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25 February 2022

To: Chair - Councillor Pippa Heylings
Vice-Chair – Councillors Dr. Martin Cahn and Geoff Harvey

Members of the Climate and Environment Advisory Committee –
Councillors Paul Bearpark, Grenville Chamberlain, Graham Cone and
Peter Fane

Substitutes: Councillors Heather Williams, Dr. Shrobona Bhattacharya,
Mark Howell, Tom Bygott, Sue Ellington, Eileen Wilson and
Judith Rippeth

Dear Sir / Madam

You are invited to attend the next meeting of **Climate and Environment Advisory Committee**, which will be held in **Council Chamber - South Cambs Hall** at South Cambridgeshire Hall on **Monday, 7 March 2022 at 2.00 p.m.**

Yours faithfully

Liz Watts

Chief Executive

The Council is committed to improving, for all members of the community, access to its agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you

	Agenda	Pages
1.	Apologies	
2.	Declarations of Interest	
3.	Minutes of the Previous Meeting To agree the Minutes of the Meeting held on 12 January 2022 as a correct record.	1 - 4
4.	Matters Arising from the Minutes	
5.	Draft Green and Blue Strategy - Northstowe Employment Zone and Local Centre	5 - 52

Presentation by AR Urbanism.

- | | | |
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| 6. | Cambridgeshire Solar Together Update | 53 - 64 |
| 7. | Air Quality Update | 65 -
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| 8. | Green Investments Update | 107 -
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| 9. | Forward Plan
The Committee meeting on 12 January 2022 added the following issues to the Forward Plan: <ul style="list-style-type: none">• Update on EVCPs• Providing guidance to parish councils on declaring a climate emergency | |
| 10. | Date of Next Meeting
2 pm on Tuesday 21 June 2022. | |

Guidance For Visitors to South Cambridgeshire Hall (see end of agenda)

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112**

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Agenda Item 3

South Cambridgeshire District Council

Minutes of the Climate and Environment Advisory Committee held on
Wednesday, 12 January 2022 at 2.00 p.m.

Chair: Pippa Heylings
Vice-Chair: Dr. Martin Cahn and Geoff Harvey

Committee Members in attendance:

Paul Bearpark
Graham Cone
Peter Fane

Councillors in attendance:

Councillor Grenville Chamberlain was in attendance remotely, by invitation.

Officers:

Patrick Adams	Senior Democratic Services Officer
Peter Campbell	Head of Housing
John Cornell	Natural Environment Team Leader
Jane Green	Built and Natural Environment Manager
Siobhan Mellon	Development Officer - Climate and Environment
Luke Waddington	Climate and Environment Project Officer

1. Apologies

No apologies were received.

2. Declarations of Interest

None.

3. Minutes of the Previous Meeting

The Minutes of the Meeting held on 23 November 2021 were agreed as a correct record.

4. Matters Arising from the Minutes

There were no matters arising.

5. HRA Asset Management Strategy 2021-2026

The Head of Housing presented this report on the Asset Management Strategy 2021-2026 relating to the Housing Revenue Account, which was being considered by Cabinet on 7 February 2022.

In response to questioning the Head of Housing explained that no decision had been made on what technology would be used. It was expected that the Strategy

would identify new forms of technology to ensure high energy efficiency rates in the Council's housing stock. Tenants will be provided information to make the most of the available technology and benefit from it.

Improving the energy efficiency of our housing stock

Councillor Paul Bearpark stated that rising energy costs made improving the energy efficiency of our homes a priority for our residents. He suggested that residents and tenants could benefit from advice on how heating systems worked. The Head of Housing assured the Committee that officers were being recruited to offer energy advice to tenants. Councillor Martin Cahn asked how difficult it would be to improve the energy efficiency of our housing stock, which included homes made of aluminium and pre-fabricated houses.

The Head of Housing explained that needs of tenants would have to be considered alongside the possible use of sustainable energy provision. For example, some tenants wanted room temperature higher than could easily be delivered by air source heat pumps. Expectations might have to be challenged.

The Head of Housing assured the Committee that the Service Manager – Housing Assets had the skills to identify climate change related funding that would allow the Council to improve the energy efficiency of its building.

Improving biodiversity

Councillor Grenville Chamberlain suggested that the Council should consider improving biodiversity in the areas within the authority's housing estates. Improving the insulation of the homes of those most at risk of fuel poverty should be a priority.

Minor amendments

The Head of Housing explained that any amendments made to the Strategy were highlighted in the attached document. Committee members recommended the following changes:

- Page 60 of the report should clarify whether the costs were in today's money or net value terms.
- Paragraph 21 should specifically refer to climate change.
- Page 58 states that electric heating was more expensive than gas, which was no longer the case.
- Bike storage should be considered.

Councillor Pippa Heylings stated that the Council needed to consider how the Strategy would help the authority to achieve net zero carbon emissions. It was unclear what the costs were to retrofit a home and whether the strategy needed be determined before the costs were known.

Stock Condition Survey

The Head of Housing explained that the Council should carry out a comprehensive Stock Condition Survey that would identify the housing needs of the District. The figures in the report were an estimate, whilst the Stock Condition Survey would provide accurate figures. The Stock Condition Survey would determine whether it was more efficient to renovate a home or rebuilt it.

The Committee **Recommended** that Cabinet agree the Strategy, with the amendments highlighted in the report and consideration of:

- Promoting biodiversity in the surrounding estates.
- Take into account the impact both mental and physical of fuel poverty.
- That the climate implications mentioned in page 10 of the report could be expanded on.
- Apprenticeships and training hub should be considered.

6. Future Parks Accelerator - Presentation by Rob Pearce

The Committee received a presentation from Robert Pearce, the Programme Director of the Cambridgeshire and Peterborough Future Parks Accelerator.

Councillor Peter Fane stated that in 2000 DEFRA had launched its Community Forest initiatives and the Council should try and take advantage of these projects as they arose. Robert Pearce explained that cooperation between different partners in the public sector was important. The demand and needs of residents did not respect administrative boundaries.

Councillor Graham Cone warned that a rise in the popularity of Fulbourn Nature Reserve had brought challenges in rise in littering, anti-social behaviour and disputes relating to car parking issues. Robert Pearce recognised the challenges related to sites being overused and agreed that any promotion of a site required some form of transport strategy.

Councillor Martin Cahn asked how the Council could promote parks without a specific parks department. The Chair recognised the benefit of green spaces for residents' physical and mental health. She suggested that the Council required a Parks and Green Space Champion to ensure that green spaces were preserved despite the huge development pressure in the District.

7. Update on Plans Regarding Electric Vehicle Charging Infrastructure - oral update

The Climate and Environment Project Officer updated the Committee on the provision of electric charging points for electric vehicles. He explained that there had been Government funding for the installation of charging points for exclusive use by taxis in the Greater Cambridge area but all the points had been installed in the City and none in the District because, with the Council not owning any car parks, it had been difficult to find locations for charging points in the District. Two rapid chargers and 20 fast chargers were due to be installed at South Cambs Hall by the end of March as part of the Greening project. A charging point was due to be installed at the Sheltered Housing at Elms Court in Over and the possibility of installing chargers at other sheltered housing schemes was also being investigated. The Council was working with its partners to increase the use of electric vehicles in the District.

In response to questioning the Climate and Environment Project Officer explained that Milton Country Park had not proved to be a viable site for chargers as the Park

was not always open to visitors. He agreed to consider the ice rink and the recycling centre at Milton as possible locations.

The Chair stated that events were planned for Climate and Environment week starting Monday 21 February and parish councils could be consulted on charging points then. The Committee **Noted** the report.

8. **Biodiversity Supplementary Planning Document**

The Natural Environment Team Leader presented this report on the Greater Cambridge Biodiversity Supplementary Planning Document (SPD) which had been out for public consultation.

The Natural Environment Team Leader explained that the website would include supporting information which could provide guidance for parish councils and other residents but there was a limit to what could be included in the SPD.

The Natural Environment Team Leader agreed to consider amending the SPD to clarify that 10 bird boxes would be provided for buildings up to 1,000 square metres in size.

Minor amendment

It was agreed that the word “until” needed to be added in paragraph 5.5.8 after the word “However”.

The Committee recognised the need to support the SPD to achieve the aspirational biodiversity gain target of 20%. The **Recommended** that Cabinet agree the Biodiversity Supplementary Planning Document.

That Chair suggested that the agreement of the SPD could be announced at the Climate and Environment week.

9. **Forward Plan and Date of Next Meeting**

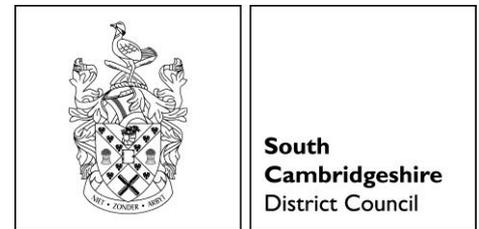
It was noted that the next meeting of the Committee would be held on Monday 7 March at 2 pm. The following items were on this meeting’s draft agenda:

- Update on EVCPs
- Green Investments Update
- Air Quality Update
- Cambridgeshire Solar Together

The Development Officer – Climate and Environment agreed to add an item on providing guidance to parish councils on declaring a climate emergency to the Forward Plan, to be discussed at either the next meeting or the one after that.

The Meeting ended at 4.30 p.m.

Agenda Item 5



REPORT TO: Climate and Environment
Advisory Committee

7th March 2022

LEAD OFFICER: Kate Swan

Northstowe Enterprise Zone & Local Centre - Update

Executive Summary

1. This briefing note is to provide both background and context to a presentation that will be delivered by AR Urbanism to the Climate & Environment Advisory Committee. AR Urbanism will be outlining the emerging plans for the public realm, specifically sustainability and green and blue infrastructure at Northstowe Local Centre and Enterprise Zone site (which the Council bought in September 2020).

Recommendations

2. The Climate and Environment Advisory Committee is invited to note and comment on the emerging plans for sustainability, green and blue infrastructure in the presentation.

Reason for recommendations

3. The above recommendation is required to ensure that the Climate and Environment Advisory Committee is updated on zero carbon and environmental measures within the emerging master plan for Northstowe Employment Zone and Local Centre. It also provides an opportunity for the Advisory Committee to comment on progress.

Details

4. AR Urbanism (our Client Advisor Team or 'CAT') were appointed in May 2021 to provide a professional service for the design and development of the Enterprise Zone and Local Centre land at Northstowe. The aim of the Client Advisor Team is to consider the wider place making opportunities in this part of Northstowe, by developing a strategy and overarching masterplan for all the buildings in the Enterprise Zone and Local Centre.
5. The Council owns all of the land and has committed to taking forward the development (although the exact delivery route has yet to be agreed). The development will also enable the Council to pursue its Business Plan objectives to

support businesses; to reach zero-carbon target by 2050; to support Doubling Nature objectives, as well as deliver positive financial returns for the Council.

6. Northstowe is a new town located in the Longstanton Ward of the District that will eventually comprise up to 10,000 homes, delivered in 3 phases. In 2014 outline consent was given to Gallagher Estates to progress with the first phase of 1,500 new homes, a primary school, road improvements and a Local Centre (Northstowe Phase 1). In 2017 outline consent was granted to build a further 3,500 homes, a town centre, 3 more schools including a secondary school education campus and a link road to the A14, plus a road linking the town to the Guided Busway (Northstowe Phase 2).
7. The planning permission for Northstowe town centre also provides employment capacity. Northstowe is part of the Cambridge Compass Enterprise Zone (CCEZ) which supports entrepreneurs and small businesses in their early stage of development and provides an opportunity to expand the reach of Cambridge as a global centre for innovation. In 2014, Genecon produced the Northstowe Economic Development Strategy which promoted Northstowe as "a community for enterprise, innovation and sustainable development" with key aims "to be the champion of clean technologies" and "collaborative and flexible business environment". However, the Enterprise Zone site at Northstowe, part of Phase 1 of the new town, was never developed by the market and is therefore a stalled development that demonstrates market failure.
8. In September 2020 members agreed to purchase both the Enterprise Zone and the adjoining Local Centre as an investment.
9. In December 2020 Cabinet approved the procurement of a CAT for Northstowe. AR Urbanism were appointed as Client Advisor in May 2021. Their brief being:
 - a. To explore high level options for the Enterprise Zone and Local Centre.
 - b. Provide a strategic appraisal of planning considerations.
 - c. To carry out strategic risk assessments of the project.
 - d. To identify lessons learned from previous projects.
 - e. To define and agree a set of project outcomes and benefits.
 - f. To consult with key stakeholders to identify significant project issues.
 - g. To deliver the masterplan.
 - h. To prepare the outline business case.
 - i. To prepare a full project brief, output specification and project goals.
 - j. To provide guidance on the use and benefits of BIM.
 - k. To prepare feasibility studies and a strategic business case for the project.
 - l. Help set a budget and propose a funding strategy, considering whole life project costs.
 - m. To identify and develop the most appropriate procurement strategy for completing the project on time, to budget and to the quality required
10. As part of the work in developing the draft Masterplan into its current state the CAT has held several consultation events.

11. The phase 1 Consultation took place between June-August 2021 with the main aim to introduce the project to the public, uncover local aspirations and needs, and gain insights into stakeholders' views about the masterplan opportunities for the area.

12. This first phase consultation took the form of:

- 2 x residents' workshop – 36 participants across the 2 workshops
- Northstowe Community Forum
- Online survey for residents, available for 6 weeks with a total of 244 respondents.
- Online survey for businesses, available for 6 weeks with a total of 19 business stakeholder respondents.
- 1 x employment zone workshop attended by 9 participants.
- 121 interviews/workshops for businesses

The following key stakeholders were also included through 121 meetings:

- The UK Innovation Corridor
- Federation of Small Businesses
- Smart Cambridge
- Anglia Ruskin University
- Cambridge Ahead
- CPCA

13. Phase 2 consultation took place between September – November 2021, with the main objective being to provide a project update, present outcomes from phase 1 consultation, present key objectives for the masterplan and gather feedback for the masterplan.

14. This consisted of:

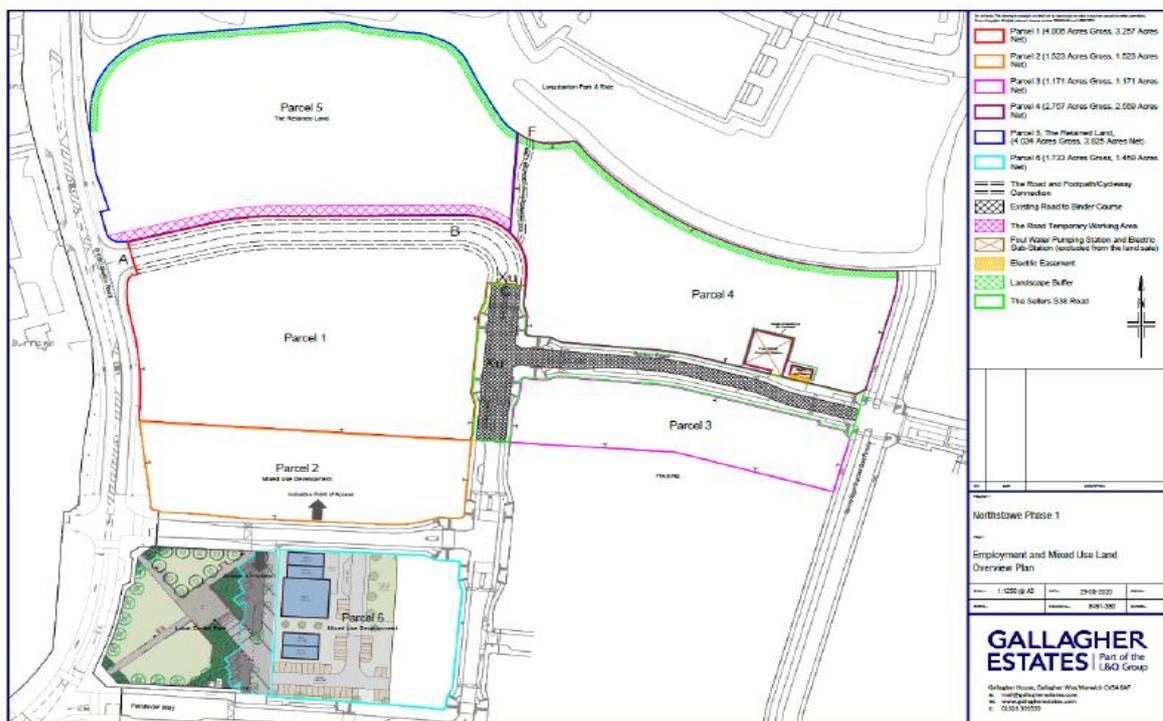
- All-day drop-in event at the phase 1 community wing – 56 attendees
- Evening event – 9 attendees
- Attendance at Northstowe Community Forum
- Business & resident workshop
- Workshops with local schools and youth events

15. An earlier iteration of the draft masterplan was formally presented to the Officer Project Team on 14th November with a further presentation to both the Urban Design & Sustainability Teams in the Greater Cambridge Shared Planning Service. Leadership Team reviewed the draft on 10th January and a further planning review took place on 3rd February.

16. The site lies adjacent to the Local Centre Square situated along the B1050 in Northstowe Phase 1. It is bounded by the Longstanton Park and Ride (and its expansion site) to its north, the B1050 to its west and residential development to its south and east. The development site is generally open in character, with some groups of vegetation, hedgerows and planting located along its boundaries.

17. The land which South Cambs owns, identified on the plan below, extends to some 11.19 gross acres indicatively split across 6 discrete parcels as follows:

- Parcels labelled as 1, 3, 4 and 5 are identified as Employment Land and include 4.034 acres of land (Parcel 5 and edged blue) which is currently allocated for a Household Waste Recycling Centre (HWRC) and is subject to an option agreement. Cabinet, at its meeting on 2 September 2020, approved terms for the exercise of the option if the opportunity to incorporate this land for additional employment capacity arises. These parcels are also designated within the Cambridge Compass Enterprise Zone.
- Parcel 2 and 6 are identified for Mixed use/Local Centre and do not form part of the Enterprise Zone.



Employment Zone & Local Centre 1 (Please note buildings shown on Parcel 6 are for illustrative purposes and do not form part of the proposal for the site)

Implications

18. There are no significant implications.

Alignment with Council Priority Areas

Growing local businesses and economies

1. The development will enable the Council to pursue its Business Plan objectives of supporting local businesses, as well as deliver positive financial returns for the Council.

Being green to our core

2. The emerging draft master plan for the employment zone and local centre aim to support the Councils green objectives.

Background Papers

Informal Cabinet Briefing Paper – 17th January 2022 – Update on Northstowe Local Centre & Employment Zone

Appendices

Presentation by AR Urbanism

Report Author:

Kate Swan – Project Development Officer

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Northstowe Local Centre + Employment Zone

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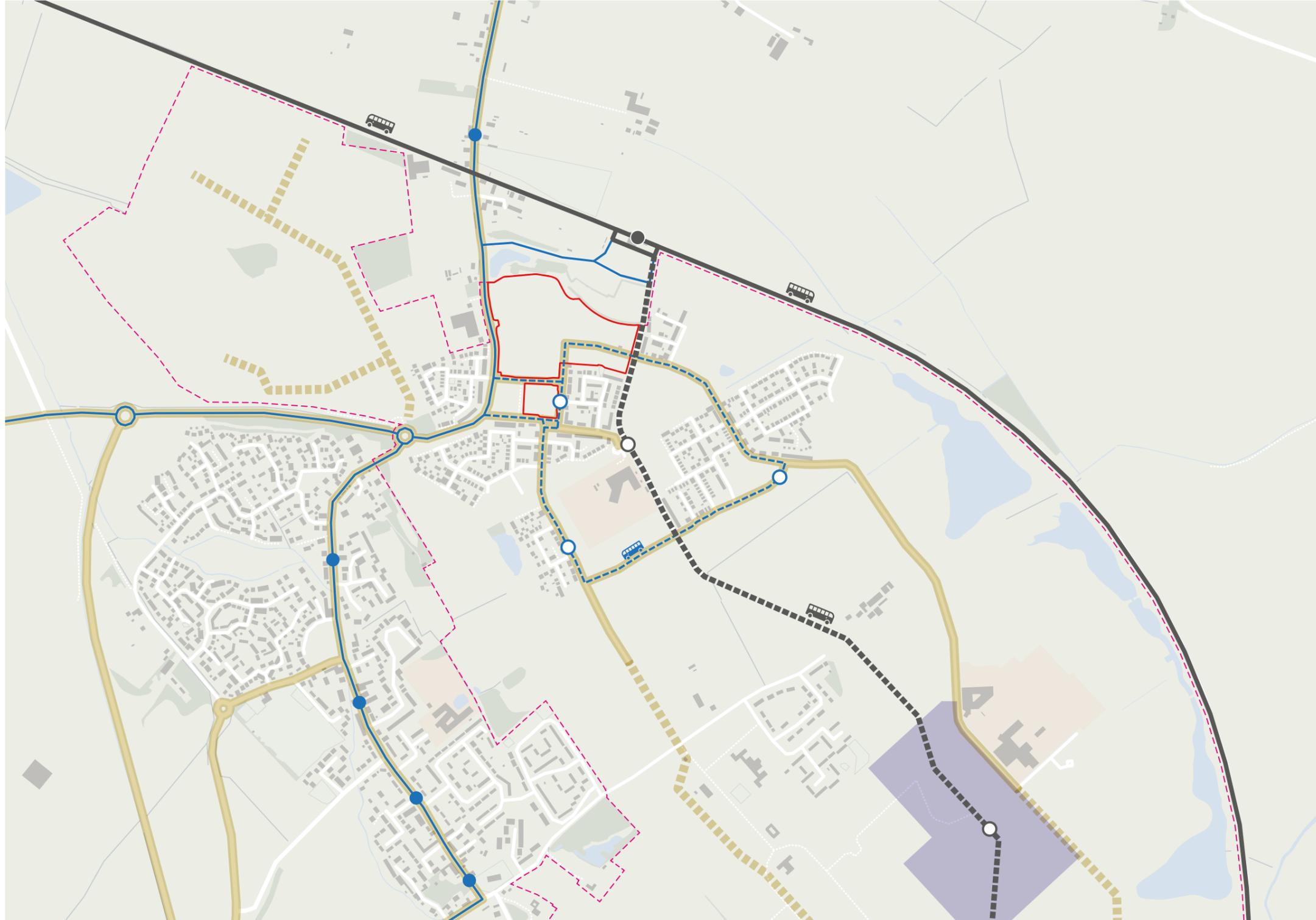
Masterplan Progress Update

