Climate Change Fund
13	Pools Energy Efficiency Improvements – Cherry Hinton	Ian Ross	£20,000	£3,550	23.7	5.6	84	1.2%	Climate Change Fund
14	Pools Energy Efficiency Improvements – Jesus Green and Kings Hedges	Ian Ross	£23,300	£3,950	26.4	5.9	88	1.4%	Climate Change Fund
15	Pool covers for Abbey and Parkside and consequent changes to heating system	Ian Ross	£42,600	£22,200	137.1	1.9	31	7.1%	Climate Change Fund
16	Parkside Energy Efficiency Improvements (VSD and BeMS)	Ian Ross	£44,100	£20,000	136.3	2.2	22	7.0%	Climate Change Fund
17	Voltage Optimisation Roll out – Mandela House	Clare Palferman/ Sally Pidgeon	£18,737	£4,527	30.9	4.1	40	1.6%	Climate Change Fund

[10] £5,229 from energy savings; £9,775 as income generated through the Clean Energy Cash Back Scheme

18	Voltage Optimisation Roll out – Mill Road	Clare Palferman/ Sally Pidgeon	£13,947	£2,592	17.7	5.4	53	0.9%	Climate Change Fund
21	East Road Garages Lighting Controls	Will Beavitt	£4,000	£1,120	7.6	3.6	52	0.4%	HRA
22	Corn Exchange – Upgrade to LED House lighting	Chris Norton	£39,652	£4,592	31.3	8.6	63	1.6%	R&R/Climate Change Fund
23	Corn Exchange - Heating Controls in foyer	Chris Norton	£2,000	£300	1.9	6.7	108	0.1%	R&R
24	Mill Road Depot – upgrade to condensing boilers	Jim Stocker	£45,000	£5,329	32.9	8.4	91	1.7%	R&R/ Climate Change Fund
25	Mill Road Depot – Heating optimum start controls	Jim Stocker	£3,000	£2,265	14	1.3	21	0.7%	Climate Change Fund
26	Mill Road Depot – pipework inspection & insulation	Jim Stocker	£1,000	£233	1.4	4.3	35	0.1%	Climate Change Fund
27	Route optimisation for refuse trucks (HGVs)	Chloe Hipwood	£15,000	£28,009	62.9	0.5	48	3.3%	Efficiency Fund
28	Install stop/start technology on 5 replacement light commercial vehicles	Dave Cox	£1,000	£893	2	1.1	100	0.1%	R&R
31	Voltage Optimisation Roll Out – Queen Anne Terrace	Sean Cleary	£10,356	£3,099	21.1	3.3	33	1.1%	Climate Change Fund
33	Voltage Optimisation Roll Out - Parkside Pools	Ian Ross	£17,697	£3,200	21.8	5.5	54	1.1%	Climate Change Fund
59	Metered electric supply on Cambridge Market	Emma Thornton	£50,000	£9,677	66	5.2	38	3.4%	General Fund
		Totals	**£549,389**	**£152,390**	**815.5**			**42.2%**	

Table 3C: Planned Projects Requiring Funding

Ref	Project	Lead	Total Implementation Cost	Annual Savings (yr 1)		Cost per tonne of CO2 (£)	Pay back (yrs)	% of Target	Proposed Implementation Year
				£ (Gross)	tCO_2				
11	Voltage Optimisation Roll Out – Grafton East Car Park	Sean Cleary	£19,000	£2,160	14.7	8.8	86	0.8%	2013/14
19	Voltage Optimisation Roll out – Ditchburn Place	Clare Palferman/ Sally Pidgeon	£13,947	£2,199	15.0	62	6.3	0.8%	2013/14
20	Ditchburn Place Refurbishment – energy efficiency improvements	Robert Hollingsworth	£75,000	£4,320	27.9	134	17.4	1.4%	2013/14
30	Upgrade to LEDs & lighting controls in Grafton West Car Park [11]	Sean Cleary	£35,000	£4,272	29.1	Does not payback	172	1.5%	2013/14
32	Voltage Optimisation Roll Out - Abbey Pool	Ian Ross	£27,669	£6,770	46.1	40	4.1	2.4%	2013/14
34	Voltage Optimisation Roll Out - Kings Hedges Learner Pool	Ian Ross	£13,947	£2,646	18.0	52	5.3	0.9%	2013/14
35	Voltage Optimisation Roll Out - Jesus Green Outdoor Pool	Ian Ross	£8,496	£1,366	9.3	61	6.2	0.5%	2013/14
36	Voltage Optimisation Roll Out - Corn Exchange	Chris Norton	£18,677	£3,316	22.6	55	5.6	1.2%	2013/14
37	Mandela House - free cooling - controls for existing fans	Jim Stocker	£600	£190	1.3	46	3.2	0.1%	2013/14
38	Mandela House - Draught proofing on first floor	Jim Stocker	£4,000	£262	1.6	124	15.3	0.1%	2013/14
39	Mandela House - upgrade to condensing boiler	Jim Stocker	£60,000	£2,464	15.2	263	Does not payback	0.8%	2013/14

[11] Costs and savings figures presented here do not include motion sensors; requires further work to determine full costs and savings of this project.

41	Introduce motion control sensors for lighting in external garages at Hanover Court & Princess Court	Will Beavitt	£8,000	£2,240	15.3	52	3.6	0.8%	2013/14
57	Lighting upgrades - Mandela House	Jim Stocker	£8,400	£2,376	16.2	47	3.5	0.8%	2013/14
58	Lighting upgrades - The Guildhall Third Floor	Jim Stocker	£2,400	£728	5.0	44	3.3	0.3%	2013/14
62	Implement RHI technologies – Housing property (Ditchburn Place)	Robert Hollingsworth	£60,000	£3,800 [12]	16.7	180	15.8	0.9%	2013/14
50	Offices - Staff Awareness Campaign	Helen Brookes	£1,000	£10,200	67.6	3	0.1	3.5%	2014/15
51	Pools - Awareness Raising Campaign	Helen Brookes	£1,000	£4,500	29.3	7	0.2	1.5%	2014/15
52	Community Centres - Awareness Raising Campaign	Helen Brookes	£1,000	£2,000	12.9	16	0.5	0.7%	2014/15
53	Corn Exchange - Awareness Raising Campaign	Helen Brookes	£1,000	£1,170	7.7	26	0.9	0.4%	2014/15
54	Introduce driver incentive scheme, to encourage more efficient driving	Dave Cox	£1,000	£25,420	57.1	18	0.0	3%	2014/15
29	Upgrade to LEDs & lighting controls in Queen Anne Terrace car park [13]	Sean Cleary	£175,000	£16,403	111.8	224	Does not payback	5.8%	2015/16
43	Community Centres – Upgrade to condensing boilers	Jim Stocker	£120,000	£2,700	16.7	480	Does not payback	0.9%	2015/16
55	Lighting Upgrades – Mill Road garage	Jim Stocker	£11,250	£1,840	12.5	82	6.1	0.6%	2015/16
56	Lighting Upgrades – Mill Road offices	Jim Stocker	£7,900	£2,304	15.7	46	3.4	0.8%	2015/16
		Totals	**£674,286**	**£105,646**	**585.3**			**30.5%**	

[12] As income generated through the Clean Energy Cash Back Scheme. Energy cost savings will be passed onto tenants.
[13] Costs and savings figures presented here do not include motion sensors; requires further work to determine full costs and savings of this project.

Table 3D: Future Potential Projects

Ref	Project	Lead	Total Implementation Cost	Annual Savings (yr 1)		Cost per tonne of CO2 (£)	Pay back (yrs)	% of Target	Proposed Implementation Year
				£ (Gross)	tCO_2				
60	Mandela House - pipework inspection/insulation	Jim Stocker	£1,000	£108	0.7	75	9.3	0.0%	2013/14
61	Upgrade to LEDs & lighting controls in Park Street car park [14]	Sean Cleary	£100,000	£14,784	100.8	142	6.8	5.2%	2013/14
40	Replacement of CHP plant at Parkside Pools, with possible connection to Cambridge City District Heating scheme	Ian Ross	£160,000	£16,000	109	98	10	5.6%	2014/15
42	Voltage Optimisation Roll Out - Park Street	Sean Cleary	£10,356	£2,621	17.9	39	4.0	0.9%	2014/15
44	North Area Housing Office - free cooling - controls for existing fans	Jim Stocker	£400	£21	0.1	275	does not payback	0.0%	2015/16
45	North Area Housing Office - secondary glazing	Jim Stocker	£2,500	£124	0.8	163	does not payback	0.0%	2015/16
46	North Area Housing Office – upgrade to condensing boiler	Jim Stocker	£22,000	£292	1.8	814	Does not payback	0.1%	2015/16
47	North Area Housing Office - Heating optimum start controls	Jim Stocker	£3,000	£124	0.8	392	does not payback	0.0%	2015/16
48	North Area Housing Office – Heating Sequencing	Jim Stocker	£1,000	£124	0.8	131	8.1	0.0%	2015/16
49	North Area Housing Office - pipework inspection/ insulation	Jim Stocker	£1,000	£13	0.1	634	does not payback	0.0%	2015/16
		Totals	**£301,256**	**£34,211**	**232.8**			**11.8%**	

[14] Costs and savings figures presented here do not include motion sensors; requires further work to determine full costs and savings of this project.

Appendix 4: Carbon Trust Self-Assessment Carbon Management Matrix

Red line shows current scores; **Green** line shows target scores

Now	4	2	4	4	3	3	2
In 5 yrs	5	5	5	5	4	4	4
Greatest Challenge							x
	CORPORATE STRATEGY	**PROGRAMME MANAGEMENT**	**RESPONSIBILITY**	**DATA MANAGEMENT**	**COMMUNICATION & TRAINING**	**FINANCE & INVESTMENT**	**POLICY ALIGNMENT** *
Mature 5	· Top level target allocated across organisation · CO_2 reduction targets in Directorate Business Plans · Action plans in place to embed strategy. Progress routinely reviewed	· Cabinet / SMT review progress against targets on quarterly basis · Regular diagnostic reports provided to Directorates · Progress against target published externally	· CM integrated in responsibilities of senior managers · CM part of all contracts / Ts & Cs · Central CO_2 reduction advice available · Green Champions leading local action groups	· Regular collation of CO_2 emissions for all sources · Data externally verified · Monitoring & Targeting in place for: o buildings o street lighting o transport/travel	· All staff given formalised CO_2: o induction and training o communications · Joint CM communications with key partners · Staff awareness tested through surveys	· Finance committed for 2+yrs of Programme · External funding being routinely obtained · Ring-fenced fund for carbon reduction initiatives	· CO_2 friendly operating procedure in place · Central team provide advice and review, when requested · Barriers to CO_2 reduction routinely considered and removed
4	· CO_2 reduction commitment in Corporate Strategy · Top level targets set for CO_2 reduction · Climate Change Strategy reviewed annually	· Sponsor reviews progress and removes blockages through regular Programme Boards · Progress against targets routinely reported to Senior Mgt Team	· CM integrated in to responsibilities of department heads · Cabinet / SMT regularly updated · Staff engaged though Green Champion network	· Annual collation of CO_2 emissions for: o buildings o street lighting o transport/travel · Data internally reviewed	· All staff given CO_2 reduction: o induction o communications o CM matters ~ communicated to external community	· Co-ordinated financing for CO_2 reduction projects via Programme Board · Funding principles and processes agreed · Finances committed 1year ahead · Some external financing	· Comprehensive review of policies complete · Lower level policies reviewed locally · Unpopular changes being considered
3	· Vision for CO_2 reduction clearly stated and published · Climate Change Strategy endorsed by Cabinet and publicised with staff	· Core team regularly review CM progress: o actions o profile & targets o new opportunities	· An individual provides full time focus for CO_2 reduction · Key individuals have accountability for carbon reduction · Senior Sponsor actively engaged	· Collation of CO_2 emissions for limited scope i.e. buildings only	· Environmental / energy group(s) given ad hoc: o training o communications	· A view of the cost of CO_2 reduction is developing, but finance remains ad-hoc · Some centralised resource allocated · Finance representation on CM Team	· All high level and some mid level policies reviewed, irregularly · Substantial changes made, showing CO_2 savings
2	· Draft Climate Change Policy · Climate Change references in other strategies	· Ad hoc reviews of CM actions progress	· CO_2 reduction a part-time responsibility of a few department champions	· No CO_2 emissions data compiled · Energy data compiled on a regular basis	· Regular awareness campaigns · Staff given CM information on ad-hoc basis	· Ad hoc financing for CO_2 reduction projects	· Partial review of key, high level policies · Some financial quick wins made
1 **Start**	· No policy · No Climate Change reference	· No CM monitoring	· No recognised CO_2 reduction responsibility	· No CO_2 emissions data compiled · Estimated billing	· No communication or training	· No specific funding for CO_2 reduction projects	· No alignment of policies for CO_2 reduction

Appendix 5: Carbon Management Action Plan

Ref	Change Action	Owner	When complete
	Corporate Strategy		
CS1	Renew climate change strategy, with revised baseline and top level carbon reduction target (consistent with those set out in Carbon Management Plan)	David Kidston	September 2012
CS2	Develop template for reporting to Environmental Strategy Group and Councillors on progress against actions in Carbon Management Plan	Sustainability Team	July 2012
CS3	Review and report progress against actions set out in Climate Change Strategy and Carbon Management Plan on an annual basis	Sustainability Team	July each year
	Responsibility		
R1	Provide briefings for Councillors on why/ how to consider carbon implications of decisions they are responsible for taking	Project Leads	Ongoing
R2	Individual carbon reduction projects identified in the Plan are included in the personal objectives/ work programmes of the designated lead officers; major projects are referenced in relevant Operational Plan	Project Leads	Ongoing
R3	Give Facilities Managers more responsibility in regard to monitoring and reducing energy use and develop energy responsibility at site level.	Jim Stocker	March 2013
R4	Ensure BMS (where they exist) are utilised properly and that responsibility for management is clear; provide training where necessary	Jim Stocker	March 2013
R5	Consider having a recognition scheme to acknowledge teams/ departments that have done interesting or innovative projects to reduce emissions.	ESG	March 2013
56	Consider having carbon reduction actions/ responsibilities included in all job descriptions/ objectives	ESG	March 2013
	Data Management		
MR1	Install Gas AMR meters across Council sites	Jim Stocker	October 2012
MR2	Compile a database of all council electricity and gas meters and ensure each meter has a member of staff allocated to it to ensure it is read. Provide training where necessary.	Jim Stocker	November 2012

MR3	Where necessary, install additional meters/ sub-meters to ensure that the energy and carbon savings delivered by specific projects can be accurately monitored and reported.	Project Leads	Ongoing
MR4	Record information on any projects/ initiatives that are likely to significantly increase Council's emissions	Lead officers and Sustainability Team	Ongoing
Communication & Training			
CT1	Develop and implement a corporate communications campaign designed specially for the Carbon Management Plan. Reinvigorate our approach to staff engagement, possibly through use of the Carbon Trust's Empower Tool; re-launch of the Climate Change Champions network; and initiative to monitor staff attitudes to carbon reduction.	Sustainability Team and Corporate Marketing	Write communications plan by September 2012. Implementation ongoing.
CT2	Introduce driver incentive scheme, to encourage more efficient driving	David Cox, Fleet Manager	March 2014
CT3	Educate staff and tenants of sheltered housing sites about how they can help to reduce carbon emissions (through regular briefings and bespoke training sessions)	Chas Page, Maintenance Officer (Sheltered Housing)	Ongoing
Stakeholder Engagement			
SE1	Explore opportunities to secure improved energy and carbon management through tendering for new pools management contract.	Ian Ross	March 2013
SE2	Improve the Council's contract management processes to ensure that contractors deliver sustainability requirements of contracts (focus on major contracts, e.g. IT, swimming pools, fleet tyres, engines, fuel).	Debbie Quincey	Ongoing
SE3	If using contractors to read meters and monitor energy use, audit them to ensure they are doing so correctly	Project leads	Ongoing
Policy Alignment			
PA1	Build carbon considerations into new ICT Strategy	James	April 2012

		Nightingale	
PA2	As part of Accommodation Strategy: • Assess carbon opportunities/ implications of rationalisation of Council's estate; • Encourage and support more flexible and home working; • Review need for air conditioning units across Council sites; • Develop policy for use of free-standing electric heaters in offices.	Jim Stocker and Frances Barratt	March 2013
PA3	Develop timetable showing when key/ core policies with potential carbon implications are due for review/ renewal – for consideration by Environmental Strategy Group	-Sustainability Team -ESG	July 2012
PA4	Highlight key corporate issues/ projects with potential carbon implications, for inclusion in forward plan for Environmental Strategy Group (Carbon Management Board)	Sustainability Team & Project Lead officers	Ongoing
PA5	Review working practices in relation to cremation activities in order to identify the most energy efficient way to manage operations	Paul Necus, Head of Specialist Services	March 2013
PA6	Participate in the Burial and Cremation Education Trust (BCET) Carbon Footprint scheme	Paul Necus, Head of Specialist Services	March 2013
PA7	Assess opportunities to rationalise Council's refuse fleet, following introduction of route optimisation technology (in 2012/13)	Jas Lally, Head of Refuse and Environment	Ongoing
PA8	Explore options to develop/ provide a more sustainable and permanent energy supply to the Folk Festival (reduce/ remove generators)	Elaine Midgely	April 2012 onwards
PA9	Review management practices for open spaces and Council grounds – identify opportunities to reduce fuel use	Alistair Wilson	April onwards

Appendix 6: Terms of Reference and Membership of Our Environmental Strategy Group and Carbon Management Team

Environmental Strategy Group (ESG)

With specific reference to the carbon management programme, the terms of reference of this group are to:

- Champion and **provide leadership** on carbon management;
- Set and review **strategic** direction and targets;
- **Own the scope** of the carbon management programme and **prioritise** carbon reduction projects;
- **Link** carbon management with other high level initiatives and programmes;
- **Monitor** progress towards agreed objectives and targets;
- **Remove obstacles** to successful completion of the Carbon Management Plan and individual projects;
- Champion plans for **financial provision** for carbon management projects;
- Ensure there is a corporate framework/ structure to link the strategic level to the delivery level and **ensure delivery** of the Carbon Management Plan.

At the time of writing (May 2012), membership of ESG is as follows:

- Antoinette Jackson, Chief Executive – ESG Chair and Programme Sponsor for the Carbon Management Programme;
- Andrew Limb, Head of Corporate Strategy;
- David Kidston, Strategy & Partnerships Manager;
- David Horspool, Director of Resources; Financial lead for the Programme;
- Alan Carter, Head of Strategic Housing;
- Bob Hadfield, Head of Estates and Facilities;
- Ian Ross, Recreation Service Manager;
- Jas Lally, Head of Refuse and Environment;
- Jim Stocker, Technical Services Manager;
- Paul Necus, Head of Specialist Services;
- Clare Palferman, Climate Change Officer, Deputy Project Lead;
- Sally Pidgeon, Climate Change Officer, and Project Lead.

Carbon Management Team

The terms of reference for our Carbon Management Team are as follows:

- To deliver and manage projects identified in the Carbon Management Plan;
- On an ongoing basis, to identify additional technical and non-technical measures that will reduce the Council's energy use, costs and emissions even further;
- To assist the Climate Change Officer with technical aspects of the Programme, such as establishing our baseline emissions; identifying and quantifying carbon reduction projects; and monitoring the Council's performance in terms of energy use and carbon reduction;
- To assist the Climate Change Officer in making the Board aware of any key risks to the programme, such as a lack of capacity or funding;
- To work alongside the Climate Change Officer in developing the business case for individual carbon reduction projects and helping the Board to make sufficient financial provision for the Programme.

Current membership (as of May 2012) of the Carbon Management Team is as follows:

- Clare Palferman, Climate Change Officer and Chair for the Team;
- Sally Pidgeon, Climate Change Officer;
- Jim Stocker, Technical Services Manager;
- Ian Ross, Recreation Service Manager;
- David Cox, Fleet Manager;
- Peter Birch, Fleet Coordinator;
- James Nightingale, Head of ICT;
- John Bridgwater, Procurement Officer;
- Debbie Quincey, Strategic Pocurement Adviser;
- Emma Davies, Senior Sustainability Officer (Construction & Design);
- Julie Edwards, Administration and Projects Coordinator, Car Parks;
- Douglas Streater, Car Parks Projects Coordinator;
- Tracy Lawrence, Bereavement Services Manager;
- Sam Griggs, Home Energy Officer;
- Justin Smith, Home Energy Officer (Private Sector Housing);
- Yvonne O'Donnell, Environmental Health Manager;
- Caius Nesvadba, Depot Operative;
- Andrew Muggeridge, Building Surveyor;
- Stephen Gaskin, Corporate HQSE Adviser.

Appendix 7: Project Definitions for Major Projects

Project Name	Upgrade to LED Lighting & Lighting Controls in Car Parks
Project Lead	Sean Cleary
Service/ Department	Specialist Services/ Environment
Description	Installation of LED lighting and lighting controls in four of our car parks.
Aims & Objectives	Financial savings: £56,786 Overall payback period: 7.6 years CO_2 emissions reduction: 387.1 tonnes of CO_2 per annum % of target: 20%. Figures have been calculated by an external consultant. More works needs to be done to take account of the costs/ savings of installing light and movement sensors. With the introduction of lighting controls, the project is expected to achieve a better payback.

Costs & Funding

Total Project Cost	£430,470

Cost Funded from:

Funding:	Amount:	Details:
Reserves	£	
Repairs & Renewals	£20,470	
Other CCC budgets	£410,000	Climate Change Fund
External	£	

Ongoing Revenue Cost

Year 1		
Ongoing		

Staff Required to Deliver the Project	Need cooperation and support from the following officers: Paul Necus, Sean Clearly, Julie Edwards, Clare Palferman and Sally Pidgeon.
Key Risks	We are not yet in a position to fully assess the business case for these projects. More work will be done around light and motion sensors to see what savings these are likely to bring. Projects will only proceed where there is the business case to do so.
Measuring Success	Additional meters will be installed to monitor the energy use at each site.
Target Dates & Key Milestones	Start date: one project was completed in 2011/12; two projects are scheduled for 2013/14, and one for 2015/16.
Approval Route & Dates	Projects over £15,000 will need to be approved by Asset Management Group and executive councillor.
Individual project reference(s)	See CMPR projects numbers 3; 29; 30; 61 File path N:/Strategy & Partnerships/ Sustainable City/ SUS110ClimChag/ 114 Council (internal projects)/ Public Sector Carbon Management Programme/ CMPR CT checked version FINAL MAY2012

Project Name	Swimming pool energy efficiency improvements
Project Lead	Ian Ross
Section/ Department	Arts & Recreation/ Customer & Community Services
Description	Implementation of a range of energy saving measures across our swimming pool sites, including variable speed drives (VSD), pool covers, Building Energy Management Systems (BeMS), lighting upgrades and controls.
Aims & Objectives	Financial savings: £75,845 Overall payback period: 2.8 years CO_2 emissions reduction: 501 tCO_2 / year % of target: 25.9% Figures calculated using estimates from suppliers and officer estimates.

Costs & Funding

Total Project Cost	£ 216,000

Cost Funded from:

Funding:	Amount:	Details:
Reserves	£	
Repairs & Renewals	£	
Other CCC budgets	£211,000	Climate Change Fund
External	£5,000	SLM contribution

Ongoing Revenue Cost

Year 1		
Ongoing		

Staff Required to Deliver the Project	The Recreation Services Manager, Ian Ross will be integral to the delivery of these projects. A procurement process is already underway and Ian Ross has confirmed that there is capacity to deliver all projects in 2012/13.
Key Risks	The key risk to these projects is if incorrect or inappropriate equipment is installed. Using an energy consultant to recommend what types of equipment we should be installing has reduced this risk.
Measuring Success	Ian Ross will report on progress quarterly to the Carbon Management Board. All pool projects will have been implemented by the end of March 2013 and energy will be monitored quarterly to ensure equipment is working properly and energy is being reduced.
Target Dates & Key Milestones	Start date: one project has already been implemented and the other projects are scheduled for 2012/13. Completion date: End of March 2013
Approval Route & Dates	Projects over £15,000 will need to be approved by Asset Management Group (AMG). Some projects have already been approved by AMG. Projects over £75,000 will need to be approved by the Executive Councillor at Strategy and Resource Committee.
Individual project reference(s)	See CMPR projects numbers 2; 12; 13; 14; 15; 16 File path N:/Strategy & Partnerships/ Sustainable City/ SUS110ClimChag/ 114 Council (internal projects)/ Public Sector Carbon Management Programme/ CMPR CT checked version FINAL MAY2012

Project Name	Roll Out of Voltage Optimisation
Project Lead	Clare Palferman/ Sally Pidgeon
Section / Department	Strategy & Partnerships/ Corporate Strategy Delivered by Estates & Facilities/ Resources
Description	Implementation of VO equipment at 11 Council sites – Mandela House, Mill Road Depot, Abbey Pool, Parkside Pool, King Hedges Learner Pool, Jesus Green Pool, Ditchburn Place, Corn Exchange, Queen Anne Terrace Car Park, Grafton East Car Park and Park Street Car Park.
Aims & Objectives	Financial savings: £34,496 Payback period*:* 5 years CO_2 emissions reduction: 235.1 tCO_2 / year % of target: 12.2% Figures calculated by CMPR using energy savings estimates provided by supplier (Powerperfector). Need to fit voltage loggers and then revise figures for each site.
Costs & Funding	Total Project Cost: £172,829 Cost Funded from: Funding: / Amount: / Details: Reserves / £13,950 / Housing Revenue Account (HRA) Budget bid (C2991). Repairs & Renewals / £ Other CCC budgets / £158,879 / Climate Change Fund Ongoing Revenue Cost Year 1 Ongoing

Staff Required to Deliver the Project	Need cooperation and support from the following officers: - Sean Cleary (car parks) - Ian Ross (swimming pools) - Jim Stocker (offices) - Chris Norton (Corn Exchange) - Will Barfield/ Sam Griggs (Ditchburn Place)
Key Risks	We need to ensure that if other energy efficiency measures (like LED lights or Variable Speed Drives) are being installed at sites, that VO is still required at that particular site. This risk will be mitigated by installing other energy efficiency measures first and then re-assessing the savings that can be delivered by installing VO and ensuring that there is still a business case to proceed.
Measuring Success	Percentage decrease in electricity consumption on sites where the technology has been fitted (figures provided by powerperfector).
Target Dates & Key Milestones	4 sites scheduled for 2012/13; 6 for 2013/14; 1 for 2014/15.
Approval Route & Dates	For sites costing less than £15,000 the Carbon Management Board will approval the project. For sites costing more than £15,000, Asset Management Group and executive councillor approval will be required.
Individual project reference(s)	See CMPR projects numbers 11; 17; 18; 19; 31; 32; 33; 34; 35; 36 and 42. File path N:/Strategy & Partnerships/ Sustainable City/ SUS110ClimChag/ 114 Council (internal projects)/ Public Sector Carbon Management Programme/ CMPR CT checked version FINAL MAY2012

Project Name	Implementation RHI Technologies on housing and non-housing properties.
Project Lead	Ian Ross (non housing) and Sam Griggs (housing)
Section/ Department	Arts and Recreation (non housing) and Repairs and Maintenance (housing)
Description	Installation of solar thermal systems on Council owned properties (currently 1 housing and 1 non-housing – subject to site assessment) as part of the national Renewable Heat Incentive (RHI).
Aims & Objectives	Financial savings: £18,800/ year (including savings on energy bills and revenue generated through RHI tariff). Payback period: 10.6 years taking into account annual tariff income as well as annual energy savings CO_2 emissions reduction: 48 tCO_2 / year % of target: 2.6% Figures based on a desk study. Onsite assessments will be carried out to confirm site suitability, capital costs and savings. Tenants in the housing property will also benefit from reduced energy bills.

