



Homes
England

Date: 7 November 2023

Our Ref: RFI4457

Tel: 0300 1234 500

Email: infogov@homesengland.gov.uk

[REDACTED]
By Email Only

Dear [REDACTED]

RE: Request for Information – RFI4457

Thank you for your recent email, which was processed under the Environmental Information Regulations 2004 (EIR).

You requested the following information:

I am writing with reference to Annexure 6 (“Communications, Public Relations and Media Protocol”) of the Grant Determination Agreement dated 27th March 2020, relating to Cambridge Northern Fringe.

This details the activities of the CNFE Communications Working Group.

Please would you let me know the dates for the meetings of the Working Group that have taken place and where the meeting minutes are published.

If publication of minutes has not happened, please could you provide me with copies of the minutes of all meetings.

Response

We can confirm that we do hold the requested information, we will address each question in turn.

Please would you let me know the dates for the meetings of the Working Group that have taken place and where the meeting minutes are published.

We can confirm that the meeting minutes for the group are not published. Please find below a list of the dates that the meetings of the working group have taken place.

6th Floor
Windsor House
42 - 50 Victoria Street, Westminster
London, SW1H 0TL

0300 1234 500
@HomesEngland
www.gov.uk/homes-england



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4 May 2020, 1 June 2020, 13 July 2020, 7 September 2020, 12 October 2020, 2 November 2020, 10 December 2020, 11 January 2021, 8 February 2021, 8 March 2021, 12 April 2021, 10 May 2021, 14 June 2021, 12 July 2021, 9 August 2021, 13 September 2021, 11 October 2021, 6 December 2021, 10 January 2022, 14 February 2022, 14 March 2022, 11 April 2022, 13 June 2022, 11 July 2022, 8 August 2022, 12 September 2022, 14 November 2022, 9 January 2023, 12 June 2023.

If publication of minutes has not happened, please could you provide me with copies of the minutes of all meetings.

Please find attached Annex A, a copy of the minutes of the meetings of the CNFE Communications Working Group.

Regulation 13 – Personal Data

We have redacted some information on the grounds that it constitutes third party personal data and therefore engages Regulation 13 of the EIR.

To disclose personal data, such as names, contact details, addresses, email addresses and personal opinions could lead to the identification of third parties and would breach one or more of the data protection principles.

Regulation 13 is an absolute exception which means that we do not need to consider the public interest in disclosure. Once it is established that the information is personal data of a third party and release would breach one or more of the data protection principles, then the exception is engaged.

The full text in the legislation can be found on the following link:

<http://www.legislation.gov.uk/ukxi/2004/3391/regulation/13/made>

Regulation 12(5)(e) – Confidentiality of commercial or industrial information

Under regulation 12(5)(e) of the EIR, Homes England may refuse to disclose information to the extent that its disclosure would adversely affect the confidentiality of commercial or industrial information where such confidentiality is provided by law to protect a legitimate economic interest.

Four elements are required for Regulation 12(5)(e) to be engaged:

- 1) The information is commercial or industrial in nature;



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The minutes of the meeting contain information about the development of an ongoing commercial operation regarding prospective/potential development activities that are, or were at the time of the production of the information, under negotiation. Therefore it is commercial in nature as it relates to commercial activity.

2) Confidentiality is provided by law;

The withheld information is subject to confidentiality provided by law under a common law duty of confidence. The information has a common law duty of confidence because it is not trivial and not in the public domain. The information was created by multiple parties who shared information marked confidential. These show that the parties had the intention that a duty of confidentiality would be created between them. Homes England therefore recognises that this information was intended to be held in confidence between the parties.

3) The confidentiality is providing a legitimate economic interest;

The information relates to the developmental milestones of a site that is subject to development proposals. If the confidentiality of this information was breached it would harm the ability of Homes England and third parties to receive value for money for land and services at the site. There is a legitimate economic interest in protecting the ability of Homes England and third parties to negotiate and deliver upon current and future commercial agreements.

4) The confidentiality would be adversely affected by disclosure;

Disclosure would result in third parties gaining access to commercially valuable information. Disclosure of the confidential information would harm the ability of Homes England to achieve good value for public money.

Public Interest Test

Regulation 12(5)(e) is subject to the public interest test. Once the exception has been engaged it is then necessary to consider the balance of the public interest in maintaining the exception or disclosing the information.

Under regulation 12(2) the public authority must apply a presumption in favour of disclosure, in both engaging the exception and carrying out the public interest test. In relation to engaging the exception, this means that there must be clear evidence that disclosure would have the adverse effect listed in 12(5).



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Factors in favour of disclosure

- Homes England acknowledge that there is a presumption in disclosure regarding environmental information as well as a public interest in promoting transparency in how we undertake our work and allocate public money; and
- Homes England acknowledge that there is a public interest in large scale development processes and the way in which decisions are made to communicate the works to the public.

Factors in favour of withholding

- The Information Tribunal has confirmed that the need for a safe space will be strongest when the information relates to a 'live' matter. In this case, the information reveals deliberations between third parties that would reveal ongoing milestones that if not met, may constitute a fundamental default of the contract. If the information were public it would be likely that public pressure and external factors would detrimentally affect the third parties ability to achieve further approvals and measures necessary to meet their contractual obligations. This would be detrimental to the public interest as it could negate a substantial amount of public money already invested; and

Having considered the arguments for and against disclosure of the information, we have concluded that at this time, the balance of the public interest favours disclosure.

The full text of Regulation 12(5)(e) in the legislation can be found via the following link: [The Environmental Information Regulations 2004 \(legislation.gov.uk\)](#).

Advice and Assistance

We have a duty to provide advice and assistance in accordance with Regulation 9(1) of the EIR. In accordance with this duty we can advise that minutes were not routinely kept in earlier meetings of the group. Where this is the case we have provided, where available, agenda and actions arising from the meeting.

Right to make Representations

If you are not happy with the information that has been provided or the way in which your request has been handled, you may request a reconsideration of our response (Internal Review). You can make this representation by writing to Homes England via the details below, quoting the reference number at the top of this letter.

Email: infogov@homesengland.gov.uk

6th Floor
Windsor House
42 - 50 Victoria Street, Westminster
London, SW1H 0TL

0300 1234 500
[@HomesEngland](#)
www.gov.uk/homes-england



Homes
England

Date: 7 November 2023

Our Ref: RFI4457

Tel: 0300 1234 500

Email: infogov@homesengland.gov.uk

The Information Governance Team

Homes England

6th Floor

Windsor House

42-50 Victoria Street

London

SW1H 0TL

Your request for reconsideration must be made in writing, explain why you wish to appeal, and be received within 40 working days of the date of this response (Reg 11(2)). Failure to meet this criteria may lead to your request being refused.

Upon receipt, your request for reconsideration will be passed to an independent party not involved in your original request. We aim to issue a response within 20 working days.

You may also complain to the Information Commissioner's Office (ICO) however, the Information Commissioner does usually expect the internal review procedure to be exhausted in the first instance.

The Information Commissioner's details can be found via the following link <https://ico.org.uk/>

Please note that the contents of your request and this response are also subject to the Freedom of Information Act 2000. Homes England may be required to disclose your request and our response accordingly.

Yours sincerely,

The Information Governance Team

For Homes England

6th Floor
Windsor House
42 - 50 Victoria Street, Westminster
London, SW1H 0TL

0300 1234 500
[@HomesEngland](https://twitter.com/HomesEngland)
www.gov.uk/homes-england



Reg 13

From: Reg 13
Sent: 07 September 2020 15:08
To: Reg 13
Reg 13
Subject: Re: CNFE Communications Group

Hello All,

Please see below the actions to come out of today's meeting.