07.03.2022

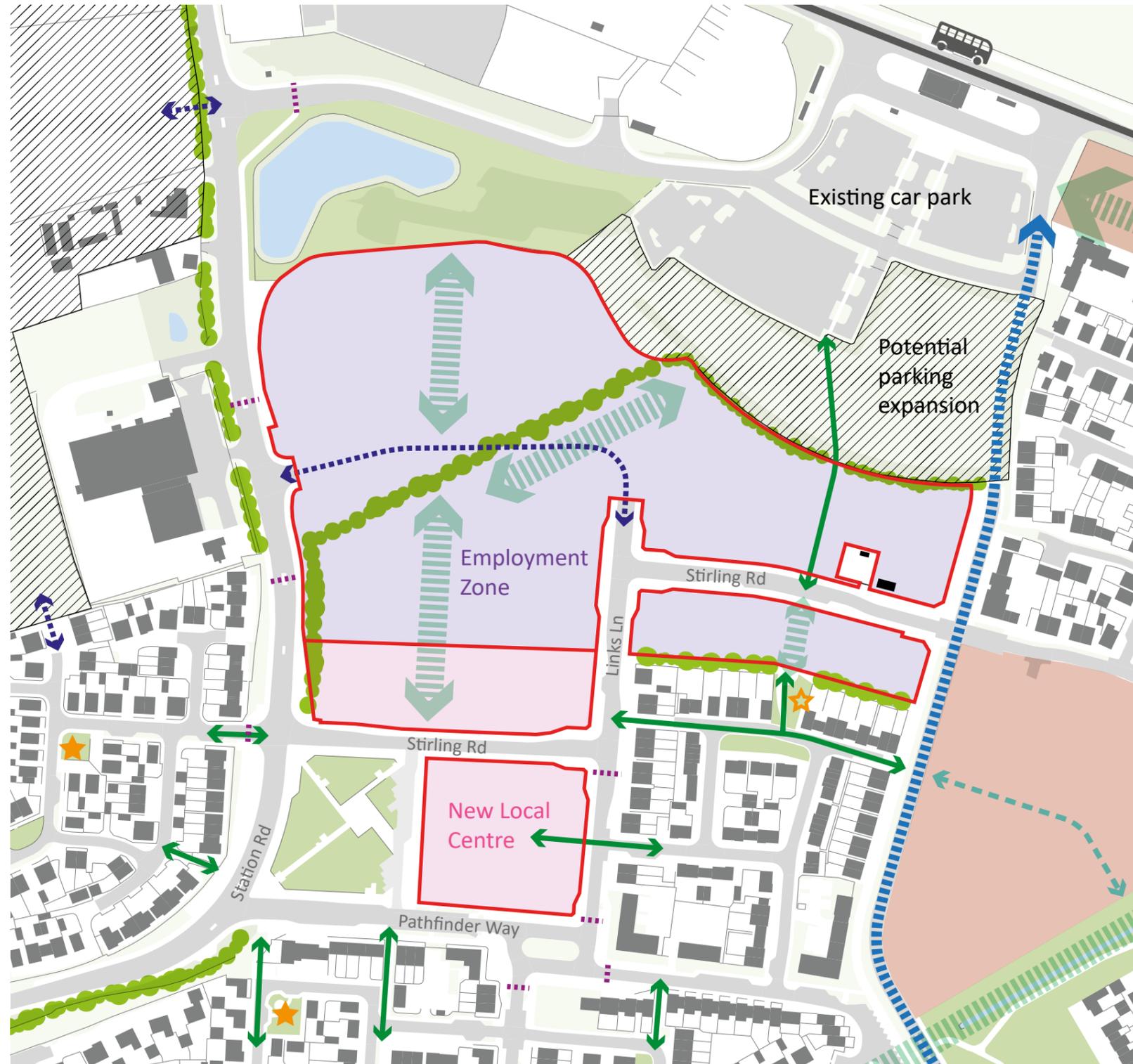


Introduction

Location Plan



Site Analysis Summary



Masterplan Concept Diagram



Masterplan Layout

General principles

Masterplan Concept Diagram

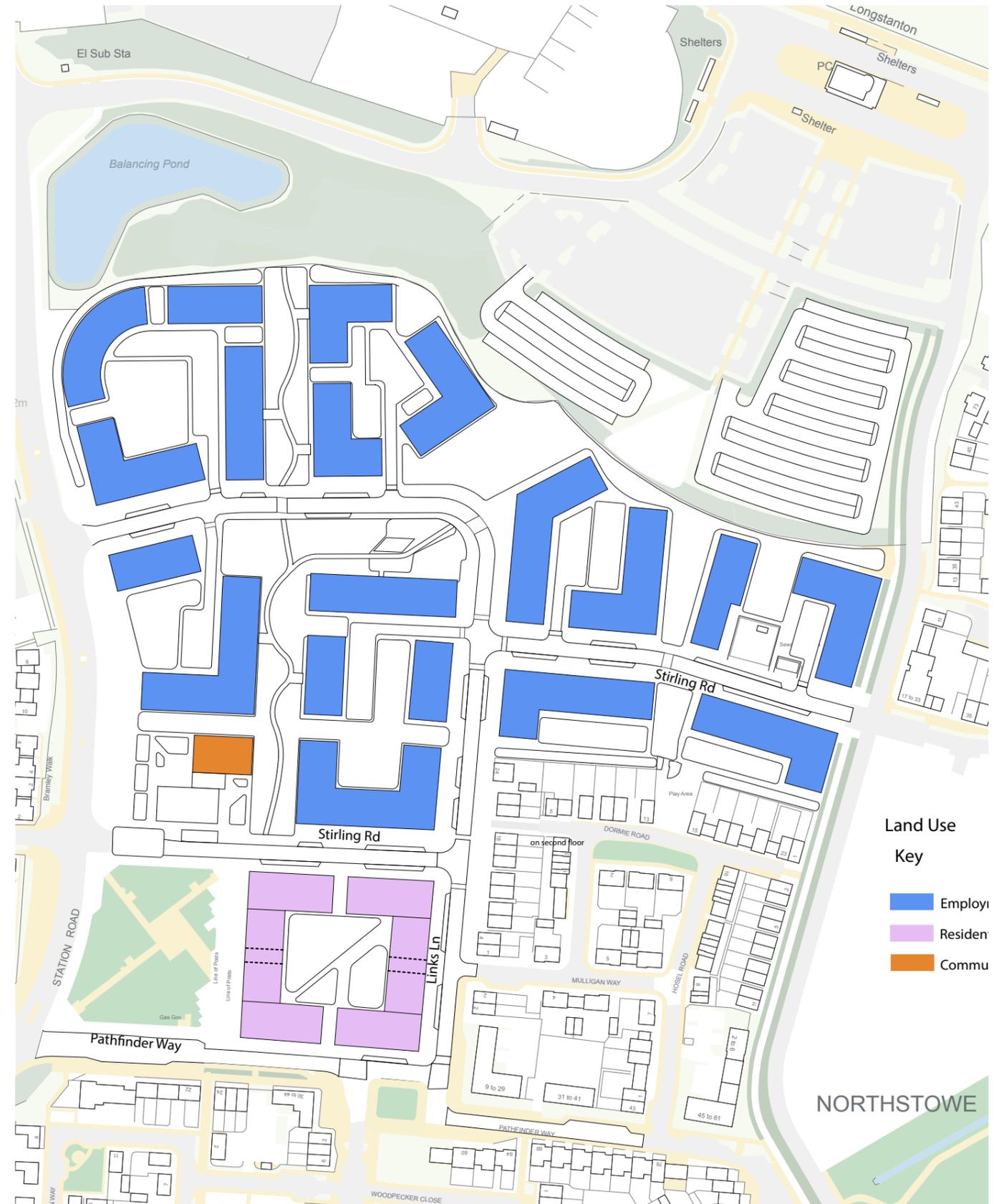
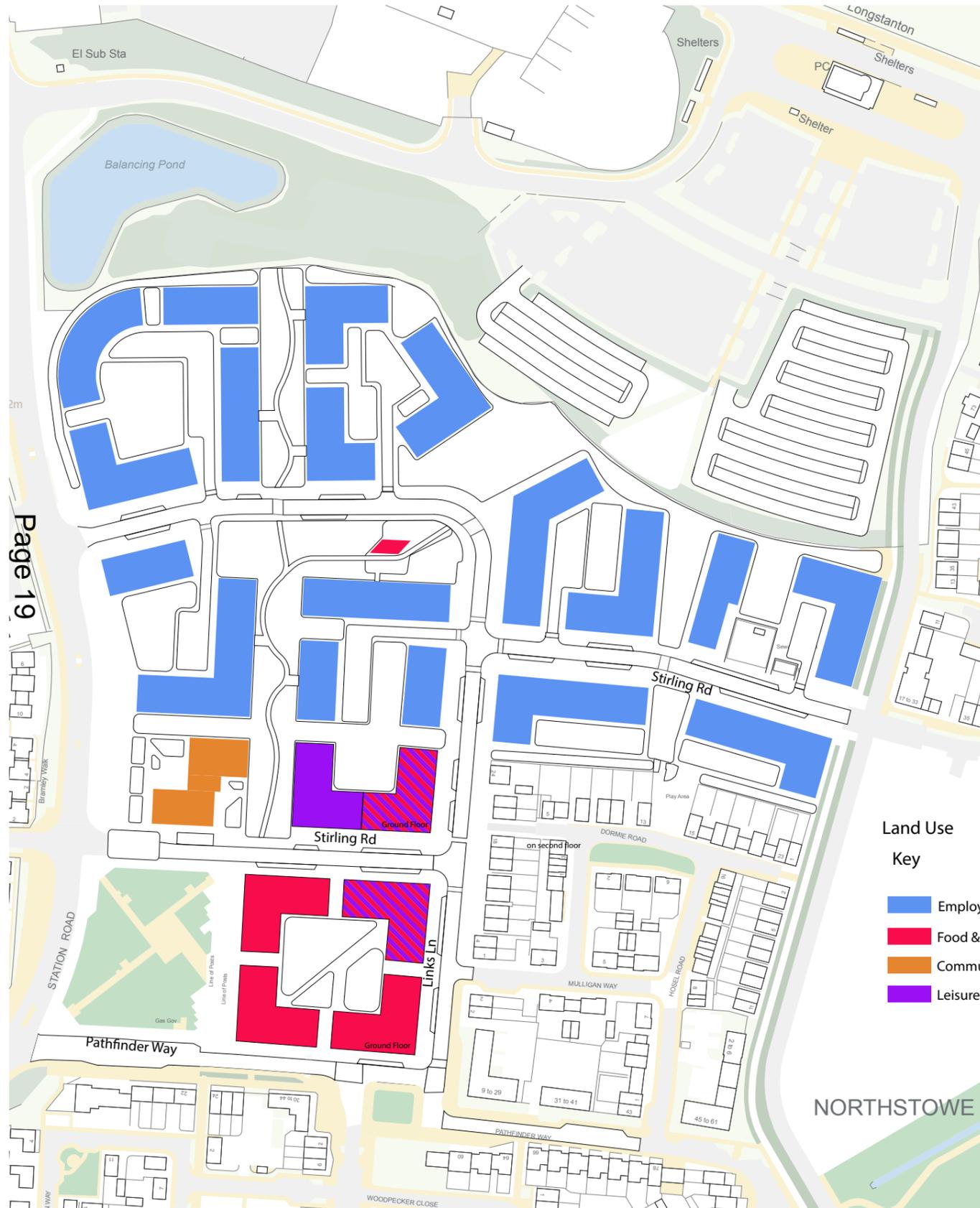


Masterplan Tests (70k+ GEA sqm)



Masterplan Option

Land Use - ground floor





Masterplan Artist's impressions

Community Street entry viewed from the east

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Masterplan Artist's impressions

View of the Linear Park

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Masterplan Artist's impressions

View to the north across the Green

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Masterplan Artist's impressions

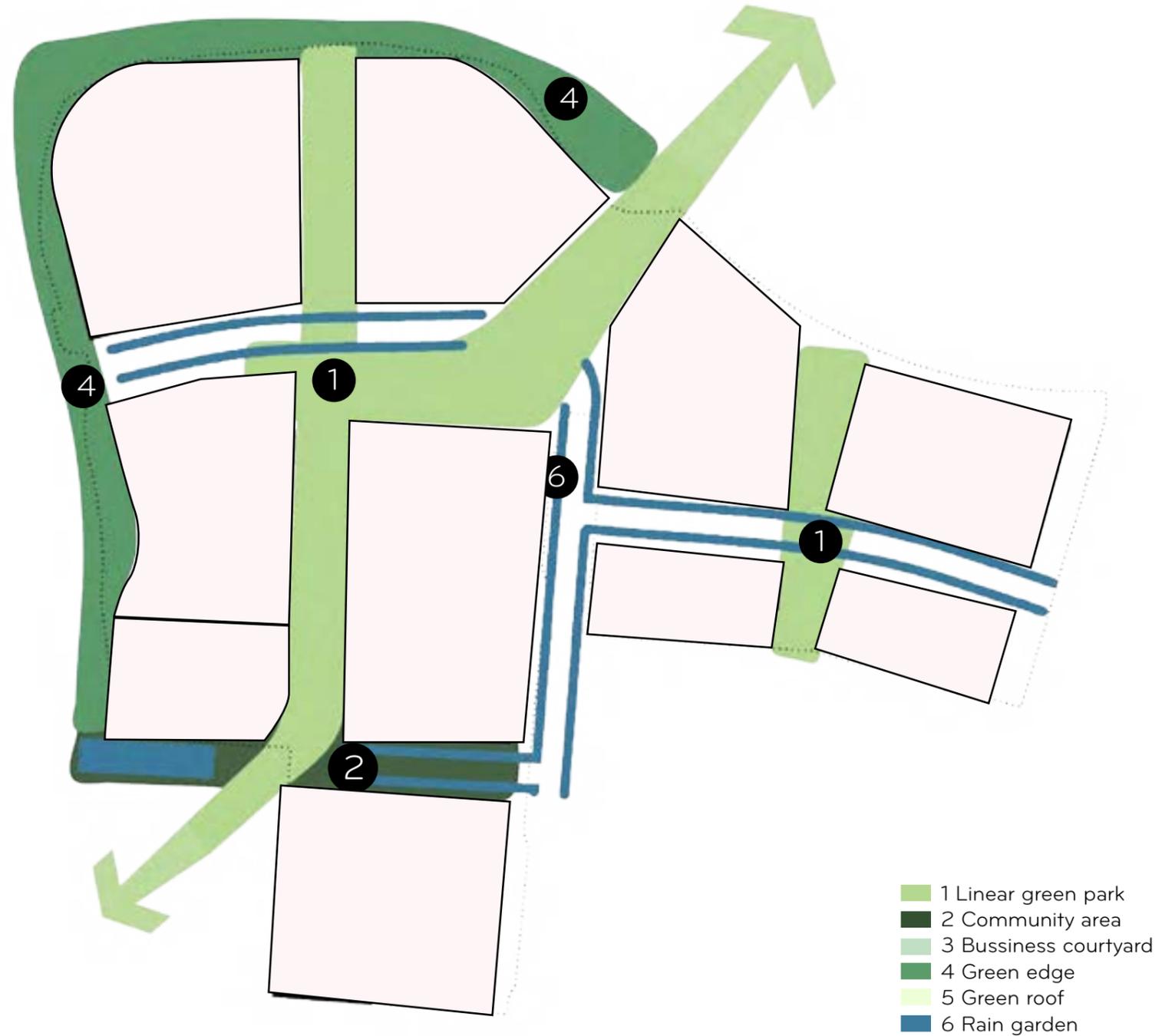
View from the entrance of the Linear Park from the north



Green Strategy Maximising green

GREEN TYPOLOGY

DESIGN FOR PUBLIC REALM



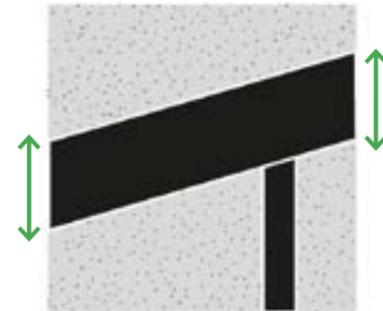
OKRA

MASTERPLAN



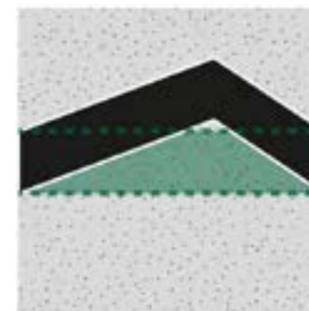
LINEAR GREEN PARK

GREEN BETWEEN BUILDINGS



1. WIDTH

Main path 3.5 - 4.0 m
Minor path 2.5 m



2. EXPERIENCE

Route deviates from facade for dynamic experience



3. PROGRAM

Pocket space integrated into the path

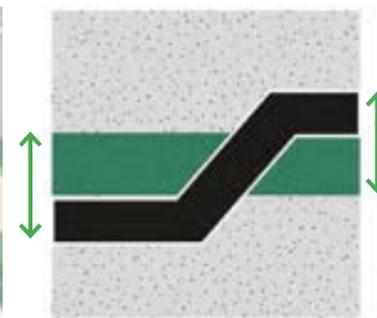
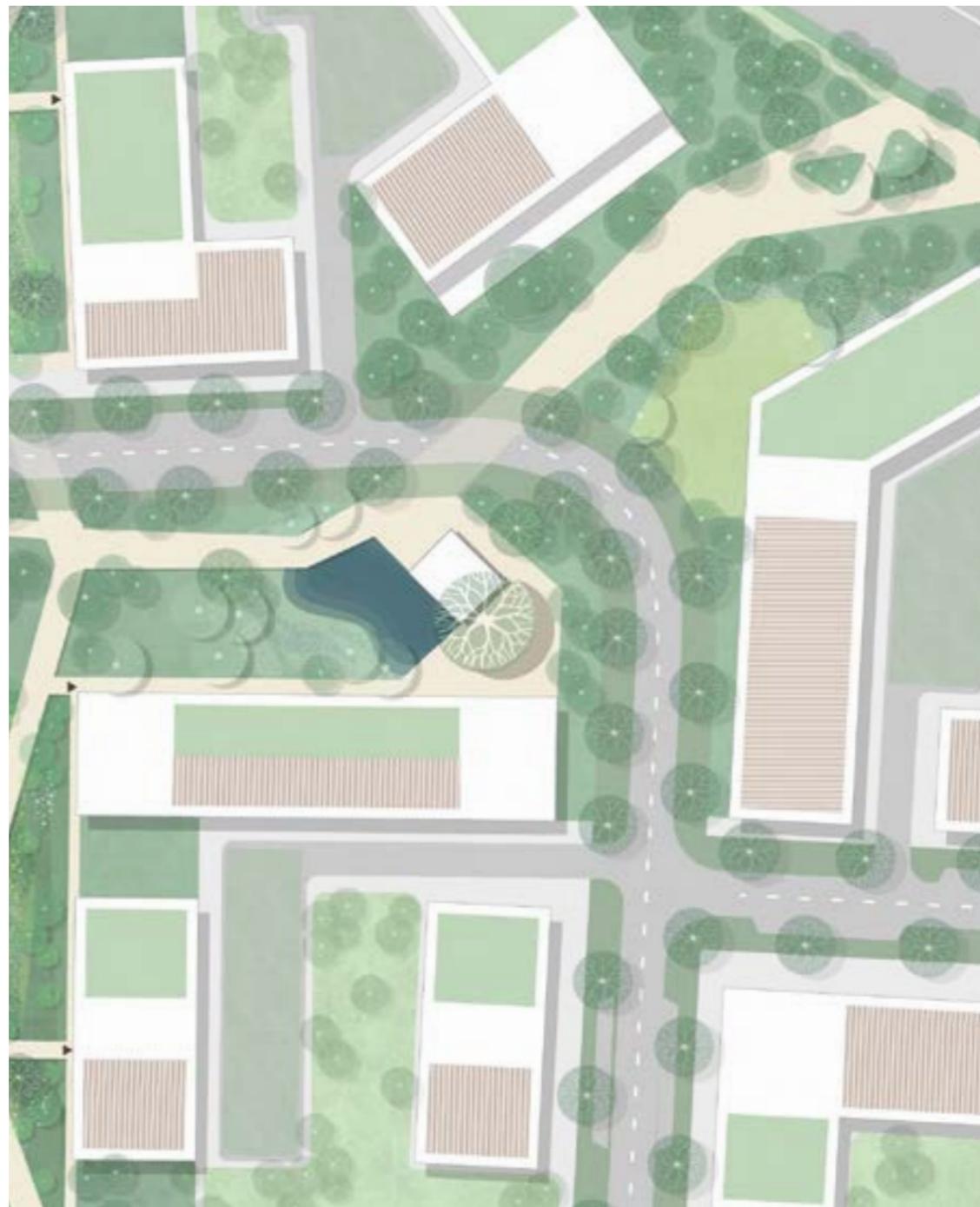
TOTAL GREEN AREA 4230 m²/7750 m²



OKRA

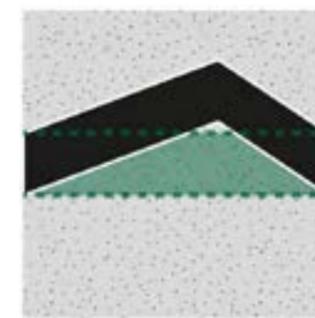
LINEAR GREEN PARK

OPEN GREEN AREA



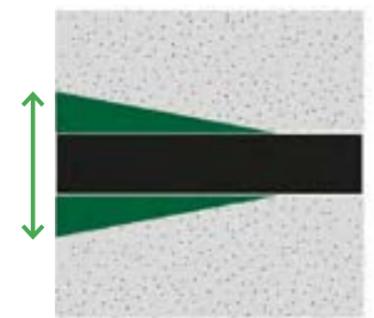
1. WIDTH

Variable width in range 4.0 - 6.0 m.



