


Governance for delivery of Public Health recommendations – Saxon Pit and surrounding area

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Purpose



This pack sets out the proposed governance structures, scope, and ways of working for the delivery of the five Public Health recommendations for Saxon Pit and the surrounding area.

The Public Health Oversight Group is asked to discuss and agree this approach.

Scope of Public Health work



IN SCOPE

The five recommendations made on behalf of the Director of Public Health of Cambridgeshire County Council under her statutory duty to protect the health of the community:

1. Increase trust and collaboration between the community, operators, and regulators.
2. Public Health at Cambridgeshire County Council to work with residents on a cumulative community health impact assessment.
3. The Environment Agency (with support from Fenland District Council) to increase monitoring to ensure risks to human health from emissions to water remain low.
4. Multi-agency partners to work together to develop an air quality monitoring strategy to understand air pollution risk and the Environment Agency to ensure regular review of dust emission management plans.
5. Public Health at Cambridgeshire County Council to explore opportunities to strengthen policies and practices around waste and human health.

OUT OF SCOPE

The following things are out of scope:

- Regulation of operations – these remain within the regulatory control of the EA and WPA. Officers from the EA and WPA will attend the Public Health led meetings in an advisory capacity and may provide relevant data and information to ensure system-wide join up.
- Specific details of existing or new environment permits and planning conditions unless there is an explicit link with the Public Health recommendations as determined by Public Health and/or Environmental Health officers.
- Where issues are determined nationally and are therefore outside of the control of the group (e.g. status of IBA and IBAA).

Governance overview



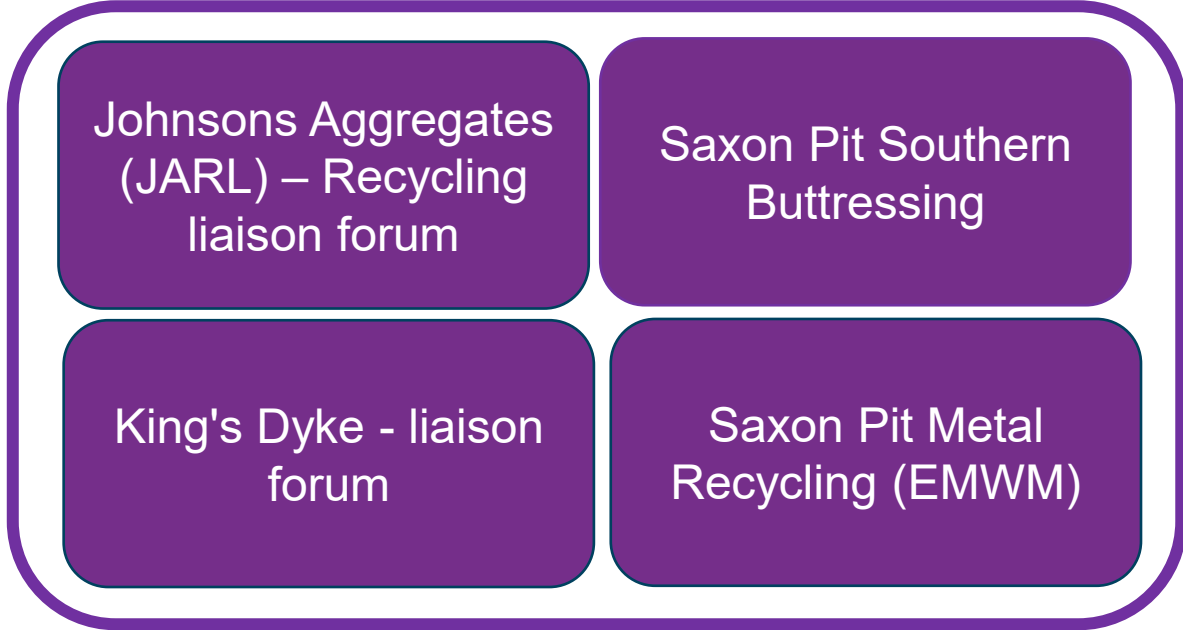
Time-limited Public Health led meetings to implement the five Public Health recommendations

Information relevant to Public Health shared

Meetings associated with ongoing regulation of operations by Environment Agency and Waste Planning Authority