Reactive comms draft to be produced and circulated to the group ahead of the site announcement.	Reg 13
Share slides and timeline with the group	Reg 13
Regular informal update for AAP feedback	Reg 13
Pull out key facts/points from the HIF to circulate	Reg 13
Move meeting back a few days	Reg 13
Draft and circulate pitch for Reg 13	Reg 13
Circulate AW advertorial	Reg 13
Circulate meeting note to Reg 13 and Reg	Reg 13

Thanks,



Reg 13
Telephone: Reg 13

Anglian Water Services Limited
Lancaster House, Lancaster Way, Ermine Business Park, Huntingdon, Cambridgeshire, PE29 6XU

Out of Scope

Reg 13

From: Reg 13
Sent: 06 November 2020 15:41
To: Reg 13
Cc: Reg 13
Subject: RE: CNFE Comms Group - actions from meeting held on 2nd November 2020

No problem **Reg** and thanks for sending these through.

We will look to share a revised version w/c 16 November.

Best

Re

13



Reg 13

W: www.countercontext.com

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From: Reg 13

Sent: 06 November 2020 13:35

To: Reg 13

Subject: CNFE Comms Group - actions from meeting held on 2nd November 2020

Good afternoon all

Here are the actions arising from the meeting of the CNFE Comms Group that took place on Monday.

- CNFE Comms Group members to provide any further comments on the CWWTPR CSR by COP 06 Nov.
- Reg 13 to circulate proposed wording for a 'background' FAQ for the CSR.
- Reg 13 to circulate current draft and example of combined workstream/timeline infographic for input on further development.
- Reg 13 to provide Reg 13 with inputs on core site consultation process following broader CWWTPR lessons learnt exercise.

Best wishes

R



Reg 13
 Telephone: Reg 13
 Mobile: Reg 13

anglianwater

Anglian Water Services Limited

Lancaster House, Lancaster Way, Ermine Business Park, Huntingdon, Cambridgeshire, PE29 6XU

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Reg 13

From: Reg 13
Sent: 09 December 2020 09:11
To: Reg 13
Cc: Reg 13
Subject: CNFE Comms Group 10th December - agenda and papers
Attachments: CWWTPR_Site Announcement Sequence of Engagement.docx

Good morning everyone

Here is the agenda for tomorrow's meeting of the CNFE Comms Group:

- 1) Welcome & agenda
- 2) CWWTPR update:
 - a. CSR
 - b. Site announcement
 - c. Insight from design vision engagement
- 3) AAP update & comms
- 4) Core Site update
- 5) AOB

Also I have attached a document relating to Item 2b.

Best wishes

R



Reg 13
 Telephone: Reg 13
 Mobile: Reg 13
Anglian Water Services Limited
 Lancaster House, Lancaster Way, Ermine Business Park, Huntingdon,
 Cambridgeshire, PE29 6XU

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From: Reg 13
Sent: 13 January 2021 10:25
To: Reg 13
Subject: CNFE comms group note and actions of meeting (Mon 11 Jan 2021)

Hi all

Thanks for your time on Monday.

Please see below note summarising the discussions and actions from the meeting.

Discussion:

- R confirmed site announcement still on track for the end of the month (28 Jan).
- R talked through sequence of engagement with stakeholder groups and wider publicity of publication of documents to the public. Noted that full Stage 4 report, odour assessment and announcement document to be made available. As well as site announcement we will also be beginning to communicate design vision and setting out next steps for consultation. Set out deadlines for review/sign off in order to meet print deadlines, and relevant sections to be shared with CNFE from designed version by Thursday – comments by 21st latest. We will be briefing the informal Scams cabinet meeting to communicate site decision 25th, alongside meeting with other leaders and CEOs from relevant local authorities.
- Stakeholder briefing webinar to be held for site announcement on evening of 27th for, ward members and parish councils.
- R flagged need to be looped into meetings with Reg 13, authority CEOs etc. Also preparing a reactive release to the announcement.
- Reg will look to share announcement press release by Thursday for review/comments - ready to go out. To be embargoed as per the sequence of engagement already talked through. Intend to be much more proactive re benefits than previously. Will also be sharing a proposed Reg 13 quote with R to include as part of this. Also exploring opportunity of offering a more joined up piece of engagement to the Cambridge Independent. R to explore how members feel about such an approach, in forthcoming meeting this week, and also share reactive press release with AW in advance.
- R set out next steps i.e. community working groups, asked R if there was any further update on this from a GCSP perspective R noted communities team organizing the forums, but currently very busy owing to the lockdown. Plans are in flux and capacity currently very congested. Will be briefing members on the updated evidence on the AAP before communicating/publishing anything elsewhere – whether or not this is in time to forms part of the community forums. As long as everybody is sighted, and appropriate updates can be communicated from GCSP and different purposes made clear, then wouldn't foresee causing any problems for the separate AW community working groups to commence prior to GCSP community liaison forums for the AAP.
- R queried whether there would be any further stakeholder engagement/meetings planned on the AAP. R confirmed that this was not the case.
- R has shared placebook for the core site and reactive statement has been prepared in the event of a leak. U&I Have now appointed ECF as comms/engagement consultants and will be commencing work with them next month for engagement from March including stakeholders intros initially, and then broader public consultation on phase one from mid-late June for 6 weeks (on values, opportunities, constraints etc. but no more detail than already in the placebook), before festival of engagement from Sept. R queried density of indicative image on development from placebook at this stage, and any plans for further public affairs work given political complexities of the project. R noted joined up schedule for meetings/briefings between the two councils, and the need to circulate updated AAP programme with R.

Actions:

- R to share site announcement media release for review.
- R to share reactive comms and come back re thoughts on Reg 13 quote once provided by R
- R to share revised outline for joined up infographic following comments from R, to be ready by mid Feb.
- R to share designed sections of announcement report with CNFE comms group by Thursday.
- Reg to share sequence of engagement with GCSP to be populated once meetings scheduled.
- CNFE comms group to provide comments on placebook by Thursday.

.....,

Let me know if you have any questions or require anything further.

Best

Re

13



Reg 13

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Reg 13

From: Reg 13
Sent: 07 February 2021 18:51
To: Reg 13
Cc: Reg 13
Subject: RE: CNFE comms group note and actions of meeting (Mon 11 Jan 2021)

Evening All,

Looking forward to catching up tomorrow. Notes and actions from last time below. Agenda as follows:

- 1) Welcome & agenda Reg
- 2) CWWTPRP Update & next steps Reg 13
- 3) AAP/ GCLP update Reg
- 4) Core site update Reg
- 5) Messaging review Reg
- 6) AOB

Out of Scope



From: Reg 13
Sent: 13 April 2021 17:29
To: Reg 13
Subject: CNFE comms group note and actions of meeting (Mon 12 Apr 2021)

Hi all

Thanks for your time yesterday.

Please see below note summarising the discussions and actions from the meeting.

Discussion:

- Noted that R has provided apologies.
- R gave overview of process for design options currently being worked through, including consultation with the design council before a single design option to be selected as the internal preferred option. Circular 'rotunda' design being considered with interactive and publicly accessible landscaping approach surrounding the plant itself. A specific meeting can be scheduled to share this, once the outline of the design masterplan and associated public facing comms have been developed further following the internal programme board. There would be optionality around the specific form of the rotunda, if chosen, as well as on the highway access solution, during consultation. Greater detail of odour impact and mitigation to be provided during phase two consultation, but without optionality. Cross sectional drawings of height, landscape and visual impact etc also to be made available. There are opportunities for wider biodiversity and connectivity improvements for the surrounding countryside, and engagement with stakeholders will help to develop this.
- R gave overview of comments received on the draft SoCC for the relocation project following s47 consultation with local authorities in February/March, including on the consideration of in-person events as well as digital consultation, and the logistics and timings for publicising this. R noted that comments from the shared planning service had not been received by the deadline and were still outstanding, R agreed to follow this up.
- R opened up wider discussion of the decision on whether or not to hold in-person events, including what other projects were intending to do. R flagged that there are two schools of thought on this, but that digital has made consultations more accessible and needs to continue. There is also a risk of transmission rates remaining high, and potential for some restrictions still needing to be in place after 21 June, owing to the prevalence of the Brazilian Variant in particular. R suggested prioritising a digital launch for June, with a view to potentially deciding to hold/publicise an additional in-person element later on in the consultation period, if and when safe to do so. R agreed need for a cautious approach, with ability to remain flexible as we move forward.
- R gave overview of the core site consultation programme, including forthcoming political member and other stakeholder briefings on the draft Placebook before launch of key public consultation materials (now postponed until 05 July, to provide a wider gap following the launch of the DCO Con2), summer holiday consultation activities and webinars, the Festival of Engagement in October, and Hard to Reach group engagement 'backstop' in November.
- Reg noted review of existing FAQs for core site - including concerns raised about water shortages – has been undertaken. R noted currently developing DCO lines to take on resilience and future growth. R to share latest relocation site announcement webinar FAQs document, including answers given relating to both the core site and management of water resources.