2. EXPERIENCE

Route deviates from facade for dynamic experience



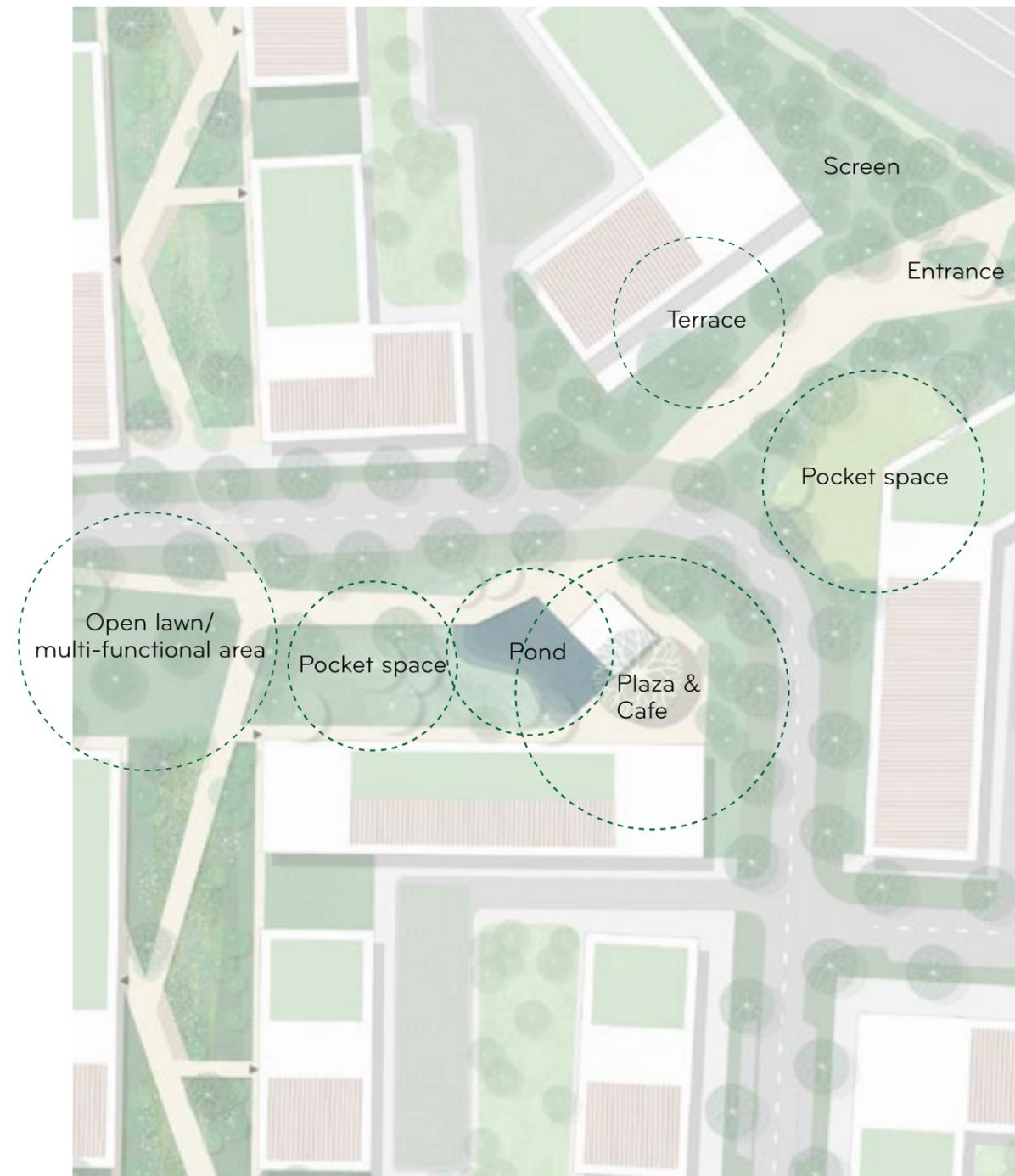
3. CONNECTIVITY

Enlarge the width when reaching the other side of the street to create entrance



LINEAR GREEN PARK

PROGRAM - ENCOURAGE INTERACTION



Blue Strategy

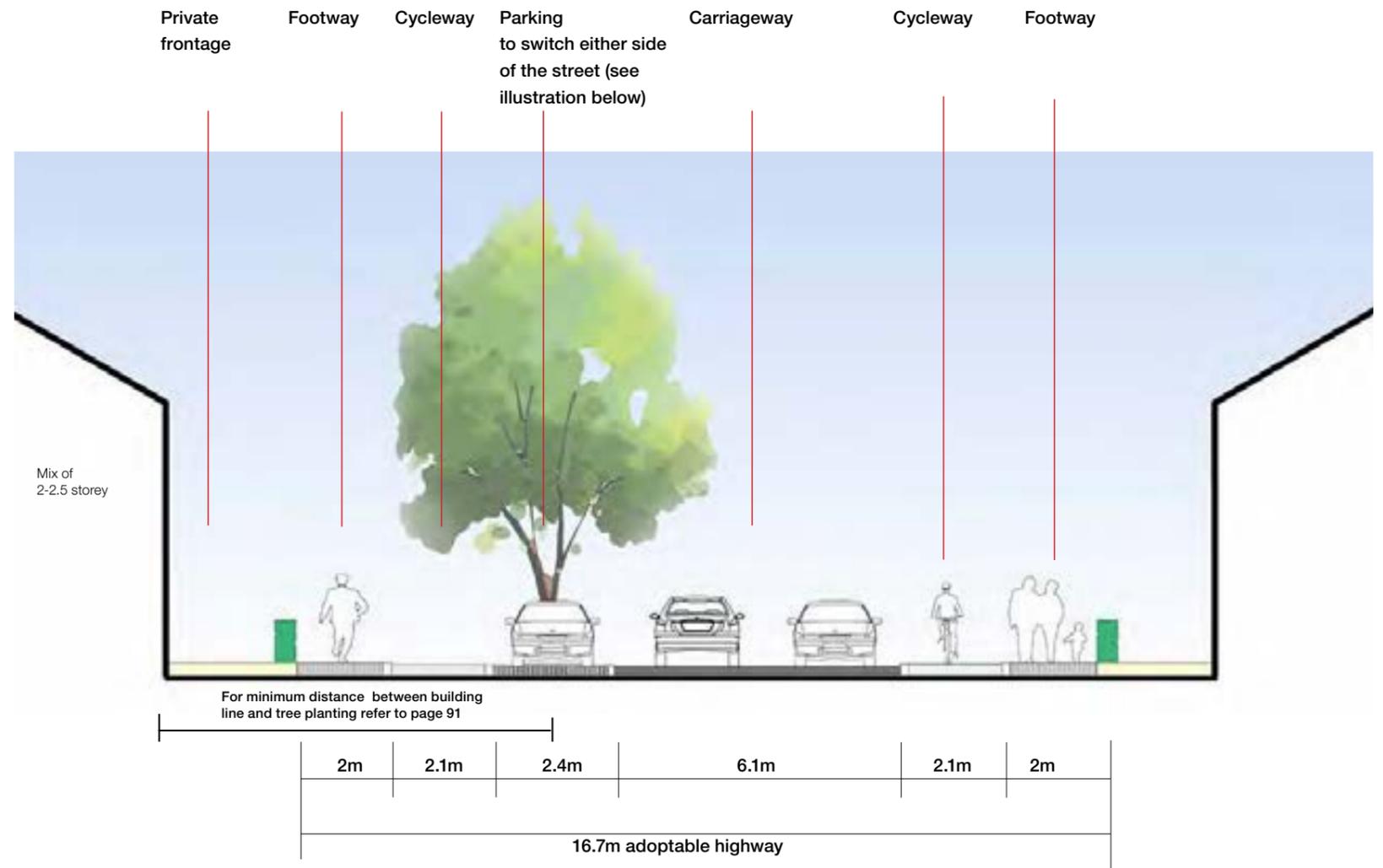
Water adaptive strategy

TYPICAL STREET

FROM DESIGN CODE

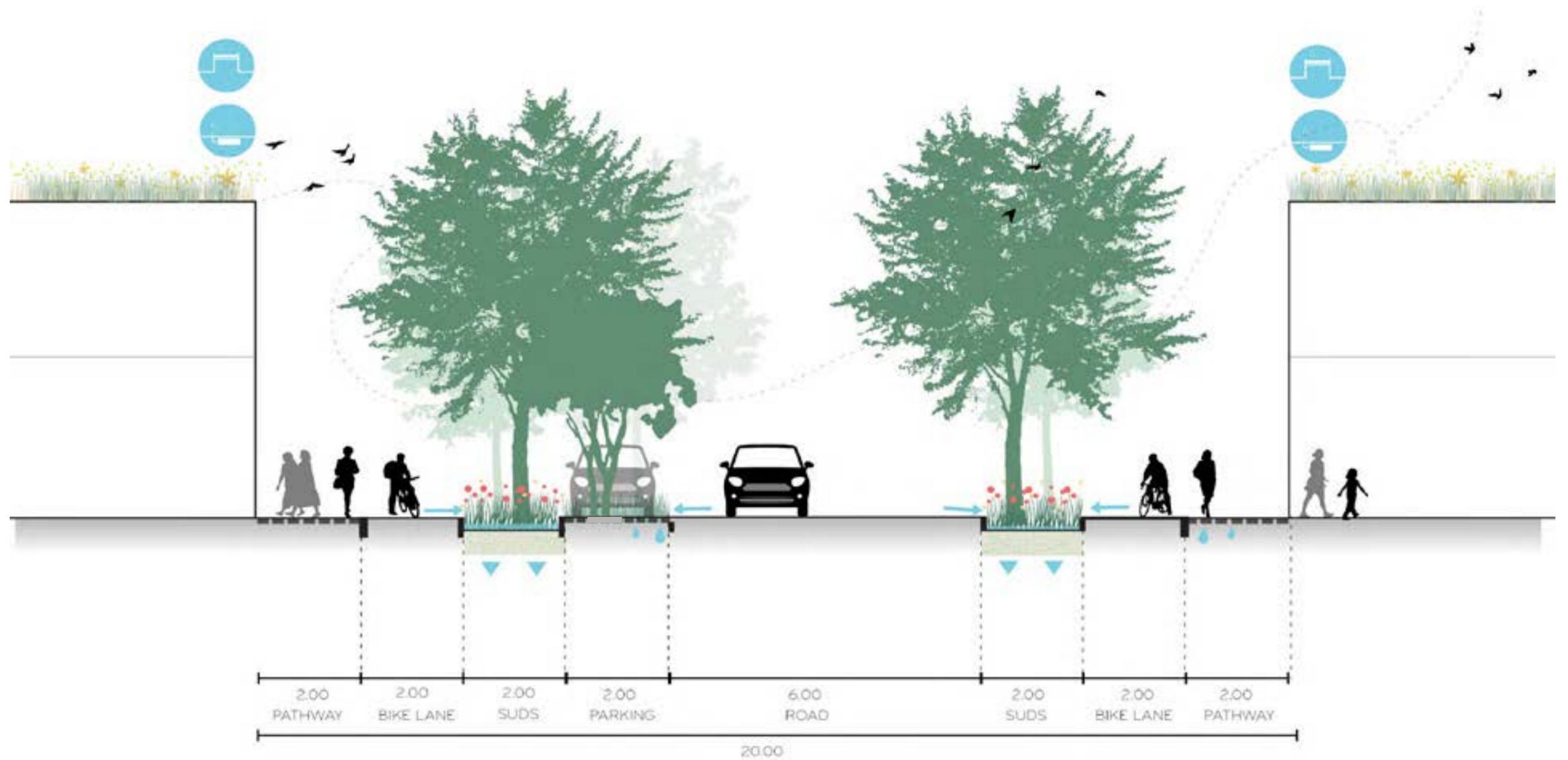


- Primary Street
- Secondary Street
- Dedicated Busway



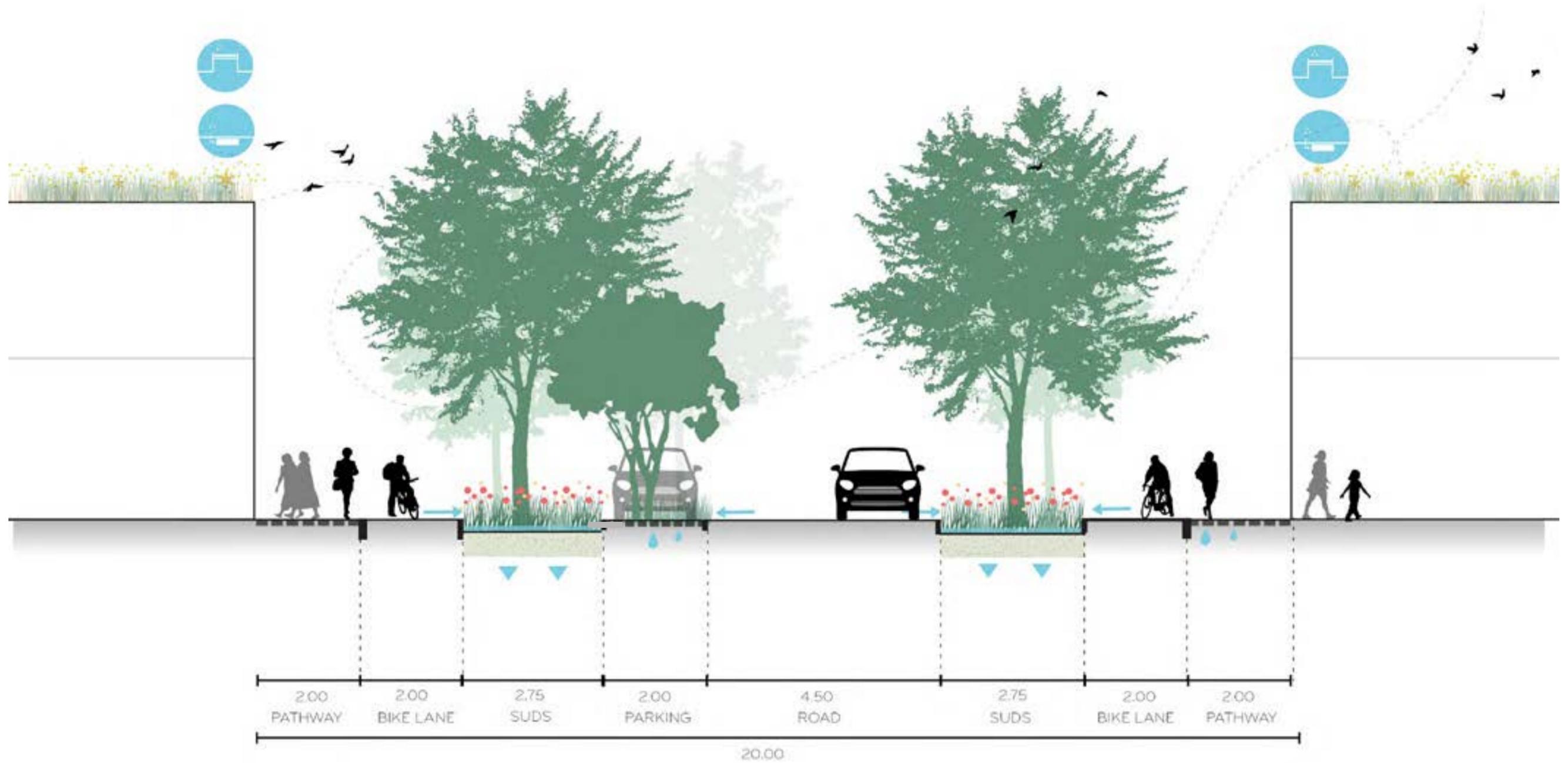
A1. PRIMARY STREET

STREET PROFILE 20 M. (OPTION 6 M. ROAD)



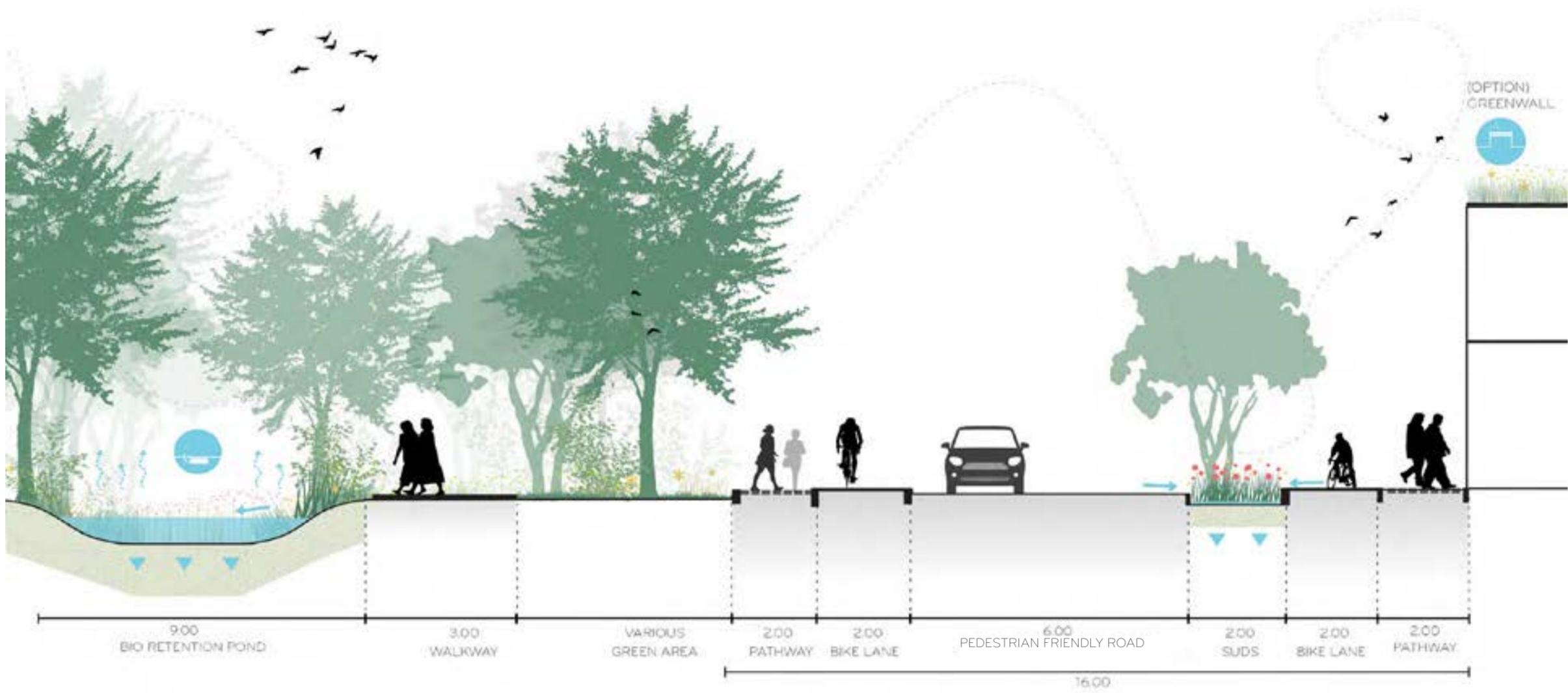
OKRA

STREET PROFILE 20 M. (OPTION 4.5 M. ROAD)



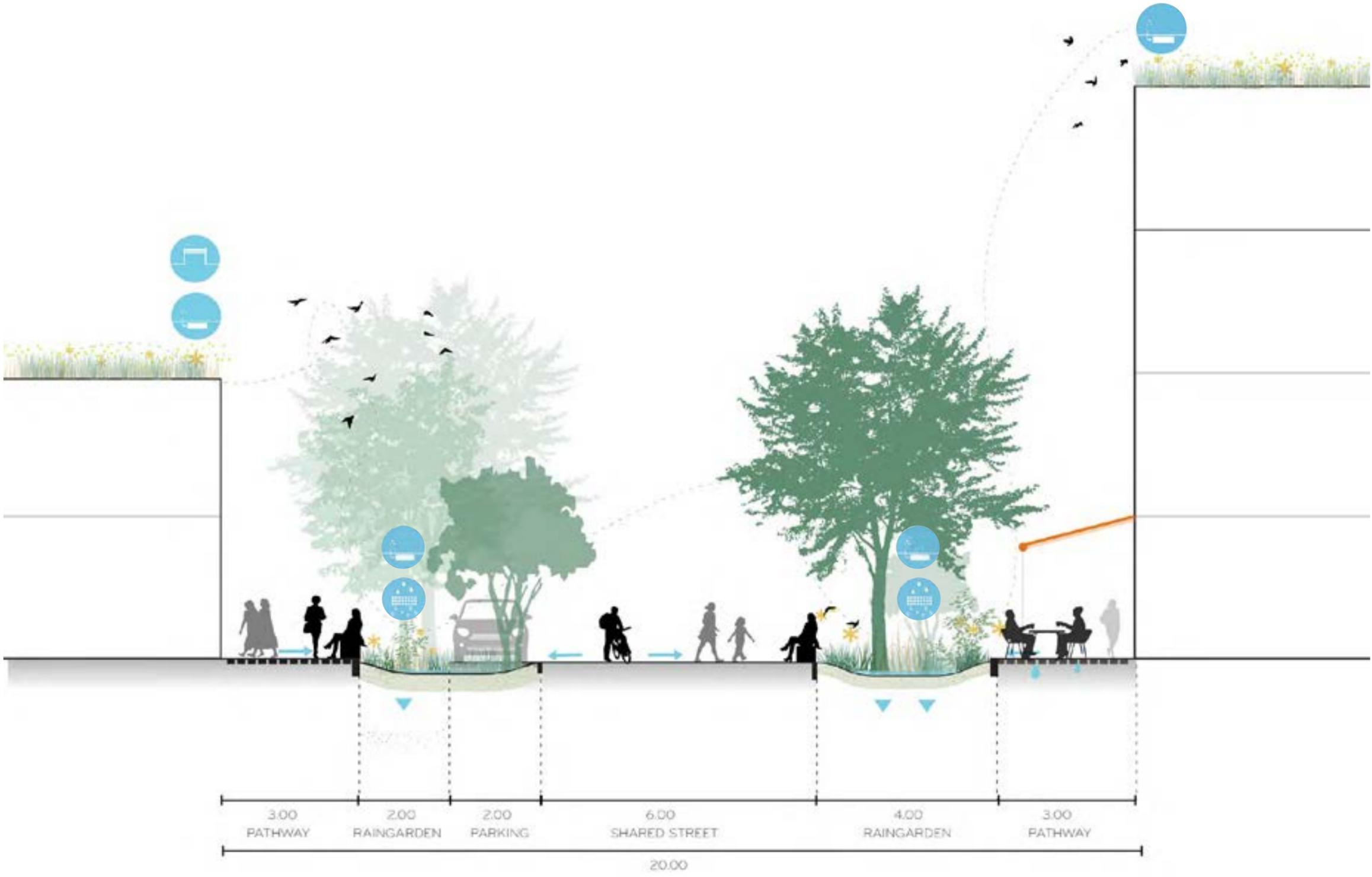
B. PRIMARY STREET BETWEEN LINEAR GREEN

STREET PROFILE 16 M.