Costs & Funding

Total Project Cost	£200,000

Cost Funded from:

Funding:	Amount:	Details:
Reserves	£140,000	General Fund (budget proposal C2966).
Other CCC budgets	£60,000	Housing Revenue Account (HRA) (budget proposal C2965).

Ongoing Revenue Cost

Year 1		
Ongoing		

Staff Required to Deliver the Project	The staff involved with delivering this project include: Andrew Limb - Champion Clare Palferman - Co-ordination and project management Bob Hadfield - Procurement David Kidston - Budget Management Ian Ross - Project and contract management and delivery Sam Griggs - Installation and monitoring advice Planning - Planning permission and advice. Staff are aware of the timeframe for delivery and have confirmed capacity is available to deliver the project.
Key Risks	The main risk to this project is that the Department for Energy and Climate Change (DECC) may review the RHI scheme and reduce the tariff rate before the systems are registered, which will potentially make the scheme less cost effective. To mitigate this risk, officers are seeking early project approval so that installation can start as soon as possible. Contracts for supply and installation will also be flexible with a 'call off' system so that systems will not be installed if the tariff is reduced.
Measuring Success	Success will be evaluated in August 2012 when the solar thermal systems have been installed and are registered with ofgem. Performance will be measured on an annual basis to check systems are working properly in order to make energy bill savings.
Target Dates & Key Milestones	Start date: March 2012 Completion date: March 2014
Approval Route & Dates	A project appraisal report has been submitted for approval at Strategy and Resource Committee on the 20 March 2012.
Individual project reference(s)	See CMPR project number 10 and 62 File path N:/Strategy & Partnerships/ Sustainable City/ SUS110ClimChag/ 114 Council (internal projects)/ Public Sector Carbon Management Programme/ CMPR CT checked version FINAL MAY2012

Cambridge City Council
Climate Change Fund Operational Guidelines

1 INTRODUCTION

This document describes the procedures to be followed to ensure the management of the Climate Change Fund is transparent, effective, and complies with existing Cambridge City Council policies and procedures.

These guidelines were updated in March 2012 to ensure that the Climate Change Fund is 'fit for purpose' to support delivery of the Carbon Management Plan 2011-2016.

2 CLIMATE CHANGE FUND BACKGROUND AND PURPOSE

In 2008, Cambridge City Council established a Climate Change Fund to help deliver schemes or activities that would contribute to the achievement of its corporate climate change objectives, through both carbon reduction and climate change risk management.

Between 2008 and June 2012, around £385,000 of funding was allocated from the Fund in support of 11 carbon reduction projects and 5 climate change risk management projects. Collectively, these projects will generate estimated annual savings of £122,000 and 568 tonnes of CO_2 per year.

The Fund has allowed us to pilot a number of carbon reduction technologies and initiatives across our operations and estate. We now want to build on what we have learned and roll out more widely those technologies and initiatives that have been successful in reducing our energy use, costs and emissions.

We will use the Climate Change Fund to assist with this. Its purpose is to provide top-up funding to supplement existing budgets, including Repair and Renewal (R&R) allowances, to support delivery of projects that will help to reduce our carbon emissions and costs, and achieve ongoing financial savings.

To gain a better understanding of where the greatest opportunities for cost and carbon savings exist across our operations and estate, in 2011 the Council participated in the Carbon Trust Carbon Management Programme.

Through this process, we have developed our Carbon Management Plan 2011-2016, which identifies over 60 individual carbon reduction projects. The Plan sets out the Council's ambition to reduce carbon emissions from its estate by 20% (against 2010/11 levels) by March 2016.

3 AIMS & ACTIVITIES

Investments made from the Climate Change Fund are to support projects and activities that will help the Council to reduce its energy costs and achieve its carbon reduction target by addressing:

1. Energy & fuel efficiency.
2. Sustainable transport – including fleet and business mileage.
3. Waste minimisation.
4. Management of climate change risks (e.g. higher temperatures, flooding and water shortages).

Table 1 indicates the types of projects and activities that are eligible for support from the Climate Change Fund.

Table 1: Climate Change Fund Eligible & Ineligible Activities

Activity/ Project	**Eligible for CC Funding?**
Infrastructure & equipment	**Yes**
Feasibility studies & research	**Yes**
Staff awareness raising, education & awards.	**Yes**
Ongoing revenue costs e.g. salaries	**No**
Activities with adverse environmental, equal opportunities, health & safety or other significant impacts.	**No**
Projects on or affecting Council-owned and managed housing properties. Improvements to housing properties must be funded from the Housing Revenue Account.	**No**
Projects or activities that can be fully funded through existing budgets, such as Repair and Renewal (R&R) allowances or individual service budgets.	**No**

4 CRITERIA FOR APPRAISING AND PRIORITISING INDIVIDUAL PROJECTS

The Climate Change Officer will be responsible for appraising projects seeking Climate Change Funding with reference to a range of criteria, as set out below. These criteria will influence how much Climate Change Funding an individual project is eligible for.

The same criteria will be used by the Climate Change Officer and Environmental Strategy Group for the purposes of prioritising and scheduling individual projects listed in the Carbon Management Plan.

a) Eligibility

Applications must correspond with the purpose, aims and eligible activities for Climate Change Funding described in sections 2 & 3.

b) Project Cost (£)

The level of capital investment required to deliver the project will be categorised as follows:

- Low – less than £30,000;
- Medium - £30,000 - £100,000;
- High – More than £100,000.

In order to ensure that the costs of administering the Climate Change Fund do not outweigh the benefits it will deliver, applications will not be accepted below £500. Activities with costs lower than this threshold may be packaged together to create larger projects (e.g. instead of fitting timer switches in 1 room, develop a project to fit them in a whole building, department, or across the Council).

The maximum amount of Climate Change Funding that an individual project is eligible for will be determined with reference to its potential to deliver carbon savings; estimated financial savings and payback; as well as the availability of alternative funding sources.

c) Annual Financial Savings (£)

The expected annual savings associated with the project will be categorised as follows:

- Low – Less than £1,000 per year;
- Medium - £1,000 - £10,000 per year;
- High – More than £10,000 per year

d) Carbon Savings Against Target (tonnes CO2)

The contribution that the project makes to the Council's 30% carbon reduction target and, in particular, the effect the project would have on the biggest sources of carbon emissions across the Council's estate. The biggest single sources of carbon are:

- Pools (24%);
- Car parks (17%);
- Fleet (13%);
- Offices (13%);
- Sheltered and temporary housing (11%).

Subject to how they 'score' against the other assessment criteria, projects that will reduce emissions from these sources will be given priority.

e) Cost Effectiveness (Cost per tonne of CO_2)

All projects (apart from feasibility studies) will need to be able to provide quantified evidence of their potential to reduce the carbon dioxide (CO2) emissions from Cambridge City Council's operations and estate.

The cost effectiveness of individual projects will be calculated by dividing the project implementation cost by how many tonnes of CO2 are saved over the lifetime of the project (£/tCO2LT).

f) Financial payback (Years)
Applications for Climate Change Funding (apart from feasibility studies) will need to be able to deliver ongoing financial savings for Cambridge City Council through a reduction in energy and/or fuel use.

The financial payback will be calculated by dividing the project implementation cost by the annual financial savings delivered by the project through reduced energy and/or fuel costs.

g) Risk
How innovative the project is and the level of risk potentially associated with it. Projects that are perceived to be 'high risk' or potentially contentious will be given a lower priority, unless they represent a one-off opportunity to deliver significant cost and carbon savings.

h) Additionality
Investments made from the Climate Change Fund are intended to deliver benefits from new activity, which are additional to those that would occur anyway. It is not intended to fund existing activities. Applications for Climate Change Funding must demonstrate that they are for new activity and not replacing funding for existing activity.

The Fund cannot be used in place of R&R allowances or individual service budgets but can provide 'top up' funding to these budgets, where this is needed to deliver an energy efficient solution.

i) Energy Hierarchy
Consideration will be given to where the project sits within the 'energy hierarchy', which stipulates that priority should be given to projects that prevent unnecessary energy use and increase energy efficiency.

5 DELEGATION AND APPROVAL PROCESS

In accordance with the Council's delegation and approval processes outlined in Part 3 Section 9.3 of the Council Constitution, approval of investments to be made from the Climate Change Fund will differ depending on the amount of funding requested and whether it is capital or revenue. These different methods of approving investments are summarised in Figure 1.

Projects Costing £15,000 or Less

All projects under and up to the value of £15,000 must fill in Climate Change Fund Application Form and will be approved by Environment Strategy Group.

Projects Costing More Than £15,000

All projects over £15,000 need to fill in a Climate Change Fund Addendum form as well as complete a Project Appraisal & Procurement Proforma form. These projects will then need to be approved in the first instance by Environment Strategy Group.

Projects over £15,000 must also be reviewed by Asset Management Group (AMG). Applicants must also ensure that the requirements of any other relevant officer groups are met, for example ICT Steering Group to review projects affecting the Council's ICT activities.

For projects over £15,000, once they have been approved by AMG, they then need to be approved by the relevant Executive Councillors, and those above £75,000 will, in addition, need to be reviewed by Scrutiny Committee.

Details of projects with a value between £15,000 and £75,000 recommended for approval by the Executive Councillor for Strategy & Climate Change will be circulated to members of Strategy and Resources Scrutiny Committee by the Climate Change Officer. This will enable information about activities supported by the Climate Change Fund to be provided to Councillors without the need for decisions to be called in for every Strategy and Resources Scrutiny Committee meeting.

Projects that are 100% funded by the Climate Change Fund, or where all the sources of funding are within the Strategy and Climate Change Portfolio, need to be considered by the Strategy and Resources Scrutiny Committee and approved by the Executive Councillor for Strategy & Climate Change. Projects that are part-funded by budgets from separate portfolios will also need to be considered by the relevant Scrutiny Committee and approved by the relevant Executive Councillor.

6 ROLES & RESPONSIBILITIES

a) Project Manager/ Lead Officer

I. As appropriate/ necessary, ensure all relevant officers and Members have been adequately briefed and consulted regarding projects seeking support from the Fund.
II. Explore all other possible funding sources for their project before seeking support from the Fund.
III. Complete all sections of the application form and (where applicable) Project Appraisal form.
IV. As part of their application, provide robust figures on the costs and levels of savings (financial and carbon) associated with their project proposal, and outline the key assumptions that have been applied when calculating these costs/ savings. Guidance is available from the Climate Change Officer.
V. As part of their application, outline how the financial savings delivered by the project (once implemented) will be monitored/ measured – for example, through the use of a sub-meter; or estimated from utility bill readings. Guidance is available from the Climate Change Officer.
VI. Provide details of which cost center/ budget financial savings achieved by the project will be recovered from.
VII. Ensure projects are taken to, and approved by, Asset Management Group, Executive Councillors and others as appropriate in a timely fashion, to ensure project implementation is prompt and complies with all Council legal, financial and constitutional requirements.

VIII. Ensure the project is fully implemented within 12 months of receiving Climate Change Funding. In exceptional circumstances, a longer delivery timescale may be acceptable; should this be likely/required, the Project Manager must make this explicit when seeking support from the Climate Change Fund.
IX. Once the project has been implemented, provide ongoing project management and support. As part of this, take steps to monitor the financial and carbon savings that have been delivered by the project in practice.
X. Identify and estimate any ongoing costs associated with the project and make provision for these from their R&R allowance, individual service budgets and/or other funding source(s), as appropriate.
XI. Where necessary, recalculate and (in consultation with Finance) adjust the R&R contributions that they need to make to cover future equipment maintenance, repair or replacement costs associated with the project;
XII. Keep the Climate Change Officer up to date at all times on the status and progress of the project.
XIII. Complete and submit a project evaluation form at an agreed date after project delivery (see Section 7).

b) Climate Change Officer

I. Provide guidance and support to the project manager/lead officer when developing project proposals that require funding from the Climate Change Fund.
II. Appraise projects seeking Climate Change Funding against the Assessment Criteria given in section 4.
III. Present applications for review by Environment Strategy Group.
IV. Circulate details of applications for Climate Change Funding with values above £15,000 recommended for approval by the Executive Councillor for Strategy & Climate Change to members of Strategy and Resources Scrutiny Committee.
V. Management of the Climate Change Fund budget.
VI. Maintain a register of projects supported by the Climate Change Fund, including their implementation costs; expected savings; and actual savings delivered.
VII. Prepare quarterly reports for the Environment Strategy Group regarding the position of the Climate Change Fund.
VIII. Prepare annual reports for the Strategy and Resources Scrutiny Committee regarding the position of the Climate Change Fund.

c) Environment Strategy Group (Carbon Management Board)

I. Review and support the Climate Change Officer in prioritising projects seeking Climate Change Funding, with reference to the Assessment Criteria given in section 4.
II. Approve applications for Climate Change Funding up to £15,000;
III. Recommend for approval to the Executive Councillor for Strategy & Climate Change applications for Climate Change Funding with values above £15,000.
IV. Review quarterly reports from the Climate Change Officer regarding the position of the Climate Change Fund and use these to help monitor progress towards the carbon reduction target established in the Carbon Management Plan.
V. Remove obstacles to successful completion of projects supported by the Climate Change Fund.
VI. Champion plans for further investment into the Climate Change Fund, to ensure there is sufficient financial provision to support delivery of the Carbon Management Plan.

d) Director of Resources
As with all capital expenditure in Cambridge City Council, approve all capital applications for Climate Change Funding.

e) Asset Management Group
Review applications with a total value above £15,000 requiring a Capital Project Appraisal & Procurement Report.

f) Executive Councillor for Strategy & Climate Change
Approve applications for Climate Change Funding with values above £15,000.

g) Strategy & Resources Scrutiny Committee
Review applications for Climate Change Funding with values above £75,000. Receive annual reports from the Climate Change Officer regarding the position of the Climate Change Fund and progress towards the carbon reduction target established in the Carbon Management Plan.

7 EVALUATION AND REPORTING OF PROJECTS

a) Project Evaluation

Cambridge City Council needs to be able to accurately monitor and recoup the financial and CO2 savings delivered by projects supported by the Climate Change Fund. The project lead for each project will therefore be responsible for completing a Climate Change Fund Evaluation Form at an agreed date after project delivery. Project lead officers are required to complete the project evaluation using the template provided on the Sustainability page of the intranet. Completed evaluations must be submitted to the Climate Change Officer.

Project leads must also respond to any request from the Climate Change Officer for information regarding the expenditure and progress of their project, for example to meet reporting requirements for Scrutiny Committees or financial planning purposes.

b) Project Register

The Climate Change Officer will be responsible for maintaining a register containing the status and details of projects supported by the Climate Change Fund.

c) Reporting

The status of projects supported by the Climate Change Fund will be reported by the Climate Change Officer to Environment Strategy Group at quarterly meetings.

The financial position of the Climate Change Fund will be included within Cambridge City Council financial reporting during the main budget planning stages such as the Medium-Term Strategy (September) and Budget-Setting Report (January). Total expenditure and achievements of the Climate Change Fund will be reported to Strategy and Resources Scrutiny Committee on an annual basis.

8 FINANCIAL MANAGEMENT & CONSTITUTIONAL COMPLIANCE

The Climate Change Fund constitutes an earmarked fund, which may be used for either capital or revenue expenditure. Management of the fund must comply with the same Financial Regulations contained within the Council Constitution that apply to all expenditure within Cambridge City Council (see Finance Regulation and Procedure Rules (Extract from the Constitution).

The Climate Change Fund will be held in an earmarked fund and any residual balance will therefore be carried forward to subsequent financial years without the need for Executive Councillor or Committee approval.

The Council's Climate Change Officer will be responsible for managing the Climate Change Fund budget in accordance with the decisions of the Environment Strategy Group, Executive Councillor for Strategy & Climate Change and Strategy and Resources Scrutiny Committee and Council Financial Regulations.

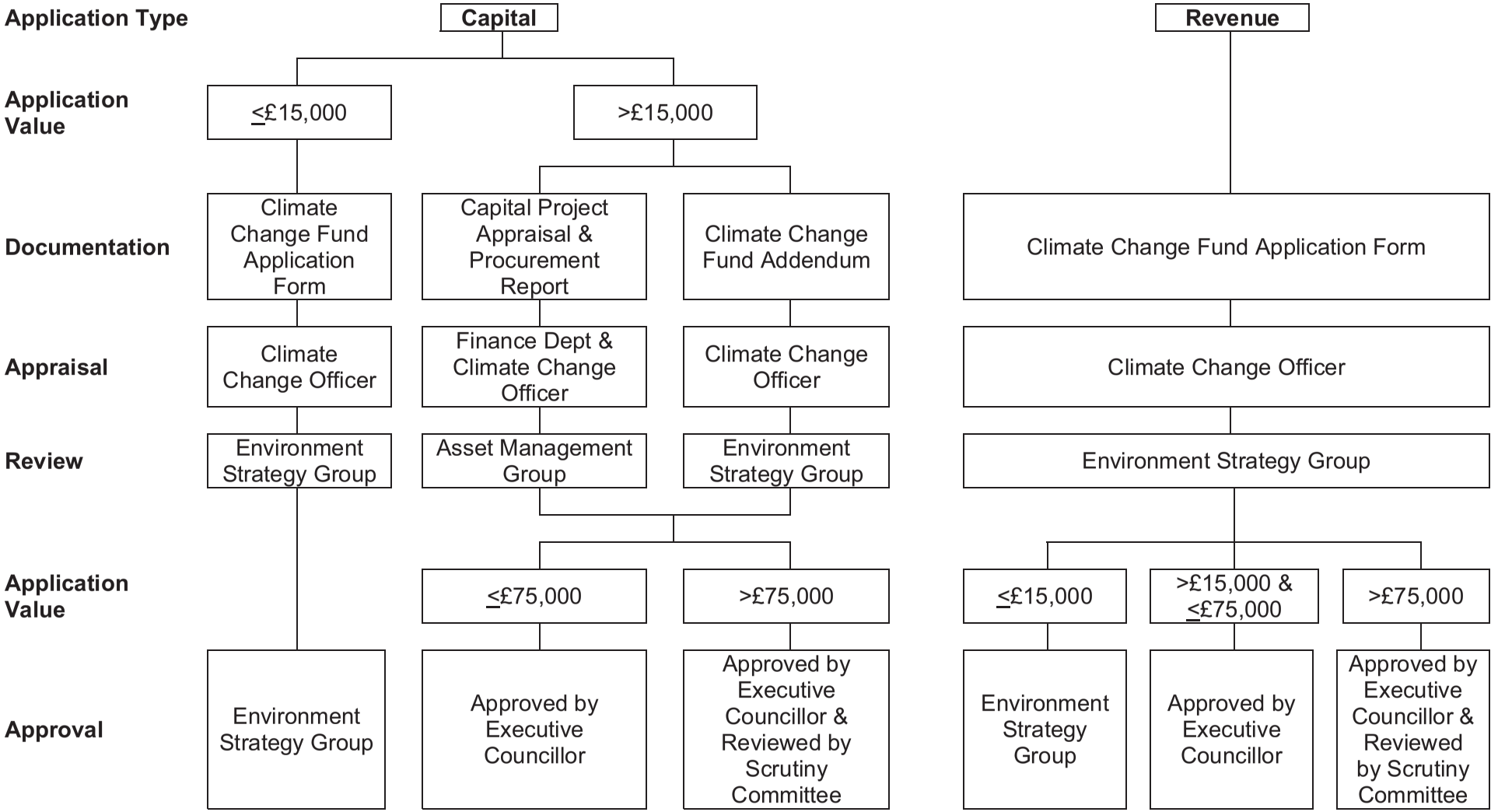
Officers responsible for managing projects supported by the Climate Change Fund will be responsible for managing the finances of their projects. Preferably this will involve officers managing a separate budget for Climate Change Funds to be vired into. This will be scheduled for close to when the money is about to be spent to avoid loss of any Climate Change Funds due to project delay or under spend coinciding with end of financial year. Where virement to a separate project budget is not possible, alternative arrangements will be agreed in consultation with the Council's Finance Department.

HELP AND FURTHER INFORMATION

Further information regarding the Climate Change Fund may be sought from:

- Sally Pidgeon, Climate Change Officer
  sally.pidgeon@cambridge.gov.uk, 01223 457174
- Clare Palferman, Climate Change Officer,
  clare.palferman@cambridge.gov.uk, 01223 457174
- The Sustainability pages of the intranet: http://intranet/sustainability

Figure 1: Approval Process for Climate Change Funding



CLIMATE CHANGE FUND ANNUAL STATUS REPORT

Summary

This report constitutes the fourth Climate Change Fund annual status report, documenting performance of the fund up to June 2012.

1. Background

In 2009 and 2010, Environment Scrutiny Committee received the Climate Change annual status report. In 2011, due to a change of Executive Councillor, Strategy and Resources Scrutiny Committee received the report. Following a change of Executive Councillor in May 2012, Environment Scrutiny Committee will now receive the report.

To date, a total of £813,820 has been invested in the Climate Change Fund. An initial investment into the Fund of £250,000 was agreed in 2008. A further £250,000 was approved as part of the November 2010 Medium Term Strategy (MTS) and £184,770 was approved by Council on 7th April 2011. Council then approved an additional £129,050 on 23rd February 2012.

Projects funded to date through the Climate Change Fund have received a total of £385,111. The remaining balance of the Fund has been earmarked to support the delivery of projects identified in the Carbon Management Plan, which is presented to Environment Scrutiny Committee for approval in June 2012.

2. Financial Status

Table 1 shows the financial status of the Climate Change Fund in June 2012, indicating that a total of 22 investments, totalling £385,111, have been made since the fund was set up.

Table 1: Climate Change Fund Financial Status, June 2012

£'(All figures s)	2008/09	2009/10	2010/11	2011/12	2012/13
Investment into Fund	**(250,000)**		**(250,000)**	**(184,770)**	**(129,050)**
Cumulative funding available by year	**(250,000)**	**(243,900)**	**(457,465)**	**(567,915)**	**(525,319)**
Projects approved to date:					
Pilot of Electric Bin Lifts	2,100				
Chesterton Road Toilet Modernisation	900				
Corn Exchange Christmas Lighting Lamps	600				
Arbury Court WC Rainwater Harvesting	2,500				
Romsey Rec Rainwater Harvesting		2,500			

£'(All figures s)	2008/09	2009/10	2010/11	2011/12	2012/13
Energy Audit of Pools & Leisure Centres		3,750			
Grand Arcade Annex Car Park Fan system		21,700			
Public Conveniences & Park St Car Park Energy Survey		2,730			
Watercourses Flood Risk Survey			4,510		
Community Centres Energy Audits		2,995			
Corn Exchange LED lighting		2,760			
LED Lighting at the Grand Arcade Annex Car Park				100,000	
Mill Road water efficiency (1)			36,000		
Mill Road water efficiency (2)			11,700		
Replacement boiler - Barnwell House			3,150		
Guildhall Voltage optimisation			17,960		
Market Stall LED lighting			1,000	12,030	
Market Stall LED lighting - Bal Rtn to Fund				(12,030)	
Tree Canopy Study				10,870	4,130
Community Centres energy efficiency measures				9,800	
Heat recovery at the Crematorium				11,600	
Water and energy saving measures in changing rooms at Parkside Pool				35,000	
LED audit of multi-storey car park lighting				5,420	2,380
Refund from PowerPerfector - Voltage Optimisation Target Failure Payout				(1,044)	
Variable Speed Drives (VSD) and BMS at Parkside Pool.					44,100
Variable Speed Drives (VSD) and BMS at Abbey Pool.					46,000
Total spend by year	6,100	36,435	74,320	171,646	96,610
Cumulative spend to date	6,100	42,535	116,855	288,501	385,111
Balance remaining (carried forward)	**(243,900)**	**(207,465)**	**(383,145)**	**(396,269)**	**(428,709)**

3. Projects Funded to Date

It is the responsibility of the Climate Change Officer to maintain a register containing the status and details of projects supported by the Climate Change Fund. Table 2 provides key details from this projects register regarding investments made up to June 2012. This indicates that the 22 projects supported by the Climate Change Fund:

- have received a total of £385,111
- generate annual savings of £121,936

- will pay back the sum invested within 3.2 years
- save a total of 568 tonnes of carbon dioxide per year
- represent good value for money costing an average of £53 per tonne of carbon dioxide saved over the lifetime of the equipment, within the target value of £100 per tonne of carbon dioxide (established with Council and Carbon Trust data)
- have supported projects with a total value of £497,568, representing an average match-funding rate of 18%, primarily with internal Council budgets.