Actions:

- R to follow up shared planning service comments on the relocation project SoCC

- DCO masterplan design to be agreed with AW programme board, ready to be shared at next CNFE group meeting on 10 May
- All to reach out to [REDACTED] in advance of 10 May if interested in seeing a 'preview' of the design masterplan visuals
- [REDACTED] to share link to DCO site announcement webinar FAQ summary document (<https://cwwtpr.com/wp-content/uploads/2021/03/CWWTPR-Site-Announcement-Webinars-FAQ-Summary.pdf>)
- [REDACTED] to share DCO Con2 near finalised version of materials content (non-designed) for comments from the group on 07 May, ahead of the next meeting

.....,

Let me know if you have any questions or require anything further.

Best

Re

13 [REDACTED]



Reg 13 [REDACTED]

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From: Reg 13
Sent: 11 May 2021 10:07
To: Reg 13
Cc: Reg 13
Subject: CNFE comms group note and actions of meeting (Mon 10 May 2021)

Hi all

Please see below summary note of the discussions and actions from yesterday's meeting.

Discussion:

- **R** noted no further change, following the election results, to the timelines of the Local Plan which will be going through committee from early September 2021. The AAP will go into committee following this cycle, while the Local Plan goes back out to consultation in October/November. The AAP topic material papers are to be updated for the committee stage, but not currently agreed whether anything will be published any sooner than this, to ensure that both Local Plan and AAP processes are working alongside each other in line with the timeframes set out. The main comms process is due to begin in mid-late October, with Local Plan consultation to focus on some of the specific geographic locations proposed. Next community forum to take place in June, in advance of core site consultation launch.
- **R** updated that AW have undertaken one full round of the technical working group meetings, and two introductory community working group meetings with both relocation Site Area and Milton and Waterbeach parish councillors respectively. AW have also agreed **Reg 13** as an independent Chair for site area group meetings, and will be holding a further round of CWG meetings prior to Con2 launch. Con2 will be a statutory s47 consultation launching on 16 June and running until mid-August. Currently also exploring options to hold some level of physical in-person presentation/exhibition. Will also be beginning to share visualisations and content for materials with partners, to test and explore initial feedback over the coming weeks. SoCC and s47 notice to be published 02 June. **R** also gave an overview of the Con2 message house, including 'People, Places, Climate and Value' principles and outcomes, Con2 communication channels and consultation material 'flatplan', pre-launch sequence of stakeholder engagement, and draft Con2 visualisations. Beyond this, **R** noted that overall joined up message/narrative will be aligned with what was agreed for site announcement, but beyond this it will need to also be aligned with the core site comms following their consultation launch.
- **R** noted core site progressing with consultation launch in July to be focussed on the values of the development, but in the meantime **R** will also be leading on briefing new and returning councillors following the recent elections. Also progressing with approaches to key local groups and other stakeholders to discuss the Placebook, and initial consultation over the summer still to be followed by Festival to further explore opportunities and partnerships. **R** added that some re-working of the proposed political engagement including draft letters is still to be completed, particularly re the Combined Authority to reflect the new incoming Mayor, but otherwise this is ready to commence.
- **R** raised that Save Honey Hill campaign group opposed to the relocation project have launched a website which includes county councillor candidate statements received during the election. Added that it is important to continue to reinforce the political partnerships around the project going forward. Review undertaken of previously agreed comms group protocol for the CNFE group.
- **R** noted outcomes of the election results relevant to the projects, including Conservative PCC victory which although less significant for the projects as a whole will need to be engaged with re the core site development and interest in focus on community policing. Labour candidate **Reg 13** winning the

Combined Authority Mayoral contest with a number of implications going forward, although unlikely to result in overall 'in principle' support changing. Likely however to allow for closer working between the CA and the Labour Cambridge City Council administration. Noted however that he has already made a number of announcements such as the intention to cancel the CAM metro development – which as a potential sustainable transport/traffic reduction option will have knock on effects for other projects such as the guided busway etc. Although no notable political change in either Scams or Cambridge City overall. Added however that there were now enough Green Party councillors to form a group in Cambridge City and sit on committees, which is significant, and likely to see increased pressure on issues such as biodiversity net gain. Within the administration, both the Housing and Transport portfolio leads in Cambridge City have changed, adding also that these are two of the biggest issues in the Greater Cambridge area. Cambridgeshire County Council now in no overall control, but Conservatives still have the largest number of seats. Discussions are ongoing between the Lib Dems and other parties, but likely to be some form of joint leadership between Conservative and Lib Dem leaders. Potential challenges of this political change for the projects was acknowledged, and R noted the need for political inclusivity of comms messaging. Scams also due to hold 4 year all out elections next year, with 1/3 elections in City of the lowest vote share in each ward from previous election. This could result in competitive ward elections between Lib Dems and Labour around the core site, but likely to see little difference in the parties' overall views of the core site development in principle. Political differences likely to arise over 'big picture' value issues, around the need for and ways of delivering housing alongside the mix of open space, office space, leisure facilities etc. following Covid.

Actions

- R to confirm and share timeline of dates for Local Plan materials/information to be publicly shared, in addition to the committee dates already agreed with democratic services, to ensure comms are aligned across projects.
- R to begin to share draft relocation project Con2 consultation material content for CNFE comms group review and comment from the end of next week.

Let me know if any questions.

Best

Re

13



Reg 13

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Reg 13

From: Reg 13
Sent: 17 June 2021 14:20
To: Reg 13
Cc: Reg 13
Subject: North East Cambridge Communications Group - Note of Meeting 14 June 2021

Hi all

Please see summary note of this week's meeting.

Discussion:

- **R** gave update on Con2 launch date going live next week (Wednesday 23 June), and that we have already presented a pre-briefing ahead of this to SCDC Cabinet earlier today. Provided overview of the SCDC presentation material, including NIC principles/messages such as improving access, connectivity, landscaping and biodiversity; visualisations of the plant and ongoing process of socialising these with stakeholder groups ahead of launch, including the first CWG held with an independent chair; methods for minimising odour at source; traffic and access options for consultation; and options we are continuing to explore to provide some in-person consultation activities subject to the latest COVID-19 restrictions.
- **R** queried scope of the rewilding proposals to include fauna as well as flora. **R** added this was open to consultation, but likely to be flora given focus on opening up pedestrian access also. **R** noted this would also be explored further through the TWGs.
- **R** queried how enquiries relating to the core site would be addressed. **R** confirmed that number of direct enquiries was currently still quite low, but that the Con2 material is more focussed on the new facility masterplan proposals themselves, although this was underpinned by messaging on the background context and the story so far including unlocking the core site to still address the 'why question'. Will ensure to share any questions received on the core site.
- **R** played Con2 flythrough video.
- **R** noted scheduling of member briefings, and flagged that new Green Party councillors on Cambridge City Council in particular have already begin raising concerns about delivering biodiversity net gain within policy, although added that unlikely to be challenging to what is being proposed specifically for the relocation project/Con2.
- **R** noted no further updates on the AAP/LP since the dates which have now been published.
- **Re** noted stakeholder invites now beginning to go out for core site, in advance of soft launch of the consultation website in early July. Festival of Engagement moved back to early 2022, with another to follow in Autumn 2022. **Re** also added that core site naming process was beginning to commence.
- **R** also flagged any inputs required from the relocation project for next GCSP community forum on 07 July. **R** confirmed any FAQs following Con2 launch to be signposted to would be helpful but inputs would only need to be brief. **R** also confirmed three Con2 webinars to be held in July for the relocation project.