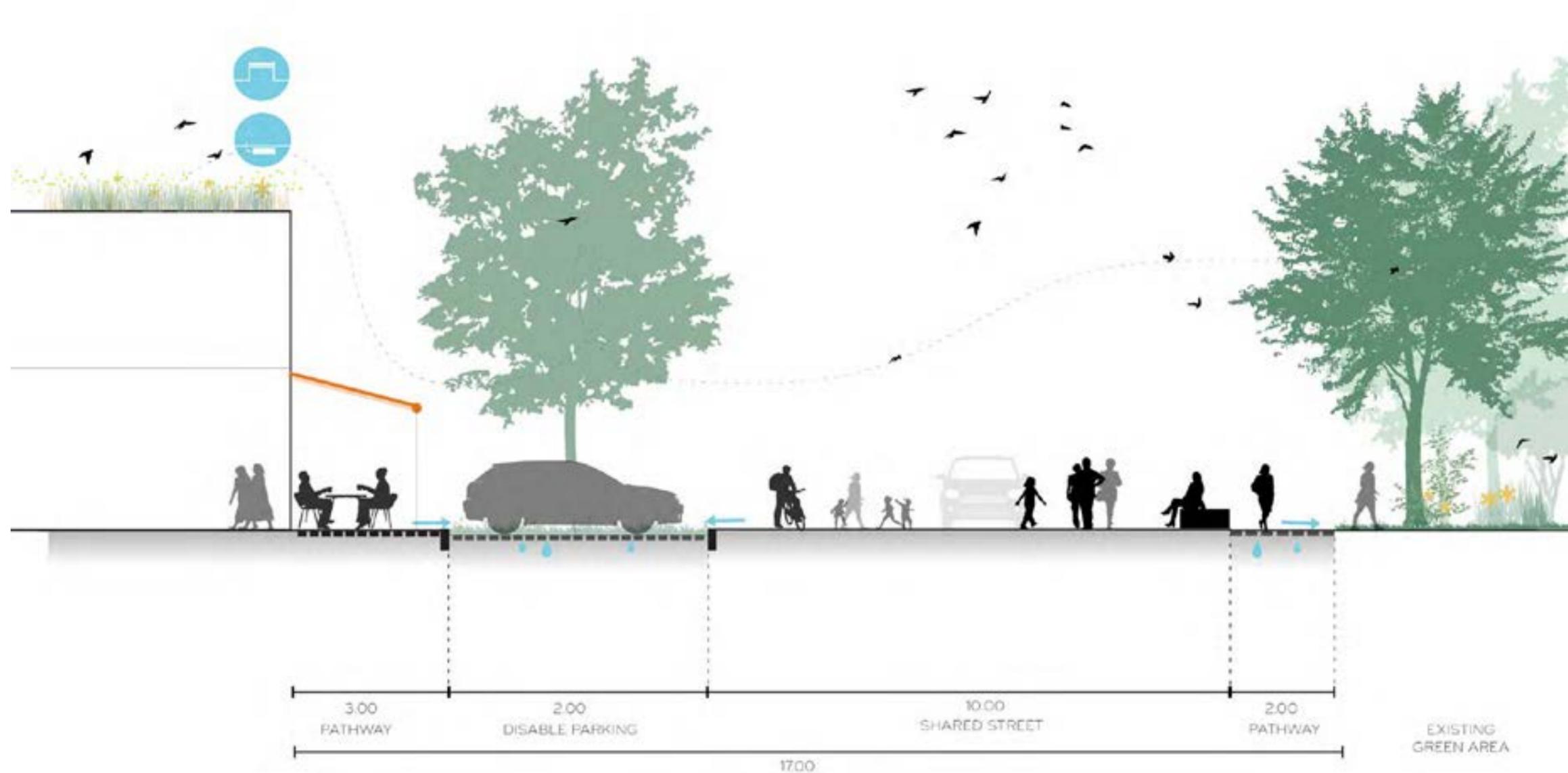
C1. COMMUNITY STREET

STREET PROFILE 20 M.



C2. COMMUNITY STREET

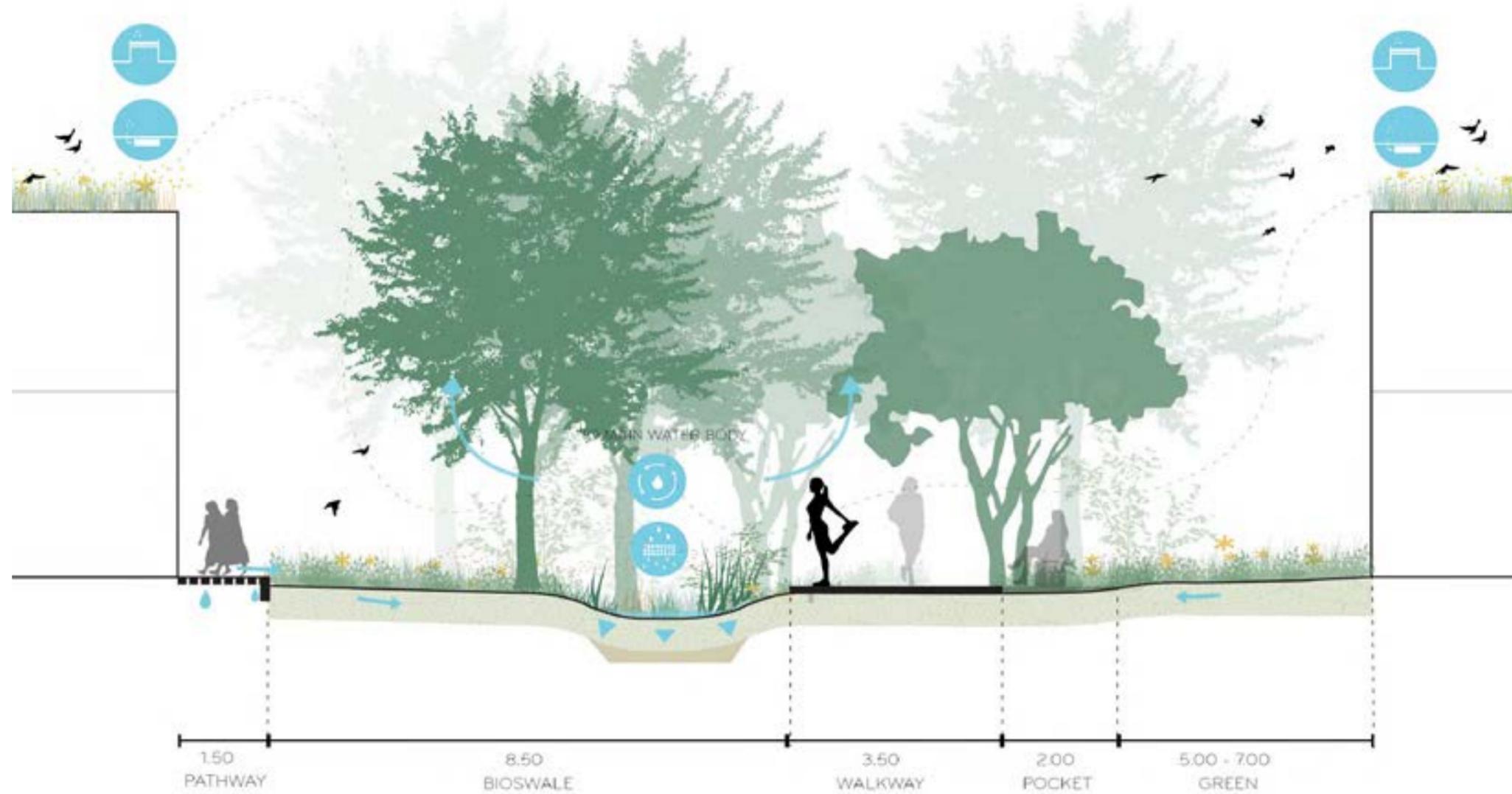
STREET PROFILE 17 M.



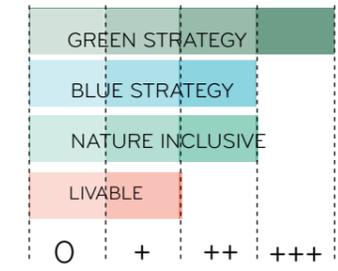
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D. LINEAR GREEN PATHWAY

PROFILE 21 M.



Landscape synergy indicator



Ecological layers



OKRA

Nature inclusive

Create biodiversity & be nature inclusive

NATURE INCLUSIVE

Integrating Green and Ecology in Buildings

Green Facade



Green/blue roof



Insect and bird hotels



Integrating Green and Ecology in the Public Realm

Retention Pond



Water runoff by infiltration (green ditch)



Flowery and diverse vegetation



OKRA

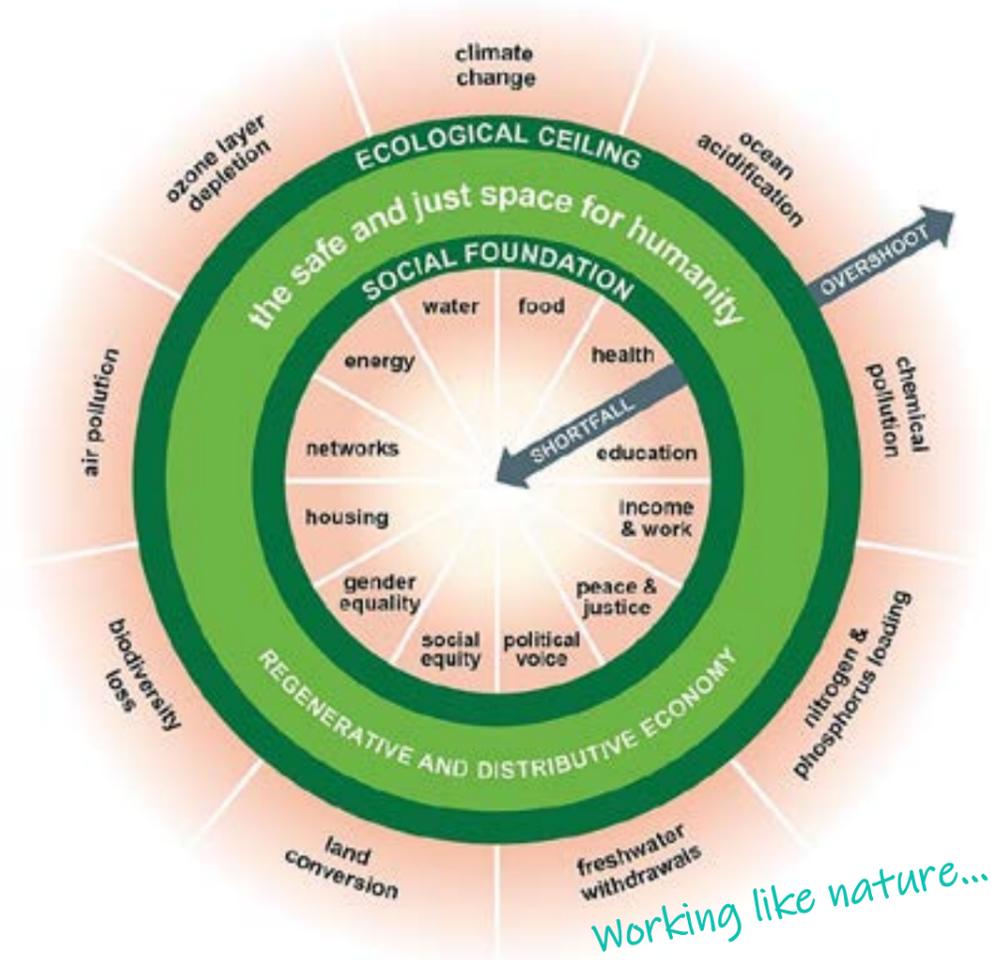
OKRA

Overview of sustainability policy context

Defining Sustainability

UN SDGs and Kate Raworth's Doughnut Economics

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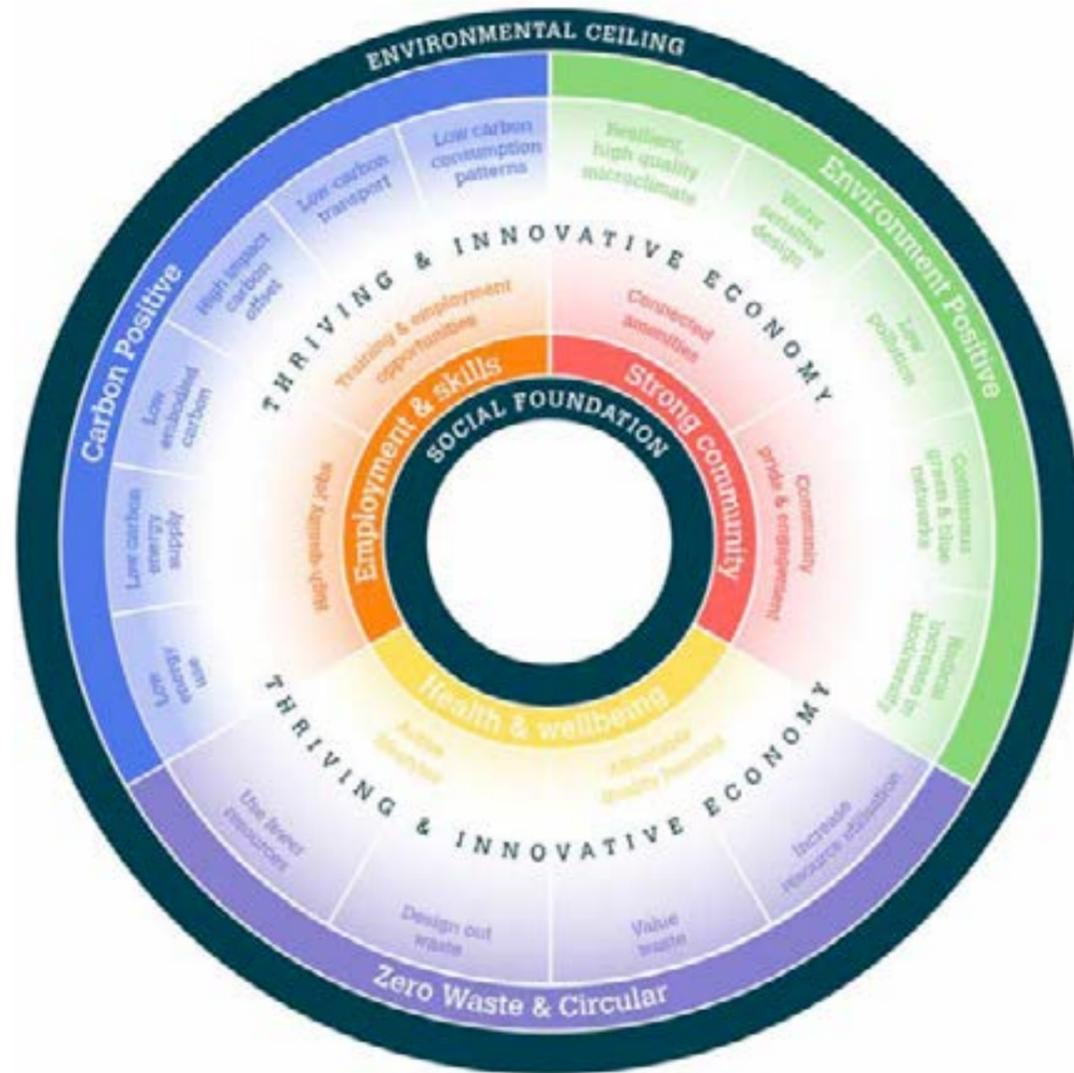


The Doughnut of social and planetary boundaries



17 UN SDGs

Example: Meridian Water Sustainability Framework



National Policy Landscape

Overview of key requirements

2019 - The UK declared climate emergency in 2019 with a commitment to meet net zero carbon by 2050

2020 – Government’s 10-point action plan & Energy White paper:

- Targets a shift towards green public transport and travel (ban on petrol + diesel cars)
- Investment in public transport and cycle lanes to make zero-emissions public transport and active travel a more attractive way to travel.
- An electric future + more sustainable new buildings, meeting zero carbon by 2050

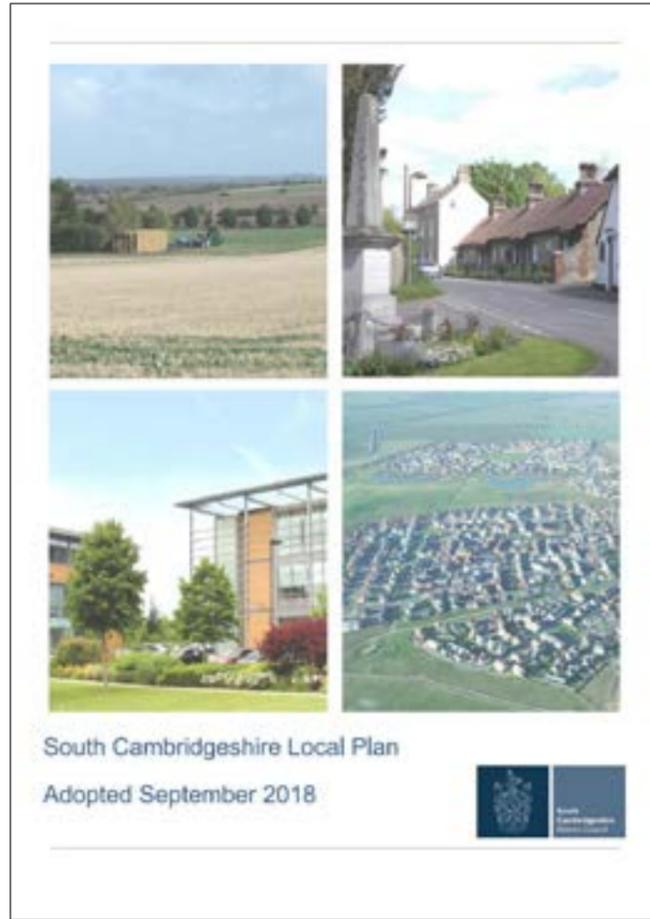
2021 – Consultation of **Part L** final version to be launched in 2022

2022 – Expected enforcement of the **Environment Bill**

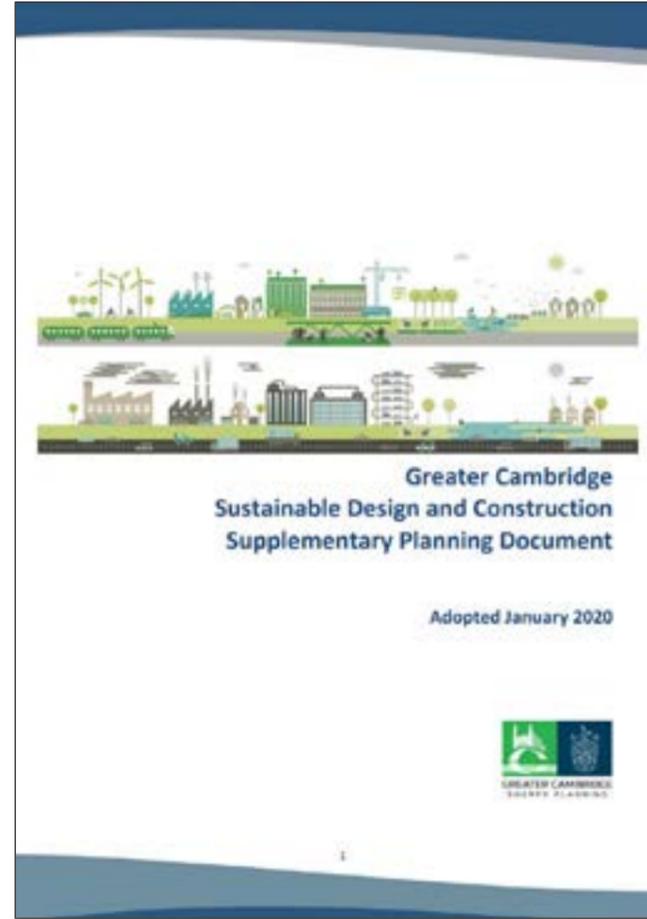
Expedition



Local Policy Context



Adopted 2018



Adopted 2020

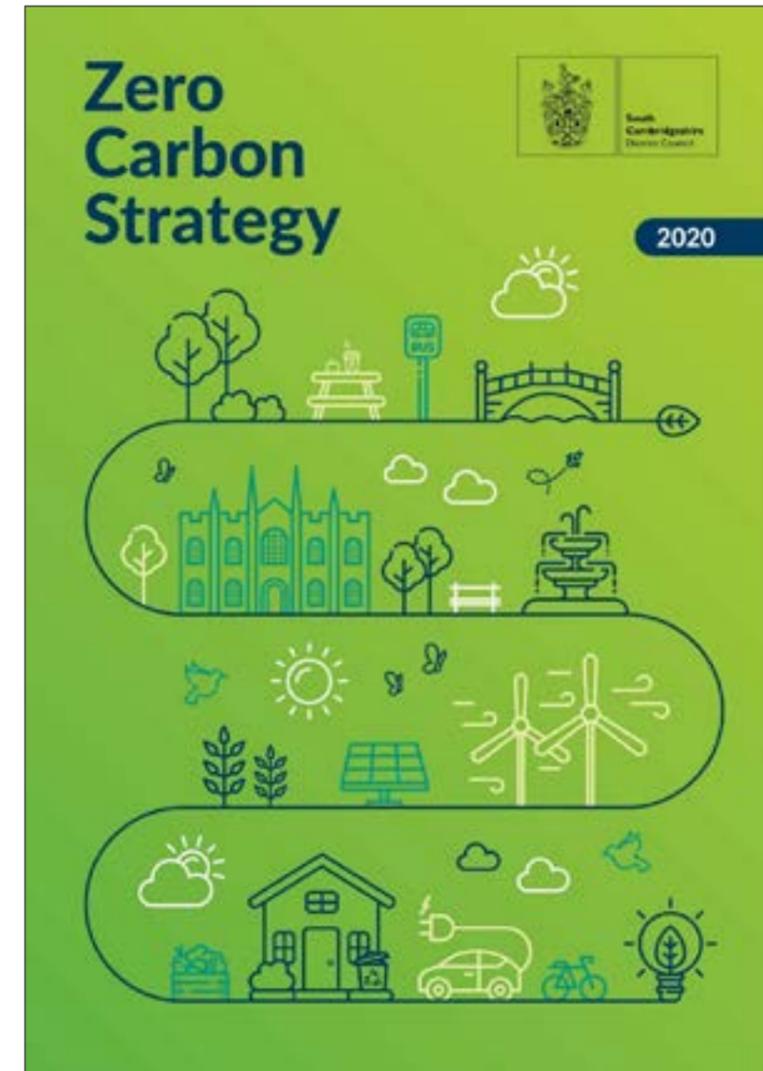


In Consultation

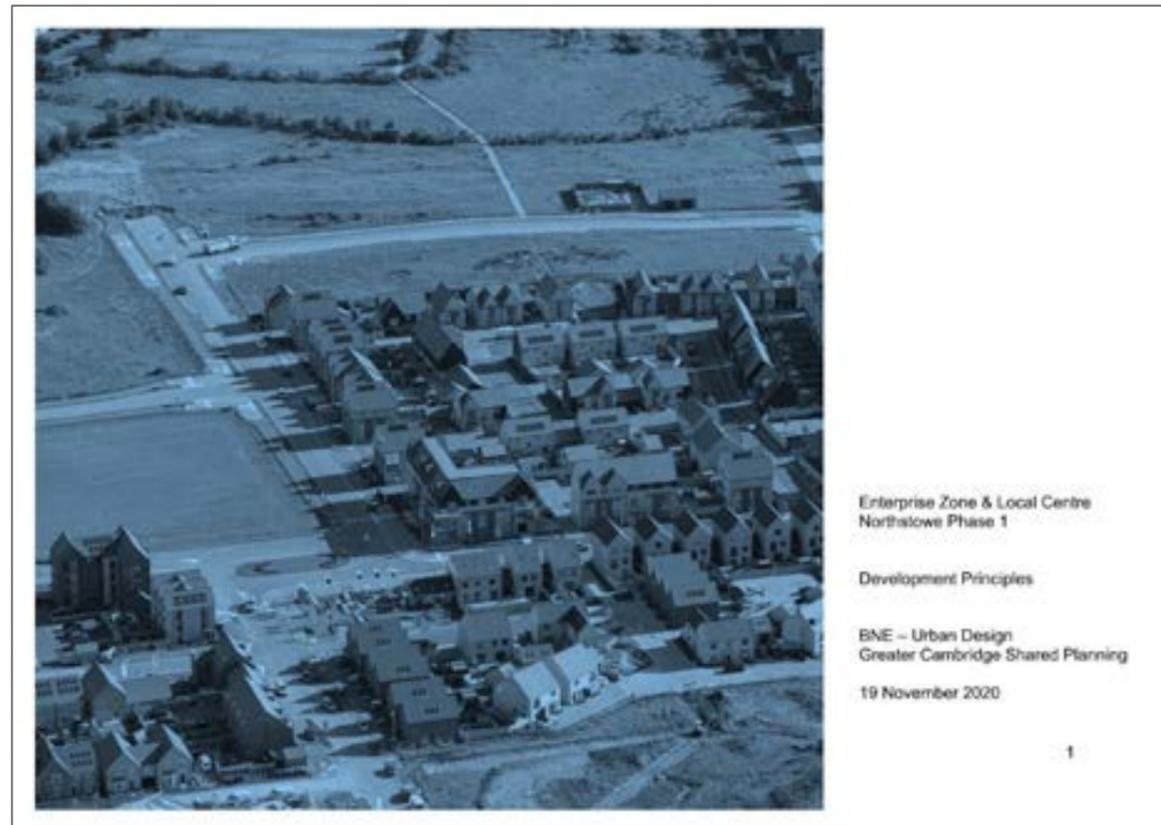
South Cambs Climate Emergency



The screenshot shows the top navigation bar of the South Cambs website. It includes the South Cambridgeshire District Council logo, a search bar, and a 'My South Cambs' section with a 'Sign in or register' link. Below the navigation bar is a breadcrumb trail: 'Home > Climate emergency and nature'. The main heading is 'Climate emergency toolkit'. The text below reads: 'We declared a climate emergency in November 2019 and have adopted a [Zero Carbon Strategy](#) to bring down our own emissions and support businesses and communities (with the help of [Net Zero Now](#)) to do the same. Growing numbers of parish and town councils are doing the same, and to encourage and empower these and other parish councils and community organisations we have compiled this Climate Emergency Toolkit linking to resources and organisations for support to take action in response to the climate emergency. You can register that your organisation has declared a climate emergency on the [Climate Emergency website](#). The Toolkit is part of our [Zero Carbon Communities](#) programme - a wide-ranging programme of support for our communities to go net zero. This includes an annual [Zero Carbon Communities grant](#) scheme providing funding up to £15,000 for projects to reduce carbon emissions and engage communities; a programme of events and a quarterly newsletter.'