Table 2: Climate Change Fund Projects Register, June 2012

Project title	CCF Bid £	Savings £/yr	Simple Payback (yrs)	Savings tCO2/yr	£/tCO2LT	Total project cost	Match funding
Pilot of Electric Bin Lifts	£2,100	3,823	0.5	3	120	34,700	94%
Chesterton Road Toilet Modernisation	£900	62	14.5	0	83	3,000	74%
Corn Exchange Christmas Lighting Lamps	£600	242	2.5	1	28	600	0%
Arbury Court WC Rainwater Harvesting	£2,500	879	2.8		0	5,000	50%
Energy Audit of Pools & Leisure Centres	£3,750	0	N/A	N/A	N/A	3,745	0%
Grand Arcade Annex Car Park fan system	£21,700	5,413	4.0	68	21	21,700	0%
Public Conveniences and Park Street Car Park Energy Survey	£2,730	0	N/A	N/A	N/A	2,725	0%
Grand Arcade Annex Car Park LED Lighting	£100,000	33,503	3.0	139	102	120,470	17%
Watercourses Flood Risk Survey	£4,510	0	N/A	N/A	N/A	6,000	0%
Community Centres energy audits	£2,995	0	N/A	N/A	N/A	2,995	0%
Corn Exchange LED Bar Lights	£2,760	1,213	2.3	8	36	2,760	0%
Mill Rd Water Efficiency	£47,700	18,350	2.6	0		47,700	0%

Romsey Rec Green Roof - AMENDMENT	£2,500	0	N/A	N/A	N/A	5,912	58%
Replacement boiler at Barnwell House	£3,150	451	7.0	4	47	6,300	50%
Guildhall voltage optimisation trial	£16,916	3,754	4.5	20	56	16,916	0%
Market Stall LED Lighting	£1,000	0	0.0	0	0	1,000	0%
Assessment of Tree Canopy Cover in Cambridge City	£15,000	N/A	N/A	N/A	N/A	15,000	0%
Community Centres energy efficiency measures	£10,000	2,273	4.4	13	44	10,000	0%
Crematorium Heat Recovery Project	£11,600	2,629	8.8	23	42	23,145	50%
PSP Changing Rooms	£35,000	9,095	3.8	16	170	40,000	14%
LED audit of multi-storey car park lighting	£7,800	N/A	N/A	N/A	N/A	7,800	0%
Variable Speed Drives (VSD) and BMS at Parkside Pool.	£44,100	20,000	2.2	136	22	44,100	0%
Variable Speed Drives (VSD) and BMS at Abbey Pool.	£46,000	20,250	2.3	137	22	46,000	0%
TOTALS	**£385,311**	**121,936**	**3.2**	**568**		**467,568**	
AVERAGES	**£16,753**	**4,299**		**38**	**£53**	**20,329**	**18%**

Cambridge City Council **Item**

To:	Executive Councillor for Planning and Sustainable Transport: Councillor Tim Ward
Report by:	Democratic Services Manager
Relevant scrutiny committee:	Environment Scrutiny Committee 26/6/2012
Wards affected:	All Wards

COUNCIL APPOINTMENTS TO THE CONSERVATORS OF THE RIVER CAM
Not a Key Decision

1. Executive summary

The terms of office for the seven Conservators of the River Cam appointed by the City Council end on 31 December 2012. This report explains how the City Council has previously gone about appointing to the Conservators and how that should change following a review requested by the Executive Councillor.

2. Recommendations

The Executive Councillor is recommended:

i) To instruct officers to arrange an open and public process for seeking applications for some of the City Council appointments to the Conservators of the River Cam (para 4.1)
ii) To agree that the composition of the seven appointees is three city councillors and four members of the public (para 4.2).
iii) To agree that the criteria which applies and the application process is as set out in (para 4.4/4.5)
iv) To agree Council appointees will be required to sign up to the Council's Code of Conduct (para 4.6)
v) To agree that the maximum term of office is for 3 x three year terms with thereafter a break period of three years before a re-application can be made. This rule should apply retrospectively. (para 4.7)
vi) That applications are considered by the Scrutiny Committee at its meeting on 9 October.

3. Background

3.1 The City Council has the responsibility of appointing seven of the 13 Conservators for a period of three years at a time and the appointments come to an end on 31 December 2012. These are appointments which need to be agreed by the Council, on the recommendation of the Executive Councillor and will therefore be submitted for agreement to the Council meeting on 25 October 2012.

3.2 Appointments are made in accordance with the requirements of the River Cam Conservancy Act 1922 sections 5, 7 and 9. The 13 members of the Conservators in addition to the seven appointed by the City Council are made up of three appointed by the Council of the Senate of the University of Cambridge, one by the County Council and two from the Environment Agency.

3.3 In 1997, the Conservators received a consultants report on improvements to the running and administration of the Conservators. One recommendation was that the Conservators change its constitution to allow a greater input from 'river users'. At that time, the Conservators were not in a position to seek amending legislation to cover this, so the City Council, being the body with the majority of the appointments to make, was asked to consider appointing persons with 'a knowledge of some aspect of river use or interest'. The Clerk to the Conservators advised at the time that there were a great many different kinds of rivers users which could not be covered in one set of appointments e.g. canoeists, anglers, town rowers, motor boat owners, kayak and dragon boaters.

3.4 The City Council considered the Conservators formal request at the Environment Committee in June and November 1997. It was agreed and has continued to be the case that the seven appointees of the City Council should consist of a combination of both city councillors and those persons that have a specific knowledge of the river and its use. The chronology of city council appointments is at the end of this report.

4. Current process of appointments and proposals for change

4.1 The process for considering and appointing the Conservators has become too formulaic, the presumption being that if existing appointees wished to continue, then that would suffice. In reviewing the process of seeking applications, officers have been mindful of approaches taken to encourage applications from as wide a public audience as possible when recruiting to the Standards Committee, the Equalities Panel and the Independent Remuneration Panel. This involved for illustration, the council website home page, Cambridge Matters, the local newspapers and monthly publications, local Chambers of Commerce, voluntary sector the Health service and Open Door Magazine.

4.2 The seven current Conservators appointed by the Council, and the category the public appointees represent are listed below (year of appointment):

2x City Councillor – Nimmo-Smith (2001) and Price (2011) the latter replaced former Cllr Walker
1x riparian - Councillor Ward (2007)
1xcommercial operator - Mr R Ingersent from Scudamores Punts (2001)
1xboating interest – Mr R Hardingham (2001)
1xhouseboat residents – Mr L Philipps (2007)
1xresident living close to the river – Mr C Brown (2010)

It is recommended that the seven appointees for 2013-2016 are made up of
3x City Councillors
4x members of the public representing river users

4.3 In being less prescriptive on the four public appointees, the City Council has the flexibility to vary the appointees over time between the many interest groups which would wish to be represented on the Conservators but cannot be satisfied in any one appointment term.

4.4 In considering the criteria on which applications of interest should be based and on assessing an applicant's suitability, the process should be both straightforward for the applicant and clear for the councillors making decisions (and the vacancies may end up being contested). Based on the concept accepted by the Council in 1997 and applied since, it is still considered sufficient for applicants to evidence knowledge of some aspect of river use or interest in it, but also some additional criteria are suggested below:

1. An interest in, and/or evidenced knowledge of, some aspect of river use.

2. Not a Councillor or officer of Cambridge City Council, Cambridgeshire County Council, other District or Parish Councils in Cambridgeshire. Not a relative or close friend of any current elected member or officer of the Council.

3. Live or work in the City of Cambridge.

4. Commitment to serve the community, attend meetings and a willingness to take required training and to offer requisite time to perform the duties to the satisfaction of the City Council.

5. Willingness to sign up to a Code of Conduct applicable to members of the public made Council appointees.

6. Must declare any party political membership on the application form.

7. Will have disclosed to the Council during the application process any matter in his/her background which, if it became public, might cause the council to reconsider the appointment.

8. Committed to a three year term of office.

4.5 Applicants will need to be assessed somehow. In addition if there is a competition for any category of appointment, councillors will need to decide which applicant is preferred. Completion of a short application form to be based on the attached (with names/address and personal defining data removed) is the recommended approach. The application forms should be placed on the public record and it is also recommended that applicants would not be invited to address the committee or Council about any application made ie. that the selection process is based purely on the written application.

4.6 In addition to the way in which applications from interested persons should be encouraged, the City Council should be confident that those appointed act in a way befitting the position held. It is recommended therefore that those appointed would be expected to sign up to the Code of Conduct, as already undertaken by tenant and leaseholder representatives on the Housing Management Board and the public members of the Standards Committee.

4.7 There is currently no limit to how long a City Council appointee can continue as a Conservator. Some appointees have now been Conservators for over a decade. The Conservators have valued the importance of continuity and experience, but from a City Council perspective there is a balance to be struck here to avoid institutionalisation, stagnation and restricting the opportunity of diverse representation. As it holds the majority of appointments, the Council should consider whether to limit the number of terms of office, suggesting 3 times three year terms and whether those that have already served for a long period (see 4.2 above) should not be allowed to apply in 2012 ie. that there should be a break of three years having served three terms prior to any application.

5. Implications

(a) **Financial Implications –** there are none

(b) **Staffing Implications** – there are none

(c) **Equal Opportunities Implications**

No Equality Impact Assessment has been undertaken as part of this review. Councillors will make appointments to the Conservators based on a new process which is more open and transparent and invites a greater diversity of application. It also takes into account the Council's Vision Statement where citizens feel they can influence public decision making.

(d) **Environmental Implications**

- Nil: to indicate that the proposal has no climate change impact. [Although by its nature, the work of the Conservators is focussed on environmental factors].

(e) **Consultation** –no implications

(f) Community Safety – no implications

6. Background papers

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

River Cam Conservancy Act 1922 Section 5-9
Letter from the Clerk to the Conservators and extract from consultants report 20/1/97
Minutes of Environment and Community Development & Leisure Committees 1997-2001

7. Appendices

Chronology of Council appointments made 2001-2012

8. Inspection of papers

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

Author's Name: Gary Clift
Author's Phone Number: 01223 - 457011
Author's Email: gary.clift@cambridge.gov.uk

Chronology of Council appointments made 2001-2012

January 2001:

Councillors Bradnack and Nimmo-Smith (Councillor representatives)
Lacey Anderson (representative of riparian interests).
Beth Morgan (representative of residents living close to the river)
Tarquin Ukarnis (representative of houseboat residents)
Mr Hardingham (representative of boating interests)
[A vacancy for a representative of 'environmental organisations' was deferred until the next meeting].

March 2001:
The Sustainable City Executive had been unable to nominate a representative for 'environmental organisations'. Mr Rod Ingersent (as put forward by Scudamores) was therefore appointed as a representative of commercial operators.

November 2003:

Councillors Bradnack and Nimmo-Smith
Mr Lacey Anderson (riparian)
Mr Rod Ingersent (commercial operators)
Mr Roy Hardingham (boating)
Mr Craig Derbyshire (houseboat residents)
Dr Laws (living close to the river)

November 2006:

Councillors Lynn and Nimmo-Smith
Councillor Ward (riparian)
Mr Rod Ingersent (commercial operator)
Mr Roy Hardingham (boating)
Mr Luther Philipps (houseboat residents)
TBC (living close to the river)

October 2009:

Councillors Walker and Nimmo-Smith (Walker replaced by Cllr Price in 2011)
Councillor Ward (riparian)
Mr Rod Ingersent (commercial operator)
Mr Roy Hardingham (boating)
Mr Luther Philipps (houseboat)
Mr Clive Brown (living close to the river)

Cambridge City Council **Item**

To:	Executive Councillor for Strategic Planning and Transport	
Report by:	Head of Specialist Services	
Relevant scrutiny committee:	Environment	26/06/12
Wards affected:	All Wards	
EqIA Undertaken:	Yes	

Future of Park Street Car Park

It is recommended that the committee resolves to exclude the press and public during any discussion on the exempt version of the report by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, as it contains commercially sensitive information.

Key Decision

1. Executive summary

1.1 A report has been commissioned to examine viable options for the future of Park Street multi-storey car park. The report responds to a brief to consider the business case for refurbishing the car park and examines the potential and implications of alternative redevelopment of the site.

1.2 Park Street is the closest and most convenient car park to the restaurants and pubs on Bridge Street, Quayside and Riverside and is used by visitors for shopping, leisure facilities and for other City Centre services. The car park and cycle parking provision is an important facilitator of footfall in the area. Within the Car Park is the largest cycle park in Cambridge, and public toilets on the ground floor are directly accessible from Park Street.

1.3 The car park is an important revenue generator for the Council. It produces the second best revenue per space, after the Grand Arcade car park.

1.4 The car park dates from the 1960s and will require extensive repairs to protect the integrity of the steel and concrete structure and to extend the car park's useful life. The Council has been provided with

estimated costs of £3.5million for required structural and improvement works. A proposed refurbishment of the car park is in the Council's Capital Plan.

1.5 The report finds that due to the deteriorating structural condition of the car park, it cannot be left in its current state.

1.6 The option with the least impact in terms of revenue, disruption and the local area is the refurbishment of the existing car park. However, this is a short-term solution as costs are higher in the long-term.

1.7 The report considers that redevelopment of the car park without re-provision of car parking would have a detrimental impact on the City Centre road network and the local economy, and would result in the loss of an important revenue generator for the Council.

1.8 A detailed analysis of the reprovision of a new multi-storey car park was not considered, as it is not considered to be desirable in planning terms. However, this presents an alternative long-term option albeit at a significantly higher up front capital cost.

1.9 Investing in a redevelopment of the site has potential longer-term benefits for the local environment and financial advantage for the council. The potential for developing an underground car park with development of the site above ground for residential or other purposes is considered as a positive option.

1.10 The report also recognises that all redevelopment options will involve risks to car parking revenue, to local stakeholders including the transportation infrastructure and to other related services that operate at the car park, and will involve additional cost in the interim period, including for further study or investigation.

1.11 The report considers that in so far as the Council retains the operation of the other car parks in its City Centre portfolio there is unlikely to be an advantage to be gained by leasing the new or refurbished Park Street Car Park to a third party commercial car park operator.

2. Recommendations

The Executive Councillor is recommended:

2.1 To note the Review report.

2.2 To agree the principle to consult the public and stakeholders about the options to refurbish, or to redevelop the Park Street car park.

2.3 To carry out detailed feasibility studies to validate the assumptions in the main report to determine whether underground car parking is a realistic and cost effective proposition in view of ground conditions and other factors, prior to consultation.

2.4 To investigate in more detail what measures could be applied to mitigate the effects of a closure of the car park during the construction period, prior to consultation.

2.5 To undertake limited remedial repairs to the car park in the interim to ensure that it is safe and secure in the short to medium term, whilst assessing the options.

2.6 To delegate authority to the Director of Environment in consultation with the Executive Councillor in the light of the findings of the feasibility studies to carry out a public consultation exercise to determine the best option and report the results to the Council in due course.

3. Background

3.1 Park Street Multi-Storey Car Park provides 390 parking spaces in total with 282 covered cycle parking spaces at lower ground floor level. There are public toilets at ground floor that are directly accessible from Park Street.

3.2 Situated in the Historic core of the city centre, Park Street car park is important to the city centre economy and is in a key strategic location to support retail business to the northern side of the city centre.

3.3 It services the independent retail sector well as it is the most convenient car park for people wishing to visit Bridge St, Magdalene St, St Johns St, Trinity St, Sussex St, Kings St and Sidney St, where many of the independent shops shop are located. The retail circuit in Cambridge is quite fragmented and ensuring ease of access to these areas by a variety of modes of transport is an important aspect of supporting and preserving the independent retail mix in Cambridge. Park St car park is also a popular choice for visitors visiting the city centre colleges and for those coming to the city in the evening given its close proximity to the Quayside and Bridge St restaurant area.

3.4 The car park is also important for other businesses and attractions, alongside the Grand Arcade, and has a specific role in the evenings for the local bar, restaurant and theatre trade. In addition to these

stakeholders, the car park has a function to support other important community needs – for instance Bridge Street doctor's surgery.

3.5 Park Street is owned and operated by the City Council. The car park is well used, particularly at weekends. The estimated net revenue to the Council from the operation of Park Street Car Park in the financial year 2012/13 is £870,000.

3.6 The building dates from the 1960s and is of reinforced concrete construction and built to a design typical of the time. In lay terms the car park structure is in a poor state but there is no indication that there is any risk of large-scale collapse. However, there are a number of localised structural issues that need to be addressed to avoid health and safety risks for persons using the car park.

3.7 If the Council does not either demolish the building or carry out a major program of rehabilitation/renovation works in the next few years there will be an ever-increasing risk of major structural disorder as the structure continues to deteriorate over time.

3.8 Initial assessments have identified that substantial investment in the region of £3.5million would be required to refurbish the car park, in order to extend the life of the car park for between 15–20 years.

3.9 In light of these assessments a brief was prepared at the end of 2011 to consider whether the City Council wished to make this expenditure or alternatively to pursue other options.

3.10 The brief set out the scope of the options available to the City Council with some conclusions about the best way forward and within the following parameters:

- Redevelopment proposals should draw inspiration from the iconic, historic centre and provide an excellent urban design solution.
- Each option should be assessed for economic viability and seek the most beneficial financial impact on the City Council.
- Any proposals should take into account the need for full consultation with the public and other stakeholders about the future of this important site.
- Any proposals should take account of the carbon agenda and the City Council's commitment to environmental sustainability.
- Any proposal should take account of the City Council's commitment to encourage pedestrians and the use of public transport or bicycles.

3.11 The brief also required that proposals should reflect the City Council's commitment to support the city centre, both in relation to a knowledge-based economy and businesses that support a vital and vibrant city.

3.12 Consultants were engaged to carry out a broad review of options for the future of Park Street car park in order to understand what the effect, costs and benefits of either retention, replacement or removal of the car park might be.

3.13 The brief also required explicit review of the implications of changes in parking supply arising from any repair and refurbishment works to the car park under the options considered, in terms of:

- The direct and indirect impact of changes on the finance stream which is returned to the City Council from the car park operation;
- The impact on viability and vitality of the city centre and
- The principal environmental impacts (including any increased car movement or congestion arising from alterations in parking supply through closure in whole or part).

The specific options to be considered were:

- Retention of the car park in its current form, subject to a programme of repair and refurbishment and to consider the short-term impact of any refurbishment works on parking supply and demand.

- Retention of the car park as above, but with the Council selling the asset to a private company / operator. Consideration of this option was to be limited to a comparison of costs against other options in assessing the financial impacts of pursuing this option relative to any other.

- Redevelopment of the site as a mixed-use development to include a public car park, retaining the existing cycle parking facilities, quantifying the effect of changes in supply and demand and the broad costs and estimates of the value of any redevelopment resulting from the release of the site by the Council.

- Redevelopment of the site as a mixed-use development, but without any public car parking provision, and similarly providing broad costs and estimates of the value of any redevelopment resulting from the release of the site by the Council.

3.14 For options which either reduced or removed any element of car parking from the site, the consultant was required to consider the

impact of the reduction in parking supply, and to determine the impact of the proposed options on:

- The total car park usage and revenue
- Users' car park choices
- Different types of car park user
- Local traffic levels, public transport and park and ride usage
- The local economy and choice of Cambridge as a destination

3.15 The consultant's findings are set out in an Executive Summary at Appendix A. Appendix B is the main public report. An exempt version of this report containing information that is commercially sensitive is annexed at Appendix C.

3.16 It is recommended to:

3.16.1 Commission a detailed feasibility study to validate the assumptions in the main report to determine whether basement excavation is a realistic and cost effective proposition in view of ground conditions and other factors, prior to consultation.

3.16.2 Investigate in more detail what measures could be applied to mitigate the effects of a closure of the car park during any construction period, prior to consultation.

3.16.3 Consult the public and stakeholders about any options to redevelop the Park Street car park i.e. beyond refurbishment and repair

3.16.4 Delegate authority to the Director of Environment in consultation with Executive Councillor in the light of the findings of the feasibility study to carry out a public consultation exercise to determine the best option and report the results to the Council in due course.

3.16.5 Undertake limited remedial repairs to the car park in the interim to ensure that it is safe and secure in the short to medium term, whilst assessing the options.

4. Implications

(a) **Financial Implications**
These are set out in the Exempt Appendix

(b) **Staffing Implications**
None

(c) **Equal Opportunities Implications**

An Equality Impact Assessment is being carried out.

(d) **Environmental Implications**
The options under consideration offer the potential in differing degrees to substantially improve the local environment in and around the car park site.

(e) **Consultation**
The report recommends consultation at a later date with the public and other stakeholders to review the options once they have been more fully explored

(f) **Community Safety**
This policy is intended to have a neutral impact on Community Safety.

5. Background papers

None

6. Appendices

Appendix A – Executive Summary
Appendix B – Main report
Appendix C – Exempt Appendix

7. Inspection of papers

If you have a query on the report please contact:

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Park Street Multi-Storey Car Park

Consultancy Report

Executive Summary

Cambridge City Council
May 2012

Introduction

1.1 Park Street is a Multi-Storey Car Park situated within Cambridge City Centre. The car park is one of only two car parks situated within the historic core. It provides 30% of car parking spaces within the historic core and 12% of all Cambridge City Council operated car parking spaces.

1.2 The car park dates from the 1960's and the Council have been provided with estimated costs of £3,500,000 exclusive of V.A.T for required structural and improvement works. Bidwells LLP and Parking Matters Limited have been instructed to explore the Council's options for the car park in view of the need for this significant expenditure.

1.3 Park Street is an important revenue generator for the Council and it is estimated that in the financial year 2012/2013 net revenues will be c. £870,000. Park Street produces the second best revenue per space, after the Grand Arcade the largest and most popular car park in the City.

1.4 Usage data suggests that Park Street is not utilised to capacity during weekdays but tends to be close to capacity at peak times on Saturdays and Sundays. There are peaks in use during evenings reflecting the nearby eating and drinking establishments on Bridge Street, Quayside and Riverside. The car park forms an important function in providing access to the retail core of the City as well as to the restaurants situated along Bridge Street, Quayside and Riverside.

1.5 Within the Car Park is the largest cycle park in Cambridge providing c. 282 spaces. This provides an important function as there is a lack of similar facilities within Cambridge City Centre, a situation recently publicised in the local press.

1.6 There are a number of options available to the Council but none are without cost or risk. The options are discussed in detail below;

Option 1 – Refurbish and retain the existing car park

1(a) Council continue to operate.

1(b) Council outsource car park operation to third party operator.

1.7 It is estimated that the costs of repairs and refurbishment to the existing structure will be £3,500,000 excluding V.A.T. The existing structure is in poor order and Parking Matters Limited are of the view that the existing layout is not well adapted for use by shoppers with high peak usage at weekends.

1.8 The refurbishment works would address immediate structural concerns but will not change the exterior appearance of the facility or improve the internal circulation for vehicles or for pedestrians. The useful life of the refurbished facility would not exceed 20 years and it will require significant maintenance during that time. The works would not transform the Car Park into a modern, user friendly facility.

1.9 Parking Matters Limited estimate that a refurbishment programme could be completed over 9 months and that during this period around half of the parking spaces could remain in use. The loss of revenue during the period of partial closure for major refurbishment works is likely to be in the order of £430,000 depending on the scope of works and the manner in which they are carried out. This loss would be offset by revenue produced by some existing users parking at alternative Council car parks which based on assumptions is estimated at c. £187,000. Therefore the net loss of revenue from a refurbishment programme would be £255,000.

1.10 Parking Matters have assessed the potential impact on revenues following a refurbishment of the existing car park. Parking Matters assumptions are provided within Paragraph 9.1 of the Exempt Appendix. On this basis it is estimated that net revenues would increase to £1,181,096 per annum once usage has fully recovered after refurbishment works and would increase further thereafter.

1.11 During the refurbishment programme the availability of car parking spaces will reduce and at weekends there will not be sufficient car parking spaces to meet current demand. This presents the risk that current users will choose to use alternative car parks increasing pressure on the City's highway network, especially south of the City Centre. In addition, there will be concerns that the temporary loss of car and cycle parking will have a negative impact on local traders, especially those independent retailers in the vicinity of Park Street as well as on the nearby evening economy.

1.12 A significant disadvantage is that the expenditure of £3,500,000 is unlikely to extend the useful life of the building for more than 20 years and maintenance costs will remain higher than a modern facility over this period.

1.13 The Council currently operate the car park, however there is an option to lease the facility to a third party car parking operator. Parking Matters Limited have assessed the potential revenue that could be achieved on this basis. The assumed net revenue is outlined in Paragraph 10.10 of the Exempt Appendix. This net revenue assessment is provided on the basis that an operator would fund the necessary repairs and refurbishment at the car park.

1.14 This presents a clear benefit to the Council in terms of capital expenditure. However the net revenue assessment demonstrates that revenues will be lower on the basis of a letting to a third party operator than if the Council continued to operate the car park, as a result of a third party's profit requirements.

1.15 These figures are provided on the basis of assumptions, and greater certainty can only be provided through market testing of third party operators. A potential disadvantage of this approach is that the Council will lose control over pricing in the facility.

1.16 Furthermore the Council would need to fully assess the true impact on existing revenue budgets, as a large proportion of operating duties are carried out by centralised Council functions and these will not reduce if the Council no longer operates Park Street.

Redevelopment Options and Site Constraints

1.17 We have investigated the options of demolishing the existing structure and redeveloping the site either with a replacement car park, developing the site for an alternative use with no reprovision of car parking and/or redeveloping the site for an alternative use whilst also retaining car parking on the site.

1.18 Prior to consideration of the individual options we have given consideration to the constraints of a wholesale redevelopment of the site.

1.19 There are a number of third party tenancies situated within the Council ownership at Park Street. There are also discussions ongoing with respect to prospective new lettings. Our strong recommendation is to ensure that all new leases and lease renewals are drafted and agreed to ensure that vacant possession can be obtained in short order and that third party tenancies will not restrict the ability for the Council and/or a developer to commence redevelopment of the site.

1.20 An assessment of the redevelopment potential of the site is based upon a planning brief prepared by Cambridge City Council's Head of Planning. The redevelopment options have regard to the uses considered acceptable which are broadly speaking, residential, student housing or office, and also to build heights, giving due regard to the nature of the surrounding built environment.