Actions:

- Ongoing – relocation project team to share any relevant core site queries which come through in response to phase two consultation.
- **R** to provide relocation project FAQ inputs for signposting as part of next CGSP community forum.

Let me know if any questions.

Best

Re

13

counter
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TOP 50
PR Agency
ProlificNorth **2020**



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105 Victoria Street
London
SW1E 6QT

Reg 13

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From: Reg 13
Sent: 13 July 2021 09:50
To: Reg 13
Cc: Reg 13
Subject: North East Cambridge Communications Group - Note of Meeting 12 July 2021

Hi all

Please see summary note of this week's meeting. WeTransfer link to the slides [here](#) owing to file size.

Discussion

- **R** gave update on Con2 launch on 23 July running for 8 weeks to 18 August and that this is a statutory consultation. Noted we have also begun further surveys on site over 10 weeks and have been working with parish councils to inform the community of this in addition to the consultation. Gave overview of consultation methods available including information lines, CAP sites, webinars and intention to run pre-booked in-person drop in sessions in the community with the parish councils. Relatively low attendance at webinars last week but high level of engagement across other channels already, including at Horningsea Parish Council meeting on 30 June. **R** added that media coverage had been positive following launch with no further enquiries. Save Honey Hill Twitter account has been very active but focussing more on chalk streams and the River Cam more broadly. Sense is that there is a core group of individuals as part of the Save Honey Hill group who are highly interested and have attended most meetings and webinars but beyond this the campaign has been gaining less traction among the wider community. Traffic and access has been the key issue during this consultation, and in particular the emerging community preference for option 3 of a new direct access off the A14. Other key issues have also been, understandably, odour, as well as landscaping and visual impact. Commentary from the community has been noted, re continued questioning of the needs case and the AAP development.
- **R** confirmed no further update from the AAP/GCLP perspective but that these programmes are continuing to progress.
- **Re** updated that letters had gone out to stakeholder for the core site and have begun engagement with the local community. **R** noted meetings so far with local groups have been broadly positive, including on landscaping and green space. Concerns have been raised by stakeholders about water scarcity more broadly. **Re** added that holding page website launch is imminent, pending bottoming out of final GDPR issues.
- **R** opened up the floor to questions. **R** noted DCO Con2 webinar attendance was low, is this perhaps 'webinar fatigue' setting in? **R** agreed, and noted appetite for more face-to-face meetings among the community. **R** added that some research is being done into what shared planning service community forums attendees want from engagement methods going forward i.e. appetite remains for recorded webinars, being made available to view on demand. **R** queried how Con2 face-to-face events will work? **R** noted would be Covid secure pre-booked sessions, working with the parishes.

Actions

- **R** to share outcome of community forum preference research with the group once available.

Let me know if any questions.

Best

Re

13



Reg 13

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Please consider the environment before printing this email.

At Counter Context all client services have been designed for virtual working.

Our team members are all now working from home. All staff remain fully contactable via the same email addresses and mobile numbers.

If you have a meeting in the diary, a member of our team will be in touch with details for voice or video conferencing.

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Please contact the sender if you believe you have received this email in error.

From: Reg 13
Sent: 17 August 2021 14:56
To: Reg 13
Cc: Reg 13
Subject: North East Cambridge Communications Group - Note of Meeting 09 August 2021
Attachments: CWWTPR Phase Two Mid-consultation Summary.pdf

Hi all

Please see summary note of last week's meeting. Please also find attached DCO phase two consultation mid-point summary report as discussed. Note that this is confidential and not to be shared beyond this group / publicly.

Discussion

- No further GCSPS update re the AAP/Local Plan processes and still working to same dates which have not changed from previous update. **R** noted from DCO perspective that last community forum not as highly attended as first session, but that the narrative had moved on to focus on the need for the relocation project.
- **R** gave overview of DCO phase two mid-point consultation summary report, which is confidential but can be shared within the NEC Comms Group and will be circulated shortly. 44% supportive and 40% opposed with traffic and access the most frequent issue raised. Consulting on three access route options and 54% for Option 3 so far, which is a new junction off the A14. This will be considered as part of the technical assessment, and a number of key issues still need to be resolved with this option, however 34% also supportive of Option 1 which appears initially to be more technically feasible. Lots of qualitative comments on landscape and ecology also, with 89% wanting the screening on top of the earthwork bank to be as natural as possible including planting. Odour still an issue, although not as common as at phase one, largely owing to additional detail including technology choices and modelling which we have been able to share as part of phase two. Climate change and carbon point being raised in relation to the decommissioning of the existing plant and the development of the new neighbourhood. AW are considering cost of embodied carbon as part of our assessments but plant will be operationally net zero. **Reg** noted caveats to the report and breakdown of response levels. **R** noted response more localised compared to phase one and is now around Horningsea and Fen Ditton in particular.
- **Re** noted DCO team must be pleased with how the consultation has been received, and whether there had been any surprised. **R** agreed and noted only issue re a malicious communication received via the feedback forms, leading to a police report and cancellation of in-person event in Fen Ditton. Through consultation with stakeholders still offering bilateral engagement with those who had registered to attend in person, and in-person event to be rescheduled shortly. We have also had a request to attend an in-person Q&A session with Save Honey Hill campaign group, which we are considering internally. **Re** queried GDPR protocol of sharing issues such as malicious communications from certain individuals with other consultations in the group for awareness, ahead of other public events – **Re** to raise with lawyers.
- **R** noted DCO team will be applying same site selection methodology approach to areas of optionality following phase two i.e. access, as well as considering public consultation responses. Working through programme for DCO application submission in June after phase three consultation early next year.
- **R** queried conversation with DEFRA re DCO approach. **R** confirmed interest in technology choices and net zero, as delivery of an operationally neutral facility will be a leading project in England, as well as rewilding,

storm management etc. Support also offered with liaising between regional and national Environment Agency.

- **R** preparing for media interest around Local Plan committee dates and will also be doing proactive media and explore possibility of sharing with the NEC Comms Group. **R** noted this would be in line with the comms protocol. This will be either 27th or 31st Aug, **R** to also confirm, and will involve briefing a wide range of other stakeholders such as parish councils etc. **R** added comms will focus on Local Plan and all sites, although AAP obviously a key part within this. **R** anticipating particular media interest around this which likely to be directed to DCO team so it would be helpful to have sight ready for reactive media lines. **Reg** to also liaise with **Re**
- Core site. **R** and **R** noted process of engagement with community organisations alongside wider U+I and TOWN teams and **R** and **R** Around two taking place per week. Key issues around growth and water scarcity, density, height, green spaces etc. and have been identifying potential for further engagement as meetings continue. Starting work to prepare website with a view to launching at the back end of Sept, followed by introductory webinars, and a slightly pared back festival of engagement which will now be largely online. **R** noted will share any public facing materials in advance with the group. **Re** noted also beginning ambitious process for naming the site and to create an identity. **R** noted opportunities for joined up approach with the Local Plan process. **Re** to pick up with **R** offline. **R** exploring with GCSPS for joined up approach for engaging with young people and hard to reach strategy for future consultations.
- **Re** confirmed dates for the festival aligned with **R** and **R** but need to be mindful of phase three launch in Feb. **R** to follow up.

Actions

- **Re** to raise with lawyers any GDPR issues of sharing individual contact details associated with malicious communications with the rest of the group ahead of other public events.
- **R** to explore being able to share Local Plan media lines with the group in advance. **Reg** to also liaise with **R** on this.
- **Re** and **R** to liaise offline re opportunities for joined up approach between core site and Local Plan teams on process for the naming and placemaking of the site.
- **R** to liaise with GCSPS re joined up youth engagement and hard to reach strategy for future consultations.
- **Re** and **R** to follow up offline re alignment of festival of engagement and DCO phase three launch dates.

Hope that's all helpful and let me know if any questions.