Saxon Pit Regulators online meeting (quarterly to begin with but frequency to be reviewed)



Planning and Liaison Groups

*Community Health Impact Assessment

1. ToR – Saxon Pit Oversight Group

Purpose

To provide multi-agency and community strategic oversight and collective accountability for delivery of the five recommendations from the Public Health Report, aligned to five workstreams:

- Governance & trust
- Cumulative Health Impact Assessment
- Water quality monitoring
- Air quality monitoring
- Waste & Public Health policy and research

To provide constructive input into the public health work at Saxon Pit from multiple perspectives, knowledge, and expertise enabling if possible, collective agreement to be reached.

Role & Responsibilities of the Oversight Group

Working collaboratively across and within all agencies/organisations and with the community:

- Agree proposals to deliver on the recommendations and actions from the Public Health Report
- Agree communications, including for wider community
- Oversee the delivery of the agreed proposals to agreed milestones
- Oversee performance and ensure proposals deliver within its agreed parameters
- Identify and manage strategic risks and issues and appropriate mitigations
- Resolve strategic / directional issues, external dependencies and complex barriers to delivery
- As appropriate, reconcile conflicts with other projects or business as usual



Quorum:

- Meeting can only be held if either the Chair or Vice Chair are present.
- Minimum number of attendees are 8 members & a representative from Public Health
- This is a none decision-making meeting. No major decision can be taken within this meeting.
- Purpose is to share progression and updates.

Out of Scope:

- Although regulators attend, this is not a regulatory meeting.
- This group will not cover i.e. status of IBA, matters that sit within EA and WPA's regulatory control.
- Permit and planning permissions will not be influenced or affected by this group.

1. ToR – Saxon Pit Oversight Group (cont.)

Working Arrangements

- The group will meet once every 2 months for 1.5 hours.
- It is a multi-agency/organisational collaborative group for public health. Decision-making on specific issues remains with the organisation with the relevant statutory duty or control. Regulation of operations remains with the WPA and EA.
- Members are expected to attend each meeting or to send a substitute if they are not able to attend. Members should come prepared, having read the materials, and ready to provide updates on actions.
- **Where members have items for AOB, a request should be submitted in writing to publichealth.adminteam@cambridgeshire.gov.uk 2 days prior to the meeting.**
- Public Health will provide group support. Agenda and papers will be circulated at least 5 working days prior to the meeting. Actions and decisions will be disseminated following the meeting, within 1 week, via email.
- The following documents will be developed and maintained for the Oversight group: Action log, risk and issue log, forward agenda plan, highlight report

Meeting inputs	Meeting outputs
Action Log	Updated Action/Decision Log
Workstream Highlight Reports	Agreed messages for stakeholders
Delivery Plan – Saxon Pit Project Plan	Updated Risks & Issues Log

Review Terms of reference to be reviewed in 9 months

Group Membership

Cllr Graham Wilson	Chair – CCC – Chair of Adults & Health Committee
Cllr Louis Navarro	Vice Chair – CCC – Vice Chair of Adults & Health Committee
Cllr Chris Boden	CCC – Whittlesey North
Cllr Michael Fisher	CCC – Whittlesey South
Cllr Dr Haq Nawaz	FDC – Whittlesey East & Villages
Cllr Alec Branton	Whittlesey Town Council
[REDACTED]	Whittlesey Resident
[REDACTED]	Saxongate residents' group representative
[REDACTED]	Saxongate residents' group representative
[REDACTED]	Whittlesey Resident
[REDACTED]	Johnson's Aggregates and Recycling Ltd
[REDACTED]	Johnson's Aggregates and Recycling Ltd
[REDACTED]	Johnson's Aggregates and Recycling Ltd
[REDACTED]	East Midlands Waste Ltd
[REDACTED]	Forterra Ltd
[REDACTED]	Environment Agency
[REDACTED]	FDC - Environmental Health Manager
[REDACTED]	CCC – Consultant in Public Health
[REDACTED]	CCC - Public Health Principal
[REDACTED]	CCC - Business Support Officer
[REDACTED]	CCC - Project Manager
[REDACTED]	CCC - Communications Manager
Members in advisory capacity	
[REDACTED]	Manager County Planning Minerals & Waste, CCC