Demolition

1.21 The demolition of the existing car park is likely to be relatively complex owing to the density and proximity of surrounding buildings. Party wall issues will need to be assessed. There is potential for difficulties of access relating to neighbouring ownerships although it is unlikely that this would be insurmountable. Our estimated costs of demolition are set out in Paragraph 11.27 of the Exempt Appendix. This is purely indicative and should not be relied on. A thorough cost analysis would be required to assess these costs with accuracy.

Option 2 – Demolish Existing Car Park and Redevelop without Car Parking Provision

1.22 We have considered the land value generated from residential, student housing and office uses on the site.

1.23 Bidwells architects have provided indicative layouts to demonstrate how a potential development could be accommodated on the site. These layouts have been prepared on the basis of the planning brief provided by Cambridge City Council.

1.24 In our opinion, the highest values will be generated from a residential redevelopment of the site. Given its central location we would expect strong interest from regional and national plc house builders if the site was made available for residential redevelopment. Cambridge's status as a renowned University City means that there may be interest from both developers and/or colleges for a student development. Park Street is not a "prime" office location and we are of the view that there would be limited interest for a redevelopment on this basis.

1.25 Our assessment of value for residential redevelopment is set out in Paragraph 12.16 of the Exempt Appendix. This value is provided on the basis that planning permission has been received for a residential redevelopment. Values on the basis of an unconditional sale, without planning permission will be lower due to the additional risk to a developer.

1.26 In a redevelopment scenario, the re-provision of the cycle park and public toilet facilities is an important consideration. Carrying out a detailed design analysis of how these could be re-provided is not part of this instruction, however we are of the view that there should be sufficient undeveloped external areas to enable the re-provision of these facilities. This would need to be carefully designed to ensure that there is no impairment in the value of the adjacent development scheme. It is unlikely that the costs of re-providing the cycle park and public toilets will have a material impact on land value.

1.27 A wholesale redevelopment without provision of car parking will enable the Council to realise a one-off capital receipt and design considerations should mean that there is a positive impact upon the character and appearance of the surrounding area.

1.28 However, we are of the view that there will be a number of negative aspects to the wholesale loss of parking provision at Park Street.

1.29 It is estimated that the existing car park will generate a net revenue of £870,000 for the financial year 2012/2013 and this annual revenue stream would be lost if car parking provision was removed.

1.30 The loss of car parking at Park Street would result in a significant depletion in parking provision in Cambridge City Centre. We anticipate that total closure of the car park is likely to cause congestion on the roads south of the City Centre. It is reasonable to assume that displaced car park users will seek to use Grand Arcade which is the closest car park to the retail and leisure provision within the historic core. Although there is capacity at Grand Arcade on weekdays to accommodate this displacement, there is no capacity at the weekend or on weekdays during December and this is likely to increase congestion on the streets approaching Grand Arcade at these times.

1.31 Other central car parks at Grafton East, Grafton West and Queen Anne Terrace do have the capacity to accommodate displaced vehicles from Park Street. However these car parks are perceived to be distant from the historic core which may discourage shoppers and visitors seeking to visit the central area. There is a risk that shoppers will visit the City Centre less often, or else stop visiting completely harming the vitality of the historic core and the wider City Centre.

1.32 Despite the relatively high percentage of the Cambridge population which chooses to use sustainable travel modes, we do not anticipate that it is likely that there would be a significant modal shift to buses, park and ride, guided bus and/or bicycle as an alternative to private vehicles.

1.33 In addition to the impacts on the wider road infrastructure and risk of a reduction in visits to the City Centre, there would be further concerns that closure of the car park would adversely impact on trade for nearby occupiers.

1.34 The car and cycle park are important drivers of footfall and the loss of these facilities would be of significant concern to traders. Park Street is the only car park north of the Market Square in the historic core. Visitors choosing to park in other Central car parks will not be drawn to Bridge Street and the surrounds and we anticipate that footfall would be adversely affected impacting on local traders.

1.35 The evening economy will also suffer as many visitors use Park Street to visit the bars and restaurants in the Bridge Street area. Evening public transport provision is limited and visitors are likely to be deterred if they are required to park some distance from a chosen destination. There is a prospect of overspill onto surrounding residential streets in the evenings once daytime parking restrictions are lifted.

Option 3 – Redevelop the Site with Re-Provision of Car Park.

1.36 We have considered the option of the site being redeveloped to provide a basement car park with an alternative use above ground. We have not had sight of a detailed report on ground conditions to confirm whether basement excavation is a technically and financially feasible proposition. Further detailed investigations would be required in order to confirm this.

1.37 An indicative basement layout has been prepared demonstrating how 250 car parking spaces could be provided over 3 basement levels. This represents c. 64% of the existing car parking capacity. Further analysis would be required to assess the feasibility of this design.

1.38 Basement car parking is expensive and Parking Matters estimate of the cost of providing a 250 space car park is set out at Paragraph 13.11 of the Exempt Appendix, although this would be subject to an investigation of ground conditions. More detailed investigations and design studies would be required in order to arrive at a more accurate estimate.

1.39 The advantage of the indicative design of the basement car park is that there would not be significant loss in the footprint of the accommodation to be provided above ground. Assuming that there are no abnormal environmental or cost factors, this means that it could still be possible to achieve the capital receipt outlined in Paragraph 12.16 of the Exempt Appendix for redevelopment of the site above ground. This will help to off-set the costs of constructing the basement car park. Furthermore, we are of the view that the replacement of cycle parking provision and public toilets could be provided as part of the scheme subject to more detailed design considerations.

1.40 Parking Matters anticipate that 90% of existing car parking volumes could be accommodated within the 250 space car park. Using assumptions contained within Paragraph 13.32 of the Exempt Appendix, the net revenue will be £1,068,967 in the first year of 100% volume following construction. Outsourcing the car park operation to a third party operator will produce lower net revenues for the Council based on Parking Matters' assumptions.

1.41 It is important to make clear that the basement car park would be an asset with a value significantly above anticipated costs of construction.

1.42 The delivery of the scheme of this nature would be complex, however one method of delivery would be for the Council to enter in a joint venture with a development partner. In this scenario, the Council could invite bids from prospective developers, either by imposing a basement parking design or by setting a tight brief to ensure that the developer provides what is required. We envisage that Cambridge City Council would retain the freehold with a long lease granted on the site above ground.

Disadvantages and Risks in Option 3

1.43 There are disadvantages and risks in carrying out a development of this nature.

1.44 Parking Matters have indicated that a construction period of at least 18 months would be required to deliver the basement car parking. On this basis, Parking Matters anticipate that there would be a loss of revenue during construction of c £1,350,000 which would be offset by revenue from users displaced to alternative Council operated car park during closure, estimated to be £550,000. This produces an aggregate loss in revenue of c. £800,000. In addition to this shortfall, the Council is likely to continue to incur direct operating expenditure as some resources such as staff would be retained or redeployed during the development period and this cost has been estimated at c £240,000.

1.45 A significant concern would be the loss of car parking and cycle parking provision during the construction period. This will likely have a similar negative impact on road infrastructure and the local economy/traders as outlined previously. There is a further risk that users will change behaviour patterns and relocate to other car parks or visit the City Centre less frequently.

1.46 The Council should undertake initiatives in order to try to mitigate these risks. Our advice would be to ensure that the existing car park remains operational for as long as possible prior to commencement of the redevelopment scheme. If possible, all feasibility studies and investigations should be carried out prior to development. Furthermore, a planning application should be submitted for approval prior to closure of the car park, with on-site construction only commencing following receipt of planning approval. This approach should ensure that the impacts of closure are minimised.

1.47 The Council could attempt to mitigate the impact of the temporary loss of spaces by liaising with nearby landowners and businesses in order to determine whether there is a possibility of providing temporary parking provision in the vicinity, especially at weekends. However in view of the nature of surrounding land uses this is likely to be difficult. The Council could liaise with Cambridgeshire County Council with regards the possibility of utilising the parking provision at Shire Hall on Castle Hill to help offset the loss of car parking at Park Street although this is already utilised at weekends.

1.48 Other mitigation measures could include a sustained publicity and advertising campaign to alert car park users of the proposals. The Council could seek to reduce tariffs on alternative car parks in order to try to tempt displaced users into the City Centre. This will not necessarily assist in drawing visitors to the area surrounding Park Street and may lead to reduced parking income. To assist the local economy and retain footfall there may be scope to create a limited number of on-street car parking bays in the locality, or to introduce a shuttle service to transport people from other City Centre car parks to the Park Street area. These solutions will incur additional costs or result in a loss of revenue.

1.49 We should also make clear that the completed car park would mean that there would be 140 fewer parking spaces than currently provided. Existing user data indicates that the smaller car park would provide sufficient capacity for weekday use, although at weekends and during December there will not be sufficient capacity to support existing usage and this may result in congestion on the road network and a loss of footfall in the surrounding area during the busiest times.

1.50 The existing car park will require a package of remedial works whilst a development scheme is being worked up. Parking Matters estimate that these costs will amount to £50,000 initially with a requirement for subsequent additional annual expenditure likely to range between £10,000 and £20,000. These costs will simply ensure that the building remains safe and serviceable and the remedial works will not stop the long term deterioration of the structure.

Option 4 – Demolish the Existing Car Park and Replace with a New Multi-Storey Car Park

1.51 We have considered the prospect of replacing the existing structure with a new above ground multi-storey car park.

1.52 Parking Matters anticipate that a replacement structure could provide 300 – 350 spaces over one basement level and three upper floor levels. The costs of such a scheme are set out in Paragraph 14.3 of the Exempt Appendix.

1.53 The capital expenditure in this scenario is higher than for other options, however following completion there will be less impact on revenues, road infrastructure and the surrounding locality than other options. The completed structure would be a valuable asset.

1.54 The risks during the construction phase which are the same as outlined in Option 3 remain present detail and the Council would need to undertake measures to mitigate these risks during the construction phase.

1.55 We have not considered this option in detail as it was not thought to be desirable in planning terms.

Conclusions and Recommendations

1.56 The car park cannot be left in its current state.

1.57 All of the options available to the Council will result in disruption, loss of revenue and have impacts on road infrastructure and the local economy.

1.58 The option with the least effect in terms of revenue, disruption and effect on the local area will be the refurbishment of the existing car park. However, this is a short-term solution. The refurbishment and repairs to the car park will likely only extend the useful life of the building by at most 20 years.

1.59 The works would not produce a convenient modern facility and maintenance costs will be higher than for a modern equivalent. This solution will simply delay the inevitable need to carry out a comprehensive redevelopment in the future effectively meaning that the costs of repair and refurbishment will be written off.

1.60 In our view, the redevelopment of the site without reprovision of car parking would have a detrimental impact on the City Centre road network and the local economy. This option would result in the loss of an important revenue generator for the Council. We do not consider that this is a desirable option.

1.61 The long term options are to demolish the existing structure and either redevelop the site with a basement car park and alternative use above ground, or to replace the existing car parking facility with a new multi-storey car park.

1.62 Both of these solutions will result in loss of revenue, disruption and harm to the local economy during the construction period and the Council should investigate further measures to mitigate against these impacts.

1.63 Subject to a detailed intrusive survey of ground conditions and a feasibility study, a basement car park of 250 spaces could be deliverable. Basement car parking is expensive, however a residential development above ground could offset these costs.

1.64 A new 250 space basement car park would provide a modern facility, although it would not have capacity to accommodate current peak usage. Revenues will be reduced but volumes will remain at 90% of their current level even with the reduced number of spaces.

1.65 The new basement car park would have a useful life of 60 years and would be a valuable asset and revenue generator in its own right.

1.66 In view of the concerns over the long term viability and cost-benefit of a comprehensive repair and refurbishment of the existing car park, we believe that the basement car parking scenario represents a good option when taking a long term view. However, this must be off-set against the short-term difficulties of the construction phase.

1.67 We have not carried out a detailed analysis of the reprovision of a new multi-storey car park. However, this presents an alternative long term option albeit at a significant higher up front capital cost.

1.68 We consider that it is feasible to re-provide cycle provision and public toilets as part of the redevelopment of the site. We do not consider that the costs of re-provision will have a material impact on realisable value assuming that they are incorporated into a scheme without adversely impacting upon value and marketability. We recommend that the Council carry out detailed intrusive ground condition surveys and feasibility studies to assess whether basement excavation is a realistic and cost effective proposition.

1.69 The Council should investigate in more detail how measures could be applied to mitigate against the effect of a closure of the car park during the construction period.

1.70 Whilst assessing the options, the Council should undertake limited remedial repairs to the car park to ensure that it is safe and secure and continue to operate. Parking Matters have estimated that these initial costs will amount to c. £50,000 initially and an annual cost of £10,000 to £20,000 thereafter.

1.71 In so far as the Council retains the operation of the other car parks in its City Centre Portfolio there is unlikely to be gained by leasing the new or refurbished Park Street Car Park to a third party commercial car park operator.

1.72 **This executive summary must be read alongside the full report.**

parking matters

BIDWELLS

Park Street Multi-Storey Car Park

Consultancy Report

Public Document

Cambridge City Council
May 2012



Table of Contents

Appendices

Appendix A	-	Briefing Paper
Appendix B	-	Location Plan
Appendix C	-	Occupancy and Trading Data for Cambridge City Council operated car parks
Appendix D	-	Schedule of Parking Tariffs
Appendix E	-	Refurbishment and Repair Budget Estimate (09.09.2011).

1 Terms of Reference

1.1 Bidwells LLP have been instructed jointly with Parking Matters Limited by Cambridge City Council to provide consultancy advice with respect to Park Street Multi-Storey Car Park. This report has been written jointly by Bidwells LLP and Parking Matters Limited.

1.2 The Council have been provided with estimated costs of £3,500,000 exclusive for V.A.T for required structural and improvement works to Park Street Car Park.

1.3 In the context of this significant expenditure, we have been instructed to consider the impacts and options relating to;

- Retention of the existing car park.
- Redevelopment of the site and removal of car parking from the site entirely.
- Redevelopment of the site for alternate uses incorporating the re-provision of parking.

1.4 Bidwells LLP and Parking Matters Limited have been specifically instructed to assess how each option will impact on revenue, capital receipts, transport infrastructure in the City and the potential economic impacts on the surrounding occupiers.

1.5 Parking Matters Limited were specifically instructed to advise on the following;

- What does the Council need to do to ensure that the Park St car park contributes to funding of Council services for the medium term (say next 15 years)?
- How much would it be worth spending on the facility?
- What might be the impact be in terms of customers and income, and over what kind of period?
- What if any additional surveys or investigative works need to be carried out to ensure that the Council can accurately evaluate the potential cost of the refurbishment works?
- What options are open to the Council to have someone else, (eg. a specialist car park operator) “sort out the car park”? What is the market for this? What are the benefits, costs and risks in such an approach?
- Which options look to be better for the Council's revenue position in the long term?
- How would the different options affect the Council’s control over traffic and congestion and how might they impact the city centre economy?
- What examples might the Council want to consider?

1.6 This report is intended to explore the various options which are available to Cambridge City Council and to ascertain those options which are worthy of further detailed investigation.

1.7 The Briefing Paper provided by Cambridge City Council is at Appendix A of this report.

2 Limitations of the Report

2.1 This Option Report is provided in order to explore some of the various options available to the Council with respect to the future of Park Street Car Park. For clarity, we have set out below the limitations of this report;

2.2 The cost estimates provided within the report are estimates only and should not be relied on. The costs of demolition, and construction can only be fully and accurately evaluated following a full and thorough analysis carried out by construction professionals.

2.3 Where information is provided by Cambridge City Council, we have relied on this and cannot verify its accuracy. This includes the cost analysis provided by the Council's consultants with respect to the structural works and improvements required to the existing car park at Park Street.

2.4 Our assessment of the effect of loss of car parking on surrounding car parks and infrastructure is based on the opinion of Bidwells Highway and Transport professionals.

2.5 Our assessment of the effect of loss of car parking on the economics of the surrounding area is based purely on our historic knowledge of Cambridge as a City and is a subjective assessment. Our opinion is not evidence based and we have not undertaken qualitative and quantitative research and this has been agreed with the Council. We expect that the Council will carry out a consultation exercise in order to canvas opinion from stakeholders with respect to the potential affects of reducing, and/or removing the car parking provision on the site.

2.6 The values provided in this report are indicative only and are based on assumptions that we cannot guarantee are realistic. The values in this report are provided outside the scope of the RICS Valuation - Professional Standards (March 2012).

2.7 The recommendations set out in the report should be used to explore the most attractive options in more detail and do not provide a definitive analysis.

2.8 The estimated revenues, costs and values in this report are reported on a confidential basis and are therefore contained within the Exempt Appendix. Matters not considered to be confidential in nature are contained within the public document.

3 Park Street Multi-Story Car Park - Setting and Context

3.1 Park Street Multi-Storey Car Park is an important car park within Cambridge City Centre and provides 390 parking spaces in total with 282 covered cycle parking spaces at lower ground floor level. There are public toilets at ground floor which are directly accessible from Park Street. The building dates from the 1960's and is of insitu reinforced concrete construction and built to a design typical of the time. It is a widely held view that the design of the car park is not sympathetic to the character of the surrounding area. The freehold ownership of the City Council is c. 0.3036 hectares (0.75 acres) excluding land sold on long leases.

3.2 Park Street is the only car park north of the Market Square within the historic core of the City. The only other car park situated within the area loosely defined as the "historic core" is the Grand Arcade Multi-Storey Car Park. The table below sets out alternative City Centre Car Parks and the distance between these sites and Park Street;

Car Park	Centre	Distance to Park Street	Spaces (Disabled)
Park Street			**390 (7)**
Grand Arcade	Historic	600m	905 (36)
Grafton West	Fitzroy-Burleigh	900m	284 (3)
Castle Hill P&D*	Outside Centre	900m	115 (2)
Grafton East	Fitzroy-Burleigh	1.1km	874 (48)
Queen Anne Terrace	Fitzroy-Burleigh	1.5km	570 (20)
Adam & Eve P&D*	Fitzroy-Burleigh	1.5km	50 (2)
Total spaces including Park Street		**3,188**	
Total spaces excluding Park Street		2,798	

* No occupancy data has been provided for the P&D car parks however an assessment has been made utilising the usage data

3.3 Park Street comprises 12% of the total spaces of the Council operated City Centre Car Parks. Within the historic core itself Park Street provides c. 30% of total spaces as only Park Street and the Grand Arcade are situated within the area understood to comprise the historic core.

3.4 There is additional parking provided on Saturdays and Sundays by Cambridgeshire County Council at Shire Hall at Castle Hill. We understand that visitors on a Saturday are charged a flat day rate in order to use the car park. We do not have the benefit of usage data for this car park as this is operated by Cambridgeshire County Council.

3.5 Park Street is only accessible via Jesus Lane which links the site with the highway network north of the River Cam via Victoria Avenue as well as Maids Causeway, the Grafton Centre, East Road and Newmarket Road to the east.

3.6 Traffic controls and the effect of the River Cam means that the site can only be accessed from the north-west and north by travelling via the A1303 Chesterton Lane/Road and Victoria Avenue.

3.7 Park Street is an important facility for independent retailers in the immediate area and for restaurants and pubs situated on Bridge Street, Quayside and Riverside. Although there are various modes of public transport enabling access to the City Centre, i.e. Park & Ride, Guided Bus and other bus routes, the car park is considered to be of importance given the lack of alternative parking facilities in close proximity and the relatively large percentage of spaces the car park provides within the historic core.

3.8 The cycle park on the lower deck of the building provides an important function as it is the largest such cycle park in the City Centre. There have been a number of recent articles in the local press regarding the scarcity of cycle parking and the need for additional sites to provide this function.

Location and Surrounds

3.9 Park Street is effectively a no-through road for private vehicles and the street is only used in order to access the Car Park. Park Street has a junction with Jesus Lane which provides access to the City's wider highway network. Park Street does provide access for buses and taxis to and from Bridge Street.

3.10 Round Church Street provides access to Bridge Street which is a major thoroughfare linking the shopping core of the City with the northern edge of the City Centre. Bridge Street contains a range of shops, restaurants, pubs and cafes.

3.11 Jordans New Yard provides a pedestrian link between the car park and Bridge Street. This passage is dominated by Bridge House which forms the southern border. There is access to an Indian restaurant towards the entrance to the car park.

3.12 Blackmoor Head Yard is immediately adjacent to the site, and is accessed from Bridge Street although the passage stops at the car park and there is no direct access into the car park. Blackmoor Head Yard provides access to various garages and the backs of offices on Portugal Place and to an electricity sub-station which is within the Council ownership.

3.13 Streets nearby include Portugal Place and Lower Park Street. There is a mix of building types in the area. The Maypole Pub is situated at the northern elevation as are the backs of 3 storey residential properties fronting Portugal Place.

3.14 Bridge House, a four storey modern building occupied by Cambridge Education Group is situated to the west of the site.

3.15 On the opposite side of Park Street is a terrace of attractive brick built two storey dwellings of 19th Century construction. On the opposite side of Round Church Street are the Cambridge Union Society Buildings.

3.16 A Location Plan of the Property is attached at Appendix B.

4 Park Street and the surrounding shopping area

4.1 Bridge Street has become a centre for leisure and the evening economy in recent years and there is a significant range of pubs, restaurants and cafes in the locality. Bridge Street is not a prime retail location although there are a number of independent retailers trading from the street.

4.2 Park Street is the closest and most convenient car park to the restaurants and pubs on Bridge Street and along the Riverside and is used by visitors for shopping, leisure facilities and for other City Centre services. The car park and cycle parking provision is an important facilitator of footfall in the area.

4.3 The Grand Arcade is the largest and most well used car park in Cambridge which reflects its proximity to the prime shopping area in the City. The highest areas of footfall are within Grand Arcade Shopping Centre, Petty Cury, Market Square and Sidney Street (in part). Travelling north past the junction of Sidney Street and Market Street, the "pitch" deteriorates and footfall is reduced. This in effect means that there is less "pull" for shoppers and visitors travelling from the south once they reach this junction, and some may be less inclined to continue onto Bridge Street without a destination in mind.

5 Park Street Multi-Storey Car Park – Overview of Existing Condition

5.1 As noted previously the car park was designed and built in the 1960's. It is a split level facility with relatively wide two way ramps which lead onto narrow circulation aisles with the parking bays orthorgonal to the aisles. This layout is inconvenient for a shoppers' car park with high peak usage at weekends. The structural columns are located to the front of the bays which makes it difficult to park. This is particularly true as modern cars are much wider than cars at the time the car park was built.

5.2 The head height in the car park is very low by modern standards. This makes the car park feel very oppressive.

5.3 The lifts are in need of refurbishment and need to meet the requirements of the Equality Act. The lifts only serve half of the parking floors. It is impossible to change this arrangement without major construction works and investment. The lighting system is time expired and needs replacement by a more energy efficient system.

5.4 There are significant problems with the drainage system. The rainwater down pipes are located within the structural columns which complicates remedial works and maintenance.

5.5 Parking Matters has discussed the state of the car park structure with the experts appointed by the Council to monitor and advise on structural matters, in particular corrosion of the reinforcement within the structure.

5.6 It should be noted that knowledge of the structural condition of the car park is based on a very limited intrusive investigation and testing schedule carried out in 2007 with further limited corrosion monitoring carried out recently. The degree of deterioration of concrete cover, salt intrusion etc. has not been updated and the only other structural assessment is based on a general visual inspection in 2011 which was compared against the 2006 visual inspection.

5.7 In layman's terms, we are advised that the car park structure is in a poor state but there is no indication that there is any risk of large scale collapse. However, on a number of levels throughout the car park, corrosion of the steel reinforcement bars has initiated and there is a risk of delaminated cover concrete.

5.8 There are a number of localised structural issues that need to be addressed to avoid health and safety risks for persons using the car park. These risks include loose concrete on soffits and 'potholes' on decks which are a trip hazard. As the decking has failed and the drainage system is inadequate deterioration of the car park fabric will continue and probably accelerate if nothing is done. At present timber shutter type boarding has been put in place in known soffit problem areas. Other areas will become problematic in time. If the Council does not either demolish the building or carry out a major program of rehabilitation/renovation works in the next few years there will be an ever increasing risk of major structural disorder as the structure continues to deteriorate over time.

6 Existing Occupancy and Trading Performance

6.1 In order to understand the impact of any future works to the Park Street car park, we must first look at its trading performance and the car park's existing role within the city centre and how its trade compares with other car parks in Cambridge.

6.2 We have been provided with occupancy and trading data for all the Council operated car parks in Cambridge. Copies of relevant data are attached in Appendix C.

6.3 From the occupancy data provided it is evident that there is reasonable availability of parking spaces Monday to Friday outside the peak Christmas shopping periods. However at weekends the car parks can become full at peak periods. Park Street also experiences further peaks in the evenings due to the buoyant restaurant and theatre demand in the area. Grand Arcade operates at close to full capacity most weekends throughout the core retail hours. It is clear that any closure of Park Street will present parking supply issues at weekends and in the evenings when there will be a lack of convenient spaces to serve demand from the nearby evening economy.

6.4 The table below (reproduced from the Council's internal reports which were provided to us) summarises the year to date performance of the Council Operated car parks up to the end of December 2011.