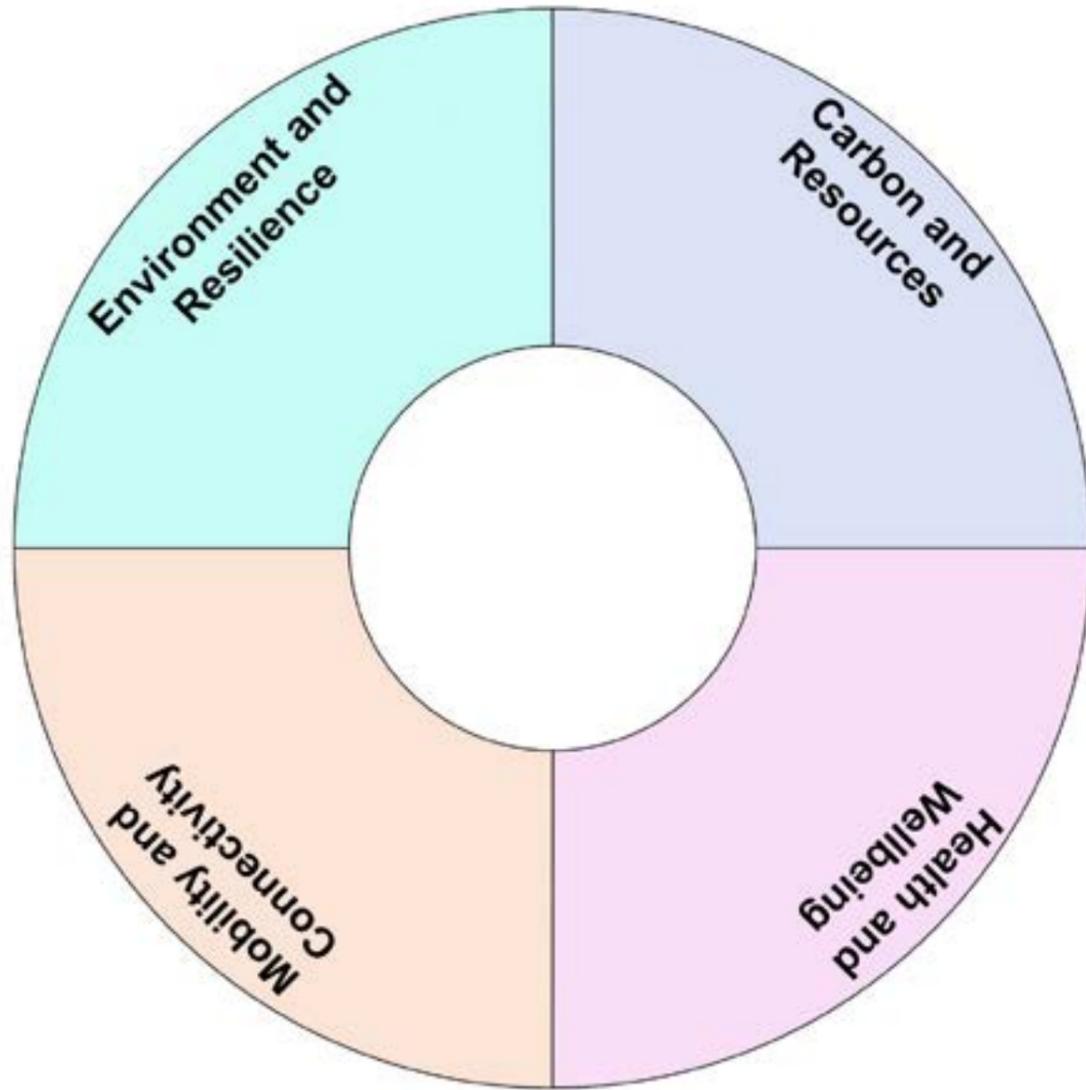
Development Principles



- A positive and attractive northern gateway to the future town
- An urban place with adequate landscape that provide green links, connections and places for people to enjoy.
- Integration of sustainable urban drainage.
- Provision for sustainable travel and innovative approaches to car-parking. 1 rapid charge point per 1,000m² of floorspace or per 20 parking spaces, priority on pedestrian and cycling links.
- Transition to Net Zero Carbon
- Holistic approach to sustainable development to be embedded from the outset.
- Non-residential buildings to achieve BREEAM 'excellent' with at least 10% of the buildings regulated energy coming from on-site renewable or low carbon energy.
- At least 3 Wat 01 credits related to water efficiency should be achieved.
- Development to be climate resilient, and future proofing of buildings
- Enhance health and wellbeing with reference to biophilic design and consideration of WELL standard.

Sustainability Objectives and Targets

Framework for Environmental Sustainability



A biodiverse environment that is resilient to climate change and flooding and mitigating impacts of the development.

Environment and Resilience

An accessible place which prioritises active travel and low carbon transport.

Mobility and Connectivity

A Net Zero Carbon development that threads lightly on the planet, embedded in a local and national circular economy.

Resources and Carbon

A place where people can work and meet with the local centre infrastructure necessary for comfortable, safe, healthy and meaningful lives.

Health and Wellbeing

The Masterplan Objectives

ENVIRONMENT AND RESILIENCE



- BIODIVERSITY NET GAIN: **20%**
- GREEN AND COMMUNAL SPACES PROVISION
- RESILIENCE TO CLIMATE CHANGE
- SUSTAINABLE URBAN DRAINAGE
- CONTROL POLLUTION

RESOURCES AND CARBON



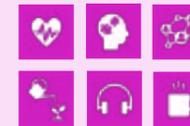
- NET ZERO CARBON DEVELOPMENT
- ON SITE RENEWABLES
- EXEMPLARY WATER CONSERVATION
- EMBED CIRULARITY FROM THE OUTSET
- ZERO WASTE LIFESTYLE

MOBILITY AND CONNECTIVITY



- RESTRICT CAR ACCESS
- ELECTRICAL CHARGING POINTS
- E-BIKE INFRASTRUCTURE
- PRIORITISE PEDESTRIAN AND CYCLE MODES
- LOW-SPEED / NO IDLING ZONE

HEALTH AND WELLBEING



- DESIGN WITH NATURE AND WELLNESS
- COMFORTABLE BUILDINGS AND PUBLIC REALM
- HEALTHY LIFESTYLE AND SOCIAL CONNECTIVITY
- CREATE SOCIAL VALUE

Thank you



Agenda Item 6



South
Cambridgeshire
District Council

Report to:	Climate and Environment Advisory Committee 12 January 2021
Lead Cabinet Member:	Cllr Bridget Smith
Lead Officer:	Bode Esan

Solar Together Cambridgeshire Update

Executive Summary

1. The purpose of this report is to update the Committee with outcomes of the recently completed Solar Together Cambridgeshire scheme.

Key Decision

2. This is not a key decision. The report is provided to the Committee for review and comment.

Details

3. Solar Together Cambridgeshire is a group buying scheme for Solar PV panels and battery storage systems led by Cambridgeshire County Council (CCC) in partnership with the company iChoosr. The scheme facilitates the uptake of high-quality solar PV panels by Cambridgeshire residents by offering them at a competitive price through economies of scale. This increases the production of renewable energy in the district, reduces household electricity costs once installed and provides payments for excess electricity generated through a Smart Export Guarantee.
4. South Cambridgeshire District Council (SCDC) partnered with CCC to promote the scheme, jointly funding a targeted mailing campaign. The scheme was additionally advertised by SCDC through social media and Council-led news releases. An overview of the partnership between CCC, iChoosr and delivery partners can be seen in **Appendix A**.
5. An overview of how the scheme works is provided in **Appendix B**.
6. Installation of solar PV panels and batteries through the scheme completed during 2021/2022 with the following outcomes. Relevant information for South Cambridgeshire is indicated in grey.

Solar Panels

Community	# Accepted	# Installations	% Installations	# Post-survey drop-out
South Cambridgeshire District Council	605	416	69	182
Cambridge City Council	271	144	53	126
Huntingdonshire District Council	225	160	71	65
East Cambridgeshire Council	181	120	66	60
Fenland District Council	50	38	76	11
Cambridgeshire County Council	3	1	33	2
Total	1,335	879	66	446

Community	# Panels installed	Total KW installed	Installed CO2 reduction Kg	Total Investment
South Cambridgeshire District Council	5,743	1,953	386,637	3,128,024
Cambridge City Council	1,710	581	117,366	1,002,743
Huntingdonshire District Council	3,378	809	155,801	1,236,370
East Cambridgeshire Council	1,572	534	113,008	865,055
Fenland District Council	593	202	35,544	268,751
Cambridgeshire County Council	15	5	903	8,531
Total	13,011	4,084	809,259	6,509,474

Battery Installations

Community	# Accepted	# Installations	% Installations	# Post-survey drop-out
South Cambridgeshire District Council	51	32	63	18
Cambridge City Council	20	12	60	8
Huntingdonshire District Council	17	11	65	6
East Cambridgeshire Council	10	9	90	1
Fenland District Council	5	4	80	1
Cambridgeshire County Council	1	1	100	0
Total	104	69	66	34

Community	Total Investment	Total KW installed
South Cambridgeshire District Council	133,973	188
Cambridge City Council	43,026	58

Huntingdonshire District Council	46,633	65
East Cambridgeshire Council	39,318	58
Fenland District Council	15,261	22
Cambridgeshire County Council	4,458	7
Total	282,669	397

7. The number of households dropping out of the scheme is within the expected range for this type of scheme.
8. SCDC received commission on sales, at a rate based on the rate which would be needed to cover costs given estimated number of installations. The number of installations in South Cambridgeshire exceeded iChoosr's estimations, meaning that the scheme returned a net income to SCDC of £10,610.77.
9. The scheme helps to deliver the Council's Zero Carbon Strategy by:
 - a. Increasing local generation of electricity through solar PV and reduced reliance on grid electricity; and
 - b. Benefits residents, local businesses and community groups by providing an easy, good value route to high quality solar PV installations.
10. This project aligns with the Business plan through:
 - a. Cii) Provide support and guidance to community groups for projects that will reduce reliance on fossil fuels and promote behaviour change to help achieve the zero-carbon target; and
 - b. A3) We will help our businesses be green.
11. This project contributes to the Council's Housing Strategy adopted in 2019 by:
 - a. 23) Improving housing conditions and making best use of existing homes. This helps to promote greener and energy efficient solutions for those in the private sector.

Solar Together Cambridgeshire 2022

12. As reported to CEAC in September, we have accepted CCC's invitation to participate in a second scheme which has now launched. The time frame for the new scheme can be found in **Appendix C**.

Implications

13. In the writing of this report, taking into account legal, staffing, climate change, and any other key issues, the following implications have been considered:-

Legal

14. The shared Legal Service had sight of the MoU with CCC and confirm there are no legal issues of concern.

Staffing

15. This project will be staffed from within existing resource.

Climate Change

16. The scheme will contribute towards the delivery of the Council's Zero Carbon Strategy by increasing local generation of electricity through solar PV and reducing reliance on grid electricity.

Alignment with Council Priority Areas

Growing local businesses and economies

17. The scheme is likely to be of benefit to local solar PV installation companies. These will be invited to take part in the reverse auction to become the scheme installer. Even if the appointed installer is from outside of the area, previous experience of iChoosr schemes is that local companies are subcontracted to deliver at least some of the work.

Housing that is truly affordable for everyone to live in

18. This project contributes to the Council's Housing Strategy adopted in 2019
a. 23) Improving housing conditions and making best use of existing homes

Being green to our core

19. The scheme will contribute towards the delivery of the Council's Zero Carbon Strategy by increasing local generation of electricity through solar PV and reducing reliance on grid electricity.

Background Papers

Solar Together Cambridge Report to CEAC 30 June 2020:
<https://scambs.moderngov.co.uk/documents/s117025/200630%20CEAC%20Solar%20Together%20Cambridgeshire.pdf>

Solar Together Cambridgeshire Update to CEAC 13 September 2021:
<https://scambs.moderngov.co.uk/documents/s123350/210913%20CEAC%20Solar%20Together%20Cambridgeshire%20FINAL.pdf>

Appendices

Appendix A: Background on iChoosr, Cambridge City Council and Delivery Partners

Appendix B: Solar Together Cambridgeshire Process Overview

Appendix C: Solar Together Cambridgeshire Timeframe

Report Author:

Eleanor Haines – Climate and Environment Project Officer

Telephone: (01954) 713490

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Appendix A: Background on iChoosr, Cambridge City Council and Delivery Partners

1. iChoosr is a Dutch group-buying company who introduced the Solar Together scheme by presenting to local authority officers at a Cambridgeshire Energy Partnership meeting in November 2019.
2. iChoosr have partnered with Cambridgeshire County Council (CCC) to run the Cambridgeshire Switch collective purchasing scheme for cheaper energy bills for many years.
3. iChoosr have also run solar PV group-buying schemes with local authorities in Manchester, London and Suffolk.
4. iChoosr presented their well-established model, to partner with local authorities to promote group buying, and then run a reverse auction to identify a delivery partner.
5. Following the presentation, CCC entered into a contract with iChoosr to deliver the Solar Together Cambridgeshire scheme having followed all necessary procurement practices.
6. CCC are working in partnership with Cambridge City, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire District Councils,
7. iChoosr put suppliers through a rigorous qualification process to ensure their suitability for the scheme. They oversee the delivery process and inspect approximately 5% of installations. They also provide a helpline for customers.

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Appendix B: Solar Together Cambridgeshire process overview.

1. The scheme is promoted under a 'Solar Together Cambridgeshire' brand, via a combination of social media posts and targeted direct mail.
2. Interested homeowners (and SMEs) register their interest for free and without obligation, and provide iChoosr with relevant information about their property, roof, and electricity usage.
3. iChoosr runs a reverse auction in which solar panel installers compete to offer the best deal. Installers are pre-qualified by iChoosr who carry out financial checks and ensure their ability to scale up and deliver a quality service.
4. After the auction, homeowners receive a personal recommendation and quote. Due to the bulk buying power, offers are typically 20% lower than on the open market.
5. Homeowners then decide if they want to accept the offer, and if so, pay a deposit of £150. The installer then does a site survey to confirm that the recommended configuration is suitable. The £150 deposit is refundable if the installation is not feasible for technical reasons, but non-refundable if the homeowner simply changes their mind at this stage.
6. The winning installer installs the solar panels on the roof within six months. iChoosr appoints independent experts to inspect a sample of installations to ensure quality.
7. The homeowner pays the balance in full upon completion of works. The Council receives a commission on all completed installations.

The Solar Together process

5 EASY STEPS



1. Registration

Households are called upon to register online, for free, and without obligation. By answering a few questions about their roof, such as size and orientation, they are presented with an early estimation of costs and savings.



2. Auction

The auction is a reverse auction - so the lowest bid wins. The winning bid sets the price for all solar systems in scheme. All suppliers are pre-vetted by iChoosr and must comply with criteria to guarantee the quality of the offer.



3. Personal recommendation

After the auction, all registrants will receive a personal recommendation with information about the winning supplier, the complete package, and a breakdown of costs and savings.



4. Decision

Through the website, helpdesk and info sessions participants will have access to all the information need to make a well-informed decision whether to accept the offer, or not. If they decide to proceed, residents will need to pay a conditionally-refundable deposit of £150.



5. Savings on electricity

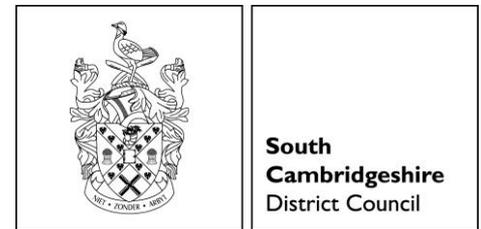
After installation you will start saving money on your electricity by generating your own green energy.

Appendix C: Timeframe for Solar Together Cambridgeshire 2022 scheme

07 February 22	Registration opens
14 Feb – 21 Feb 22	Letters delivered to residents
15 March 22	Auction takes place
04 Apr – 13 May 22	Decision phase
16 May – 28 Oct 22	Installation phase

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Agenda Item 7



Report to:	Climate and Environment Advisory Committee 7 March 2022
Lead Cabinet Member:	Cllr Brian Milnes
Lead Officer:	Soraya Hashemi

Air Quality Update

Executive Summary

1. This report presents an update on the progress made in line with the new air quality strategy
2. It also confirms the completion of the following items since the previous meeting in September 2021
 - Revocation of the Air Quality Management Area (AQMA) on 20th January 2022. The revocation order is presented as Appendix A.
 - The Air Quality Strategy was adopted on 4th February 2022. The Strategy is presented as Appendix B.

Recommendations

3. The committee is invited to review the reports and comment on the updates provided.

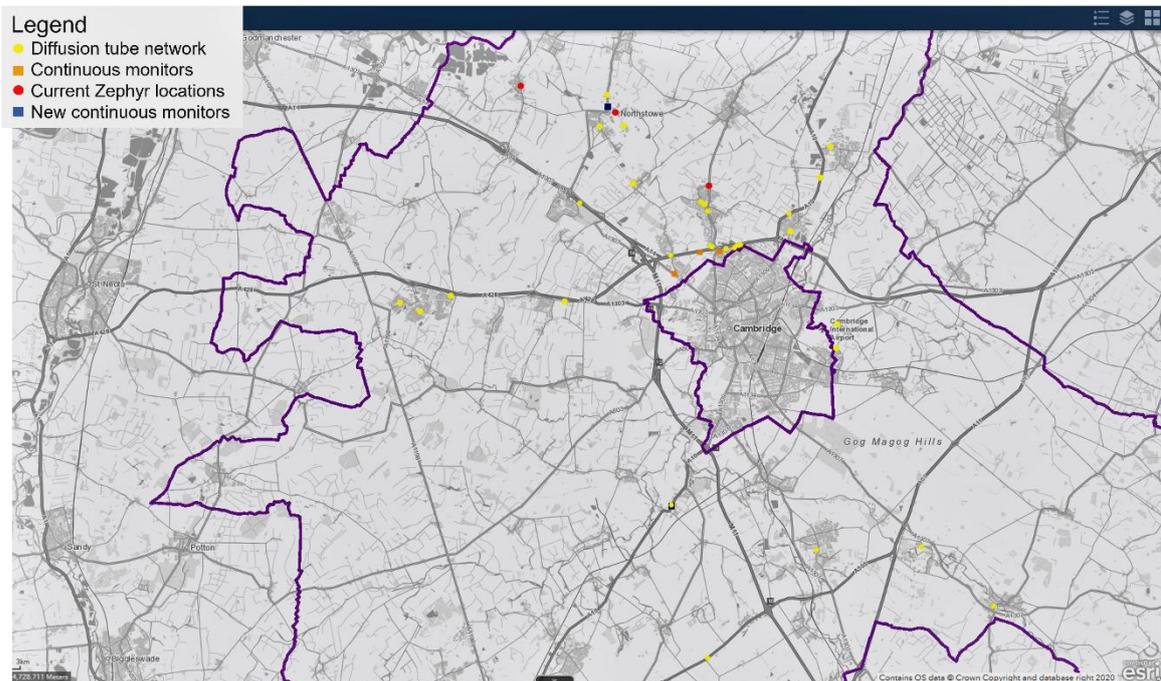
Details

4. Following the revocation of the Air Quality Management Area, the Air Quality Action Plan dated 2009 and the Air Quality Strategy dated 2008 are superseded.
5. The adopted Air Quality Strategy outlines 3 focussed actions which are presented below with a summary of progress made since last meeting in September 2021
 - a. Action A: air quality is monitored and understood district wide and appropriate measures are introduced to meet air quality objectives.
 - b. Action B: policies are in place to minimise impacts from future developments
 - c. Action C: public engagement is aimed at increasing local knowledge and supporting better choices in reducing daily impact on air quality.

Action A: air quality is monitored and understood district wide and appropriate measures are introduced to meet air quality objectives

6. A review of our monitoring network was completed with a focus on the need for future monitoring in areas of major developments and future growth.

7. The location plan of our monitoring network is presented below and in Appendix C.



8. Officers have identified that additional continuous monitors will be located in Northstowe and Harston.
9. This will facilitate a base line monitoring data for the new town in Northstowe and a long-term monitoring data along A10 in Harston. They are aimed to be operational by end of March. (Subject to completion of ground works commencing on the 10th March).
10. Furthermore, 3 portable monitors i.e. Zephyrs are added to the network which are used to conduct short term studies in different areas of concern.
11. It is officer recommendation that these units be installed for a period of 6 months to allow for a meaningful data set. A previous study undertaken in Harston was presented at the CEAC meeting in September 2021 before being published on the council's website.
12. The Zephyr monitors are currently located in Northstowe, Swavesey and Histon. The next intended project, following a meaningful data set of these area, is to co-locate one Zephyr unit with the real time continuous monitors so that we can demonstrate the reliability of the equipment.
13. Currently Zephyr initiatives involving the monitoring of air quality near primary schools is ongoing. The findings are presented in a short report to engage with the public. These are discussed further below.