2. ToR – Public Health - Saxon Pit Steering Group

Purpose

- To provide multi-agency operational leadership and collective accountability for delivery of key workstreams as part of Public Health work on Saxon Pit, reporting into the Public Health Oversight Group.
- To develop proposals towards the delivery of the five recommendations from the Public Health Report, aligned to five workstreams for agreement at the Public Health Oversight Group:
 - Governance & trust
 - Cumulative Health Impact Assessment
 - Water quality monitoring
 - Air quality monitoring
 - Waste & Public Health policy and research

Role & Responsibilities of the Steering Group

Working collaboratively across and within all agencies:

- Develop proposals to deliver on the actions from the Public Health Report
- Deliver the agreed projects to agreed milestones
- Monitor performance and ensure project delivers within its agreed parameters
- Identify and manage risks and issues and appropriate mitigations
- Resolve operational issues, external dependencies and complex barriers to delivery
- Reconcile operational conflicts with other projects or BAU
- Develop regular reports and monitoring to go to the Public Health Oversight Group



Quorum:

- Public Health Consultant or Principle must be in attendance.
- Workstream lead or nominated representative must be in attendance for a decision relating to that workstream to be made.

Out of Scope

- Although regulators attend, this is not a regulatory meeting.
- This group will not cover i.e. status of IBA, matters that sit within EA and WPA's regulatory control.
- Permit and planning permissions will not be influenced or affected by this group.

2. ToR – Public Health - Saxon Pit Steering Group (cont.)



Working Arrangements

- The group will meet monthly for 1.5 hours.
- Core members are expected to attend each meeting or to send a substitute if they are not able to attend.
- Core members should come prepared, having read the materials, and ready to provide updates on actions.
- Individuals are responsible for delivering their own actions.
- Public Health will provide group support. Agenda and papers will be circulated at least two days prior to the meeting. Actions and decisions will be disseminated following the meeting, within 1 week, via email.
- The following documents will be developed and maintained for the project: Delivery Plan, action log, risk and issue log, forward agenda plan, communication and engagement plan.

Review Terms of reference to be reviewed every 9 months

Group Membership

██████████	Chair - Consultant in Public Health, CCC
██████████	Vice chair - Public Health Principal, CCC
██████████	Communications Manager, CCC
██████████	Business Support Team Leader, CCC
██████████	Project Manager, CCC
██████████	Environmental Health Manager, FDC
██████████	Team Leader – Ipswich Waste team
Members in advisory capacity	
██████████	Manager County Planning Minerals & Waste, CCC
UKHSA / APHA	At request of Director of Public Health

Meeting inputs	Meeting outputs
Action Log	Updated Action/Decision Log
Workstream Highlight Reports	Agreed messages for stakeholders
Delivery Plan	Updated Risks & Issues Log
Risks & Issues Log	Commitment to complete actions

3. ToR – Public Health Cumulative Health Impact Advisory Group



Purpose

- The Advisory Group, chaired by Cambridgeshire County Council (CCC) Public Health, will support the development of a Cumulative Health Impact Assessment (CHIA) of Saxon Pit, with a particular focus on impacts on the health and wellbeing of local residents. All members are expected to contribute their expertise, experience, or local insight to inform the assessment. The group acts in an advisory capacity only and does not determine the findings of the CHIA.
- The group is expected to run for 6 months until the end of the CHIA.

Role & Responsibilities

- Provide advice on the approach, methodology, and interpretation of findings to ensure that the CHIA is robust and stands up to external scrutiny
- Support the assessment in systematically gathering and interpreting residents’ experiences, drawing on survey data, in-depth interviews, and local context
- Support consideration of cumulative environmental impacts (e.g., odour, noise, dust, traffic), cumulative impacts on health and wellbeing (including mental health), and cumulative impacts on loss of amenity

Group Membership

██████████	Chair - Public Health Principal, CCC
██████████	Whittlesey Resident
██████████	Whittlesey Resident
██████████	Resident
██████████	Professor in Public Health at the Institute of Metabolic Science (IMS) Epidemiology, University of Cambridge Professor Jenna Panter - IMS Epidemiology
TBC	Another Public Health academic
TBC following procurement	Representatives from the commissioned provider