CURRENT YEAR TO DATE - Compared to same period in previous year

	Usage (inc subscribers)			Revenue			Average Yield			Revenue per Space		
Year-to-Date	Usage April - December 2011	Usage April - December 2010	Year on Year Change (%)	Revenue December 2011	Revenue December 2010	Year on Year Change (%)	Avg Yield April - December 2011 (£ / Car)	Avg Yield April - December 2010 (£ / Car)	Year on Year Change (%)	Revenue - £/space April December 2011	Revenue - £/space April December 2010	Year on Year Change (%)
MSCPs												
Grand Arcade	824,447	803,119	2.7%	£3,105,895	£2,922,689	6.3%	£3.77	£3.64	3.5%	£3,290	£3,096	6.3%
Park Street	264,663	269,846	-1.9%	£935,102	£911,174	2.6%	£3.53	£3.38	4.6%	£2,385	£2,324	2.6%
Queen Anne Terrace	246,198	250,377	-1.7%	£667,182	£643,745	3.6%	£2.71	£2.57	5.4%	£1,121	£1,082	3.6%
Grafton East	352,261	367,071	-4.0%	£1,087,757	£1,107,933	-1.8%	£3.09	£3.02	2.3%	£1,242	£1,265	-1.8%
Grafton West	226,698	228,541	-0.8%	£598,252	£589,133	1.5%	£2.64	£2.58	2.4%	£2,107	£2,074	1.5%
Sub-total	*1,914,267*	*1,918,954*	*-0.2%*	*£6,394,189*	*£6,174,674*	*3.6%*	*£3.34*	*£3.22*	*3.8%*	*£2,069*	*£1,998*	*3.6%*
Other Sites												
Adam & Eve	58,396	61,693	-5.3%	£95,274	£96,640	-1.4%	£1.63	£1.57	4.2%			
Castle Hill	35,025	25,357	38.1%	£128,039	£103,003	24.3%	£3.66	£4.06	-10.0%			
Gwydir Street	30,593	28,875	5.9%	£30,867	£32,252	-4.3%	£1.01	£1.12	-9.7%			
Riverside	0	0	--	£320	£1,214	-73.6%	--	--	--			
Sub-total	*124,014*	*115,925*	*7.0%*	*£254,500*	*£233,108*	*9.2%*	*£2.05*	*£1.55*	*32.0%*			
Grand Total	**2,038,281**	**2,034,879**	**0.2%**	**£6,648,689**	**£6,407,782**	**3.8%**	**£3.26**	**£3.15**	**3.6%**			

The following is apparent from this data:-

- Overall year on year usage has grown slightly although with the exception of Grand Arcade trade in the multi-storey car parks (MSCPs) is slightly down.
- Castle Hill has benefited from the County Council's decision to exclude visitors from parking in its own surface car park at Shire Hill on Castle Hill.
- Grand Arcade is by far the most popular car park reflecting its superior location. Grafton East is the worst performing MSCP from a year on year usage perspective with a loss of 4% of its custom.
- The Park Street car park has seen a fall in usage during this period, although revenue has grown due to the tariff increase that took place at the beginning of the trading year. It produces the second best revenue per space after Grand Arcade and its loss on a temporary or permanent basis would impact the Council's parking revenues significantly.

6.5 Looking at the trading data for Park Street in more detail, the table below summarises the recent trading performance at the site.

	2010/11	2011/12 (estimate)	2012/13 (budget)
Total Revenue	£1,191,153	£1,224,776	£1,302,220
Direct Expenditure	£719,703	£715,222	£764,220
Recharged Expenditure	£205,806	£170,090	£177,160
Operating Surplus	£265,644	£339,464	£360,670

6.6 Revenue is budgeted to continue to grow, whilst at the same time direct expenditure is budgeted to grow as result of the need to spend more on the maintenance of the car park. The revenue included rental income from telecommunications equipment at the car park (budgeted at c £10,000 in 2012/13).

6.7 The expenditure for 2012/13 includes almost £510,000 of cost allocations, including an internal rent charge of almost £300,000, which would not be saved if the car park was to close. We understand that in this event, these costs would have to be absorbed across the rest of the Council.

Tariffs and Pricing Sensitivity

6.8 Any improvements to or redevelopment of the Park Street car park may provide potential to review the existing level of tariffs. A schedule of tariffs charged at the MSCPs in recent years is attached in Appendix D. The most expensive car park is Grand Arcade at £2 or over per hour. Park Street and Grafton East and West car parks each charge a lower tariff starting at £1.80 per hour, whilst charges at the Queen Anne car park start at £1.20 for the first hour. Whilst we understand that the differential tariffs are intended to disperse car movements evenly around the centre, despite the higher tariff, Grand Arcade is still clearly the most popular car park. This confirms a general rule that in terms of parking, the most important factors are location, availability, accessibility, security, quality and then price in that order. This is borne out by car park user satisfaction surveys where price comes 4th or 5th in the list of priorities.

6.9 The average length of stay at Park Street in 2011/12 was 136 minutes and the majority of users stay for less than 4 hours. In the tables below the current tariff charged at Park Street is compared with charges at city centre car parks in comparable towns and cities for stays of 4 hours and less.

Monday-Friday

	Park Street	Oxford	York	Norwich	Bath	Winchester
30 mins	NA	NA	NA	NA	0.80	NA
1 hour	1.80	2.40	2.20	1.50	1.60	1.30
2 hours	3.50	4.00	4.40	3.00	3.10	2.70
3 hours	5.20	6.00	6.60	4.50	4.30	3.00
4 hours	8.70	7.60	8.80	6.00	5.40	4.00

Note: York has lower tariff for residents

Saturday

	Park Street	Oxford	York	Norwich	Bath	Winchester
30 mins	NA	NA	NA	NA	0.80	NA
1 hour	2.00	3.00	2.20	1.50	1.60	1.30
2 hours	4.20	4.00	4.40	3.00	3.10	2.70
3 hours	5.80	6.00	6.60	4.50	4.30	3.00
4 hours	9.40	7.60	8.80	6.00	5.40	4.00

6.10 The tables demonstrate that charges in the most popular 3 hour band on weekdays are relatively low and at weekends are still lower than those charged in Oxford and York. Any significant improvements to Park Street car park will provide the opportunity to review tariffs in future whilst still providing a differential with the charges at the popular Grand Arcade car park.

7 Options

7.1 The broad options available to Cambridge City Council can be summarised as follows;

1) Refurbish and retain the existing car park.

1(a) Council continue to operate the existing car park

1(b) Council outsource car park operation to third party operator

2) Demolish Existing Car Park and Redevelop without Car Parking Provision.

3) Redevelop the Site with Reprovision of Car Park.

4) Demolish the Existing Car Park and Replace with a New Multi-Storey Car Park

7.2 In options 1, 3 and 4 the Council can either retain the operation of the car park or lease it to a commercial car park operator.

7.3 It should be noted that for options 3 and 4 an initial package of remedial works plus regular (say 6 monthly) structural inspections and limited localised remedial works will be required to keep the building safe and serviceable for the period of (say) 2 years while a scheme is being considered. The cost of this is probably in the region of £50,000 initially, plus £10,000 to £20,000 a year thereafter. Such remedial works will not stop the long term deterioration of the structure.

7.4 We are instructed to consider each of these options in the context of planning policy and site development constraints. In addition we have considered the impact of each option on revenue, surrounding transport infrastructure and the economics of the surrounding area.

8 Option 1 - Refurbish and Retain the Existing Car Park

8.1 Any medium term retention of the existing car park will require a major program of rehabilitation/renovation works to deal with the structural disorders and to ensure that the building remains serviceable for the next 15 - 20 years. The Council has provided us with a Refurbishment and Repair Budget Estimate dated 9th September 2011 produced by Sherriff Tiplady Associates (see Appendix E).

8.2 Parking Matters has reviewed this budget. We have not been supplied with the specification on which the budget was based. The majority of the items appear reasonable, however, as a general comment the total cost of £3,125,000 excluding fees and VAT is high when compared with the cost per space of car park refurbishments that we have been involved with elsewhere.

8.3 The cost of the refurbishment option including fees is probably in the order of £3,500,000 (excl. VAT) and would be significantly more if the building were to be reclad.

8.4 The proposed works to the drainage system include the installation of new gullies and down pipes. Given the low head height in the car park it is likely that this will result in a very unsightly installation, which will intrude into the parking bays in a significant number of locations.

8.5 If the Council chooses to pursue the refurbishment option then we suggest that consideration be given to providing glazed doors to the lifts and lift lobbies as well as installing access control for pedestrians and fast gates to the vehicle entrances to improve the general level of security within the facility.

8.6 It is important to note that the proposed works will not change the exterior appearance of the facility or improve the internal circulation for vehicles or for pedestrians. The useful life of the refurbished facility would not exceed 20 years and will require significant maintenance during that time.

8.7 Parking Matters has been instrumental in the refurbishment and transformation of a number of car parks of a similar age to Park Street (Civic Quarter, Doncaster, Talbot Gateway Blackpool, The Lanes Brighton). In those cases ageing car parks have been transformed into modern state of the art facilities albeit with a shorter life span than a new facility. In the case of Park Street the constraints of the existing building are such that the proposed refurbishment works will extend its useful life but will not transform the car park into a convenient, modern, user friendly facility.

9 Option 1(a) – Council continue to operate the existing car park

9.1 Parking Matters have made a number of assumptions in order to assess the net revenue that could be achieved following refurbishment of the existing car park. These assumptions are set out in full in Paragraph 9.1 of the Exempt Appendix.

9.2 It is assumed that the council will fund the repair and refurbishment of the car park. On this basis, and Parking Matters assumptions, it is estimated that net revenues would increase to £1,181,096 per annum once usage has fully recovered after refurbishment works and would increase further thereafter.

10 Option 1(b) - Retention of the Existing Car Park and Private Operator Funding Refurbishment Work subject to Outsourcing Arrangement

10.1 Despite the challenges presented by the current market conditions in the UK, there is still demand from private car park operators to invest in strategic city centre locations.

10.2 A number of local authorities have chosen to outsource the operation of their car parks to private operators. The following table outlines the possible structures and their relative advantages and disadvantages:

Features	Advantages	Disadvantages
Property Lease (with turnover rent + minimum sum)		
▪ LA leases car park/ portfolio to operator ▪ Operator pays LA rent - linked to car park revenue or profit with an indexed minimum	▪ Guaranteed minimum rent paid to LA ▪ Both parties share in revenue upside ▪ Secures investment by operator ▪ Does not require OJEU process	▪ Stamp Duty payable on grant of lease ▪ More difficult to secure performance and quality criteria
Management Contract		
▪ Operator acts as LA's contractor ▪ No interest in land created ▪ Either operator paid a fee or pays LA return ▪ Operator may assume repairing obligations for car parks	▪ Element of LA return can be guaranteed ▪ Parties can share in revenue upside ▪ Secures investment by operator ▪ Flexible arrangements – allows car parks to be added or removed ▪ May include Service Level Agreement with Financial Sums payable by operator for non-performance	▪ Requires OJEU process ▪ Evaluation criteria must be well defined and adhered to strictly ▪ Terms of management contract must be closely defined before going out to tender

10.3 If the Council decided to enter into a partnership with the private sector, whichever model is chosen, the Council should ensure that it meets its own specific policy requirements. In addition to these, a partnership should also deliver the following;

- A guaranteed income stream payable to the Council by the operator, which is at least commensurate with the current surplus generated by the Council
- A share in additional income generated by the operator
- Capital investment by the operator in the structure and fabric of the car parks, as well in redecoration and improved lighting, new parking equipment and CCTV
- An obligation on the operator to maintain the car parks properly throughout the length of the contract (this may be challenging with Park Street if a similar level of refurbishment cost will be required in 15-20 years' time).
- An obligation on the operator to meet all of the operating costs for the car parks

10.4 In the case of service based arrangements (as distinct from property based contracts):

- A reporting structure and mechanism
- A mechanism for securing performance on key criteria eg a Service Level Agreement with financial penalties for falling short of the required service standards

10.5 As an example NCP operates "partnerships" with local authorities in Worthing, St Albans, Croydon, Reading, Bolton and Manchester. Each of these arrangements has different characteristics depending on the Council's specific policy objectives eg: Croydon wished to raise capital, Reading wished to upgrade its existing car parks, etc.

Indicative Financial Impact of Outsourcing the Park Street Car Park

10.6 Parking Matters are aware that Cambridge is on the 'wish-list' of several major car park operators in the UK. However, currently market conditions are challenging and a number of operators are experiencing difficulties in raising significant levels of capital for investment in new car park opportunities. Whilst Parking Matters would expect there to be significant operator interest in the car park, it is impossible to predict with any degree of certainty to what extent economic conditions would impact the number and level of bids.

10.7 Parking Matters have made assumptions in order to financially appraise the option of outsourcing the car park operation to a third party operator. The assumptions are set out in full in Paragraph 10.10 of the Exempt Appendix.

10.8 It has been assumed that the capital cost of refurbishment will be funded by an operator. Further assumptions have been made with respect to the level of the annual rent.

10.9 The major benefits of outsourcing would be that the risks associated with the cost of refurbishment and future revenue streams would be passed onto the operator, However the operator will seek to cover these risks and generate a profit, so the net revenues produced over the term of the agreement are likely to be lower than if the Council was to fund the works and retain the operation (assuming like for like revenues).

10.10 A large proportion of the operating duties are currently carried out by centralised Council functions. In many cases the cost of running these centralised functions will not reduce if the Council no longer operates the Park Street MSCP. Therefore the true impact on existing revenue budgets needs to be assessed.

10.11 The Council would no longer control tariffs on all the parking in the City Centre. Given that the car park is generally well used, the operator would be likely to increase tariffs as much as possible. This would probably give the Council the opportunity to follow suit in at least some of the other car parks.

10.12 The differential between an in-house or outsourced approach will ultimately depend upon the level of operator interest and the cost of capital attributed by the operators to the initial investment. A lower cost of capital will result in a higher level of rent available for payment to the Council.

Option Summary

10.13 The estimated net revenue for Park Street Car Park in the financial year 2012/13 is £870,000 per annum.

10.14 Parking Matters Limited estimate that a refurbishment programme could be completed over 9 months and that during this period around half of the parking spaces could remain in use during the refurbishment programme. The loss of revenue during the period of partial closure for major refurbishment works is likely to be in the order of £430,000 depending on the scope of works and the manner in which they are carried out. This loss would be offset by revenue produced by some existing users parking at alternative Council car parks. We have estimated this at c. £187,000. Therefore the net loss of revenue from a refurbishment programme would be c. £255,000.

10.15 Parking Matters have assessed the potential impact on revenues following a refurbishment of the existing car park. On Parking Matters assumptions it is estimated that net revenues would increase to £1,181,096 per annum once usage has fully recovered after refurbishment works and would increase further thereafter.

10.16 During the refurbishment programme the availability of car parking spaces will reduce. At weekends there will not be sufficient car parking spaces to meet current demand. This presents the risk that current users will choose to use alternative car parks increasing pressure on the City's highway network, especially south of the City Centre. In addition, there will be concerns that the temporary loss of car and cycle parking will have a negative impact on local traders especially those independent retailers and restaurateurs in the vicinity of Park Street.

10.17 A significant disadvantage is that the expenditure of £3,500,000 excl. V.A.T is unlikely to extend the useful life of the building for more than 20 years and the maintenance costs will remain higher than a modern facility over this period.

10.18 The Council currently operates the car park. However there is an option to allow a third party car parking operator to lease the facility. Parking Matters Limited have assessed the potential revenue that could be achieved on this basis. This net revenue assessment is provided on the basis that an operator would fund the necessary repairs and refurbishment at the car park.

10.19 This presents a clear benefit to the Council in terms of capital expenditure, however the net revenue figure assessment demonstrates that revenues will be lower on the basis of a letting to a third party operator, than if the Council continued to operate the car park, as a result of a third party's profit requirements.

10.20 These figures are provided on the basis of assumptions, and greater certainty can only be provided through market testing of third party operators. A potential disadvantage of this approach is that the Council will lose control over pricing in the facility.

10.21 Furthermore the Council would need to fully assess the true impact on existing revenue budgets, as a large proportion of operating duties are carried out by centralised Council functions and these will not reduce if the Council no longer operates Park Street.

11 Redevelopment Options and Site Constraints

11.1 Our instructions are to consider the possible redevelopment options for the site on the basis that parking provision is removed entirely and on the basis of a mixed use redevelopment for alternative uses incorporating the re-provision of car parking.

11.2 Prior to further exploration of the options we have given consideration to legal and planning factors which may impact upon a redevelopment of the site.

11.3 We have considered legal issues in our report. Due to the sensitive nature of third party tenancies, all information relating to legal issues and tenancies is contained from Paragraph 11.3 of the Exempt Appendix.

Planning Policy

11.4 We have been provided with a planning brief prepared by Cambridge City Council's Head of Planning. We have regard to this document in assessing the redevelopment options for the site.

11.5 At this stage, it is not possible to comment in detail on design aspects but the redevelopment of the site will be required to be in keeping with the character of the surrounding area in order to comply with conservation policies.

11.6 In short the brief indicates the following redevelopment characteristics would be considered desirable;

- Residential, Student Housing and Office Uses. The brief mentions the possibility of incorporating restaurant uses at ground floor along Round Church Street.
- Uses which are not considered suitable are retail and hotels.
- The site has capacity to be up to 4 storeys, with the design required to minimise overlooking of Portugal Place and the harm to nearby occupiers. Building heights should be stepped down to 3 storeys on Park Street and adjacent to the Maypole Public House.
- Pedestrian Movement between Bridge Street, Park Street and Jacksons Yard should be maintained and there may be a possibility of creating links with Portugal Place.

11.7 We have had regard to planning policies contained within the Cambridge Local Plan 2006 in formulating development proposals and our opinion of value.

11.8 The affordable housing policies contained within the local plan stipulate that prospective residential development schemes on sites of more 0.5 hectare or providing 15 or more dwellings are required to provide 40% of dwellings as affordable housing. This is an important consideration in assessing the land value of the site for residential development.

11.9 Cambridge City Council adopted Guidance for the application of Policy 3/13 (Tall Buildings and the Skyline) of the Cambridge Local Plan 2006, in March 2012. The guidance sets out a range of assessment criteria for proposals to develop tall buildings in the City. The five categories for assessment are "(1) location, setting and context, (2) historical impact, (3) scale, massing and architectural quality, (4) amenity and microclimate, (5) public realm."

11.10 We have assessed the development in accordance with the planning brief, however it is possible that a developer will seek to challenge the brief and increase building heights in order to maximise the potential density of the site.

Demolition of Existing Structure

11.11 The demolition of the existing car park is likely to be relatively complex owing to the density and proximity of the surrounding buildings. Party wall issues will need to be assessed. The main access for the works would be at the Park Street elevation, however there is potential for difficulties of access relating to neighbouring ownerships and location of scaffolding although it is unlikely that this will be insurmountable. It is likely that the car park would need to be dropped deck by deck.

11.12 We have provided an estimate of the cost of demolition works in Paragraph 11.27 of the Exempt Appendix. This is purely indicative and should not be relied on. A thorough cost analysis would need to be carried out in order to accurately assess the cost of demolishing the existing structure.

12 Option 2 – Demolish Existing Car Park and Redevelop without Car Parking Provision

12.1 We have considered the value generated from residential, student housing and office uses on the site. These are the alternative uses stated as being suitable for the site in the planning brief provided by Cambridge City Council.

Residential

12.2 The Car Park is situated in a central location benefiting from proximity to the Cambridge Colleges, the prime retail area and within easy reach of the majority of employment centres within the City.

12.3 The Cambridge housing market has proved to be resilient in the face of the economic uncertainty following the 2008 global crash. Sales values have held up well and a range of new build development schemes in the City are currently under construction. Prime residential property in Cambridge continues to achieve the highest values on a £ per sq ft basis in the Eastern Region. The central location and the scarcity of similar opportunities within the historic core mean that there would be strong interest from house builders if the site was brought to the market.

12.4 Bidwells' architects have worked up conceptual drawings to demonstrate the development capacity of the site for residential use in the context of the planning brief provided.

12.5 Further details of our assessment of the development capacity and our calculation of the residual land value are contained from Paragraph 12.16 of the Exempt Appendix.

12.6 The scheme has the potential to substantially improve the existing "streetscene." The scheme has been designed to allow a pedestrian link between Bridge Street and Park Street via Blackmoor Head Yard and would possibly enable a pedestrian link with Portugal Place.

12.7 The plans demonstrate the possibility of creating a community building on the site as part of the scheme, however this area would be likely to be required in order to enable the re-provision of the cycle park and public toilets. As such, we have ignored the community building contained within these sketches.

12.8 We have not carried out a detailed analysis of how cycle parking and public toilet facilities could be incorporated within the design of a development scheme. It is important however to ensure that the cycle parking provision and public toilets are designed in such a way so that there is not an adverse impact on achievable values for the completed units. If public toilets are located within the residential building envelope or close to residential units this is likely to have an adverse impact on value.

12.9 In order to calculate the residual land value, we have made assumptions with regard to development costs. These are indicative and we have not had the benefit of a detailed cost analysis. As a result, the costs set out in this report should not be relied on.

12.10 It is important to stress that residual valuations are very sensitive to the inputs adopted. To demonstrate this we have carried out a sensitivity analysis. This demonstrates how changes in sales and revenues and can impact significantly on the residual value of the land.

12.11 The residual land value is reported on the basis that planning permission is granted for redevelopment and therefore receipt of funds will be delayed until the planning process is completed. Bids on an unconditional basis are likely to be less than reported reflecting the planning and development risk to a developer.

12.12 We would expect strong demand for the site from major plc house builders as well as from regional developers.

12.13 In the planning section of this report, we have mentioned the possibility that a developer will try to challenge the building heights set out in the planning brief. The value of the site will increase substantially if higher build heights and densities are permitted. As such, it is important that the City Council ensure that they capture any additional value generated from planning permission for a higher density development than that set out in the planning brief. This could be achieved by agreeing overage provisions with a prospective developer.

Student Housing

12.14 Cambridge is a renowned University City and as such there is a consistent need for student rooms in order to fulfil demand. The site is well located for this purpose being within walking distance of most Cambridge Colleges and being only a short walk from the Anglia Ruskin Campus on East Road. Historically Anglia Ruskin University have had a more acute demand for student rooms.

12.15 We have taken account of planning policy which stipulates that speculative development for student housing will only be permitted if occupancy restrictions exist to ensure the accommodation is only available to full-time students attending ARU or the University of Cambridge.

12.16 Bidwells architects have drawn up a prospective development scheme for student housing.

12.17 We have appraised the land value that would be generated by a scheme of this nature by considering the value to a developer, rather than on the assumption that the site will be purchased and developed by a Cambridge College or Anglia Ruskin University, in our view this is reflective of current market realities.

12.18 Calculating the residual value of the land on the basis that it is used for student housing is subject to a large number of variables, not all of which can be assessed with accuracy at the current time. Furthermore, we have made assumptions with respect to the costs of construction which cannot be verified without a detailed cost analysis.

12.19 Further details of our methodology in calculating the residual land value of the site for student housing is set out in Paragraph 12.33 of the Exempt Appendix. Our assessment indicates that land values will be higher on the basis of residential development and we would also expect stronger demand from house builders than developers seeking student housing opportunities.

12.20 There is potential demand for the site given the close proximity to Cambridge's educational institutions. Assessing demand from the Colleges is difficult as it will be dependant on relevant factors at the time.

Offices

12.21 The Cambridge office market is robust relative to other centres in the region, however Park Street is not an established office location and most occupiers will prefer new build accommodation within the "prime" Station Road/Hills Road area of the City. The site lacks prominence which will discourage occupiers and in addition modern design features are unlikely to be acceptable in planning terms in view of the location within a conservation area. Occupiers seeking a statement building providing Grade A accommodation are unlikely to be attracted to an office, designed to reflect the character of the surrounding area.

12.22 Details of how we have arrived at our opinion of land value are set out at Paragraph 12.40 of the Exempt Appendix. This demonstrates that the site does not present a viable office development opportunity and it is unlikely that there will be demand from developers on this basis.

12.23 Interest from special purchasers is possible and would be most likely crystallised during a marketing campaign.

Impact of Closure of Park Street

Revenue

12.24 For the financial year 2012/2013, it is estimated that the car park will generate c £870,000 to Cambridge City Council and this annual revenue stream will be lost in the event of a redevelopment of the site without reprovision of car parking.

12.25 Redevelopment of the site will mean the loss of rental income from leases granted to third parties. In total, this amounts to a gross rent of c £12,000 with the potential that this will increase to c. £27,500 if prospective lettings are completed. An additional £3,750 per annum is generated from tenancies on the gravel car park.

12.26 The sale of the car park will result in a one-off capital receipt, however the Council will need to assess whether this is a desirable trade off when set against the loss in revenue.

Transport Impacts

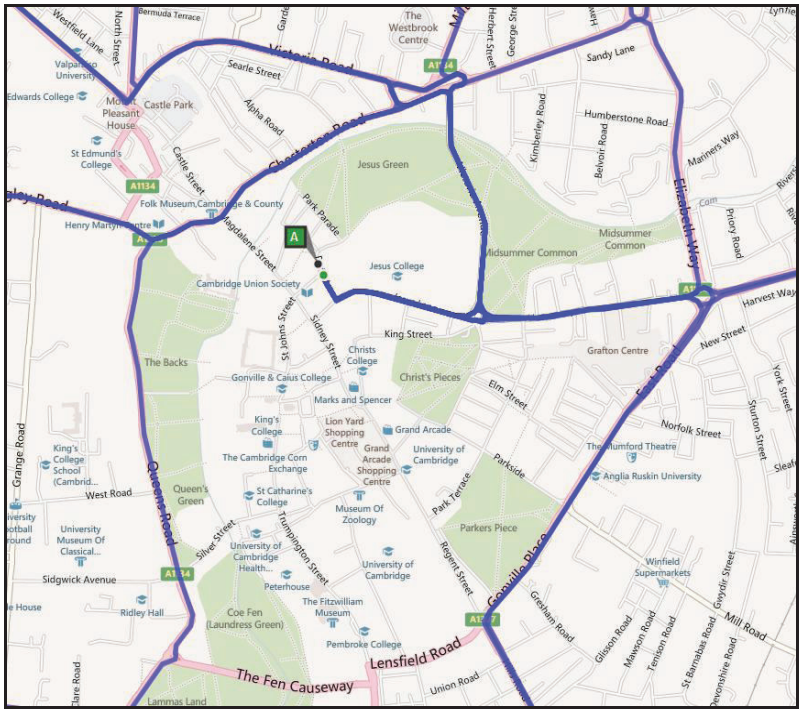
12.27 Park Street car park is a well used short-term car park in the heart of the Historic Centre of Cambridge. Should the car park cease operation some 2,300 vehicles per day on average will need to find parking accommodation elsewhere, choose another mode of transport into the city or else choose to visit another centre.

12.28 Analysis of the occupancy data provided shows that during the week there is some capacity in the nearest car park, Grand Arcade, to accommodate the majority of displacement should Park Street close. At weekends Grand Arcade is close to capacity and additional demand could create a knock on impact in congestion at Grand Arcade as well as the surrounding highway network.