Many thanks

Re

13



Reg 13

W: www.countercontext.com

From: Reg 13
Sent: 14 September 2021 11:41
To: Reg 13
Cc: Reg 13
Subject: North East Cambridge Communications Group - Meeting Note 13th September 2021
Attachments: 210913NECupdate.pdf

Hi all

Please see summary note of the meeting yesterday, I have also attached the presentation. Note that this is confidential and not to be shared beyond this group / publicly.

Otherwise apologies for my connection issues yesterdaywhich seem to happen on Monday afternoon and always when I attend this group meeting?!!

Have a good week.

KR

Reg

Notes from meeting:

- **R** update group around the revision dates for the AAP, papers are to be published 17th November in order to go through the relevant committees cycle, to be complete by 18th January. Communications will be published at the end of the process in January, **R** will keep the group updated and share information including communications information ahead of release.
- **R** went through presentation that provided an update on feedback from phase 2 consultation (see attached). As discussed due to peak in community responses at end of consultation team are still going through community qualitative analysis, however analysis to date has not provided any surprises. Key issues remain – traffic, odour and visual impact. **R** advised that the numbers of opposition was not unusual to see at this stage. The consultation has been largely responded to by those most affected by the proposals, and we would expect those who engage with the consultation by responding to have the strongest views. Having feedback at this stage enables us to respond to the particular concerns. Qualitative analysis of responses from technical stakeholders shows broad support for the project, the key thing for technical stakeholders is having the information back from assessments and surveys so that they can provide further comments. Phase 3 consultation will provide that level of detail.
- **Re** provided an update on core site. Engagement has continued with local community groups, who have lots of questions that are not at the point of being answered but the groups have appreciated the early feedback. They have also been engaging with senior stakeholders such as CPPF. **R** offered providing feedback/information, when required, on stakeholders such as CPPF who have an interest in both CWWTPR and Core Site. **Re** also advised website is due to go live mid-October project is engaging with AW and key partners on website. There is a need to get something out there so people have a place to go to find out information, however it will be a soft launch due to the amount of external comms out there at the moment around the local plan, AAP etc .. Work ongoing to organise festival, which is due to take place late February (post AAP and CWWTPR CON3 launch date).
- **R** provided further information about the work U&I are doing on early engagement of stakeholders, highlighting work they are doing on hard to reach groups and schools. They are working with Cambridge Curiosity and Imagination on engagement with Schools. **R** and **R** discussed potential for working together on hard to reach groups. **R** referred back to last meeting where an action was agreed to join up on youth engagement and hard to reach for future consultation/engagement.

Actions

Reg 13

From: Reg 13
Sent: 11 October 2021 18:28
To: Reg 13
Cc: Reg 13
Subject: RE: North East Cambridge Comms Group Meeting - Monday 11th October 2021

Hi all

Please see summary note of the meeting today. Have a good week.

Best

Re

Notes from meeting:

- **R** still on track for local plan consultation on 01 November (closes 14 December) following committee approval. AAP meeting 29 October with papers two weeks in advance. Have already received a number of questions from a small but persistent section of the community about the relationship between the local plan and the relocation project, including Save Honey Hill position critical of not including WWTP site in the local plan, but obviously cannot show this as outside the scope of the local plan. Some have found this explanation unsatisfactory. Agreed to share example of council response for consistency with relocation project FAQs. Also updating council FAQs, as well as responding to email enquiries, but otherwise not pushing back on this publicly i.e. in media. News release scheduled for the AAP, which will share with the relocation project team.
- **R** raised need to also keep collaborative discussions between Anglian Water and the council on the agenda and progressing.
- **R** last time gave update on the Con2 responses. Scoping Report due to be submitted to PINS tomorrow, with PINS consultation running until 09 November. Internal decision making workshops ongoing with Con2 evidence feeding into this, alongside two collaborative workshops with technical stakeholders and community reps to clarify their Con2 responses and bottom out points raised in collaboration with our architects. Save Honey Hill attended workshops but engaged constructively despite external public negativity. Continuing with our Technical Working Groups (TWG) and technical stakeholder bilateral meetings to look at mitigations. Reporting publicly on the outcomes of Con2 and decision making with interim consultation summary report in December.
- **R** although a technical consultation process expecting Scoping Report likely to generate additional interest owing to the level of detail which will be publicly available, including on building heights, traffic etc. Will then also be undertaking a detailed sequence of engagement with sensitive stakeholders before any decisions communicated in December.
- **R** noted number of FOIs which have been received. **R** agreed to revert on this offline shortly.
- **R**: met with Mayor Johnson re the core site. Mayor raised question of the relocation project, including importance of aligning carbon neutrality, transport and water resources with the core site proposals, and noted importance of supporting healthy lifestyles as part of the core site proposals.
- **R**: bulk of core site active engagement scheduled for early next year public launch. Continuing with key stakeholder interviews in the meantime and reaching out to those not already met with. Close to launching the website, and will share content before it goes live. Will then be able to run through more detailed timeline for consultation in the new year. **R**: noted action to share opportunities for collaboration around schools and young person engagement, and will shortly be appointing members to ideas exchange for naming the core site. **Re**: Hoping to have shortlist of names by the end of the year. **R**: to pick up on

collaborative action with [R] and [R] offline. [R]: will also share any outcomes from technical stakeholder engagement etc going forward.

- [R]: asked when the next NEC Forum would be? [R]: Not aware of any scheduled. [R]: would be helpful to align next forum in the new year with core site consultation launch.

Actions

- [R] to share example of council response to local plan queries regarding the lack of inclusion of the core site.
- [R] and [R] to discuss FOIs.
- [R] and [R] to discuss collaborative opportunities for schools engagement.

Reg 13 [REDACTED]

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Reg 13 [REDACTED]

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Out of Scope [REDACTED]

Reg 13

From: Reg 13
Sent: 06 December 2021 16:20
To: Reg 13
Cc: Reg 13
Subject: RE: North East Cambridge Comms Group
Attachments: December 2021 NEC CSR Presentation.pptx

Hi all,

Out of Scope

Please also find a meeting note below. If there is anything I have missed please let me know.

Discussion

1. Introductions from R
2. R updated us that phase one consultation launching mid-Jan for core site. Project website to be launched soon, subject to GDPR, promoting website from mid-Jan.
3. Event day to take place Saturday 26th Feb. Working on promotional materials that will be shared with group early 2022. Will also be doing webinars if members of the public can't attend face-to-face.
4. Also looking at deciding a name for the 'core site', branding agency MOBUS currently gathering feedback for name options to go into consultation.
5. Meeting on Monday to discuss times against DCO consultation that is anticipated to take place in February.
6. R presented an update following phase two consultation, the publication of the phase two consultation summary report (CSR) and a look ahead to phase three consultation.
7. Project Updates – Scoping Report submitted in October and Scoping Opinion received from PINS last week. Development of designs following consultation, technical stakeholders and in combination with other local projects. Engagement with landowners increased in last month. Enabling phase of site surveys is ongoing. PEIR underway which will form a large part of phase three consultation in early 2022.
8. Review on Consultation Feedback – Engagement activities including distribution to core zone, digital engagement and face-to-face events.
9. R presented final engagement figures.
10. R presented what AW consulted on during phase two and the most important issues.
11. Feedback and Key decisions in CSR, wanted to make key decisions and conversation now so that Con 3 can have feedback on mitigation.
 - a. Preference of organic screening
 - b. Preference of natural/sky-like finishes on external buildings and digesters