Action B: policies are in place to minimise impacts from future developments

14. Air quality is consulted on planning applications for major developments where we use low emission strategies to promote and accommodate sustainable transport.
15. We advise on the use of low emission boilers and heating systems to meet certain standards in reducing emissions from the buildings.
16. We work closely with the developers to ensure air quality is addressed appropriately. This is achieved through site specific Supplementary Planning Documents for developments such as Waterbeach New Town and Bourn Airfield.

17. We work closely with our planning and policy teams to ensure that air quality is considered in all future Local Plans and Supplementary Planning Documents to ensure appropriate conditions are supported.

Action C: public engagement is aimed at increasing local knowledge and supporting better choices in reducing daily impact on air quality

18. Zephyr initiative: monitoring of air quality near primary schools:

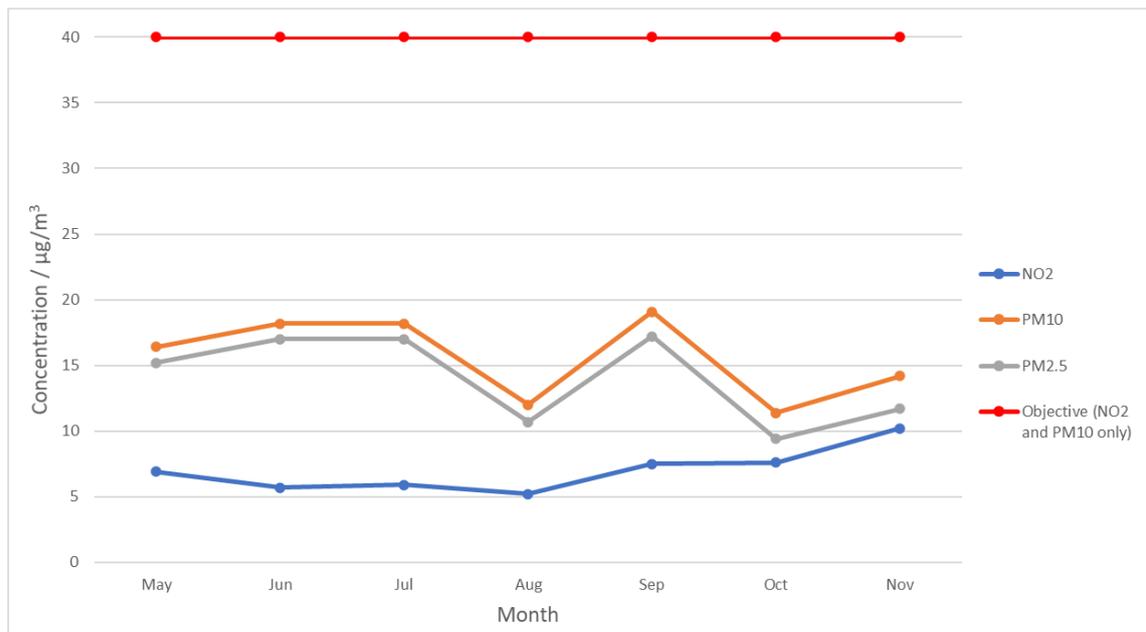
The major reason for investigating air quality around primary schools is that children are amongst the most vulnerable to the effects of air pollution. This is due to children’s airways and respiratory systems being less developed than an adult’s and because they breathe more rapidly than adults. This was reflected by the theme of National Clean Air Day in June 2021 of ‘protect our children’s health from air pollution’.

19. We have participated in National Clean Air Day by installing a Zephyr unit at a school in Cambourne, carrying out a presentation about air pollution at school and held a live conversation about air quality with Cllr Heylings on our Facebook page.

20. The study was conducted at Monkfield Park Primary School in Cambourne between May and November 2021. The results show that no levels of pollution above the air quality objectives are recorded near this school. The full report is presented in Appendix D.

21. It was clear that pollutant concentrations were considerably lower during the school holidays than term time, both for nitrogen dioxide (NO₂) concentrations and particulate matter (PM₁₀). This suggests that traffic related to the school likely has a significant impact on the air quality. However, it is important to note that other factors such as weather conditions both locally and regionally could play a role and impact the concentrations of smaller particulate matter PM_{2.5}.

22. The results are shown in the graph below.



23. Currently there are 3 other studies ongoing in Histon, Northstowe and Swavesey.

24. A public portal is set up to access the real-time data for these monitors¹.
25. The team continue to promote the work the council undertakes to promote air quality. They have provided two articles about air quality for the winter's edition of South Cambs magazine, an article for the parish council e-bulletin and an article for the Zero Carbon Communities Newsletter.
26. Contact air quality team for your concerns or suggestions on air.quality@scambs.gov.uk

Alignment with Council Priority Areas

Being green to our core

Appendices

Appendix A: Air Quality Management Area Revocation Order
Appendix B: Air Quality Strategy
Appendix C: Air Quality Monitoring Network Plan
Appendix D: Cambourne Zephyr Report

Report Author:

Soraya Hashemi – Scientific Officer Air Quality
Peter Gibson - Principal Officer (Environment Planning)

¹ <https://portal-preprod.earthsense.co.uk/SouthCambsCouncilPublic>

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

AIR QUALITY MANAGEMENT AREA REVOCATION ORDER NO.2

(A14 Corridor Bar Hill to Milton: Nitrogen Dioxide and Particulate Matter (PM₁₀))

South Cambridgeshire District Council, South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB3 6EA (the Council) in exercise of the powers conferred on it by the Environment Act 1995 section 83 makes the following order:

1. This order, dated 20th January 2022, may be cited as the South Cambridgeshire District Council Air Quality Management Area Revocation Order No. 2 (A14 Corridor Bar Hill to Milton: Nitrogen Dioxide and Particulate Matter (PM₁₀)).
2. This Order revokes the South Cambridgeshire District Council Air Quality Management Area Order No.2 (A14 Corridor Bar Hill to Milton: Nitrogen Dioxide and Particulate Matter (PM₁₀)) dated 17th July 2008.

Dated 20th January 2022

The Common Seal of the
SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL
Was hereunto affixed in the presence of:

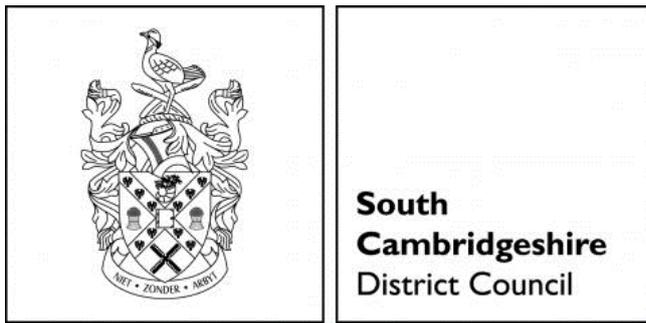


Authorised Signatory



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South Cambridgeshire District Council

Air Quality Strategy

2021-2025



Executive Summary

Under the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995), local authorities have a duty to review and assess air quality within their areas, against the air quality objectives¹ and to determine whether these are likely to be achieved. Where the air quality objectives are not being achieved, or are not likely to be achieved, local authorities must designate an Air Quality Management Area (AQMA) and develop an Air Quality Action Plan (AQAP) detailing remedial measures to tackle the problem within their AQMA. In addition to the formal obligations for Local Air Quality Management (LAQM), local authorities are also encouraged to draft and implement a local air quality strategy.

South Cambridgeshire District Council (SCDC) has declared one AQMA along the A14 between Bar Hill (to the north-west of Cambridge) and Milton interchange (to the north-east) in 2008. An air quality monitoring network has been in place since and monitoring results have been reported annually² to Department for Environment, Food and Rural Affairs (DEFRA)³. A trend of decreasing monitored concentrations has been recorded within the AQMA, with no exceedances above the objective levels for any pollutant since 2014. Revocation of the AQMA was proposed in the Council's Air Quality Annual Status Report, reported 2021, and has been accepted by DEFRA.

This strategy sets out a new approach to shift our focus and resources towards identifying potential new hotspots across the district and implement any measures necessary to ensure compliance with the air quality objectives, while continuing to monitor the former AQMA.

Air pollutants of concern are primarily transport related in areas of growth and the major roads running through the district. South Cambridgeshire has good rail and road links with London and the South-East region, including the A14 and M11/A11 corridors, with a high traffic volume. Given that future developments in the district are

¹ Details in section one LAQM framework

² <https://www.scambs.gov.uk/environmental-health/pollution/air-pollution/local-air-quality-management/>

³ <https://laqm.defra.gov.uk/>



mainly residential and reliant on road-based transport for travel, there is the potential for cumulative impacts on our air quality.

This strategy outlines three focussed actions to ensure that:

1. air quality is monitored and understood district wide and appropriate measures are introduced to meet air quality objectives,
2. policies are in place to minimise impacts from future developments and
3. public engagement is aimed at increasing local knowledge and supporting better choices in reducing daily impact on air quality.

It is important to note that the Council wish to achieve the objectives of this strategy by working closely with stakeholders such as Cambridge City Council and Greater Cambridgeshire Partnership, Planning and Policy department, Transport Planners and Public Health professionals, developers and our residents.



1 Local Air Quality Management

Local authorities have a duty under the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995), to review and assess local air quality within their areas, against a set of air quality objectives and to determine whether or not these are likely to be achieved. Where an exceedance is considered likely the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in pursuit of these objectives.

The statutory air quality objectives applicable to LAQM in England are presented in Table 1.

Table 1 – Air Quality Objectives in England

Pollutant	Air Quality Objective: Concentration⁴	Air Quality Objective: Measured as
Nitrogen Dioxide (NO ₂)	200µg/m ³ not to be exceeded more than 18 times a year	1-hour mean
Nitrogen Dioxide (NO ₂)	40µg/m ³	Annual mean
Particulate Matter (PM ₁₀)	50µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean
Particulate Matter (PM ₁₀)	40µg/m ³	Annual mean
Sulphur Dioxide (SO ₂)	350µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean
Sulphur Dioxide (SO ₂)	125µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean
Sulphur Dioxide (SO ₂)	266µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean

The Annual Status Report (ASR) is an annual requirement reporting the results of the monitoring network and showing the strategies employed by local authorities to improve air quality and any progress that has been made on these.

⁴ The units are in microgrammes of pollutant per cubic metre of air (µg/m³).



In addition to the formal obligations for Local Air Quality Management (LAQM), local authorities are also encouraged to draft and implement a local air quality strategy.

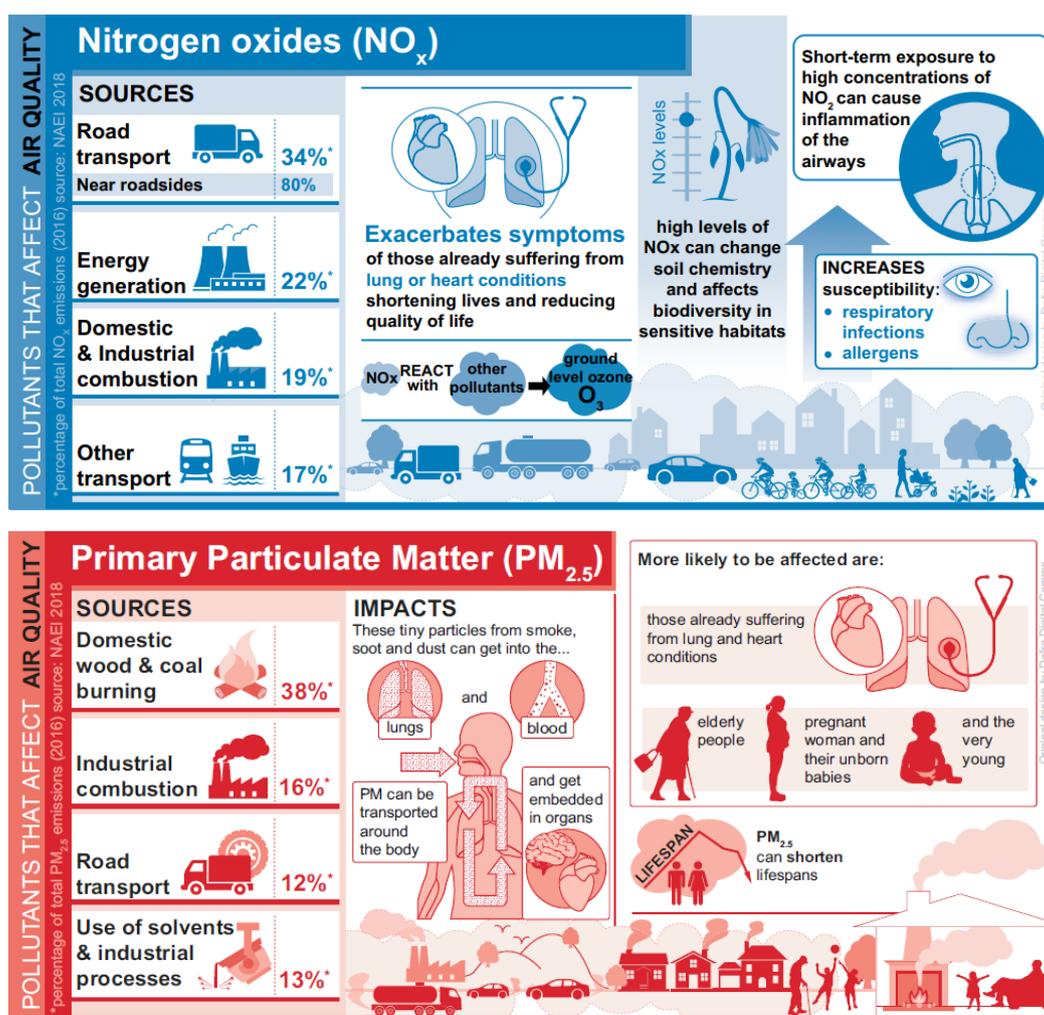
This strategy sets out a new approach to shift our focus and resources towards identifying potential new hotspots across the district and implement any measures necessary to ensure compliance with the air quality objectives, while continuing to monitor the former AQMA.



2 Public Health

Air pollution is associated with several adverse health impacts and is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with equalities issues, because areas with poor air quality are also often the less affluent areas.^{5,6} There is clear evidence that PM_{2.5} (particulate matter with an aerodynamic diameter of 2.5µm or less) has a significant impact on human health, including premature mortality, allergic reactions, and cardiovascular diseases.

Figure 1 – Health Impacts from NO_x and PM_{2.5}⁷



⁵ Public Health England. Air Quality: A Briefing for Directors of Public Health, 2017

⁶ Defra. Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

⁷ Defra. Clean Air Strategy, 2019



3 The Ambition and Future Actions

South Cambridgeshire District Council wish to maintain and improve air quality for all residents whilst supporting the growth across the district. Our ambition is to consider air quality in all aspects of services and in line with 'Being Green to our Core' priorities. This strategy outlines three focussed actions to achieve these forward-thinking goals.

3.1. Focussed Action A: Policies and future developments

The challenge of maintaining good air quality in the wider district is to minimise the cumulative impacts from all new developments. Emissions from an individual development may be associated with transport or combustion processes providing heat and power.

At the strategic level, spatial planning can provide for more sustainable transport links between the home, workplace, educational, retail and leisure facilities, and identify appropriate locations for potentially polluting industrial development⁸. As such, land-use planning can play a critical role in improving local air quality.

Documents such as the Local Plan and Supplementary Planning Documents (SPD) should consider air quality and include policies to minimise the impacts of new developments at the outset as much as possible. This could be achieved through policies that:

- reflect the desirability of reducing the demand for road journeys with polluting vehicles
- complement other design and mitigation options, such as travel planning and low emission strategies to promote behavioural change and modal shift towards more sustainable transport
- facilitate the uptake of low emission vehicles such as provision of electric vehicle charge points
- align with other policies aimed at increasing sustainability and reducing greenhouse gas emissions
- promote high quality building standards and reducing energy use

⁸ IAQM & UKEP Land-Use Planning & Development Control: Planning For Air Quality (Jan 2017)



- facilitate overall emissions reduction in an area over time by installing new, and cleaner technologies
- promote dust control measures during construction of major developments.

As such, efforts should be made to ensure that future Local Plans, Supplementary Planning Documents (SPD) in support of the Local Plan and site-based Supplementary Planning Documents for major developments continue to include improved policies and guidelines to protect and improve air quality.

It is important that planning policies should sustain compliance with, and contribute towards, meeting national objectives for air pollutants, taking into account the presence of Air Quality Management Areas (AQMAs) and the cumulative impacts on air quality from individual sites in local areas. Planning decisions should ensure that any new development in an Air Quality Management Area is consistent with the corresponding Air Quality Action Plan (AQAP).

The Local Plan (2018) includes a policy on air quality CS/12 and recognises the link between air pollution and transport. This has been linked to the transport policy TI/2 which subjects the major developments with significant transport implications to a site based Low Emission Strategy (LES), seeking implementation of low emission measures and facilitating sustainable transport to minimise the impact on local air quality.

3.2. Focussed Action B: District wide monitoring network

Future developments in SCDC are to be largely residential and reliant on road-based transport for travel and commuting to Cambridge, London and the surrounding area. The majority of the growth is associated with significant developments such as Northstowe to the north west of Cambridge, Waterbeach New Town to the north east of Cambridge, Bourn Airfield and Cambourne West to the west of Cambridge.

Given the scale of the future developments and their potential to introduce new hotspots where air quality could be at risk, the need for a robust and up to date monitoring network across the district is a priority.



Therefore, the monitoring network should:

- 1) Be subject to regular review and update to reflect the growth across the district
- 2) Consider and include new technologies and alternatives to traditional monitors enabling the Council to conduct short term monitoring in the areas of concern

3.3. Focussed Action C. Engagement with existing communities

Our communities should be considered in all opportunities to benefit from improved air quality. This could be achieved through a range of actions big or small, such as provision of significant infrastructure to facilitate the uptake of low emission vehicles, to daily practical measures which in turn lead to protected and improved air quality.

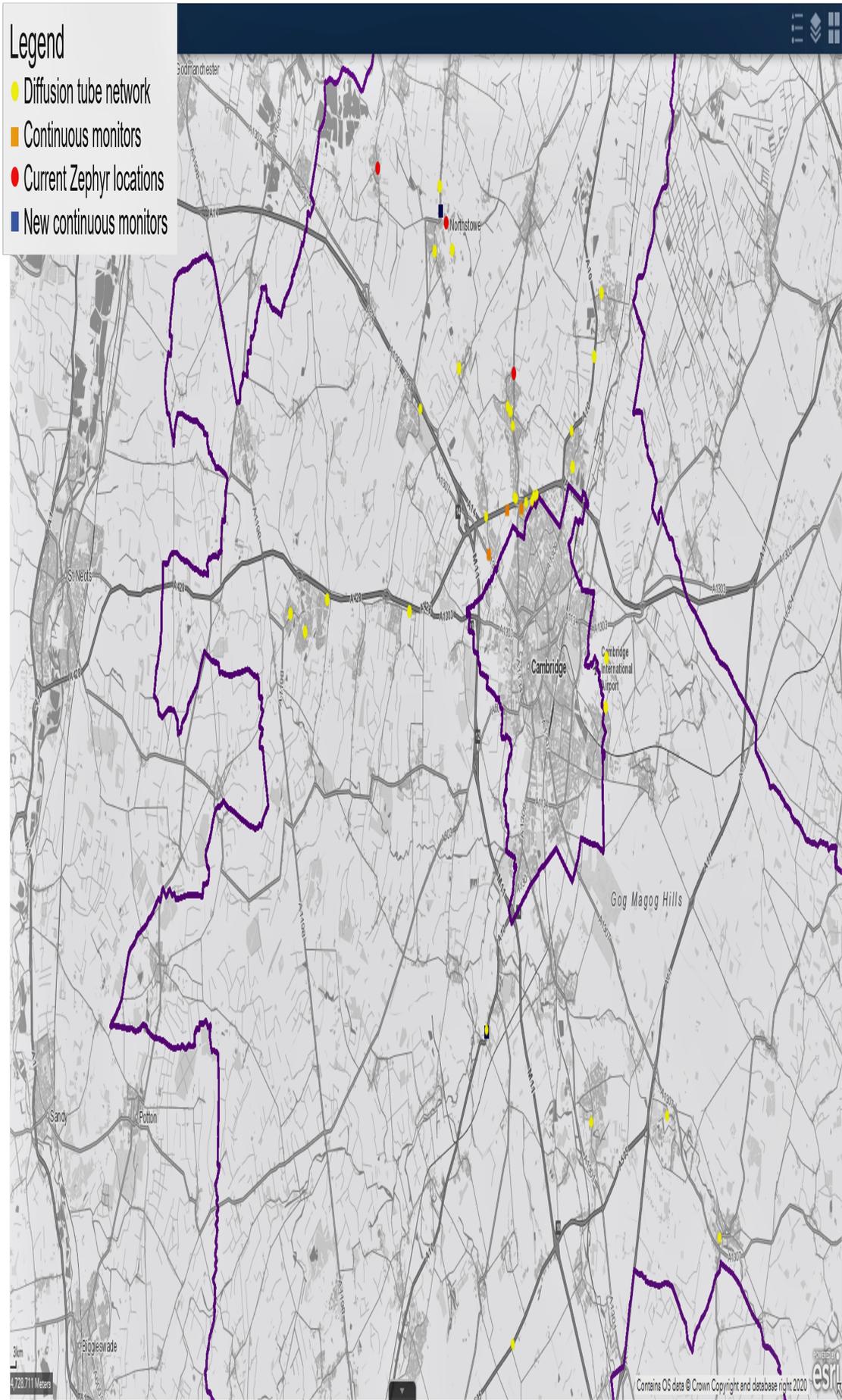
The following are some examples to consider for public engagement:

- 1) Supporting local initiatives to promote awareness on air quality
- 2) National and regional campaigns such as Clean Air Day
- 3) Promotion of a non-idling policy during collection and drop off near schools
- 4) Promotion to reduce the use of solid fuel stoves and open fires
- 5) Close partnership with local businesses to reduce emissions



4 Conclusion

This document sets out the new air quality strategy for maintaining and improving air quality in South Cambridgeshire. It identifies three focussed actions to achieve our goals: policies and future developments, monitoring and community engagement. Reports on the proposed actions will be provided within the Council's Air Quality Annual Status Report each year, which will be available on our website. Furthermore, short term progress reports will be presented internally to different Committees such as the Climate and Environment Advisory Committee (CEAC) of the Council to highlight our commitment to progress over the time frame of this strategy.



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**South
Cambridgeshire
District Council**



Short term air quality in Cambourne

January 2022



Executive Summary

Air quality was monitored in Cambourne using new Zephyr monitoring technology in the period May – November 2021 as part of a study into air quality around primary schools. Monitoring was carried out outside Monkfield Park Primary School, as it is recognised that children are among the most vulnerable to the impacts of air pollution. Cambourne was selected as a monitoring site due to the primary school being located on the main road through Lower Cambourne. It was found that concentrations of the main pollutants, nitrogen dioxide and particulate matter, were comfortably below the national objectives for annual mean concentrations and there were no exceedances of the short-term objectives, representing good air quality. This is in line with long-term concentrations measured across the South Cambridgeshire district and reflects the rural nature of the area. Differences were seen between the holiday periods of the summer holidays and October half term compared to term time, with lower concentrations in the holidays, likely reflecting reduced school traffic. A small reduction in pollutants was also seen during an ‘eco-week’ organised by the school to coincide with Clean Air Day, when pupils were encouraged to get to school using ‘active travel’ such as walking or cycling, highlighting the potential to improve air quality. South Cambridgeshire residents can help to improve local air quality through actions such as reducing idling of car engines and increasing walking and cycling where possible. This report can be read alongside the yearly Air Quality Annual Status Report (ASR) and the reports from other localised studies, which are available on our [website](#).