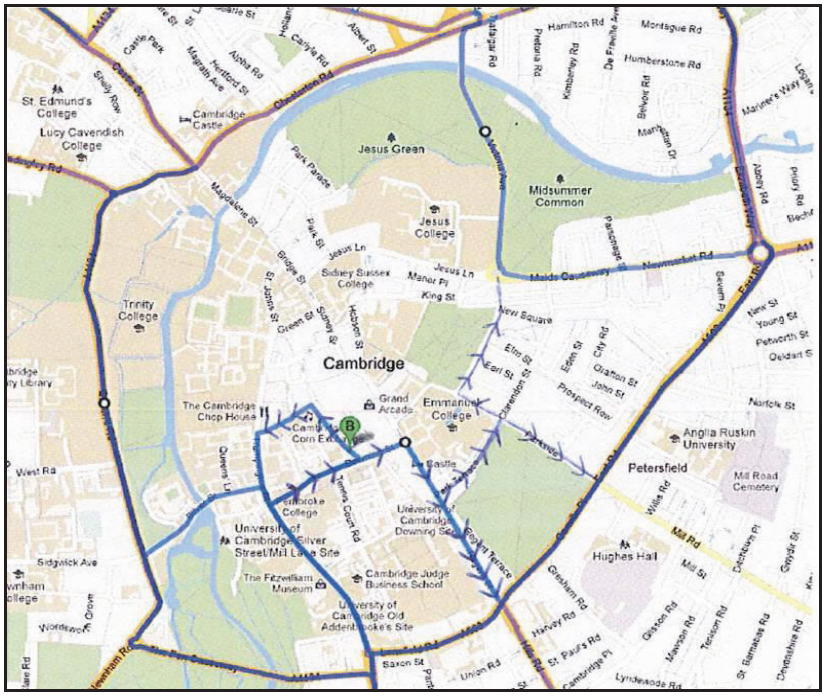
12.29 The impact in terms of traffic and transport with regard to complete closure of Park Street car park could be considerable. Cambridge City Council own and operate car parks with approximately 3,188 car parking spaces centrally. This is relatively low when viewed against the level of shopping, leisure and educational facilities in the centre of the City. The low parking provision is offset to some extent by high usage of sustainable travel modes including excellent Park & Ride facilities, good public transport services and cycle /pedestrian networks. Howvever, a certain level of parking must be provided to ensure trips that need to be undertaken by car are facilitated, and to allow individual choice.

12.30 The loss of car parking on this site would create a significant depletion in parking provision in Cambridge City Centre.

12.31 The map below shows the most likely routes to Park Street car park given the layout of Cambridge's pedestrian zones and one-way streets.



12.32 In the event of a closure of Park Street, it is reasonable to assume that the majority of displaced traffic will be likely to choose to use the nearest and most convenient car park. In view of its proximity to the prime shopping areas, Grand Arcade will be the most likely choice. An indication of routes to Grand Arcade is demonstrated below;



12.33 The map demonstrates that vehicles displaced by the closure of Park Street Car Park and travelling from the north of the City to the Grand Arcade will be funnelled towards the site via Queens Road and Fen Causeway and/or East Road, Parkers Piece, Lensfield Road. The direct impact is that this is likely to result in additional trips on the road network on the south side of the City Centre.

12.34 Observations have shown that the road network to the south of the City Centre is already congested. It is difficult to gauge the actual impact of the displacement of Park Street users to the Grand Arcade without thorough analysis and researches, however in our view it is reasonable to assume there is likely to be a negative impact on parking capacity at Grand Arcade which in turn could cause queuing and congestion in the immediate locality with a knock-on effect throughout the network.

12.35 Usage data suggests that Grafton West, Grafton East and the Queen Anne Terrace car parks would be able to accommodate the displaced vehicles that would typically use the Park Street car park during the weekday and at weekends and as such between Grand Arcade, both Grafton car parks and the Queen Anne Terrace car park there would be sufficient spare capacity to accommodate all of the parking demand. The parking facility at Shire Hall at Castle Hill may also accommodate some displaced parking at weekends.

12.36 Despite this it is considered unlikely that visitors choosing short stay visits to the historic core would make use of Grafton West, Grafton East or the Queen Anne Terrace car parks given the perception of their relative distance to the prime shopping and City Centre areas.

12.37 A very high percentage of Cambridge's population chooses sustainable travel modes over the private car when compared to the East of England and England statistics. The 2001 census data demonstrates that 59% of the resident population in Cambridge chose methods of travel other than the private car. Similarly, 44.5% of the daytime population chose sustainable travel options. This, when compared to the East of England and National figures below is a substantial percentage above the rest of the country and indicates that public transport links, cycle facilities and general awareness of travel alternatives to the private car in Cambridge are of a very good standard.

Method of Travel to Work -Daytime Population

Mode	Market Ward	Cambridge District	East of England	England
Bus, train, motorcycle, taxi etc	26.9%	16.8%	15.5%	24.9%
Bicycle	21.7%	18.1%	4.7%	3.1%
On foot	12.1%	9.3%	10.9%	11.0%
Other	0.3%	0.3%	0.4%	0.4%
Driving a car or van	39.1%	55.5%	68.6%	60.6%

Method of Travel to Work -Resident Population

Mode	Market Ward	Cambridge District	East of England	England
Bus, train, motorcycle, taxi etc	12.0%	15.0%	20.2%	24.9%
Bicycle	23.8%	28.3%	4.3%	3.1%
On foot	36.8%	15.3%	10.0%	11.0%
Other	1.1%	0.4%	0.5%	0.5%
Driving a car or van	26.3%	41.0%	65.0%	60.5%

12.38 Although there is a good provision for bus based public transport at a local level to Park Street car park it is considered unlikely that that there would be a significant modal shift to bus. Shoppers and short-stay visitors are more likely to use the car for convenience and for onward travel.

12.39 Analyses of the capacity figures for all the Park & Ride facilities up until January 2009 identifies lower usage during the weekend, particularly on a Sunday, where there is a notable decrease in usage. The figures suggest Trumpington and Newmarket Road Park & Ride sites have the highest usage on a Saturday with up to 80% of the car park occupied.

12.40 It is considered that there is potential to encourage Park Street patrons to use the Park & Ride for longer trips to the City Centre, of say 2-3 hours. All of the Park & Ride buses stop at Drummer Street which is approximately 500m from the historic core. However, it is unlikely that those who wish to have only a 1-2 hour stay in Cambridge will use a Park & Ride facility for their journey as the perception of changing mode to Park & Ride is that it will add more time and cost to the trip.

12.41 Cycling is the number one choice for sustainable transport in Cambridge. Being a compact and flat city, cycling and walking are quick, cheap and pollution-free methods of travel. Cambridge has a network of dedicated cycle lanes throughout the city and has created a pleasant cycling environment with shared paths and a good level of facilities such as cycle parking and cycle training available through the Council.

12.42 Park Street car park houses one of two major cycle parks in the City. It is considered that the retention or replacement of this facility is vital to the City's cycling amenity and further encouragement of cycling initiatives. The loss of this level of cycle parking is likely to be unacceptable and could have a potentially dramatic impact leading to haphazard and careless cycle parking, a rise in theft due to lack of secure facilities and eventually could lead to a fall in numbers of people choosing to cycle.

12.43 In addition, the cycle park draws a significant number of people to this part of the historic centre; its removal could mean a dramatic reduction in 'pass-by' trips for business and retail facilities in the vicinity.

12.44 In summary, it is reasonable to assume that some drivers would consider making some of their trips by alternative modes or at least would be more likely to be influenced to use Park & Ride and/or the Guided Busway as an alternative to the private car if parking provision in the historic core was reduced. However given the type of patrons using Park Street ie short term users and based on the length of stay information it is unlikely that any modal shift would occur in high enough numbers to be perceptible in daily fluctations of traffic, i.e there would be no noticeable reduction in car journeys as a result of a modal shift to park and ride, bus services or bicycles.

Impacts on Occupiers in the Surrounding Area

12.45 We have not carried out qualitative or quantitative research in order to ascertain the purpose of peoples visit to Park Street Car Park, however the occupancy data indicates that most visits are for less than 3 hours. In part, this is reflective of the pricing structure which does not encourage long stays. The data suggests that most visits are for shopping or leisure purposes, and possibly for visitors to nearby offices, Cambridge Colleges and other City Centre services such as Bridge Street Medical Centre.

12.46 Visitors using Park Street will tend to gravitate towards Bridge Street either using Round Church Street and/or Jacksons New Yard. This naturally generates footfall in the surrounding area with visitors either heading south to the retail core or north on Bridge Street towards Magdalene Street. Further footfall in the area is generated by the bus stops which are situated along Bridge Street.

12.47 Footfall is a valuable commodity highly valued by retail and leisure operators. The loss of the car park will likely result in a loss of pedestrian traffic through Bridge Street and there will be concern that this will adversely impact upon trade. These concerns have already been voiced in the local press and we expect that the closure of the car park will result in negative publicity.

12.48 It is important to reflect on the location of the car park, being the only car park facility within the historic core which is situated north of the Market Square. The Grand Arcade is the largest and most well used car park which reflects its proximity to the prime shopping area in Cambridge. The highest areas of footfall are within the Grand Arcade Shopping Centre, Petty Cury and part of Sidney Street.

12.49 Travelling north past the junction of Sidney Street and Market Street, the "pitch" deteriorates and footfall is reduced. This in effect means that there is less "pull" for shoppers and visitors once they reach this junction, and some may be less inclined to continue onto Bridge Street without a destination in mind.

12.50 Visitors choosing to park in other council operated car parks will not naturally be drawn towards Bridge Street unless they have chosen to park at Castle Hill which is a continuation of Bridge Street, or at Shire Hall at weekends. Apart from at these sites, it will be quicker to get to the prime shopping areas from the other car parks than to Bridge Street which again enforces the view that footfall will be adversely affected.

12.51 We expect that the evening economy will also be adversely affected as Park Street provides a valuable function to those visiting nearby restaurants and pubs. In our experience, evening visitors will be deterred if there is a need to park some distance from their chosen destination and visitors parking at an alternative such as Grand Arcade will be less inclined to walk to the Bridge Street area.

12.52 Controlled car parking finishes at Castle Hill at 7pm which means that this has the potential to provide an alternative car park for visitors, although the Council will not benefit from an increase in revenue. The Council should be aware that there is a prospect that some visitors will choose to park on nearby residential streets once daytime parking controls are removed, and this has the potential to cause disruption to residents in the local area.

12.53 Visitors will have the option of using Shire Hall on Saturdays and Sundays, although we understand that a flat day rate is charged on a Saturday before 4pm. This is likely to discourage short stay visitors, although it represents an alternative for evening visitors to restaurants and bars on Bridge Street.

12.54 Furthermore, there is limited public transport in the evenings. Park & Ride operations close at 8pm Monday-Saturday and at 6pm on Sunday meaning that this will restrict the ability for evening visitors to make use of these facilities. Evening buses are relatively infrequent.

12.55 We note that Cambridgeshire County Council intend to remove pay and display parking spaces on Jesus Lane to allow the introduction of a bus lane. The number of spaces is small relative to those provided at Park Street but this will further limit the alternative solutions.

Summary

12.56 The analysis clearly demonstrates that the highest land values are generated on the basis of a redevelopment of the site for residential purposes. If the site was brought to the market, we would expect strong demand from house builders.

12.57 Development for student housing may attract some demand from developers. It is possible that there will be demand from Cambridge Colleges and/or ARU for the completed units although it is difficult to state this with certainty.

12.58 The redevelopment should have a positive impact upon the character and appearance of the surrounding area.

12.59 In a redevelopment scenario, the re-provision of the cycle park and public toilet facilities is an important consideration. We have not carried out a detailed design analysis of how these could be accommodated, however we are of the view that there should be sufficient undeveloped external areas to enable the re-provision of these facilities. These facilities would need to be carefully designed to ensure that there is no impairment in the value of the adjacent development scheme.

12.60 We do not consider that re-provision of the cycle park will have a material impact on the value of the scheme. In any event, we do not anticipate that the costs of re-provision of these facilities will be significant in the context of a development scheme.

12.61 It would not be desirable to incorporate the cycle park and public toilets within the residential building envelope or close to residential units, as this will potentially have an adverse impact on value and marketability.

13 Option 3 – Redevelop the Site with Re-Provision of Car Parking

13.1 We have given consideration to how car parking can be retained on the site whilst at the same time developing the site for alternative uses.

13.2 The report discusses in detail the potential alternative uses for redevelopment in the context of the planning brief provided. This demonstrates that residential development will produce the highest land values and as a result we have focused on residential development in this section of the report.

13.3 Indicative car parking layouts have been explored in order to assess the potential number of parking spaces which could be provided as part of a mixed development.

Basement Car Parking

13.4 The re-provision of parking below ground provides the best possibility of maximising revenue from a redevelopment above ground and maximising parking spaces within a mixed use development.

13.5 We have not had sight of a detailed report on ground conditions to confirm whether basement excavation is a technically and financially feasible proposition. Parking Matters have discussed the matter informally with structural engineers who have experience of basement construction in the area and it seems reasonable to assume that the ground conditions at the site will permit excavation and construction of a three level basement at a reasonable cost. Elsewhere in the UK there are numerous examples of car parks constructed in similar conditions with a high water table It will however, only be possible to confirm this with certainty following detailed ground investigations which are beyond the scope of our instructions.

13.6 An indicative basement car parking layout has been prepared demonstrating how an entry and access ramp from Park Street could be designed. Further details are provided from Paragraph 13.4 of the Exempt Appendix. A detailed site survey will be required if the Council wishes to pursue this option further.

13.7 The new facility would be more user friendly than the existing car park with easy circulation for vehicles and pedestrians and wide parking bays with no columns to impede parking vehicles.

13.8 We have considered extending the car park out under the highway but have concluded that it would not increase the capacity significantly, however, it would increase the costs and risks significantly both for the car park and potentially for the residential accommodation above.

13.9 This design could potentially provide up to 250 parking spaces over 3 levels which represents c. 64% of the parking capacity provided by the existing car park.

13.10 Basement car parking is expensive to provide and costs can vary significantly according to the prevailing ground conditions. In the absence of a detailed ground condition survey we have had to make an assumption with respect to the total cost of the works. The estimated costs are stated at Paragraph 13.11 of the Exempt Appendix.

13.11 The advantage of the basement parking design outlined is that there will be limited impact on development capacity of the site above ground.

13.12 In this scenario, it is worth giving thought to the potential of making spaces available within the basement parking area for residents of the flats. It is possible that these could be let-out at rents equivalent to those that are achieved for public parking, although it would be necessary to carefully consider how parking for residents would be managed and to ensure that the Council recovered all operating costs. If the annual rent payable by residents was calculated at an acceptable level, allowing residents exclusive rights will likely have a positive impact on prospective sales revenues and as a result, the residual land value. It will however, result in a loss of public parking provision which may not be considered acceptable.

13.13 It is clear that the redevelopment of the site above ground will not entirely off-set the costs of constructing the basement car park (See Paragraph 13.11 of the Exempt Appendix). Despite this, the modern car park should have a minimum useful life of 60 years and it is likely that capital expenditure on repairs over the life of the structure will be less for the modern basement car park than the existing car park.

13.14 The delivery of the scheme of this nature would be complex, however one method of delivery would be for the Council to enter into a joint venture with a development partner. In this scenario, the Council could invite bids from prospective developers, either by imposing a basement parking design or by setting a tight brief to ensure that the scheme provides what is required. We envisage that Cambridge City Council would retain the freehold with a long lease granted on the site above ground.

13.15 We do not consider that an architectural competition would be of benefit in this instance, as we expect that most developers would seek to design their own scheme on the above ground portion of the scheme.

13.16 Although a contribution from an above ground redevelopment is unlikely to off-set the costs of constructing the basement car park, the creation of a basement car park should create an investment asset and revenue generator with a value significantly above the total cost of the works.

13.17 If the Council choose to dispose of the Property to a third party car parking operator then the value could be even higher.

13.18 The creation of additional value is an important consideration in the context of the significant expenditure required to deliver the basement parking. This option compares favourably with the existing car park, where because of the extensive works required and concerns over the limited remaining useful life of the car park, the building will not carry any value over and above the development value of the land if the car park continues to be operated by the Council.

13.19 It is possible that the existing car park will hold additional value if the Council choose to dispose of the asset to a third party operator. This value will be created by a lease granted to a third party operator such as NCP or Q-Park where a buyer will be able to assess rental returns based on R.P.I uplifts over an extended period – in effect creating a "bonded" investment. However, the value is likely to be ultimately suppressed by concerns with respect to the structural issues and the prospect of significant expenditure on repairs in future. As a result, the value of the investment will be ultimately appraised with reference to the underlying site value for redevelopment.

Disadvantages and Risks in Option 3

13.20 There are disadvantages and risks in carrying out a development of this nature.

13.21 During construction works there will be a loss of parking revenue to the Council as well as associated travel and economic impacts as a result of the Car Park closure.

13.22 The Council could attempt to mitigate the impact of the temporary loss of spaces by liaising with nearby landowners and businesses in order to determine whether there is a possibility of providing temporary parking provision in the vicinity, especially at weekends. However in view of the nature of surrounding land uses this is likely to be difficult. The Council could liaise with Cambridgeshire County Council with regards the possibility of utilising the parking provision at Shire Hall on Castle Hill to help offset the loss of car parking at Park Street although this is already utilised at weekends. At present this facility is subject to a flat day charge on Saturdays before 4 pm and this may deter short term visitors during the day although the car park presents an alternative option in the evening and on Sundays.

13.23 Parking Matters have indicated that a minimum construction period of 18 months would be required to deliver the basement car parking. On this basis, Parking Matters anticipate that there would be a loss of revenue during construction of c £1,350,000, which would be offset by revenue from users displaced to alternative Council operated car parks during closure, estimated to be £550,000. This produces an aggregate loss in revenue of c. £800,000. In addition to this shortfall, the Council is likely to continue to incur direct operating expenditure as some resources such as staff would be retained or redeployed during the development period. This cost has been estimated at c £240,000.

13.24 To assist the local economy and retain footfall in the area there may be scope to create a limited number of temporary on-street parking bays in the vicinity of the car park or to introduce some kind of shuttle service at peak times to ferry people to/and from other car parks. These solutions will incur additional costs or result in a loss of revenue. The loss of parking over an 18 month to 24 month period carries the risk that car park users will alter behaviour patterns and that there will be a resultant extended build up period following re-opening of the car park, before revenue and usage patterns are restored to the current levels.

13.25 The loss of spaces will have to be carefully managed to minimise the loss of parking revenue. Predicting the number of displaced parking transactions that will relocate to other car parks during the works is extremely problematic. Parking Matters have been involved in a number of car park closures where a significant number of parking transactions have seemed to disappear overnight rather than relocate to nearby car parks and subsequently have taken a long time to return to the City Centre. Any temporary replacement parking options that can be identified should be as near as possible to the site. This will both assist local businesses, and ensure that revenue streams are maintained as much as possible. Any closure should coincide with a robust communications strategy with information on alternative parking being provided to the public many weeks before closure to ensure that revenue retention is optimised and business is not lost to the city centre unnecessarily.

13.26 Furthermore, our advice would be to ensure that the existing car park remains operational for as long as possible prior to commencement of the redevelopment scheme. If possible, all feasibility studies and investigations should be carried out prior to development. Furthermore, a planning application should be submitted for approval prior to closure of the car park, with on-site construction only commencing following receipt of planning approval. This approach should ensure that the impacts of closure are minimised.

13.27 The existing car park will require a package of remedial works whilst a development scheme is being worked up. Parking Matters estimate that these costs will amount to £50,000 initially, with a requirement for an additional £10,000 and £20,000 per annum thereafter. These costs will simply ensure that the building remains safe and serviceable. The remedial works will not stop the long term deterioration of the structure.

Impact of Retaining Car Parking Provision in Part

13.28 The proposals set out for a redevelopment incorporating car parking will result in a loss of c. 140 parking spaces and the revised capacity will be 64% of present capacity.

Revenue

13.29 From the sample occupancy data supplied by the Council, Parking Matters estimate that the proposed capacity of 250 spaces is currently exceeded by in the region of 20,000 to 25,000 visits per annum. On this basis at the current average yield per car of £3.26, revenue of £65,000 to £82,000 per annum would be displaced. This equates at the top of this range to nearly 7% of the car park's revenue in 2011/12 as a result of a 36% reduction in capacity, reflecting that fact that the car park is currently not operating at full capacity for much of the week. However, any greater reduction in the number of spaces will clearly have a greater proportionate impact on revenue levels as the car park occupancy currently exceeds levels of less than 64% of capacity more frequently.

13.30 Parking Matters have made assumptions in order to assess the potential net revenue in a new basement car park. These assumptions are set out at Paragraph 13.31 of the Exempt Appendix. On this assessment, Parking Matters estimate that net revenue of £1,068,967 could be achieved when volume levels have risen to 100%.

Indicative Financial Impact of Outsourcing the Reduced Park Street Car Park

13.31 Parking Matters again believe that there would be strong interest in the leasing or management of any retained car park. Operators will consider FRI leases of any length on new facilities, usually 25-35 years at an open market rent or long lease subject to an upfront premium and a peppercorn rent.

13.32 In order to appraise this option Parking Matters have estimated an initial Market Rent which is stated at Paragraph 13.35 of the Exempt Appendix.

13.33 Again as with the refurbishment option, assuming like for like revenues, the net revenue produced is higher over the term if the operation remains with the Council. Whilst the level of operating costs will be lower for a private operator, the likely amount of operator's profit allowed for when assessing the Market Rent, more than compensates for this.

Transport

13.34 A reduction to 250 parking spaces as part of a mixed use development would have a much reduced impact compared with total closure. This level of parking would meet most of the existing weekday demand and at weekends although there would be fewer spaces the demand would at least be partially satiated.

13.35 The occupancy figures show that should Park Street accommodate 250 parking spaces the average weekday occupancy (over February, July and October) would be up to 94%, on Saturdays it would reach as high as 147% and on Sundays up to 144% of existing capacity during the peak periods between 11:00-17:00 and 11:00 -16:00 respectively. Although 250 spaces would not fully accommodate the busiest time periods such as at weekends, it is considered that this level of car parking will cater for the majority of existing weekday demand which will allow the surrounding area and businesses to continue to benefit from the custom and pedestrian through traffic.

13.36 It is likely that the shortfall of spaces at the busiest weekend periods will result in displacement to other car parks and this has the potential to increase congestion on the approach roads to the Grand Arcade and highways to the south of the City Centre.

13.37 It is highly unlikely that the reduction in car parking spaces will cause a modal shift in transport use.

13.38 The loss of car parking during the construction phase is likely to result in the same impacts outlined previously in this report.

Economic

13.39 Nearby occupiers will be concerned by the loss of parking provision during construction works on the site and the impact this may have in trade. The provision of 250 spaces should accommodate parking demand on weekdays, however the capacity will not be sufficient to fully accommodate current peak weekend demand. This will potentially impact upon footfall in the locality and this is likely to be of concern to traders in the area, however, this may be offset by the improved quality of the new car park which may encourage its use outside of peak times.

13.40 We anticipate that the lack of parking during the construction phase will be a significant concern to traders and nearby occupiers and will potentially result in the negative impacts outlined previously in this report.

14 Option 4 - Replacement of Existing Structure with New Multi-Storey Car Park

14.1 We have considered the prospect of replacing the existing structure with a new mscp.

14.2 Assessing the cost of redeveloping the site is problematic because of the difficulties presented by neighbouring ownerships. It may also be necessary to take account of the planning brief in the context of building heights, external design and the prospect of improving and maintaining the link between Bridge Street and Park Street.

14.3 We anticipate that a replacement structure could provide between 300 and 350 spaces over one basement level and three upper floor levels. It is not possible for us to accurately estimate the costs of such a scheme without a thorough and detailed cost analysis. However, we have provided an indicative estimate of the cost of reproviding the Car Park at Paragraph 14.3 of the Exempt Appendix.

14.4 It would be necessary to remove the parking provision during the demolition and construction period, and this will result in disruption to transport infrastructure and local traders as well as loss of revenue.

14.5 We have not considered this option in detail in this report. However we are able to consider this option in more detail if needed.

15 Conclusions and Recommendations

15.1 The car park cannot be left in its current state.

15.2 All of the options available to the Council will result in disruption, loss of revenue and have impacts on road infrastructure and the local economy.

15.3 The option with the least effect in terms of revenue, disruption and effect on the local area will be the refurbishment of the existing car park. However, this is a short-term solution. The refurbishment and repairs to the car park will likely only extend the useful life of the building by at most 20 years.

15.4 The works would not produce a convenient modern facility and maintenance costs will be higher than for a modern equivalent. This solution will simply delay the inevitable need to carry out a comprehensive redevelopment in the future effectively meaning that the costs of repair and refurbishment will be written off.

15.5 In our view, the redevelopment of the site without reprovision of car parking would have a detrimental impact on the City Centre road network and the local economy. This option would result in the loss of an important revenue generator for the Council. We do not consider that this is a desirable option.

15.6 The long term options are to demolish the existing structure and either redevelop the site with a basement car park and alternative use above ground, or to replace the existing car parking facility with a new multi-storey car park.

15.7 Both of these solutions will result in loss of revenue, disruption and harm to the local economy during the construction period and the Council should investigate further measures to mitigate against these impacts.

15.8 Subject to a detailed intrusive survey of ground conditions and a feasibility study, a basement car park of 250 spaces could be deliverable. Basement car parking is expensive, however a residential development above ground could offset these costs.

15.9 A new 250 space basement car park would provide a modern facility, although it would not have capacity to accommodate current peak usage. Revenues will be reduced but volumes will remain at 90% of their current level even with the reduced number of spaces.

15.10 The new basement car park would have a useful life of 60 years and would be a valuable asset and revenue generator in its own right.

15.11 In view of the concerns over the long term viability and cost-benefit of a comprehensive repair and refurbishment of the existing car park, we believe that the basement car parking scenario represents a good option when taking a long term view. However, this must be off-set against the short-term difficulties of the construction phase.

15.12 We have not carried out a detailed analysis of the reprovision of a new multi-storey car park. However, this presents an alternative long term option albeit at a significant higher up front capital cost.