- c. Preference of planting trees, rewilding, net gain in biodiversity. Working with designers but wary of not overplanting trees so that site area blends with local landscape. Confident in achieving over 10% net gain, more specific info on this will be available at phase three consultation.
 - d. Working with other local projects/stakeholders in improving connectivity, key benefit being new bridleway along old railway.
 - e. Feedback on discovery centre, committed to having an education programme but limited visitors so traffic is minimised. Also want the discovery centre as a hub for environmental / innovation projects & apprenticeships / training for the local area.
 - f. Challenge of illustrating what 'negligable' odour means to the local community, working on that assurance at phase three consultation.
 - g. Traffic and Access Decision making - Key issue of Highways Policy that for option 3 there needed to be no viable alternative.
 - h. Going with Option 1 – no impact on strategic and local network, no distinguishable difference in Highways Safety apart from risk associated with Option 3. Also, option 1 performed better for visual impact and carbon assessments.
 - i. **R** presented Highway and Technical Assessment Summary. Further assessments are ongoing on options 1a and 1b. More work to take place with Horningsea Greenway plan.
 - j. AW also undertook wider assessment using 22 different criteria – option 1 found to be best with option 3 second. This will be provided alongside the CSR in a non-technical summary / factsheet.
 - k. **R** outlined AW's commitments to the community in mitigating any traffic and access impacts.
 - l. Climate – confident of being operationally net zero carbon emissions by 2030, embedded and capital carbon by 70% against 2010 baseline.
 - m. Flood risk and climate change resilience has been considered in designs up to 2080s
 - n. Improving storm flow technologies incorporated into new design.
 - o. Assurance will be provided to the community that any future expansion takes place inside the bund area.
12. **R** outlined that AW are planning to launch the CSR 8th-10th. Hard copies will be sent to core consultation zone and to Community Access Points. AW have already start engaging with stakeholders, including **Reg** attending SCDC Informal cabinet meeting (29th), and the project team attending CWG (2nd).
 13. **R** to share press release with group prior to publication.
 14. AW have also invited stakeholders to attend a Parish Council and local ward Councillor meeting on 7th, with a 2nd CWG expected to take place on the 13th.
 15. **R** stated that at the CWG last week, there was a preference for option 1b and progression of that design.
 16. **R** outlined that phase three consultation is anticipated for around 9th Feb and that it will be an Information heavy consultation as updated designs, updated mitigations and PEIR will all be consulted on. **R** stated that the same methods of consultation will be used but want to be able to do more face-to-face events.
 17. **R** also raised that there are potential new education methods opportunities that **R** is to catch up with **R** and **Re** on Monday.
 18. **R** stated that an updated AAP was published the other day and community meetings are ongoing, have made significant changes following consultation and feedback generally positive towards those changes, questions remain over open space.
 19. AAP to be tidied up and then submitted to formal decision making process for Councils.
 20. **Reg** to start attending this meeting going forwards following **Reg** departure in the new year.
 21. **R** raised that the HIF comms protocol will likely need to be reviewed. **R** confirmed that this is joint ownership between the group but AW hold the documentation and are to share prior to **Reg** leaving.
 22. **R** confirmed that there is one more week of consultation for the GCLP. Will be looking at the timeline to check it is still achievable. Will need to continue to review feedback from community and statutory consultees.
 23. Group gave their thanks to **Reg** for her work on AAP and GCLP.
 24. End.

Actions

1. **Re** to send website link with notes/presentations.
2. Share press release with comms group ahead of CSR publication.
3. Review HIF comms protocol – AW to circulate to **R** and **Reg** and review before next group meeting. **R** and **Reg** to review before **Reg** leaves role.

Kind Regards,

Reg 13

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M: Reg 13

Reg 13

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Out of Scope

Reg 13

From: Reg 13
Sent: 11 January 2022 16:30
To: Reg 13
Subject: North East Cambridge Comms Group Meeting - 10/01/22
Attachments: HE Contract Comms Protocol June 2020.pdf

Hi All,

Thank you for attending yesterday's NECCG meeting, please find below the notes taken and let me know if anything has been missed.

Please also find attached the Comms Protocol, please let me or Reg know if you have any final comments ahead of us updating the document.

Attendees

Reg 13

Notes

1. R started the meeting and outlined the agenda.
2. Re informed attendees that she is preparing for the launch of core site events at end of February but due to COVID this is now likely to predominantly take place digitally. Now planning how they will transfer materials to online and what to do at the originally scheduled weekend. Possible delay of face-to-face engagement until the engagement events that are set to take place in September.
3. R added that they are hoping for a hybrid approach but will predominantly be online including engagement section of the website and that webinar sessions are set to take place but are currently fine tuning and planning to launch w/c 24 January.
4. R confirmed that the September date would start the week of 24 September.
5. R added that AW are yet to decide whether to do face-to-face events or not during CWWTPR phase three consultation.
6. R introduced herself as the programme manager for strategic sites at the shared planning service.
7. R presented slides showing the aims for CWWTPR phase three consultation including detailed designs and mitigation and Preliminary Environmental Information Report (PEIR), adding that there will be a lot of information for stakeholders to take in.
8. R informed attendees that in terms of engagement, AW will use the same format as previously, e.g. hard copies sent to core zone, PEIR and hard copy materials to be available at Community Access Points. All materials to also be made available online. Hoping to do face-to-face events but likely to be just online at least at the start of consultation.
9. R showed timeline for 2022, including target date for 9th February for consultation launch, with engagement with key stakeholders around this date. Possible face-to-face events in March. Consultation close on 8th April if launch date is met. Submission to the Planning Inspectorate on 02 September and acceptance date to be 03 October. If successful, then project will begin construction in 2024.
10. R informed she has no update for this meeting other than consultation on Local Plan continues, she will provide an update at the next meeting.
11. R confirmed that she has provided an updated list of names to the Comms protocol and reminded the group that it would be a good idea to update the project key messages in the protocol considering the project developments.

12. It was agreed that it was fine for each project to have their own message house but project team members will need to share updated FAQs and if questions came in referring to another project then lines need to be agreed with the relevant team members.
13. R to amend Comms protocol following the review during the meeting and will send an updated copy for approval by email from members.
14. R raised the two week notification of comms and suggested changing it to a week prior for the press release. Attendees agreed although R will need to check with Homes England that this was not a condition agreed with them. R said that she will also have to check with the Council Comms team to see if reduction would be viable for the council.
15. Re stated that a press release will be going out over the next two weeks regarding the core site.
16. R to review distribution list.
17. R raised in AOB that contact has been made with Reg 13 TLO – for hard to reach consultees. R confirmed that at Con 1 a site visit was undertaken.
18. R added that there is a drop-in health centre at a church in Cottenham where she has previously engaged with the traveller community on core site.
19. R also raised AW are looking with their education programme over possible consultation with young people/schools inc Fen Ditton primary school during CON3. Having discussed engagement with young people previously with Core Site team this may provide an opportunity for engagement.
20. R asked if AW do any face-to-face prior to next meeting then to make the group aware so that their messaging is aligned.
21. R added that AW will want to do face-to-face if they can as is the final stage of consultation.
22. Introductions were made for Reg 's benefit.
23. R took an action to email Reg 13 over dates for the next North East Cambridge Community Forum taking place on 09 February and those taking place over the rest of the year.
24. R confirmed that the next meeting should involve updates on the content of the phase three consultation.

Actions

1. Project team members to share up to date FAQs and to agree lines when community enquiries a received during consultation.
2. R to amend Comms Protocol and resend.
3. R to check with comms team at the council and R to check with Homes England over suggestion that the two week notification over press releases should be reduced to one week.
4. R to review distribution list.
5. R to make NECCG aware if AW decide to do face-to-face events.
6. R took an action to email Reg 13 over dates for the forum taking place on 09 February and those taking place over the rest of the year.

Kind Regards,

Reg 13
Reg 13

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[Redacted signature block]

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North East Comms Group Update




11th April 2022



Strictly Private & Confidential

NEC Comms Agenda



- CWWTPR Update – Reg 13

- AAP/GCLP Update – Reg 13

- Core Site – Reg 13

- AOB

From: Reg 13
Sent: 14 June 2022 10:46
To: Reg 13
Cc: CWWTPR PMO Mailbox; Info CWWTPR
Subject: RE: NEC Communications Group Meeting - Monday 13th June 2022
Attachments: NEC Meeting 13 06 22.pdf

Hi All,

Please find attached the presentation from yesterday's NEC Meeting.

Please also find below the minutes taken.