Glossary

Annualisation – a calculation process used to estimate an average concentration for a full year from a shorter period.

Annual mean – the average concentration across a full calendar year.

AQMA – Air Quality Management Area – an area where air pollutant concentrations exceed or are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives.

Continuous monitor/monitoring station – instruments which measure air pollution all the time and therefore can give a concentration attributed to a specific time.

Diffusion tube – small plastic tube containing a metal mesh which is coated with a chemical that absorbs nitrogen dioxide. This is exposed to the air in a fixed location for a known amount of time, usually a month, and then sent to a lab for analysis. This provides an average concentration for the time it is exposed.

Nitrogen dioxide (NO₂) – a gas predominantly formed following the burning of fossil fuels, which can cause irritation of the airways and exacerbate symptoms of other conditions.

Particulate matter (PM_{2.5} and PM₁₀) – the number refers to the size of the particulates in micrometres (one millionth of a metre) – a mix of solid particles and liquid droplets of various sizes and composition, the smallest of which can get into the blood and be transported around the body.

Real-time monitoring – see also continuous monitoring – monitoring which takes place at regular intervals all the time and therefore can give a concentration attributed to a specific time.

µg/m³ – micrograms per cubic metre, the standard units of measurement of air pollutants including nitrogen dioxide and particulate matter.

Zephyr – a type of relatively compact and lightweight air pollution sensors that measure harmful gases and particle matter in real-time.



Update on Zephyr monitor in Cambourne

Introduction

Purpose of this report

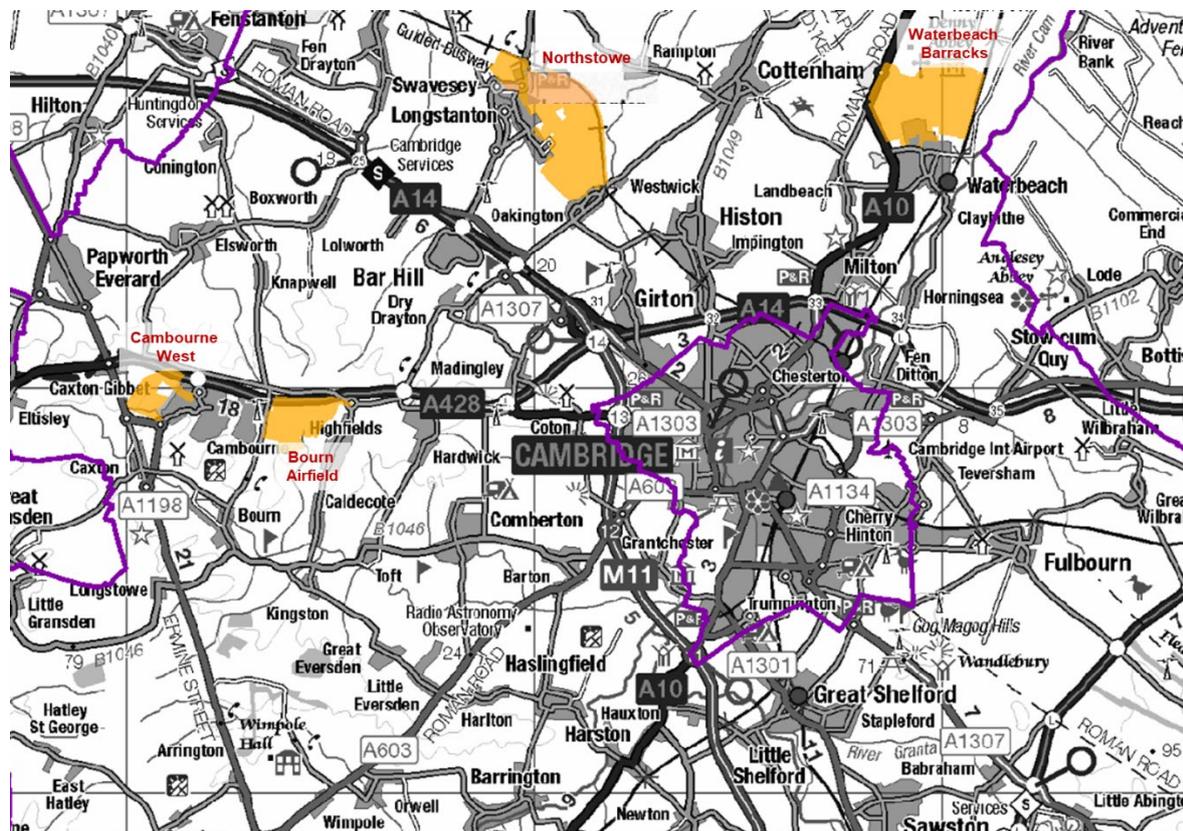
This is a report to provide an update on the short-term air quality monitoring study in Cambourne using new Zephyr monitoring technology. Monitoring was carried out in the period May – November 2021. The study was designed to be a short-term study monitoring air quality outside Monkfield Park Primary School as part of South Cambridgeshire District Council’s study into air quality around primary schools. It also serves to create additional local awareness of air quality in our area and enable people to make informed choices around how they can impact on improving air quality in their area.

Air Quality in South Cambridgeshire

South Cambridgeshire is a rural district which enjoys generally good air quality, with both short-term and long-term pollution levels below the national objectives at all monitored locations. This means we benefit from cleaner air to breathe and less pollution related health problems. The area is undergoing significant growth with major developments to keep up with the increase in demand for housing, including Northstowe (10,000 dwellings), Waterbeach Barracks (6000-10,000 dwellings), Bourn Airfield and Cambourne West, shown in Figure 1. Air quality impacts in the district are mainly related to these areas of growth and the major roads running through the district, including the A14 and M11/A11 corridors, and therefore this remains an important issue.



Figure 1 – Locations of Major Development sites in South Cambridgeshire



Air quality is an important topic as air pollution can impact our health, particularly affecting the most vulnerable, including children and those with underlying conditions. Air quality is monitored across the district using a network of diffusion tubes and continuous monitoring stations, which provide accurate air quality measurements in real-time, in addition to the new Zephyr monitors to be used for short term monitoring. For more information and detail on the importance of air quality and air quality in South Cambridgeshire, please refer to Appendix 1 – Air Quality Frequently Asked Questions or visit our [website](#). Additionally, ideas on how anyone can play a role in improving local air quality can be found in Appendix 2 – How to get Involved with Local Air Quality.

The ‘Zephyr’ Air Quality Sensor

Zephyr monitors are compact and lightweight air pollution sensors that measure harmful gases and particles in real-time, including the main pollutants of concern



(NO₂ and PM₁₀ and PM_{2.5} particulate matter). They can run off internal batteries or be powered by a solar panel and can therefore be fixed in a specific location, mostly commonly a lamp post, or used as a mobile monitor. The sensors provide detailed air quality measurements in real-time to help identify pollution hotspots at a localised level, for example busy junctions. Other potential studies include investigating air quality around schools and looking into the impacts of wood burning stoves. Zephyr sensors can be used in isolation individually or deployed as a network of sensors across a wider area to build up a more detailed picture.¹

The data from a Zephyr sensor cannot be treated with the same confidence as that from one of our continuous monitor stations, where the data is 'ratified' after checks, however it has been shown to provide accurate indicative measurements and is therefore appropriate for a wide range of studies, including this.

Monitoring Location

Cambourne was selected as part of a council study looking into air quality around schools. Monkfield Park Primary School was chosen as it is a primary school located on the main road through Lower Cambourne. The major reason for investigating air quality around primary schools is that children are amongst the most vulnerable to the effects of air pollution, which was reflected by the theme of [Clean Air Day](#) in 2021 of 'protect our children's health from air pollution'². This is due to children's airways and respiratory systems being less developed than an adult's and because they breathe more rapidly than adults.

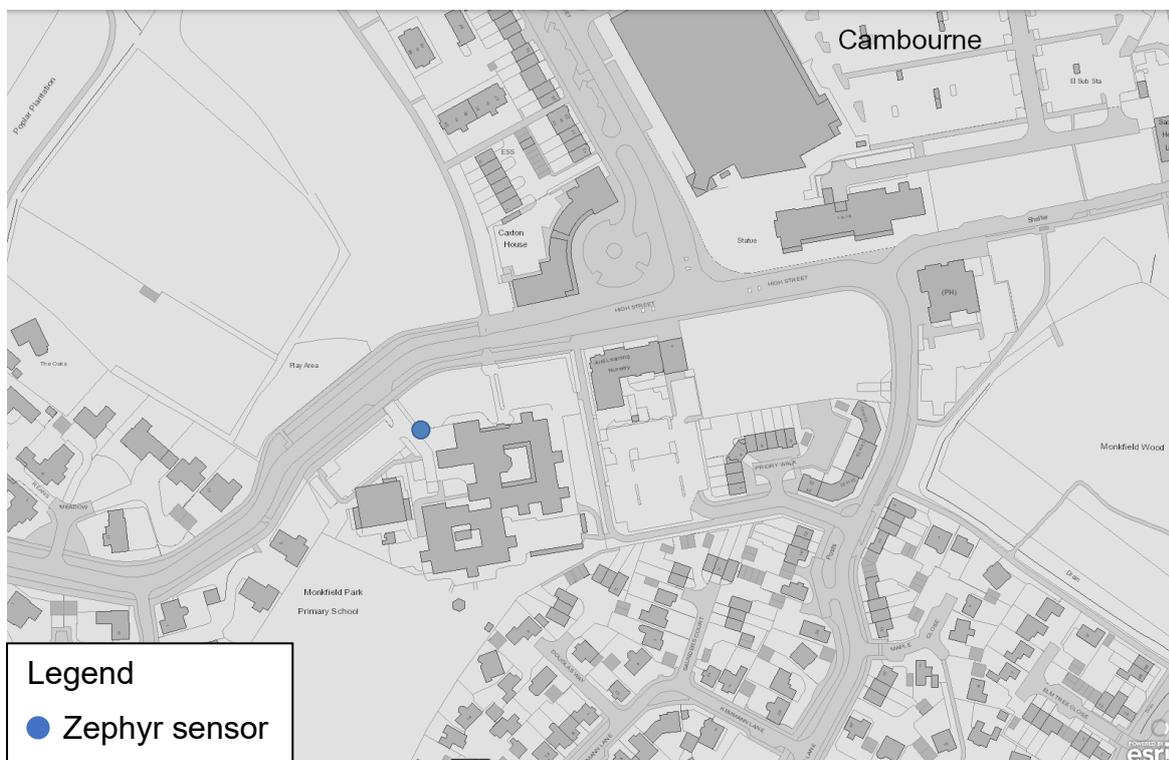
The monitor was located on a lamp post within the school grounds of Monkfield Park Primary School, on the path next to the field area, to be representative of the air quality experienced by people within the school grounds. It measured the main pollutants of concern, nitrogen dioxide (NO₂) and particulate matter (PM₁₀ and PM_{2.5}), among others. The location of the Zephyr can be seen on Figure 2, below.

¹ <https://www.earthsense.co.uk/zephyr>

² <https://www.cleanairday.org.uk/>



Figure 2 – Location of the Zephyr sensor in Cambourne





Monitoring Data and Comparison with Objectives

The average monthly concentrations measured in the period May to November 2021 are shown in Table 1, below, with the annual mean objective shown for information. The exact date range was from 10th May – 30th November, which followed an initial 'settling in' period of the instrument. This data is also represented in Figure 3.

Table 1 – Zephyr Air Quality data – monthly average concentrations

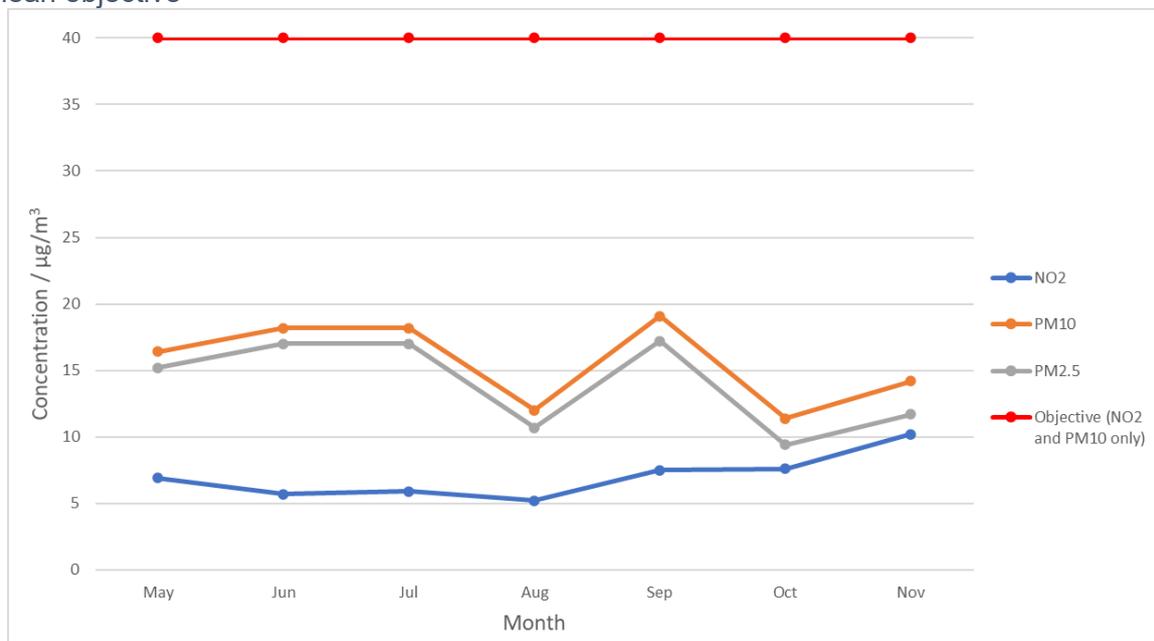
Month	Pollutant monthly average concentration / $\mu\text{g}/\text{m}^3$		
	NO ₂	PM ₁₀	PM _{2.5}
May 2021*	6.9	16.4	15.2
June 2021	5.7	18.2	17.0
July 2021	5.9	18.2	17.0
August 2021	5.2	12.0	10.7
September 2021	7.5	19.1	17.2
October 2021	7.6	11.4	9.4
November 2021	10.2	14.2	11.7
Objective (annual mean)	40	40	25 [†]

* 7/5/2021 – 31/5/2021

†not part of the Local Air Quality Management (LAQM) requirements

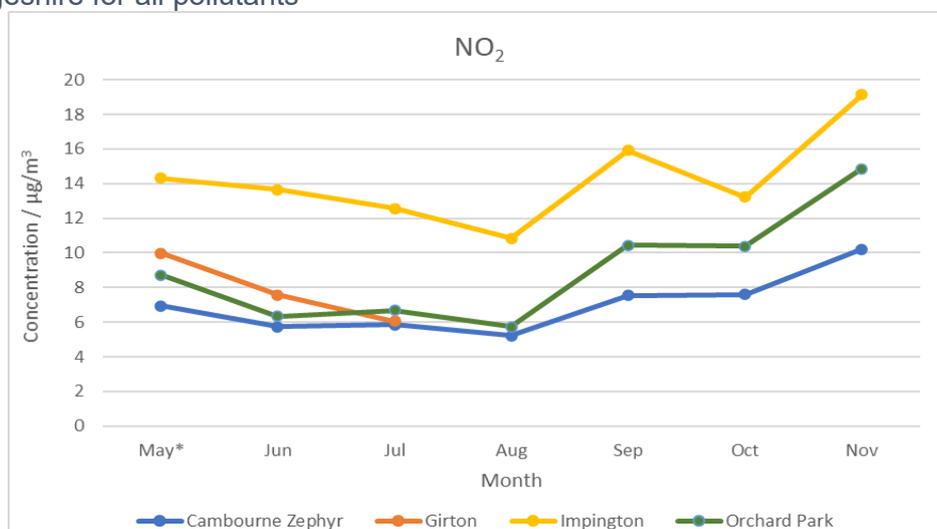


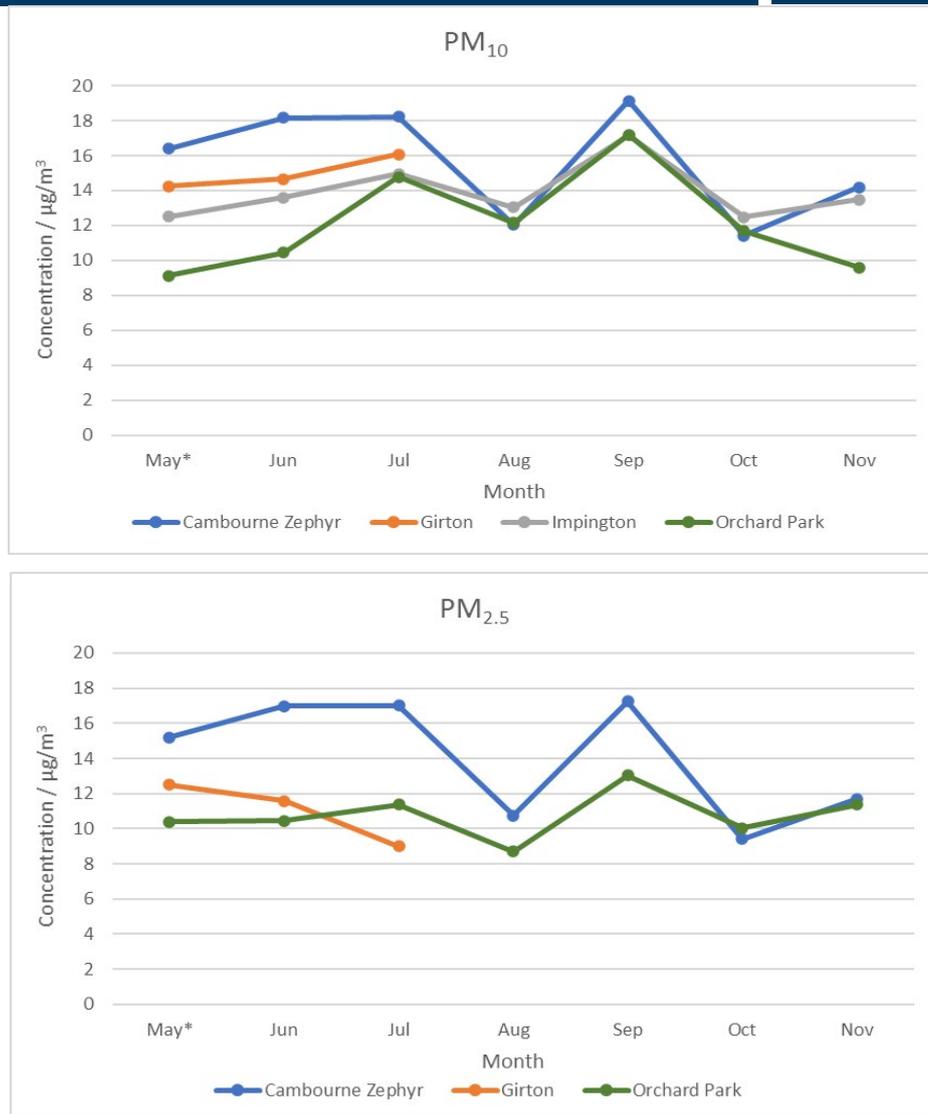
Figure 3 – Zephyr Air Quality data – monthly average concentrations and national annual mean objective



The data recorded in Cambourne was also compared to that recorded in the same monitoring period by the Council’s automatic monitoring stations for each pollutant. As shown in Figure 4, below, the data and trends recorded by the Cambourne Zephyr are consistent with those seen at other monitoring locations across the district, although the PM levels appear relatively high. This suggests that there can be a reasonably high degree of confidence in the data collected by the Zephyr monitor.

Figure 4 – Comparison of Cambourne Zephyr data to automatic monitoring sites in South Cambridgeshire for all pollutants





In addition, the average concentrations of each pollutant for the whole period May – November were calculated and then ‘annualised’ to give estimated annual mean concentrations to allow better comparison to the annual mean objectives.

Annualisation is a calculation process used to estimate an average concentration for a full year from a shorter period, such as the approximately 6 months in this study.

This is done to avoid the annual average being influenced by short-term events or seasonal changes, such as one day of high pollution like bonfire night, or pollution concentrations often being higher in the winter than the summer. The data was annualised using 2020 data from a range of continuous monitoring background sites and is shown in Table 2, below. Full annualisation details are available in Appendix 3 – Annualisation of short-term data.



Table 2 – Zephyr Air Quality Data – annualised annual mean concentrations – 2020 annual mean

	Pollutant average concentration / $\mu\text{g}/\text{m}^3$		
	NO ₂	PM ₁₀	PM _{2.5}
Measured data average May – Nov	7.0	15.6	13.9
Annualisation factor	1.21	1.02	1.07
Annualised annual mean – Cambourne Zephyr	8.5	15.9	14.9
Objective (annual mean)	40	40	25*

*not part of the Local Air Quality Management (LAQM) requirements

As shown in Table 1 and Table 2, the long-term annual mean concentrations of the main pollutants of concern at the Cambourne Zephyr are significantly below the national objectives for NO₂ and PM₁₀, indicating good air quality. The PM_{2.5} concentration is above the ambitious World Health Organisation guidelines announced in September 2021, although it remains well below the current UK objective of 25 $\mu\text{g}/\text{m}^3$ (this objective does not form part of the Local Air Quality Management regime which covers local authorities). It was noted that the PM_{2.5} value was found to be slightly higher than the typical proportion of the PM₁₀ values. It is unclear why this is the case, with no obvious sources identified, although possibilities include local building work, higher national PM_{2.5} levels than anticipated or instrument error. Given the uncertainty, it may be considered prudent to monitor again in Cambourne at a later date, following further studies to understand the equipment more.

Typically, PM_{2.5} is a pollutant that is more regional than local as it can travel long distances suspended in the air. Therefore, its concentration is often more impacted by national and regional sources and less by local factors than other pollutants (such as nitrogen dioxide).

The Zephyr also allows measurements of the short-term concentrations of pollutants, which are studied through 1-hour means for NO₂ and 24-hour means for PM₁₀.



These are presented and compared to the national objectives in Table 3, below. The short-term objectives are presented as hourly/daily concentrations that should not be exceeded more than a certain number of times in a year. There is currently no short-term objective for PM_{2.5}.