15.13 We consider that it is feasible to re-provide cycle provision and public toilets as part of the redevelopment of the site. We do not consider that the costs of re-provision will have a material impact on realisable value assuming that they are incorporated into a scheme without adversely impacting upon value and marketability. We recommend that the Council carry out detailed intrusive ground condition surveys and feasibility studies to assess whether basement excavation is a realistic and cost effective proposition.

15.14 The Council should investigate in more detail how measures could be applied to mitigate against the effect of a closure of the car park during the construction period.

15.15 Whilst assessing the options, the Council should undertake limited remedial repairs to the car park to ensure that it is safe and secure and continue to operate. Parking Matters have estimated that these initial costs will amount to c. £50,000 initially and an annual cost of £10,000 to £20,000 thereafter.

15.16 In so far as the Council retains the operation of the other car parks in its City Centre Portfolio there is unlikely to be gained by leasing the new or refurbished Park Street Car Park to a third party commercial car park operator.

Option 1 Refurbish the Existing the Car Park	
Strengths	Least impact on revenue. Least disruption to surrounding occupiers and traders or on the surrounding highway network. It may be possible to agree a deal with a third party car park operator so that repairs are undertaken at their cost and who will be willing to pay an annual rent which is close to or equivalent to Council's current revenues. Existing cycle park and public toilet provision retained. Income from tenancies on the site is retained.
Weaknesses	If the Council choose to continue to operate the car park there will be a funding requirement of c. £3.5m excluding V.A.T to be invested in a building with an uncertain remaining useful life. Maintenance costs will be higher than for more modern equivalents. Significant further repairs may be required in 15 or 20 years. There will no improvement to the existing streetscape or the convenience of the car park for users.
Anticipated Capital Expenditure	**£3,500,000 excluding V.A.T**
Capital Receipt	**Nil.**
Anticipated Net Revenue if CCC operate post-refurb 2014/15.	**£1,061,532 (assuming that the Council undertakes the works with no allowance for recharges).**
Anticipated Net Revenue from third party operator post refurb in 2013.	Exempt Appendix

Option 2 Redevelop the Site for an Alternative Use with No Replacement Car Park	
Strengths	Council will be able to obtain a capital receipt from a sale of the site without the need for capital expenditure. Potential to improve street scene whilst at the same time retaining existing cycle car park and public toilets.
Weaknesses	Important revenue stream to the Council will be lost. The loss of car parking is likely to have a detrimental impact on traders in the surrounding area and may impact on the historic core as a whole. Loss of car parking is likely to result in congestion in the City Centre caused by displaced traffic attempting to access alternative car parks. Potential loss of visitors to the City Centre.
Anticipated Capital Expenditure	Exempt Appendix
Capital Receipt	
Anticipated Net Revenue if CCC operate	**Nil**
Anticipated Net Revenue from third party operator	**Nil**

Option 3 Redevelop the Site for an Alternative Use and provide Basement Parking with 250 spaces.	
Strengths	Potential to improve street scene whilst at the same retaining cycle parking and public toilet provision. Once the new park is in operation Council should be able to retain 90% of current car park revenue. 250 parking spaces should provide sufficient capacity to cope with parking demand except for at peak times at weekends. The new facility will provide an improved parking experience for customers. The scheme will create a valuable investment asset within the basement car park. There should be no requirement for any significant extensive capital expenditure on repairs associated with the car park for the next 60 years.
Weaknesses	There is no certainty that ground conditions will allow the excavation of a basement car park. The cost of providing basement car parking will not be offset by a capital receipt from an above ground redevelopment. The capacity of 250 spaces would not meet peak demand at weekends and this may cause congestion on the road network as a result of displaced traffic and impact on traders in the surrounding area. There will be disruption to traders during development and there is a concern that visitors will alter their long-term behaviour. There is a likelihood of congestion during construction works. There will be a loss of revenue over the construction period.
Anticipated Capital Expenditure	**Exempt Appendix**
Anticipated Capital Receipt	**Exempt Appendix**
Anticipated Net Revenue if CCC operate	**£1,068,967 per annum (assumed 2017/18 when volume has reached 100%).**
Anticipated Net Revenue from third party operator	**Exempt Appendix**

Bidwells LLP

Parking Matters Limited

May 2012

BIDWELLS

Appendix A

Briefing Paper

BRIEFING PAPER

Park Street Car Park

1. Purpose of the Paper

1.1 The physical structure of Park Street Car Park will require major work to address structural problems during the next 2-3 years and a decision needs to be made on whether the City Council wishes to make this expenditure or alternatively, to pursue other options such as redevelopment or sale of the car park to another operator. This paper sets out the scope of the options available to the City Council with some conclusions about the best way forward.

2. Context

2.1 Park Street is a multi-storey car park built in the 1960s. With 383 spaces including 8 Blue Badge spaces, free motorcycle parking and 282 spaces for cyclists, this car park holds a current Park Mark/Safer Parking award.

2.2 The Council owns and operates this car park and its freedom of action is not constrained by other interests. (The lettings to telecommunications companies on the top deck can be determined on notice if the Council wished to redevelop the car park).

2.3 Car park turnover has grown to over £1.2 m per annum. The contribution for 2011/12 is at present forecast to be £263K, excluding internal recharges to the Council. In the event of the car park being redeveloped for an alternative use, the main overhead costs (£140K) for:

- Electricity, -20K
- Repairs and Renewals provision –52K
- Cleaning –35K
- Bank and Credit Card charges – 18K
- Security –15K

could be saved. On the other hand, overheads currently recharged to the car park for:

- Rent –300K
- Other corporately provided services £175K

would need to be absorbed across the rest of the Council.

2.4 In 2010/11 350,000 customers visited Park Street car park, of which 75% stayed for three hours or less, the vast majority of whom are shoppers. The evening economy is relatively buoyant at Park Street , serving the restaurant and theatre trades, and evening usage can typically reach 60% capacity at weekends.

2.5 While no statistics are available, the cycle park is very well used, particularly during term times, and an bicycle repair service operates on an informal basis at the car park.

2.6 Experience of the Grand Arcade development in 2004/5 indicates that the demolition of the Lion Yard car park displaced much of the parking to the Grafton Centre (where John Lewis also relocated) and to Park Street, although some customers did not return to Cambridge for several years.

2.7 Given the heavy demand for the Grand Arcade car park, and the lesser attractions of the Grafton Centre today, it is reasonable to conclude that there would be insufficient capacity to relocate all Park Street's customers without severe implications for congestion in and around the historic core, and that there is a reasonable risk that many customers could be lost to the city centre altogether.

2.8 In 2009 the car park was valued at £3.55m. Its current valuation is £6.5 million. It was valued in this years round of asset valuations by Bidwells. This is based on Existing Use Value (EUV) which means the method of valuation "...disregards potential alternative uses and any other characteristics of the property that would cause its market value to differ from that needed to replace the remaining service potential at least cost" (as defined by the RICS).

2.9 Initial testing and visual inspections has been carried out in recent months to give a broad indication of the defects that are contained within the structure of Park Street alongside corrosion monitoring, to establish the extent of structural damage.

2.10 In June 2010 investigations were conducted into the structural condition of the drainage system at Park Street car park to ascertain whether or not the pipe work had deteriorated and was the cause of damage to the structure of the building. While no serious structural defects were identified and there was no evident breakdown of the pipe work that is likely to cause damage to the structure of the building, the system itself is well past its life expectancy, and a new drainage system would be required if the car park was to be refurbished.

2.11 Precise costings and structural reports are as yet unavailable, that can quantify the extent of the repairs. Corrosion levels have been monitored since May 2011, and the structural survey carried out about seven years ago is being updated as part of this process.

2.12 Given the age and style of construction of the car park, which is similar to Queen Anne Terrace (capital costs were more than £2 million for repairs) and Grafton East (capital costs were £2.3 million for repairs) car parks, which underwent major structure repairs in 2004 and 2009 respectively, it is likely that similar repairs will be required to protect the integrity of the steel and concrete structure and to extend the car park's

useful life. Redecoration, lighting and electrical works and works to replace services, signage and facilities will also be costed as part of this exercise.

2.13 While further work will be necessary to determine the logistics of managing the repairs programme, the general need will be to carry out substantial repairs to corroded concrete and steel structures, and introduce treatments to inhibit further corrosion, together with a maintenance regime that will extend the life of the car park by 10-15 years. If we do not address this over the coming 2-3 years, the rate of deterioration of the car park will accelerate, and put its safe operation at risk, with consequent revenue implications. Neglect of structural repairs will also raise the risk of high–cost, but relatively short-term (i.e. inefficient) holding repairs.

2.14 Patsy Dell, Head of Planning, has provided an initial assessment of redevelopment potential for the site, together with a site assessment. The assessment is appended to this briefing note. In essence, there is potential for a mixed-use scheme which could include employment (B1A – offices), residential and student accommodation with or without an element of public car parking. The site is not considered suitable at this stage for retail. It lies outside of the designated prime and secondary retail streets and although it might be possible to successfully argue that retail uses should be included it appears somewhat 'off pitch' for retail uses (other than those associated with car and cycle park users). Retail units in the small shopping centre around the corner on Jesus Lane have struggled to be successful. The City now has a number of extant hotel approvals and it would need to be evidenced/demonstrated that further bedspaces are still needed to justify further hotel development. There is also an outstanding issue in relation to the potential for a new bus station, however, this is likely to raise significant conflicts between bus, pedestrian and cyclist movement and it is difficult to see how this use would fit with the 'leafy' residential character of Park Street.

2.15 The redevelopment of the site provides significant potential to deliver a new and improved townscape to this part of the city. The existing structure is of poor visual quality and undermines the overall quality of the conservation area. Any redevelopment could potentially offer opportunities for an architectural competition and a range of architectural solutions could be appropriate.

2.16 Park Street car park is important to the city centre economy and is in a key strategic location to support retail business to the northern side of the city centre. It services the independent retail sector well as it is the most convenient car park for people wishing to visit Bridge St, Magdalene St, St Johns St, Trinity St, Sussex St, Kings St and Sidney St, where many of the independent shops shop are located. The retail circuit in Cambridge is quite fragmented and ensuring ease of access to these areas by a variety of modes of transport is an important aspect

of supporting and preserving the independent retail mix in Cambridge. Park St car park is also a popular choice for visitors visiting the city centre colleges and for those coming to the city in the evening given its close proximity to the Quayside and Bridge St restaurant area.

2.17 The car park is also important for other businesses and attractions, alongside the Grand Arcade, and has a specific role in the evenings for the local bar, restaurant and theatre trade. In addition to these stakeholders, the car park has a function to support other important community needs – for instance Bridge Street doctor's surgery.

3. Proposed Approach

3.1 It is proposed to commission a consultant to carry out a broad review of options for the future of Park Street car park in order to understand what the effect, costs and benefits of either retention, replacement or removal of the car park might be.

3.2 The consultant should explicitly consider the implications of changes in parking supply arising from any repair and refurbishment works to the car park under the options considered, in terms of the direct and indirect impact of changes on the finance stream which is returned to the City Council from the car park operation; the impact on viability and vitality of the city centre and the principal environmental impacts (including any increased car movement or congestion arising from alterations in parking supply through closure in whole or part).

1. Retention of the car park in its current form, subject to a programme of repair and refurbishment for which the Council are receiving separate advice on through studies and on-going corrosion monitoring. Consideration of this option will be limited to a comparison of costs against other options and the consultant will be required to take costs output from other study work commissioned by the Council and further to consider the short term impact of any refurbishment works on parking supply and demand.

2. Retention of the car park as above, but with the Council selling the asset to a private company / operator. Similarly consideration of this option will be limited to a comparison of costs against other options and the consultant will be required to take costs output from other study work commissioned by or advice provided to the Council for comparative purposes in assessing the financial impacts of pursuing this option relative to any other.

3. Redevelopment of the site as a mixed-use development. This consultant is required to consider options for redevelopment of the site to include a public car park, retaining the existing cycle parking facilities and also to consider the potential for a bus station on the site. Options may include various levels of parking provision and the

effect of changes in supply and demand are to be quantified. Broad costs and estimates of the value of any redevelopment resulting from the release of the site by the Council are required.

4. Redevelopment of the site as a mixed-use development, but without any public car parking provision. Similarly, broad costs and estimates of the value of any redevelopment resulting from the release of the site by the Council are required.

3.3 For options which either reduce or remove any element of car parking from the site, the consultant is required to consider the impact of the reduction in parking supply. The consultant should draw on their experience of car park user behaviour in order to understand the impacts of the change in car park provision. The consultant must have a firm understanding of the local parking situation and the alternative transport choices that are available and be able to demonstrate their experience of helping to develop car parking strategy. Analysis of car parking data and surveys are likely to be required to determine the impact of the proposed options on:

- The total car park usage and revenue
- Users' car park choices
- Different types of car park user
- Local traffic levels, public transport and park and ride usage
- The local economy and choice of Cambridge as a destination

3.4 In bringing forward an assessment of these four options the following objectives should be addressed: -

- Redevelopment proposals should draw inspiration from the iconic, historic centre and provide an excellent urban design solution.
- Each option should be assessed for economic viability and seek the most beneficial financial impact on the City Council.
- Any proposals should take into account the need for full consultation with the public and other stakeholders about the future of this important site.
- Any proposals should take account of the carbon agenda and the City Council's commitment to environmental sustainability.
- Any proposal should take account of the City Council's commitment to encourage pedestrians and the use of public transport or bicycles.
- Any proposals should reflect the City Council's commitment to support the city centre, both in relation to a knowledge-based economy and businesses that support a vital and vibrant city.

4 Deliverables

4.1 The review should explicitly consider the implications of removing all the public car parking spaces from the Park Street site and also consider the implications of a significant reduction in the number of public car parking spaces.

4.2 Options for redevelopment should consider advice from Officers through their initial assessment of the redevelopment potential for the site and should be presented in a way that could assist with the formulation of a planning brief in more detail at a point in the future if necessary.

4.3 Output from the review should be in the form of a short report detailing the options considered, an appraisal of the principle property, economic, planning and environmental matters associated together with the broad financial impacts if the Council were to pursue that option.

5 Timescales

5.1 The consultant is expected to report in draft within 6 weeks of commencement, with delivery of the final Review report in a further 2 weeks.

Simon Payne
Director of Environment

24 November 2011

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Appendix B

Location Plan

NOTES
Do not scale from this drawing, use figured dimensions only.
All dimensions to be checked on site.
All drawings to be read in conjunction with other contract documentation.
Any discrepancies to be reported to the Contract Administrator before any work commences.

rev.	date	description	drn	chk'd

building consultancy — Humberstone Road, Cambridge CB4 1BB — 01223 841841 — BIDWELLS

client: Cambridge City Council
title: Site Plan
project: Park Street Multi-Storey Car Park
status: PRELIMINARY
discipline: ARCHITECTURE
project no.: 0000
dwg no.: 001
drawn: BSc
date: 16/03/12
chk'd: -
scale @ A1: 1:200
rev: -

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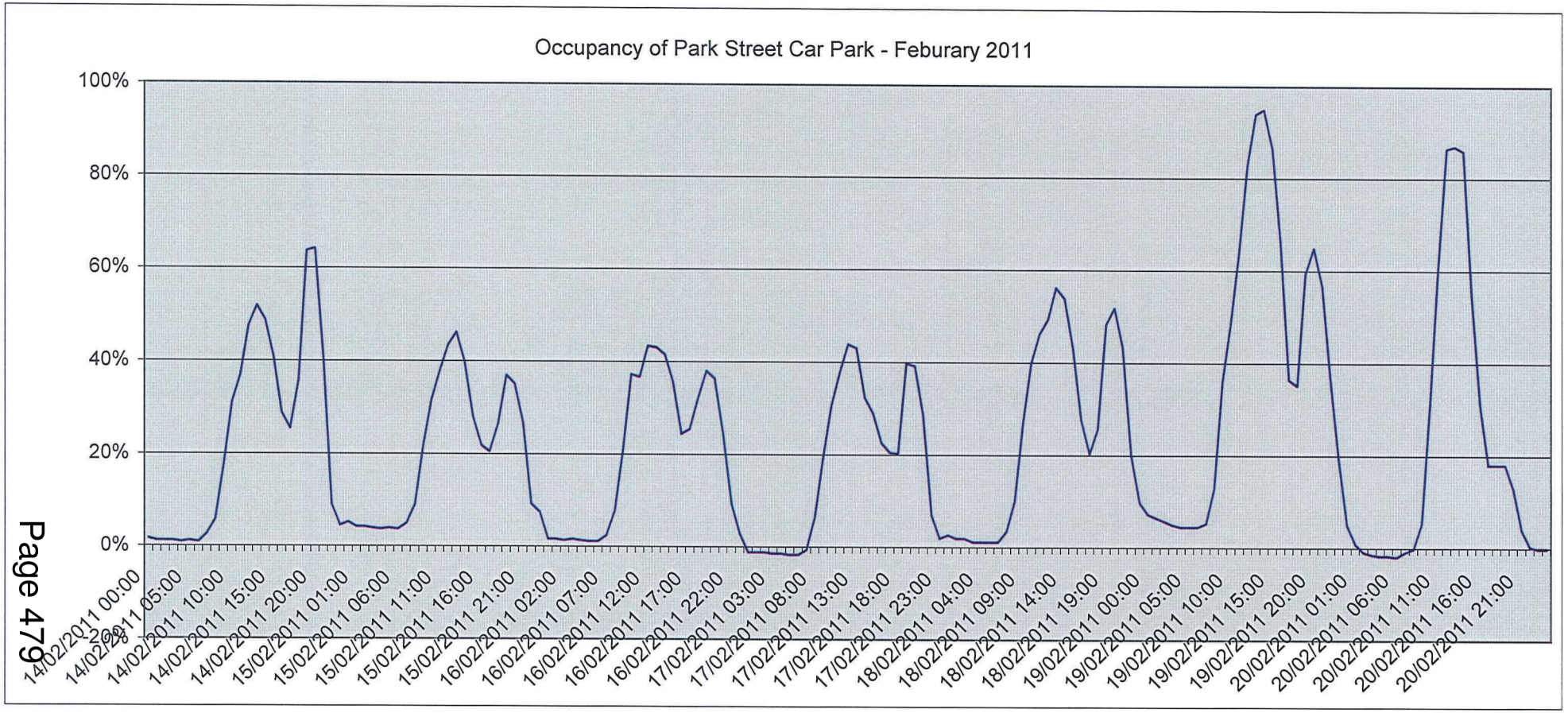
Appendix C

Occupancy and Trading Data for Cambridge City Council operated car parks


Occupancy of Park Street Car Park - Feburary 2011
100%
80%
60%
40%
20%
0%
14/02/2011 00:00
14/02/2011 05:00
14/02/2011 10:00
14/02/2011 15:00
14/02/2011 20:00
15/02/2011 01:00
15/02/2011 06:00
15/02/2011 11:00
15/02/2011 16:00
15/02/2011 21:00
16/02/2011 02:00
16/02/2011 07:00
16/02/2011 12:00
16/02/2011 17:00
16/02/2011 22:00
17/02/2011 03:00
17/02/2011 08:00
17/02/2011 13:00
17/02/2011 18:00
17/02/2011 23:00
18/02/2011 04:00
18/02/2011 09:00
18/02/2011 14:00
18/02/2011 19:00
19/02/2011 00:00
19/02/2011 05:00
19/02/2011 10:00
19/02/2011 15:00
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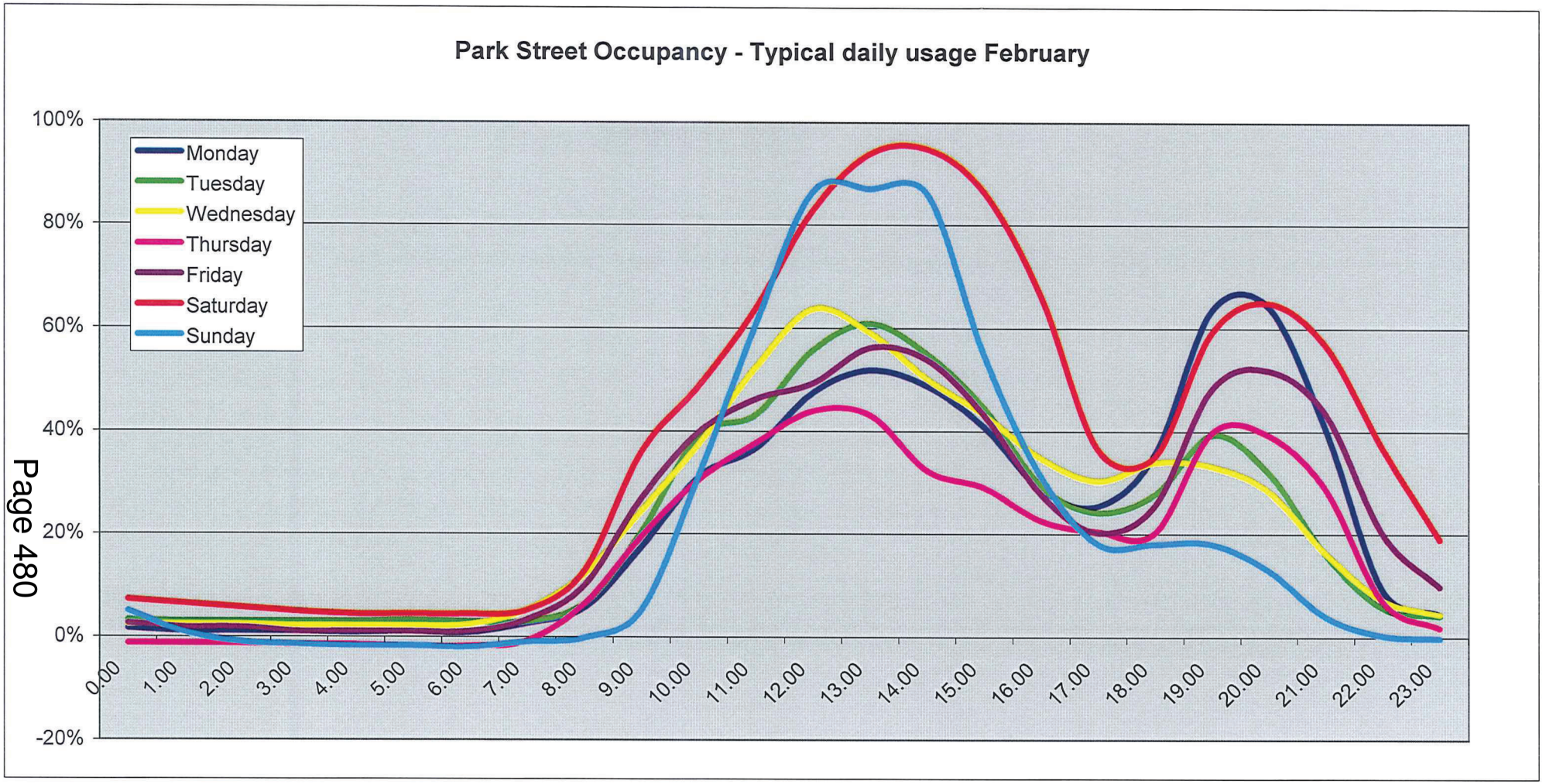
20/02/2011 21:00


Park Street Occupancy - Typical daily usage February
100%
80%
60%
40%
20%
0%
-20%
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday
0.00
1.00
2.00
3.00
4.00
5.00
6.00
7.00
8.00
9.00
10.00
11.00
12.00
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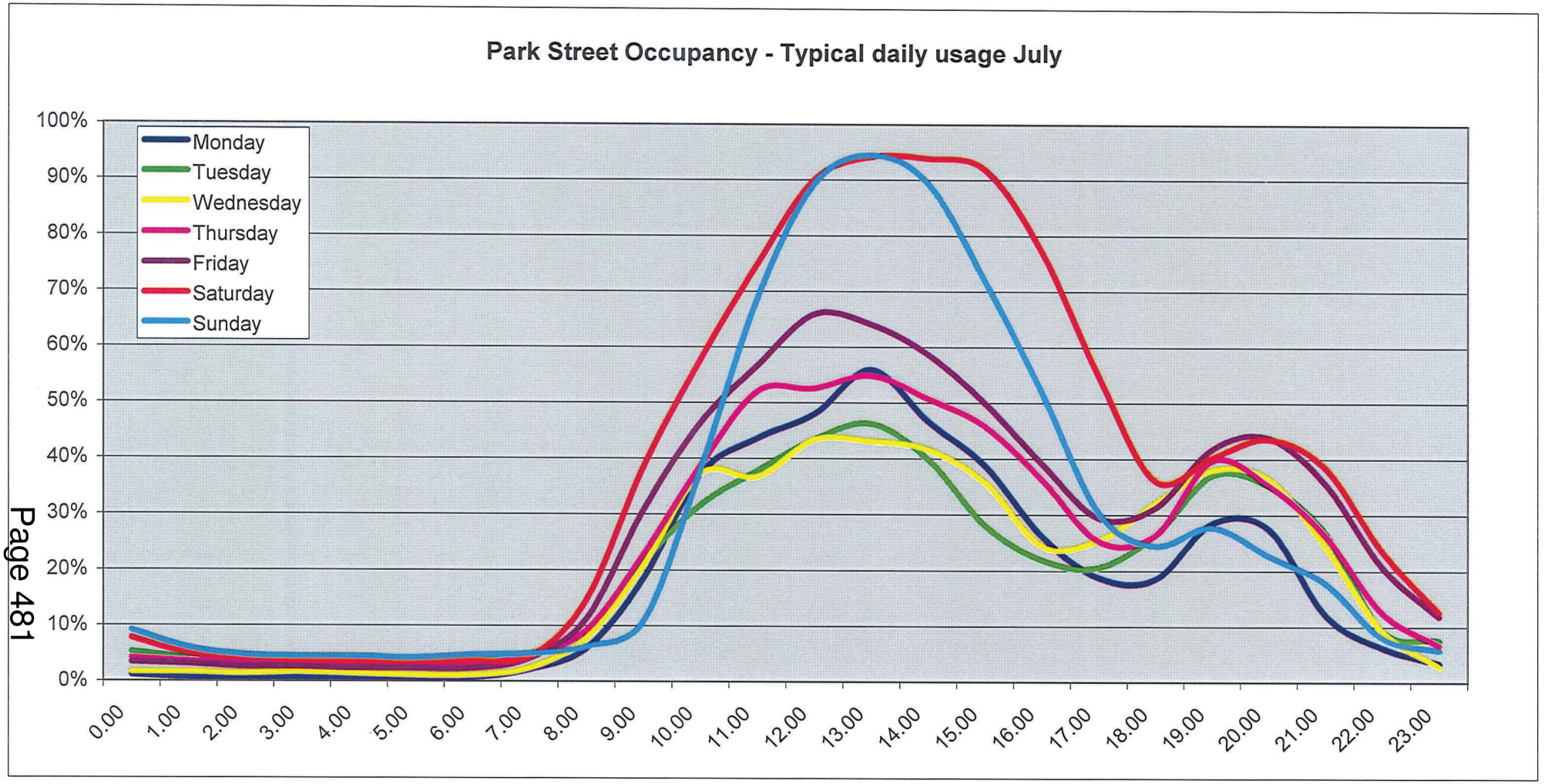
22.00
23.00