Attendees – Reg 13

1. Introductions from R
2. R presented engagement statistics from CWWTPR Con 3
3. Feedback was a lot more localised from villages of Horningsea and Fen Ditton than previous consultation
4. More negative received comments towards end of Con 3
5. Quant responses tended to be more negative but qualitative feedback was useful
6. R presented feedback regarding planting, visual impacts, gateway building, discovery centre and recreational facilities.
7. R presented a summary of the qualitative feedback received and that project team are still having constructive conversations with Save Honey Hill.
8. Technical feedback has differed from community, wanting it to fit in more with the Fen landscape.
9. New gateway building design will be smaller
10. Discovery centre will be used by scheduled visitors to control visitor numbers
11. Will be providing more information on carbon emissions assessments
12. Remain committed to negligible odour levels but community still concerned about this
13. Remain questions of the recreational opportunities around the facility.
14. Regarding traffic – we are still planning to use J34 and not create a new access.
15. AW are committed to construction having as less of an impact as possible on local community.
16. R presented feedback from s42 (technical) stakeholders.
17. Re – Has it always been 10% BNG?
18. R clarified that it was increased to 20% following feedback from phase two consultation.
19. R presented information following Con 3 feedback and how AW now working with technical stakeholders to progress design of the project and are currently working on Statement of Common Ground.
20. Will be producing a high-level report on con 3 feedback for the community.
21. DCO submission remains on target for initial September date.

22. **Re** – Will community engagement be face-to-face or virtual.
23. **R** – this will continue to be virtual with the Community Working Group as seems to be more convenient for members.
24. **R** confirmed that next SoE will be for the phase three consultation report.
25. **R** shared that the ideas exchange have met a couple of times. The schools programme has now come to an end and students will be sharing their work on Thursday. There is a semi-final shortlist for the name of the Core Site and are preparing to go out to consultation but still not ready to share.
26. Major public engagement with people, city and planet festival on Sat 17th – Sun 18th and in the preceding weeks there will be different types of events in the build up to it. Are also looking to purchase some cargo bikes for an event opportunity.
27. **Re** added that there will be a heads up for the proposed strategy for engagement for the core site name.
28. **Reg 13** introduced herself and is assisted by **Reg 13** and that she has been engaging with **R** and **Re** to work towards facilitating a more positive DCO process. Are thinking how members will be briefing as the submission approaches.
29. Regarding **Reg**'s email of the FOI, **R** stated that from an AW perspective there is nothing concerning if they were asked to comment regarding previously agreed messaging.
30. **R** confirmed there has been another FOI come in regarding traffic and access options.
31. **R** confirmed that Homes England have received three FOIs in the last week. Are currently drafting a response and will share with the council and Anglian Water.
32. **R** added that there were a number of enquires from the Telegraph, they do not have enough to run a story.
33. **R** has asked if **R** can share the presentation and confirmed that Homes England have received a flurry of FOIs.

Kind regards,

Re

13

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Reg 13

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Please consider the environment before printing this email.

At Counter Context all client services have been designed for virtual working.

Our team members are all now working from home. All staff remain fully contactable via the same email addresses and mobile numbers. If you have a meeting in the diary, a member of our team will be in touch with details for voice or video conferencing.

Reg 13

From:
Sent:
To:

Reg 13

13 July 2022 11:33

Reg 13

Cc:
Subject:

CWWTPR PMO Mailbox; Info CWWTPR

RE: NEC Communications Group Meeting - Monday 13th June 2022

Good Morning,

Please find below the minutes from Monday's meeting.

Attendees

Reg 13

Notes:

1. R informed attendees that AW are continuing to work on their submission documents for the DCO application.
2. R added that AW have met with PINS and the new case officer. PINS are happy with where the project is at the moment. R confirmed that AW will be providing PINS with some draft documentation in July.
3. R also added that following Phase Three Consultation and a review of the design and project boundary, AW will be doing a targeted consultation to notify people of changes to construction and the site boundary. This consultation will run a statutory four weeks and will be notifying landowners and section 42 consultees.
4. R added that there have been a number of FOI's coming in, with the County Council receiving one over traffic which is being dealt with.
5. AW are also preparing to do an odour site visit for the community next Wednesday (20th July). AW are also open to having an odour site visit for officers.
6. R updated attendees stating that the council are currently updating their programme but nothing major to report at the moment.
7. Re stated that there are no updates from his side.
8. R let attendees know that it will be Reg 13's last comms group meeting but will update later on who will be attending in her place.
9. End

Kind regards,

Reg 13

From: Reg 13
Sent: 08 August 2022 14:09
To: Reg 13
Cc: CWWTPR PMO Mailbox; Info CWWTPR
Subject: RE: NEC Communications Group Meeting - Monday 08 August 2022

Good Afternoon,

Please find attached the meeting note from earlier today.

As discussed during the meeting, we would expect the next meeting to be longer due to attendees being back from annual leave.

Attendees: Reg 13

Notes:

1. R provided an update on the CWWTPR project, stating that the team are continuing to work on DCO documentation for the application.
2. R reminded the attendees that after reviewing the design at phase three consultation, minor boundary and order limit changes have been made, this required a targeted consultation. This has predominantly been for technical stakeholders. Feedback has predominantly said that there are no issues aside from one making sure that their access is not impacted.
3. DCO submission aiming for end of September but may not go ahead immediately, looking at Winter 22/23 submission. Still working to same dates from SOCG and impact reports.
4. Prior to final submission we will look to have a conversation with the group and likely continue with the Comms Group.
5. R asked if any of the protagonists visited the core site?
6. R stated that AW hosted an odour site tour prior to her going on Annual Leave, only had four attendees in the end. AW expected greater attendance considering the requests for this in previous rounds of consultation. The attendees did engage well with the tour and reassurance was provided regarding the level of odour impact.
7. R to send the draft press release through this group regarding the core site engagement.
8. R added that a lot of the AW education team are on holiday. R to send an email to the manager of that group once R has sent over the email chain regarding contact.

9. **R** shared information on the goals and plans for the engagement taking place in September for the core site. Including participation from Outspoken Cycles, Trilvee, Cambridge Curiosity and Imagination.
10. There will also be some activities taking place the week before, including having the cargo bike and other activities to help raise engagement.
11. Also engaging the with Cambridge donut, this will include friends of the Cam and Save Honey Hill.
12. Also waiting to hear back from FeCRA about having a tour of the city and engaging with them in the future. **R** stated that we expect engagement to be more positive once the masterplanner has been announced.
13. **R** added that we could not do bulb planting activities as the group will not engage with developers due to water scarcity impacts.
14. **R** also informed attendees that a naming shortlist has been put together and public voting should be taking place very soon.
15. **R** stated there will be documentation coming through the comms protocol and members of the group will be required to respond in time.
16. **R** also planning to do a core site visit and will send on proposed attendees. **R** added that visitors have previously raised that due to the size of the facility they still question the needs case to move.
17. **R** stated that she is continuing to engage with stakeholders including Councillor **Reg 13**. But will update the group regarding this at a later date.
18. End.

Kind regards,

Reg 13

**counter
context**

**Prolific North
TOP 50
PR AGENCIES
2021**

 Hamilton House
Mabledon Place
London
WC1H 9BD

Reg 13

W: www.countercontext.com

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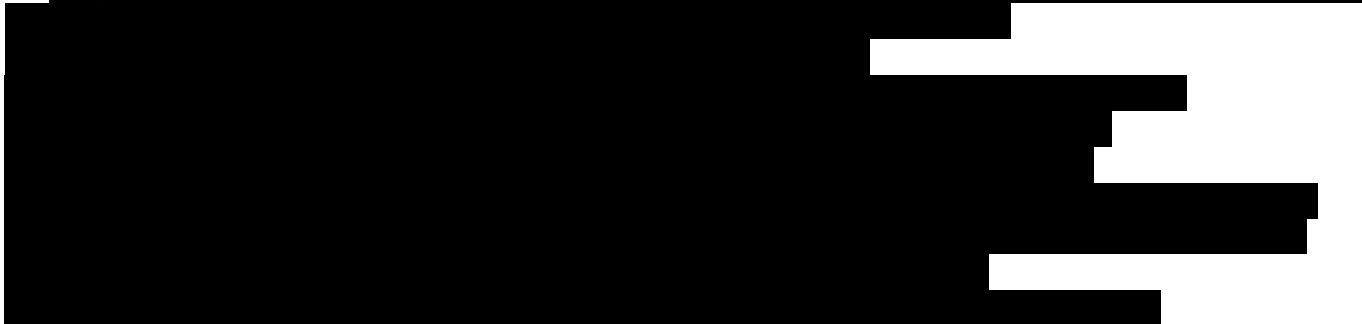
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From: Reg 13

Sent: 12 September 2022 17:54

To: Reg 13



Subject: RE: NEC Communications Group Meeting - Monday 12th September - 12.00pm - 1.00pm

Hi All,

Please find below the minutes from today's meeting.

