

21 September 2023



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

Dear [REDACTED]

**Re: Freedom of Information request ref CA258**

Thank you for your request for information received on 31 August 2023 and the confirmation of your name on 11 September. The response is given below:

***Request***

*Please provide information on whether or not you employ an access officer(s).*

*Notes: They do not need to have the specific job title of access officer for you to respond affirmatively. The role may be defined as having responsibility for any one or all of the following and may be split between more than one person;*

- respond to requests, comments and complaints from all concerned with disability access • prepare adaptation programmes, including budgets, and monitor progress • carry out surveys, feasibility studies, drawings, specifications, contract documentations and supervise their implementation • give advice on all access design issues: transport, pavements, damaged kerbs, road crossings, highways schemes, traffic calming, parking and street furniture.*
- assist in the development of appropriate access plan policies and design guidance, primarily through implementing supplementary planning guidance • provide technical consultation and interpretation on applications that justify detailed input and provide guidance to development control officers on when to consult • be available for pre-application consultations on larger applications.*
- co-ordinate the consultation process with statutory consultees, such as English Heritage, Building Control and the Statutory Highway Authority • co-ordinate and manage the Council's training programme for new and existing officers, in particular in development control • liaise with neighbouring authorities and national bodies • establish a local access group where one does not exist, encourage and support the local access group and ensure that disabled people and other appropriate voluntary groups are effectively involved in the planning process. Servicing regular planning application consultation meetings and providing accessible transport and meeting rooms can be supportive*

2<sup>nd</sup> Floor  
Pathfinder House  
St Mary's Street  
Huntingdon  
Cambs  
PE29 3TN

*If an employee(s) is responsible for the above, please respond and clarify which responsibilities or similar responsibilities they hold.*

## **Response**

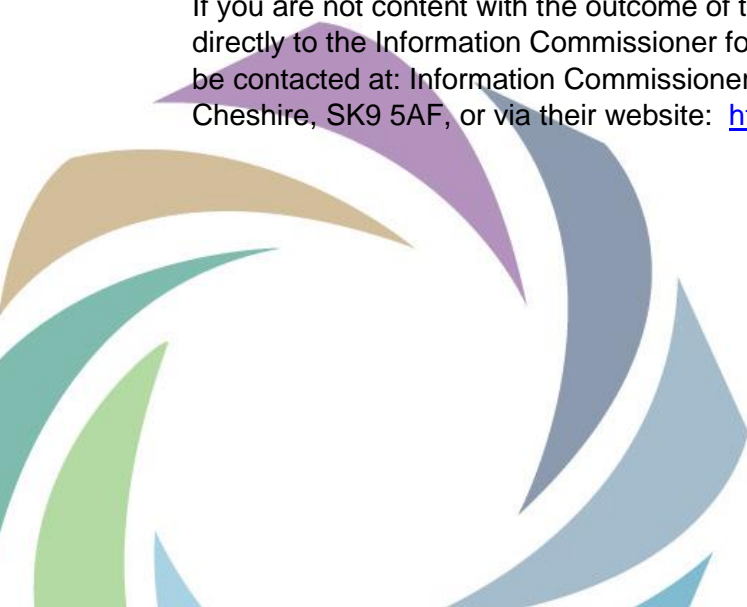
The Head of Transport at Cambridgeshire and Peterborough Combined Authority has ultimate responsibility to respond to requests, comments, and complaints from those with disability concerns. These concerns and issues are disseminated to the relevant expert within the transport team as and when they occur, depending on the nature of their request (ie scheme related, buses and/or strategy development). During the development of our portfolio of schemes, the Combined Authority ensures that wide-ranging issues are taken into account by our delivery partners especially during the design stage so that issues with transport, pavements, damaged kerbs, road crossings, highways schemes, traffic calming, parking and street furniture can be addressed in a timely manner.

As the Strategic Transport Authority, the Combined Authority are responsible for the development and implementation of the Local Transport (and Connectivity) Plan. During the development of this strategic document a number of independent assessments were undertaken, including an Equalities Impact Assessment to ensure that the subsequent programme of schemes and measures were making a positive contribution to people of Cambridgeshire and Peterborough. During the development of the LTCP we engaged thoroughly and ensured the Statutory consultees were provided with ample opportunity to respond in a timely and effective manner. In addition, significant collaboration, co-operation, and engagement occurred during the development of our overarching Plan. This work will continue with our neighbouring authorities and sub-national transport bodies to address key concerns and issues during the implementation of the Plan.

Cambridgeshire and Peterborough Combined Authority does not own any buildings. The office of Cambridgeshire and Peterborough Combined Authority is rented from Huntingdonshire District Council who will have their own Access Officers.

I hope this information is helpful but if you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review, you should write to us via our contact us email address: [democratic.services@cambridgeshirepeterborough-ca.gov.uk](mailto:democratic.services@cambridgeshirepeterborough-ca.gov.uk) or write a letter to Complaints, Cambridgeshire and Peterborough Combined Authority, 2<sup>nd</sup> Floor, Pathfinder House, St Mary's Street, Huntingdon, Cambs PE29 3TN within 40 days of the date of this e-mail.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, or via their website: <https://ico.org.uk/>



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Generally, the ICO will not undertake a review or make a decision on a request until the internal review process has been completed.

Yours sincerely



**Sue Hall**  
Data Protection Officer



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