Park Street Occupancy - Typical daily usage July
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
0.00
1.00
2.00
3.00
4.00
5.00
6.00
7.00
8.00
9.00
10.00
11.00
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18.00
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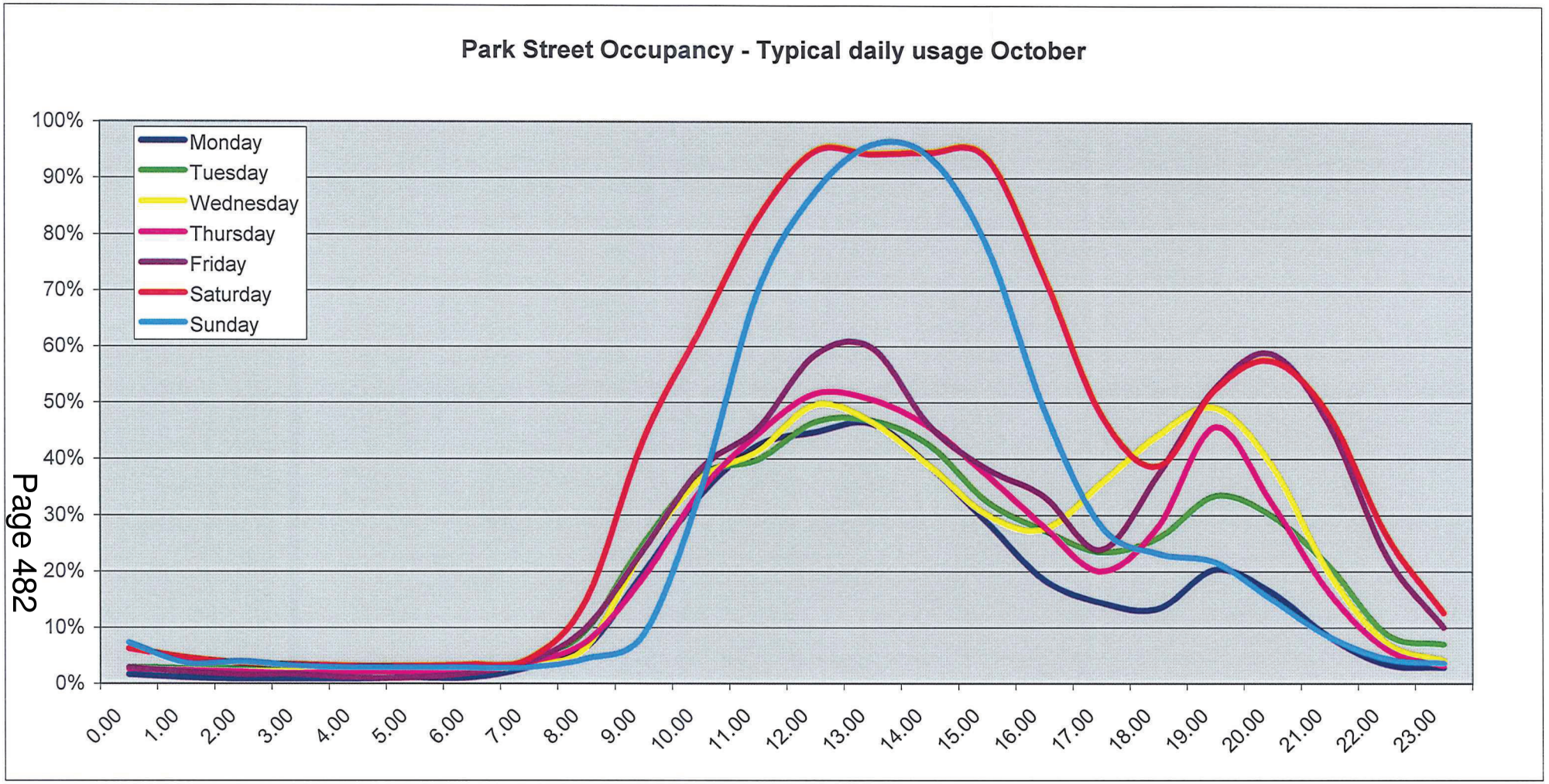
20.00
21.00
22.00
23.00


Park Street Occupancy - Typical daily usage October
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
0.00
1.00
2.00
3.00
4.00
5.00
6.00
7.00
8.00
9.00
10.00
11.00
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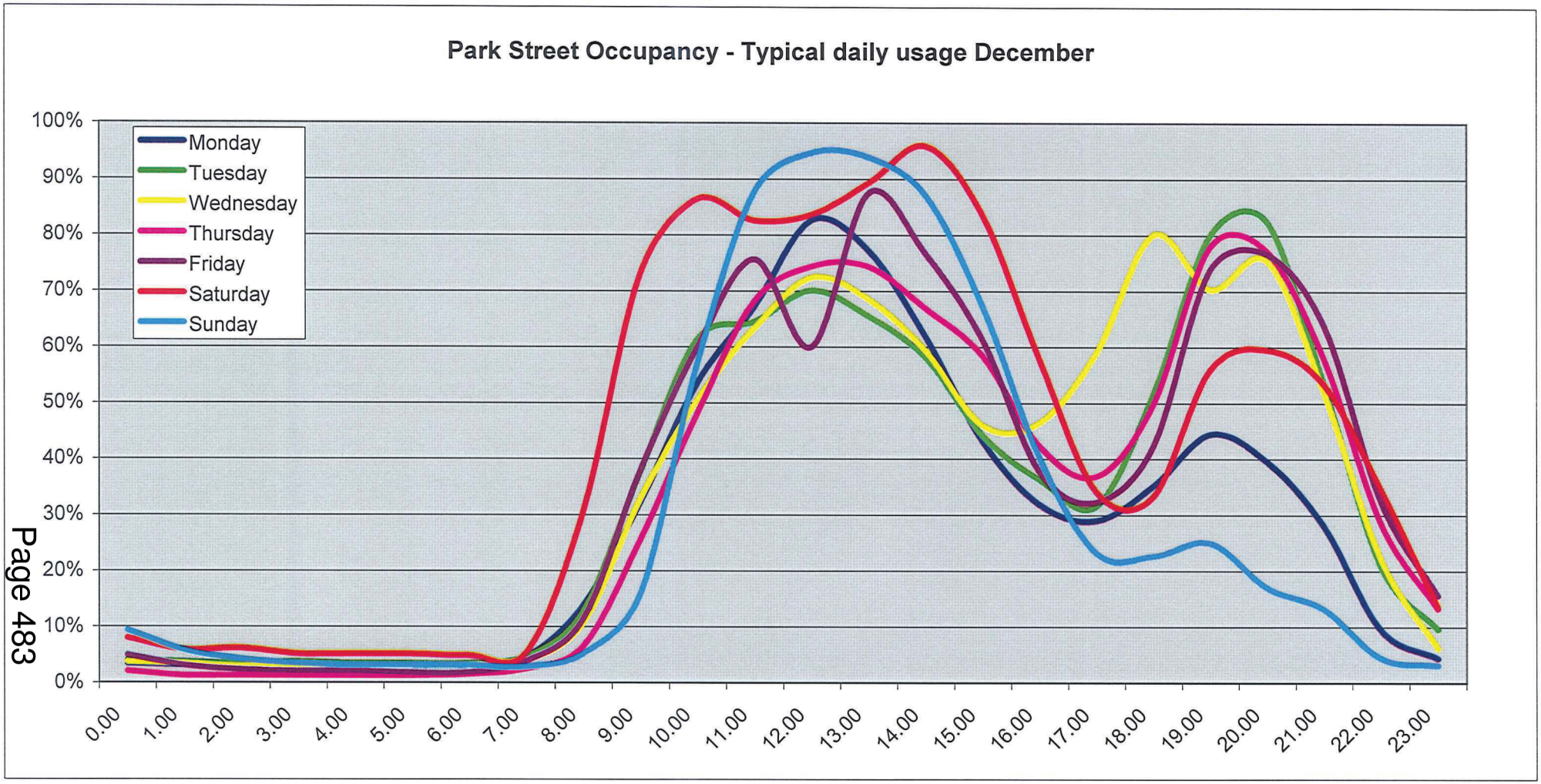
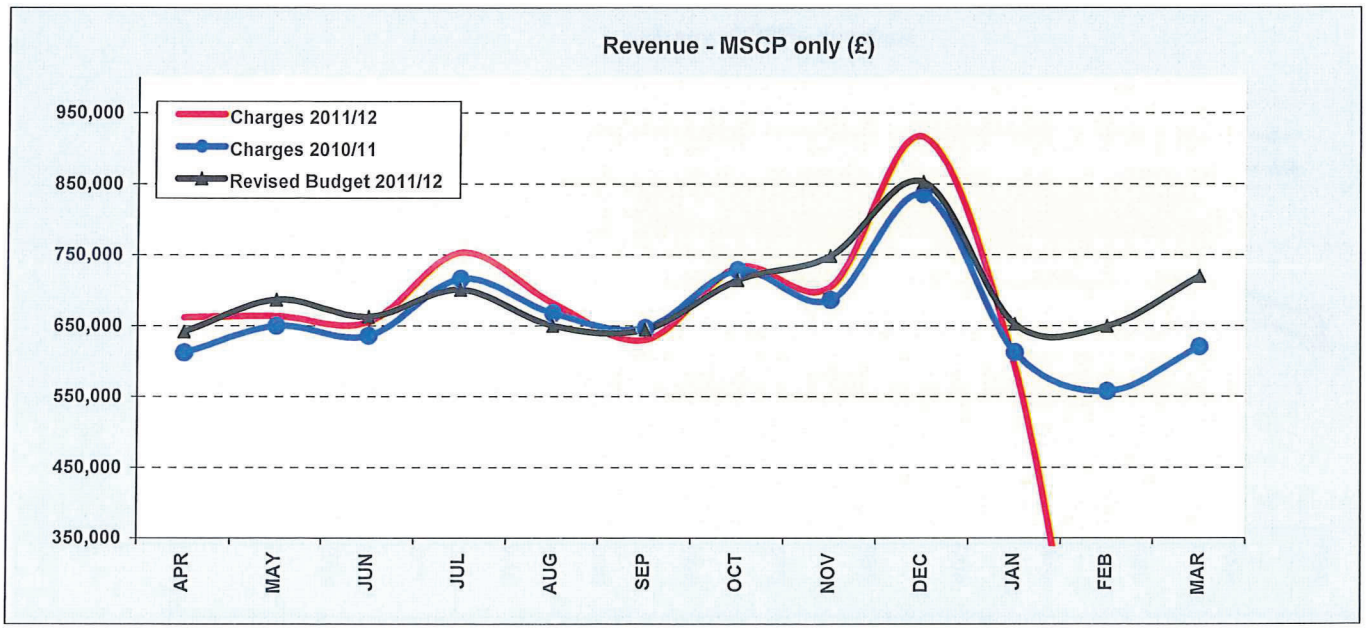

Park Street Occupancy - Typical daily usage December
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday
100%
90%
80%
70%
60%
50%
40%
30%
20%
10%
0%
0.00
1.00
2.00
3.00
4.00
5.00
6.00
7.00
8.00
9.00
10.00
11.00
12.00
13.00
14.00
15.00
16.00
17.00
18.00
19.00
20.00
21.00
22.00
23.00

REVENUE - AGAINST REVISED BUDGET

	Current Month - December 2011				Financial Year To Date: April - December 2011			
	Income	Revised Budget	Variation (%)	Variation (£)	Income	Revised Budget	Variation (%)	Variation (£)
Charges - MSCP								
Grand Arcade	£438,293	£379,888	15%	£58,405	£3,105,895	£2,929,757	6%	£176,139
Park Street	£127,346	£117,226	9%	£10,119	£935,102	£921,886	1%	£13,217
Queen Anne Terrace	£81,940	£97,146	-16%	-£15,207	£667,182	£737,880	-10%	-£70,697
Grafton East	£180,221	£181,920	-1%	-£1,699	£1,087,757	£1,125,722	-3%	-£37,965
Grafton West	£88,171	£76,391	15%	£11,780	£598,252	£585,732	2%	£12,520
Sub-total	*£915,970*	*£852,571*	*7%*	*£63,399*	*£6,394,189*	*£6,300,977*	*1%*	*£93,212*
Charges - P+D								
Adam & Eve	£11,813	£12,964	-9%	-£1,152	£95,274	£83,874	14%	£11,400
Castle Hill	£13,701	£13,165	4%	£536	£128,039	£102,621	25%	£25,417
Gwydir Street	£3,505	£5,985	-41%	-£2,480	£30,867	£41,904	-26%	-£11,037
Riverside	£192	£163	18%	£29	£320	£1,470	-78%	-£1,150
Sub-total	*£29,210*	*£32,278*	*-10%*	*-£3,068*	*£254,500*	*£229,869*	*11%*	*£24,631*
Season tickets								
Grafton East	£60	£34,180	-100%	-£34,120	£21,018	£33,675	-38%	-£12,657
Queen Anne Terrace	£738	£27,216	-97%	-£26,478	£35,556	£53,648	-34%	-£18,091
Castle Hill	-£68	£51,663	-100%	-£51,731	£15,396	£26,708	-42%	-£11,312
Other income								
Grand Arcade	£0	£0	--	£0	£7,060	£7,590	-7%	-£530
Park Street	£43	£0	--	£43	£16,645	£22,970	-28%	-£6,325
Queen Anne Terrace	£0	£0	--	£0	£0	£0	--	£0
Grafton East	£0	£0	--	£0	£0	£0	--	£0
Sub-Total	*£773*	*£113,059*	*-99%*	*-£112,286*	*£95,675*	*£144,590*	*-34%*	*-£48,915*
Sub-total charges	**£945,180**	**£884,849**	**7%**	**£60,331**	**£6,648,689**	**£6,530,846**	**2%**	**£117,843**
Total	**£945,953**	**£997,908**	**-5%**	**-£51,955**	**£6,744,364**	**£6,675,436**	**1%**	**£68,928**



Average Length of Stay Report

By Month

Month	December
Year	2010

December2010

	Current Month - December 2010	Previous Month
Grand Arcade	142	141
Park Street	143	140
Queen Anne Terrace	182	182
Grafton East	129	128
Grafton West	104	98
All MSCPs	139	138

By Quarter

Quarter	Q2
Year	2011/12

Q2-2011/12

Q1	1st April - 30th June
Q2	1st July - 30 September
Q3	1st October - 31st December
Q4	1st January - 31st March

	Current Quarter - Q2 2011/12	Previous Quarter
Grand Arcade	133	134
Park Street	140	141
Queen Anne Terrace	183	181
Grafton East	126	124
Grafton West	95	96
All MSCPs	135	135

By Year

Year	2010/11

	Current Year - 2010/11	Previous Year
Grand Arcade	134	134
Park Street	139	136
Queen Anne Terrace	182	171
Grafton East	125	122
Grafton West	96	95
All MSCPs	135	132

END

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Appendix D

Schedule of Parking Tariffs

OFF-STREET PARKING CHARGES

MULTISTOREY CAR PARKS	2012/13	2012/13	2011/12	2011/12	2010/11	2010/11
Grand Arcade	Mon-Fri 8.00am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm
1hr	£2.00	£2.20	2.00	2.20	£1.90	£2.10
2hrs	£4.10	£4.50	4.00	4.40	£3.80	£4.20
3hrs	£6.20	£6.80	6.00	6.60	£5.70	£6.30
4hrs	£9.70	£10.20	9.50	10.00	£9.20	£9.90
5hrs	£18.00	£18.50	17.50	18.00	£17.00	£17.50
over 5 hrs	£24.00	£25.00	23.00	24.00	£22.00	£23.00
evenings & overnight (per hour)	£1.00	£1.00	1.00	1.00	£0.90	£0.90

Queen Anne	Mon-Fri 8.00am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm
1hr	£1.20	£1.20	1.20	1.20	£1.10	£1.10
2hrs	£2.40	£2.40	2.40	2.40	£2.20	£2.20
3hrs	£3.60	£3.60	3.50	3.50	£3.30	£3.30
4hrs	£4.50	£4.50	4.50	4.50	£4.40	£4.40
5hrs	£6.00	£6.00	6.00	6.00	£5.50	£5.50
6hrs	£9.70	£9.70	9.50	9.50	£9.00	£9.00
over 6 hrs	£12.20	£12.20	12.00	12.00	£12.00	£12.00
evenings & overnight (per hour)	£0.60	£0.60	0.60	0.60	£0.60	£0.60
Season Tickets	emissions based		emissions based		emissions based	

Park Street	Mon-Fri 8.00am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm
1hr	£1.80	£2.00	£1.80	£1.90	£1.70	£1.80
2hrs	£3.50	£4.20	£3.50	£3.80	£3.40	£3.60
3hrs	£5.20	£5.80	£5.20	£5.50	£5.10	£5.30
4hrs	£8.70	£9.40	£8.50	£9.00	£8.40	£8.80
5hrs	£16.00	£16.50	£15.50	£16.00	£15.00	£15.50
over 5 hrs	£23.00	£23.00	£22.00	£22.00	£21.00	£21.00
evenings & overnight (per hour)	£0.70	£0.70	£0.70	£0.70	£0.60	£0.60

Grafton East	Mon-Fri 8.00am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm
1hr	£1.80	£2.00	£1.80	£1.90	£1.70	£1.80
2hrs	£3.50	£4.20	£3.50	£3.80	£3.40	£3.60
3hrs	£5.20	£5.80	£5.20	£5.50	£5.10	£5.30
4hrs	£8.70	£9.40	£8.50	£9.00	£8.40	£8.80
5hrs	£16.00	£16.50	£15.50	£16.00	£15.00	£15.50
over 5 hrs	£23.00	£23.00	£22.00	£22.00	£21.00	£21.00
evenings & overnight	£0.70	£0.70	£0.70	£0.70	£0.60	£0.60
Season Tickets	emissions based		emissions based		emissions based	

Grafton West	Mon-Fri 8.00am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm	Mon-Fri 7.30am to 5pm	Sat 9.00am to 5pm
1hr	£1.80	£2.00	£1.80	£1.90	£1.70	£1.80
2hrs	£3.50	£4.20	£3.50	£3.80	£3.40	£3.60
3hrs	£5.20	£5.80	£5.20	£5.50	£5.10	£5.30
4hrs	£8.70	£9.40	£8.50	£9.00	£8.40	£8.80
5hrs	£16.00	£16.50	£15.50	£16.00	£15.00	£15.50
over 5 hrs	£23.00	£23.00	£22.00	£22.00	£21.00	£21.00
evenings & overnight (per hour)	£0.70	£0.70	£0.70	£0.70	£0.60	£0.60

Sundays

Price per hour Sundays 10.00am to 5.00 pm	2012/13	2011/12	2010/11	2009/10	2008/09
Grand Arcade	£1.90	£1.80	£1.70	£1.50	£1.20
Queen Anne Terrace	£1.00	£1.00	£1.00	£0.80	£0.60
Park Street	£1.80	£1.80	£1.70	£1.50	£1.20
Grafton East	£1.80	£1.80	£1.70	£1.50	£1.20
Grafton West	£1.80	£1.80	£1.70	£1.50	£1.20

BIDWELLS

Appendix E

Refurbishment and Repair Budget Estimate (09/09/11)

Notes to be read in conjunction with indicative budget estimate:-

(a) The estimate is based upon current costs and does not allow for any future movement within the market.

(b) The estimate is based on the following drawings :
Peter Dann drawings D9024/101 - 120
Associated Surveying Consultants drawings ASC.11.302 - 307

(c) The estimate is based on the following
- General specification as refurbishment of Queen Anne Terrace
- Concrete repairs to spalling / damaged repairs as identified on drawings (including existing repairs / surface damage)
- Radflex mechanical movement joints to main deck joints; backing strips & mastic sealant to other joints
- Intermediate deck coatings based on Sika Floor 261, Top deck coatings based on Sika Floor 15 Pronto System (reinforced)
- Anti-carbonation paint for redecoration of concrete walls generally, no decoration to facing brickwork
- Sequencing of the works to be ascertained to allow partial possession of various decks

(d) The above figures exclude the following:-
(i) Professional fees and expenses
(ii) Value Added Tax
(iii) Planning and Building Control fees
(iv) Site inspection and associated concrete testing costs
(v) Work to and additional car park systems including CCTV, security systems, parking payment systems, LED space indicators and tariff boards, telecom and data installations, Help points/audio system
(vi) Car park closer and associated costs / alternative parking provisions
(vii) Removal of existing cycle lockers, containers etc on level A
(viii) Corrosion monitoring or Cathodic Protection System

(e) With regard to the Park Street Car Park 'wish list' please note the following:-
(i) There are various suggested items that require Architectural input for Building Regulation approval (such as items 4, 5, 6, 7, 8 above) which has not been available in the preparation of this estimate. Costs to be adjusted accordingly as soon as this information is available.

(ii) The electrical installation costs should be considered as indicative without the required design consideration of a Services Consultant. The LED lighting costs have been based on guidance from the installer of the new LED light fittings to the Grand Arcade Car Park.
Costs to be adjusted accordingly as soon as further details / cost information is available.

(iii) We have allowed for security metal mesh panels floor to ceiling to intermediate decks where current mullions/openings but have not allowed for additional panels to the upper decks above parapet levels.

(iv) We understand that the possibility of a second entry lane was previously disregarded as there is not enough road space to stack cars on the approach to the car park.

(v) Following discussions with Kone Lifts item 7 above is based on a refurbishment of the existing lifts for DDA compliance. If new lifts were required this could be an additional cost in the region of £200,000 (excl VAT) depending on the location of the new lift shaft.

(vi) The works to excavate within the basement for additional floors have not been allowed for due to the considerable construction works and expense that this would involve. If this is under serious consideration then we can look at the costs of these works following receipt of indicative structural works involved.

Summary of Costs - draft for further discussion

			£
1	Concrete repairs & replace movement joints (repairs as identified, not exceeding 50mm deep, see following item for allowance for possible extra work)		
	- concrete repairs with Sika repair products	200,000	
	- survey and hammer test of decks	5,000	
	- Ferroguard migrating corrosion inhibitors to decks (levels A - L)	150,000	
	- replace movement joints to decks	155,000	
	- replace vertical movement joints to columns	5,000	
	- provisional allowance for crack control reinforcement mesh to decks prior to coatings	30,000	545,000
	Provisional allowance for possible increased depth of concrete repairs when reinforcement exposed and for additional concrete repairs to those currently identified up to start on site - allowed for additional 20% of overall repairs		40,000
2	Floor deck coatings to car park deck including new parking bay lines, markings etc (allowed for Rotec cleaning as Grafton CP in lieu of water cleaning)		
	- remove existing line markings	20,000	
	- floor deck coating to intermediate decks (levels A - J and ramps)	315,000	
	- extra for planning and approx 5mm filling to partly level deck surface (allowed to levels B, C, D, E, F)	75,000	
	- floor deck coating to top decks (levels K - L and ramps)	165,000	
	- deck line markings etc	25,000	600,000
3	Decorations to walls, columns, ceilings, metal railings etc to car park deck		90,000
4	Other Car park works		
	- demolish offices to rear of WC's, mess room and shop mobility area	25,000	
	- remove general car and bike park fittings for new coatings	20,000	
	- remove existing bollards and Armco barriers	20,000	
	- render repairs to walls on deck level K	5,000	
	- new sprung barriers (Berry or similar) to all external elevations	155,000	
	- mesh security panels to openings within external wall panels	45,000	
	- shutters to entrance and exit lanes and to cycle/pedestrian access	40,000	
	- remove redundant signs, provide and fix new signs	30,000	340,000
5	Drainage system (provisional allowance for additional gullies to car park, cast iron pipework running below decks and connecting to existing underground drainage, removal of existing deck drain gullies/channels, pipes to remain where cast in and clean out petrol interceptor)	allow	150,000
6	Refurbishment of 2Nr staircases (extent and details of work assumed similar to Queen Anne Terrace refurbishment)	allow	190,000
7	Refurbishment of 2Nr lifts for DDA compliance including new control panels, new lift car stainless steel wall and ceiling linings, new handrails, rubber floor coverings, mirror, replacement Auto-dialer, new stainless steel landing doors and architrave linings (based on Kone Lift proposal)	allow	55,000
		c/f £	2,010,000

Summary of Costs (cont'd)			b/f £	2,010,000
8	Provisional allowance for the following works pending further details			
	- entrance area improvements / alterations and rearrangement for access to cycle parking areas	allow		50,000
	- lobby to entrance from Bridge Street	allow		5,000
	- improve existing lobby area (extra to refurbishment as item 6 above)	allow		15,000
	- additional storage areas for tickets / ice melt / filing	allow		5,000
9	Electrical Installations - Replacement lighting with LED lights - Fire Alarm system alterations to suit revised layouts - Check / repair existing lightning protection system - Voltage optimisation equipment (PowerPerfector) - Meters to toilets for electricity and water - Main contractors overheads and profit	allow		400,000
	Builders work in connection with services	allow		30,000
			£	2,515,000
10	Main contractors preliminaries (supervision, insurance, health and welfare facilities, temporary works, traffic management within car park)			325,000
			£	2,840,000
11	Design Reserve / Contract Contingency		£	285,000
	Indicative Budget Cost		£	3,125,000

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