NEC Comms Group – 12/09/22

Attendees:

Note

1. R informed attendees that the core site festival has been postponed following the death of the Queen, currently looking at first week or middle of October but this is still being worked through.
2. R updated that the AW reservoir projects will be starting consultation on reservoirs shortly.
3. AW not doing proactive media at this time.
4. CWWPTR working on DCO application documents, the aim is to submit Winter 2022.
5. Will also be looking to publish Consultation Summary Report for phase three consultation and also provide an update on the Applicant Process, still to decide whether these two topics will be in the same document or if it will be separated. Doc info to be shared with the group prior to its publication. There will also be a Sequence of Engagement for this report and prior to submission.
6. Engagement has also been taking place with Change, the councils and other technical stakeholders regarding Statements of Common Ground.
7. R stated that there needs to be a discussion regarding the optimum time to release the public vote for the name of the core site
8. NEC Forum will take place in early October and R will be in attendance, Re stated that her colleague Reg will be in attendance from her side.

END

Kind regards,

Re

13

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2021

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Reg 13

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From: Reg 13
Sent: 15 November 2022 11:48
To: Reg 13
Cc: info@cwwtpr.com
Subject: NEC Meeting Note 14/11/22

Hi

Thank you to those that attended yesterday's meeting and thank you to Reg 13 for the presentation on the Core Site Festival, which was great to see the attendance and feedback.

Notes/actions from meeting:

- Core site – Next steps include naming of project (vote online can provide link to provide within wider organisations) closing date 27/11/22. Core site consultation report to be complete in December – communicate with NEC group re dates of publishing to ensure they don't clash with publication of CWWTPR materials (ie Phase 3 Consultation Summary Report). **Action: Reg 13 to circulate slides of presentation**
- CWWTPR – updated on continuing to work on DCO application documents. Next steps: publishing phase 3 consultation summary report and external engagement of that aiming for Dec/Jan, engaging with technical stakeholders on Statements of Common Ground, communicating with LA's and aligning with Local Plan (Formal committee meeting Jan 23 to consider GCLP strategy and preferred sites), submission of DCO early new year. Will continue to engage with NEC group and advise when next external comms going out.
- GCPS – Reg 13 is leading on comms with these project for GCPS.
- NEC Comms Protocol – Reg highlighted that the Protocol needs some further clarity and restrictive with some types of communications with the requirement to notify all NEC partners particularly for uncontroversial comms such as post event press releases or when providing reactive press statements and therefore has asked that the Protocol is reviewed/amended to make it more practical. **Action: Reg to email group with recommendation for amendment and group to consider and respond to recommendations.**
- Carbon assessment – at Core Site festival questions from public re how carbon is being assessed across Cwwtpr and core site – as mentioned our response on CWWTPR project to this question is as follows:

“Carbon - An Outline Decommissioning Plan for the existing Cambridge WWTP will be included within the DCO Application. We have worked with the master developers of the existing Cambridge WWTP to help them understand what assets and infrastructure will remain in place. We have submitted a Carbon Assessment as part of the Environmental Statement. The Carbon chapter of the Environment Statement includes decommissioning of the existing Cambridge WWTP (for the purpose of permit surrender), construction of the proposed site WWTP (embedded carbon in materials), land use change (the net impact land permanently required for the Proposed Development), and operation of the proposed WWTP. Demolition of the existing Cambridge WWTP is not included within Carbon chapter of the Environment

Statement. The demolition of the existing Cambridge WWTP is not part of the scope of this proposal, that work will be completed by the future developer and considered as part of a separate planning application. It is likely to include the effects of emissions from plant used in demolition and should consider the re-use of materials including secondary aggregate, recovered steel and other equipment. The wider effects of changing the existing Cambridge WWTP are covered by a separate strategic assessment included as part of the application."

Many thanks all, catch up next month.

Kind regards

Reg

Reg 13

Mobile: **Reg 13**

Anglian Water Services Limited



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Attendees:

Reg 13

Notes:

1. **R** Started with AOB.
2. **R** asked attendees for preference on meeting frequency.
3. **Re** suggested making the meetings once every two months.
4. **Re** suggested doing a monthly email from group members when a meeting does not take place.
5. **R** to ask other group members not in attendance regarding this proposed bi-monthly set-up.
6. **Reg** introduced herself as **Reg 13** at Anglian Water.
7. **R** introduced himself as **Reg 13** for greater Cambridge planning. **R** also posting a link to an article regarding a debate between Anthony Brown MP, Cllr Katie Thornburrow and Cllr Bradnam.

Links here:

<https://www.scams.gov.uk/water-and-environmental-assurances-needed-as-caution-urged-on-plans-for-new-homes/>

<https://www.bbc.co.uk/sounds/play/p0dqp58q>

<https://www.greatercambridgeplanning.org/localplan>

8. **R** also raised AW has reviewed the papers on the local plan going to committee in February and feel the document does enough to represent the project need for CWWTPR but AW are in close communication with GCPS.
9. **R** to share links to upcoming engagement regarding the local plan.
10. **R** presented information on the planned publication of the Consultation Summary Report
 - a. **R** gave an overview of the Phase Three Consultation and the targeted consultation that took place in 2022.
 - b. **R** gave an overview of the key feedback received during Phase Three Consultation.
 - c. **R** presented information on changes made following consultation, including:
 - i. Reduction in building heights
 - ii. A finalised Landscape Masterplan
 - iii. A finalised Landscape, Environment, and Recreation Management Plan
 - iv. Reduced lighting impacts
 - v. Changed design to Gateway Building
 - d. **R** presented further information on the odour mitigation taking place and an Odour Management Plan has been produced. **R** also shared that a community odour site visit took place in July 2022.
 - e. **R** confirmed that the proposals remain committed to achieving 20% BNG on site.
 - f. **R** also presented information on CWWTPR achieving low carbon status, including biogas generation, solar panel use, the use of sustainable construction materials and electric vehicles being used in the commercial fleet.

- g. **R** also raised that a lot of feedback mentioned the carbon impact of the wider project. A strategic assessment has been undertaken and will be shared at DCO application.
 - h. **R** presented information on the proposed traffic & access mitigation, including improved walkways and access to the site. There will also be Construction Traffic Management Plan (CTMP) and an Operational Traffic Management Plan.
 - i. **R** presented information on Construction, including the movement of Shaft 4 (and now temporary), CTMP, the commitment of a Community Liaison Officer in place during construction and further work has been undertaken regarding screening and mitigation.
11. Regarding Next Steps, AW aiming to submit in late January / early February.
 12. Following this there will be 28 days for PINS to determine whether the project is accepted for examination.
 13. Following this, stakeholders can register as an Interested Party.
 14. **R** stated that this is the engagement presentation that will be used for the upcoming engagement with various stakeholders ahead of publication of the phase 3 consultation report.
 15. **R** also stated that a newsletter will be produced with DCO examination information once the DCO has been accepted. .
 16. Any press releases regarding DCO submission will be shared internally with the group.
 17. **R** asked for an update regarding the Save Honey Hill group **R** advised that relationship with SHH is good.