Table 3 – Zephyr Air Quality data – short-term average concentrations

Month	Number of exceedances of short-term objective	
	NO ₂ 1-hour mean	PM ₁₀ 24-hour mean
May 2021	0	0
June 2021	0	0
July 2021	0	0
August 2021	0	0
September 2021	0	0
October 2021	0	0
November 2021	0	0
Objective	200 µg/m ³ *	50 µg/m ³ **

*Not to be exceeded more than 18 times a year

**Not to be exceeded more than 35 times per year

As shown in Table 3, there were no exceedances of the short-term objectives for NO₂ or PM₁₀. The relevant maximum short-term concentrations of the pollutants were also recorded. For NO₂ the maximum 1-hour concentration measured during the six-month period was 64.4 µg/m³, which occurred during the evening rush hour on a weekday in November; this is well under the 200 µg/m³ threshold and was the only 1-hour concentration above 60 µg/m³ recorded. For PM₁₀, the maximum 24-hour concentration recorded was 38.7 µg/m³, recorded on the 9th September, which is below the 50 µg/m³ objective. This was at the end of a spell of warm weather and high pressure in England at the beginning of September and is likely a reflection that high pressure leads to still air, which allows pollutant levels to build up without being dispersed by wind or rain, leading to higher concentrations.



In addition to the overall picture outlined above, two specific time periods were studied. These were the week of Clean Air Day 2021, 14–18th June, when the school organised an eco-week where ‘active journeys’, e.g. walking and cycling, were encouraged and a comparison of the data from term time to the school’s summer holidays (23rd July – 2nd Sept) and October half term (25–29th Oct). The eco week data was compared to the rest of June (with the week of Clean Air Day excluded).

As can be seen in Table 4, below, pollutant concentrations were considerably lower during the school holidays than term time, with a 29% reduction in nitrogen dioxide concentrations and around 20% reductions in particulate matter. A similar pattern was seen for the October half term, Table 5, with even bigger reductions in concentrations seen, 30% for nitrogen dioxide and 45-50% for particulate matter. This is also shown in Figure 5. This suggests that traffic related to the school likely has a significant impact on the air quality, although other factors such as weather conditions during these periods may also have played a role.

Table 4 – Comparison of pollutant concentrations between the summer holidays and term time

	Pollutant average concentration / $\mu\text{g}/\text{m}^3$		
	NO ₂	PM ₁₀	PM _{2.5}
Summer holidays	5.3	13.1	11.7
Term time	7.5	16.4	14.6
Difference (%)	29.5	20.5	19.8

Table 5 – Comparison of pollutant concentrations between October half term and term time

	Pollutant average concentration / $\mu\text{g}/\text{m}^3$		
	NO ₂	PM ₁₀	PM _{2.5}
October half term holiday	5.2	9.0	7.3
Term time	7.5	16.4	14.6
Difference (%)	30.3	45.0	49.8



Figure 5 – Comparison of pollutant concentrations between term time and school holidays

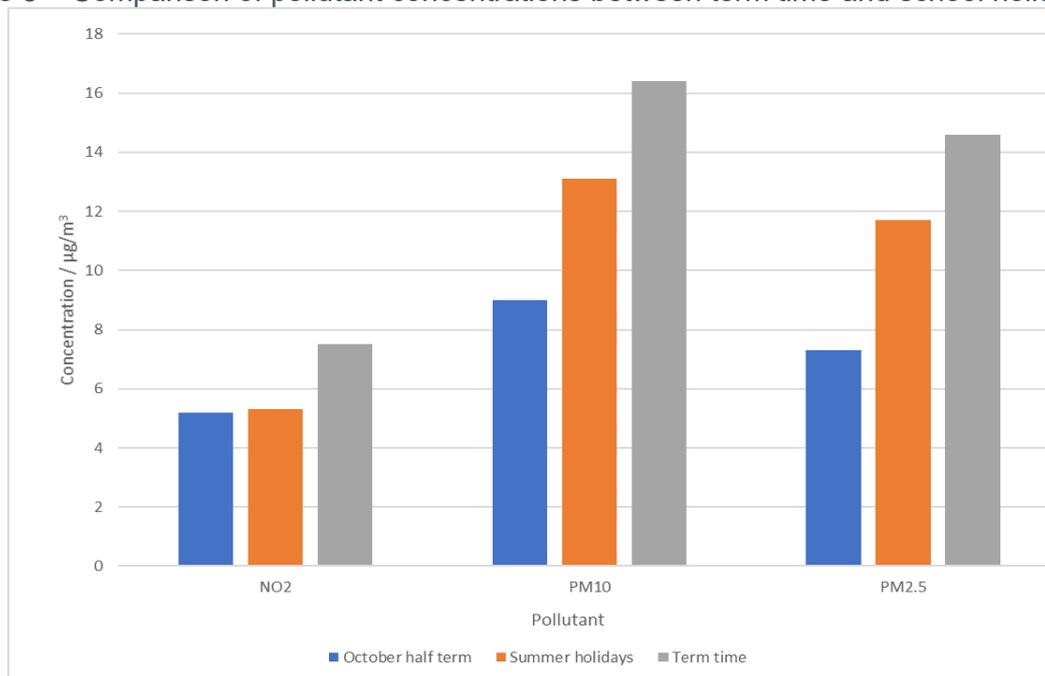


Table 6 shows that there was a small reduction in concentrations of nitrogen dioxide and particulate matter during the school’s ‘eco-week’, 14–18th June, compared to the average concentrations in the rest of June (excluding the week being studied, i.e 1–13th and 19–30th June). This week was organised by Monkfield Park Primary School to include Clean Air Day 2021, which occurred on the 17th June.

Table 6 – Comparison of pollutant concentrations between the ‘eco-week’ and the rest of June

	Pollutant average concentration / $\mu\text{g}/\text{m}^3$		
	NO ₂	PM ₁₀	PM _{2.5}
Week of Clean Air Day – ‘Eco week’	5.66	17.1	16.0
Rest of June	5.74	17.8	16.6
Difference (%)	1.4	3.6	3.8

However, as shown in Table 7, when this comparison was made with only other weekdays in June (considered be a more like-for-like comparison with the eco-week around Clean Air Day) it was seen that there was a more significant decrease in concentrations during the eco-week. The reductions in concentrations improved to

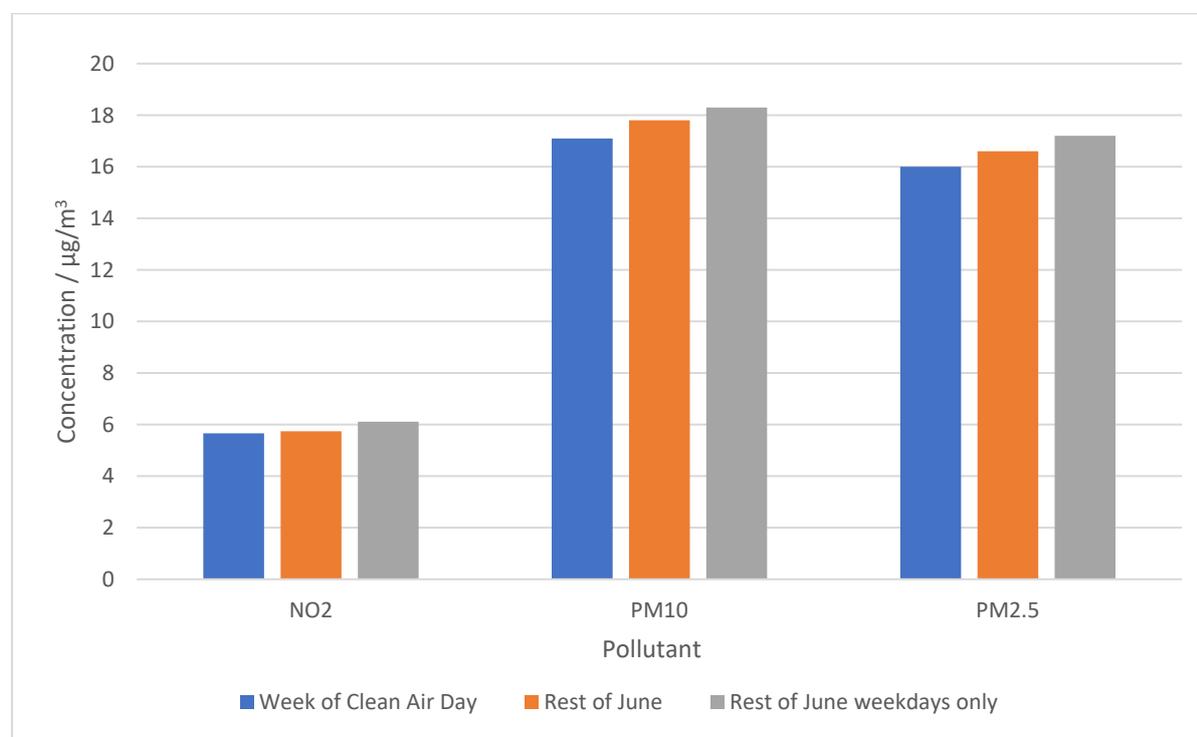


over 7% for nitrogen dioxide and PM_{2.5} and over 6% for PM₁₀. This likely further demonstrates the impact of school-run traffic and therefore highlights the potential for improvements in air quality from active travel such as cycling or walking rather than driving. This comparison is summarised in Figure 6.

Table 7 – Comparison of pollutant concentrations between the ‘eco-week’ and weekdays only in the rest of June

	Pollutant average concentration / $\mu\text{g}/\text{m}^3$		
	NO ₂	PM ₁₀	PM _{2.5}
Week of Clean Air Day – ‘Eco week’	5.66	17.1	16.0
Rest of June weekdays only	6.11	18.3	17.2
Difference (%)	7.3	6.4	7.2

Figure 6 – Comparison of pollutant concentrations between the ‘eco-week’, the rest of June and weekdays only in the rest of June





Summary

The data measured by the Zephyr real-time monitor in the period May – November 2021 shows that the air quality in Cambourne remains good, with estimated annual mean concentrations (as well as the measured monthly averages) of the main pollutants of concern well below the national objectives. There were no exceedances of the short-term national objectives. It was found that concentrations of pollutants were lower during the summer holidays and October half term than term time and during an eco-week where active travel was encouraged. This highlights the impacts of school-run traffic and the potential air quality benefits of cycling and walking over driving. The data from the Zephyr was generally consistent with that from the rest of the monitoring sites in the district during the monitoring period, which provides confidence in the instrument. This also matches the general patterns seen across the South Cambridgeshire district of good air quality. However, due to the importance of air quality and its links to health, it remains important to both monitor air quality across the district and take actions to improve air quality in our area. Ideas on how to play a role in improving local air quality can be found in Appendix 2.



Appendix 1 – Air Quality Frequently Asked Questions

Why is air quality important?

There are a number of reasons air quality is important. In particular, polluted air is the biggest environmental threat to health in the UK. It is linked to up to 36,000 deaths per year from long-term exposure³. The main impacts of poor air quality are contributing to heart and lung conditions, but air quality has also been linked to a wide range of issues⁴. Air pollution also particularly affects the most vulnerable, including children and older people and those with existing lung and heart conditions. Air quality also strongly links to climate change, as many of the causes of the issues are the same, such as the burning of fossil fuels. This means that actions taken to improve air quality also helps prevent climate change.

How does the Council monitor air quality?

South Cambridgeshire District Council operates a monitoring network of over 30 locations across the district, made up of diffusion tubes and three continuous monitoring sites, which measure air quality accurately in real-time. This existing monitoring network allows the long-term monitoring of trends and changes in air quality across the district. Live data from the three continuous monitoring stations are available at <https://scambs-airquality.ricardo-aea.com/>. In addition, the Council has purchased three Zephyr air quality sensors which provide real-time measurements for the main pollutants of concern from a single monitor. These can be used for shorter-term monitoring to identify hotspots of pollution or be used in a range of targeted studies to complement our existing monitoring network. The first of these instruments was installed in Harston, with subsequent monitors installed in Cambourne, Northstowe, Histon and most recently Swavesey.

³ Defra. Air quality appraisal: damage cost guidance, July 2020

⁴ Public Health England. Air Quality: A Briefing for Directors of Public Health, 2017



What else does the Council do around air quality?

As well as monitoring air quality, the Council acts to improve air quality through its Green to the Core focus, including an air quality strategy designed to go beyond simply meeting the national objectives, Zero Carbon Community Grants to fund community initiatives to improve sustainability, such as encouraging and enabling cycling which in turn helps air quality, and by considering air quality during the planning process^{5,6}. Ideas on how anyone can play a role in improving local air quality can be found in Appendix 2 – How to get Involved with Local Air Quality.

What are the main pollutants of concern?

The main pollutants of concern are:

- Nitrogen Dioxide (NO₂) – a gas predominantly formed following the burning of fossil fuels, which can cause irritation of the airways and exacerbate symptoms of other conditions
- Particulate Matter (PM₁₀ and PM_{2.5}), where the number refers to the size of the particulates in micrometres – a mix of solid particles and liquid droplets of various sizes and composition, the smallest of which can get into the blood and be transported around the body⁷

What are the air quality objectives?

For NO₂ and PM₁₀ national objective levels have been set which must be achieved by local authorities, otherwise an Air Quality Management Area (AQMA) must be declared for the objective which is being exceeded. Objectives have been set for both long-term concentrations (measured as annual means) and short-term concentrations (hourly means for NO₂ and daily means for PM₁₀). South Cambridgeshire District Council currently has one AQMA, along the A14 between Bar Hill and Milton, which was declared in 2008 for NO₂ annual mean and PM₁₀ 24-

⁵ Being green to our core <https://www.scambs.gov.uk/your-council-and-democracy/performance-and-plans/our-business-plan/>

⁶ Zero Carbon Communities Grant <https://www.scambs.gov.uk/community-development/grants/zero-carbon-communities-grant/>.

⁷ Defra, Clean Air Strategy, 2019



hour mean. It is proposed to revoke this AQMA in early 2022 due to sustained compliance with the relevant objectives in line with Defra guidance and the Council's constitution. The Air Quality Objectives applicable to local authorities through the Local Air Quality Management (LAQM) requirements in England are set out in Table 8. In addition, local authorities are expected to work towards reducing emissions and concentrations of PM_{2.5} (particulate matter with a diameter of 2.5 µm or less), although there is currently no legal objective for local authorities.

Table 8 – Air Quality Objectives in England

Pollutant	Air Quality Objective – Concentration	Air Quality Objective – Measured as
Nitrogen Dioxide (NO ₂)	200 µg/m ³ not to be exceeded more than 18 times a year	1-hour mean
Nitrogen Dioxide (NO ₂)	40 µg/m ³	Annual mean
Particulate Matter (PM ₁₀)	50 µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean
Particulate Matter (PM ₁₀)	40 µg/m ³	Annual mean
Sulphur Dioxide (SO ₂)	350 µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean
Sulphur Dioxide (SO ₂)	125 µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean
Sulphur Dioxide (SO ₂)	266 µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean

If air pollution is a result of vehicles utilising the A14, how can local residents change this?

There are a number of way local residents can have an impact on air quality through everyday actions, such as those mentioned in Appendix 2 – How to get Involved with Local Air Quality. Many of these are very small changes that can add up to a big impact.



Appendix 2 – How to get Involved with Local Air Quality

Annual reports and details on air quality monitoring are available on our website, <https://www.scambs.gov.uk/environment/pollution/air-pollution/local-air-quality-management/>, and you can share your views via our email address, air.quality@scambs.gov.uk.

Although air quality in the South Cambridgeshire District is generally good, with concentrations below the objectives, there are actions we can all take to improve it further. Ways you can help to improve air quality in South Cambs include:

- Minimise car use wherever possible:
 - Avoid using your car for short trips (under 2 miles) - short trips are very polluting as modern engines need to reach a very high temperature to work efficiently; on short trips it won't reach that temperature.
 - For short journeys try cycling or walking more often – this helps you stay healthy and saves you money in fuel costs.
 - For longer journeys consider public transport options.
 - Use journey-planning apps such as MyBusTrip or MotionMap for travel by bus, train, walking and cycling.
- Switch it off – don't leave your car engine idling if you are stationary e.g. waiting to pick someone up, in a traffic jam or waiting at level crossings.
- When driving, use techniques that help you use less fuel, like driving more slowly and smoothly.
 - You could use 10% less fuel by following the tips on the AA website http://www.theaa.com/motoring_advice/fuels-and-environment/drive-smart.html.
 - Like switching your engine off when stationary, this will not only reduce your emissions of air pollution but will save fuel and therefore money too!
- Consider making your next vehicle an electric vehicle.
- Join a car club or car-share regularly.
- Consider working at home where possible – the first Covid-19 lockdown showed widespread improvements in the air quality as the amount of people travelled reduced.



- Use less energy at home – consider a smart meter to monitor usage and be aware of boiler standards.
- Opt for ‘green energy’ tariffs where available or switch to renewable sources of heating or power.
- Reduce the use of solid fuel stoves and open fires – domestic burning is now the single biggest source of particulate matter pollution in the UK (greater than traffic and industry).
 - If you are burning wood or coal ensure any fuel used meets the new standards of moisture content and emissions – more information is available at <https://woodsurre.co.uk/are-you-ready-to-burn/>
- Make your children aware of the impact that day to day activities have on air quality.



Appendix 3 – Annualisation of short-term data

Annualisation is a calculation process used to estimate an average concentration for a full year from a shorter period, such as the 6 months in this study. Annualisation ratios are worked out as a ratio of the average concentration in a full year (annual mean (Am)) to the average in the actual monitoring period measured (period mean (Pm)), using data from background continuous sites. The average concentration from the Zephyr data during the monitoring period is then multiplied by that ratio to give an estimate of the average concentration at the Zephyr for a full year.

The data from the period May to November 2021 was annualised according to the process set out in box 7.9 of Defra's Local Air Quality Management Technical Guidance (TG16). Continuous monitoring background sites were used for the annualisation calculations. Full year data for 2021 is not yet available therefore 2020 data was used for the annual mean concentrations.

NO₂:

Background Site	Annual mean (Am)	Period mean (Pm)	Ratio (Am/Pm)
Orchard Park	10.6	8.9	1.19
Wicken Fen	6.7	4.7	1.41
Northampton Spring Park	9.3	8.9	1.04
Norwich Lakenfields	9.8	8.3	1.19
Average ratio	-	-	1.21

PM₁₀:

Background Site	Annual mean (Am)	Period mean (Pm)	Ratio (Am/Pm)
Orchard Park	12.2	12.3	0.99
Norwich Lakenfields	12.8	12.3	1.04
Average ratio	-	-	1.02



PM_{2.5}:

Background Site	Annual mean (Am)	Period mean (Pm)	Ratio (Am/Pm)
Northampton Spring Park	10.3	9.6	1.08
Norwich Lakenfields	8.3	7.8	1.07
Average ratio	-	-	1.07

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Agenda Item 8

Agenda Item 8: Green Investments Update

Greening South Cambridgeshire Hall, Cambourne

- The final boreholes for the Ground Source Heat Pump are being completed along with backfilling trenches and this is key to move on to the above ground works in the car park including the solar carports and EV charge points
- Inside the building, the new fire alarm has been completed and the team is on the last part of the main LED programme and the new Building Management system is underway
- The project is scheduled for completion by Q2 2022/23.

Waterbeach Renewable Energy Network

- The project purpose is to develop an integrated renewable energy and storage solution to serve the fleet of electric Refuse Collection Vehicles at Greater Cambridge Shared Waste Depot.
- The Project Initiation Document for the grant funding from the Combined Authority is being submitted by 1 March 2022 to compete the first stage of the grant funding process
- The Project Team, comprised of Cambridge City, Greater Cambridge Shared Waste and SCDC colleagues, is about to engage Bouygues to begin the detailed assessment, geotechnical testing and completion of an Investment Grade Proposal for review, working towards on-site construction early 2023.

LED Streetlighting

- The upgrade of standard lights to LED is now due to be completed by mid-March 2022
- Planning for the 2nd phase of the project to upgrade our 88 ornate lights has begun with Project Plan complete and budget secured. The next step is procurement of the contractor.
- Current timescales, subject to procurement, are that practical works will commence by mid-2022 and be completed by early 2023.
- Some ornate lights have been identified as being in poor condition and so these are being prioritised for upgrade via our maintenance contract.

Agenda Annex

Notes to help those attending meetings in person at South Cambridgeshire Hall

Notes to help those people visiting the South Cambridgeshire District Council offices – please also refer to the Covid-security measures relating to meetings in the Council Chamber which are on the website page for each relevant meeting.

Members of the public wishing to view the meeting will be able to watch the livestream via the link which will be publicised before this meeting.

Members of the public wishing to attend the meeting in person, please contact Democratic Services at democratic.services@scambs.gov.uk

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Public seating in meeting rooms is limited. For further details contact Democratic Services on 03450 450 500 or e-mail democratic.services@scambs.gov.uk

Emergency and Evacuation

In the event of a fire, a continuous alarm will sound. Leave the building using the nearest escape route; from the Council Chamber or Mezzanine viewing gallery this is via the staircase just outside the door. Go to the assembly point at the far side of the staff car park opposite the staff entrance

- **Do not** use the lifts to leave the building. If you are unable to use stairs by yourself, the emergency staircase landings have fire refuge areas, which give

protection for a minimum of 1.5 hours. Press the alarm button and wait for help from Council fire wardens or the Fire and Rescue Service.

- **Do not** re-enter the building until the officer in charge or the Fire and Rescue Service confirms that it is safe to do so.

First Aid

If you feel unwell or need first aid, please alert a member of staff.

Access for People with Disabilities

We are committed to improving, for all members of the community, access to our agendas and minutes. We try to take all circumstances into account but, if you have any specific needs, please let us know, and we will do what we can to help you. The Council Chamber is accessible to wheelchair users. Infra-red hearing assistance systems are available in the Council Chamber and viewing gallery. To use these, you must sit in sight of the infra-red transmitter and wear a 'neck loop', which can be used with a hearing aid switched to the 'T' position. If your hearing aid does not have the 'T' position facility then earphones are also available and can be used independently. You can get both neck loops and earphones from Reception.

Toilets

Public toilets are available on each floor of the building next to the lifts. These include facilities for disabled people.

Recording of Business and Use of Mobile Phones

We are open and transparent about how we make decisions. Public meetings are webcast and are also recorded, but we allow recording, filming and photography at Council, Cabinet and other meetings, which members of the public can attend, so long as proceedings at the meeting are not disrupted. We also allow the use of social media during meetings to bring Council issues to the attention of a wider audience. To minimise disturbance to others attending the meeting, please switch your phone or other mobile device to silent / vibrate mode.

Banners, Placards and similar items

You are not allowed to bring into, or display at, any public meeting any banner, placard, poster or other similar item. If you do so, the Chair will suspend the meeting until such items are removed.

Disturbance by Public

If a member of the public interrupts proceedings at a meeting, the Chair will warn the person concerned. If they continue to interrupt, the Chair will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chair may call for that part to be cleared. The meeting will be suspended until order has been restored.

Smoking

Since 1 July 2008, South Cambridgeshire District Council has operated a Smoke Free Policy. No one can smoke at any time within the Council offices, or in the car park or other grounds forming part of those offices.

Food and Drink

Until the lifting of Covid restrictions, no vending machines are available. Bottled water is available for attendees at meetings.

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