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28 October 2009

To: Chairman – Councillor John Batchelor
Vice-Chairman – Councillor James Hockney
Members of the Scrutiny and Overview Committee – Councillors Val Barrett,
Janice Guest, Roger Hall, Liz Heazell, Mervyn Loynes, Mike Mason,
Deborah Roberts, Bridget Smith, Julia Squier and Bunty Waters

Quorum: 6

There is a pre-meeting session at 4.45pm for members of the Committee only, to plan their lines of enquiry.

Dear Councillor

You are invited to attend the next meeting of **SCRUTINY AND OVERVIEW COMMITTEE**, which will be held in the **ORCHARD PARK COMMUNITY CENTRE, STANLEY AVENUE, CAMBRIDGE** on **THURSDAY, 5 NOVEMBER 2009** at **5.30 p.m.**

Members are respectfully reminded that when substituting on committees, subcommittees, and outside or joint bodies, Democratic Services must be advised of the substitution *in advance of* the meeting. It is not possible to accept a substitute once the meeting has started. Council Standing Order 4.3 refers.

Yours faithfully
GJ HARLOCK
Chief Executive

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

AGENDA

Please note that substitute members need to notify Democratic Services before the start of the meeting of the intended substitution (see paragraph 4.3 of Council Standing Orders).

PAGES

PROCEDURAL ITEMS

- 1. Orchard Park Map**
For those persons wishing to tour the area prior to the meeting, please see attached map.
- 2. Apologies**
To receive apologies for absence from committee members.

1 - 2

3. Declarations of Interest

Please note that the Constitution requires that when considering any decision in respect of which a member of the Committee is subject to a party whip, the member must declare the existence of the whip. Under the Code of Conduct, any Councillor who has a personal or prejudicial interest should declare this at the meeting.

4. Minutes of Previous Meeting

To authorise the Chairman to sign the Minutes of the meeting held on 1 October 2009 as a correct record. The Minutes are attached to the electronic version of this agenda on the Council's website.

5. Public Questions

6. ORCHARD PARK Action Plan: Review

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Representatives from Cambridgeshire County Council will be in attendance.

To access the Scrutiny review relating to Orchard Park dated October 2008, please click onto the following link:

<http://scambbs.moderngov.co.uk/Published/C00000417/M00004037/AI00027340/AgendaItem05ReportofArburyParkTaskandFinishGroupAppendix1.pdf>

There are 2 reports and appendices included in the agenda papers relating to this item. The first one is entitled 'Progress since the Task & Finish Group Review' and the second one is a Local Member Update. Some of the appendices to the reports are in colour; these, together with the black and white ones, will be projected at the meeting.

7. Review of Medium Term Financial Strategy

Cllr Simon Edwards, Deputy Leader and Finance and Staffing Portfolio Holder and Alex Colyer, Executive Director (Corporate Services) will be in attendance at the Committee to present and answer questions on the report that was considered by the Council's Cabinet on 8 October 2009. The report and appendix can be accessed on the Council's website via the following link:

<http://213.210.33.5/ieListDocuments.aspx?CId=293&MId=4415&Ver=4>

8. New Communities Portfolio Holder Presentation

9. Monitoring the Executive

Monitors are invited to inform the Committee of any issues that may warrant further investigation, which occurred at one of the following Portfolio Holder meetings:

Portfolio	Date of meeting	Monitor
Finance & Staffing	6 October 2009	Cllr Roger Hall

		Cllr Mervyn Loynes
Housing	21 October 2009	Cllr Janice Guest Cllr Liz Heazell
Planning and New Communities	5 November 2009	Cllr Val Barrett Cllr Roger Hall

There will also be an update by Councillor Roger Hall in respect of the County Council's Health and Adult Social Care Committee meeting held on 2 November 2009.

10. Future Work Programme

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11. To Note the Dates of Future Meetings

2009: 3 December

2010: 7 January, 4 February, 4 March and 1 April

All meetings will begin at 5.30pm.

The next meeting will take place at Wisbey's Yard Sheltered Housing, Haslingfield

Exclusion of Press and Public

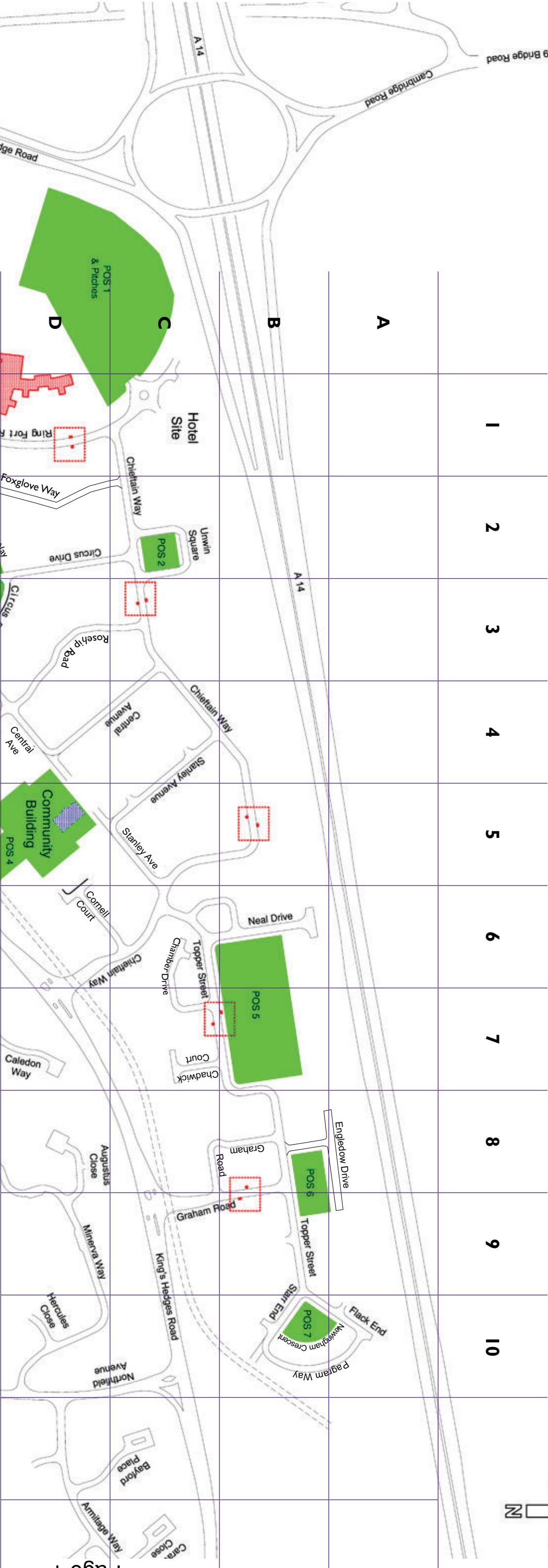
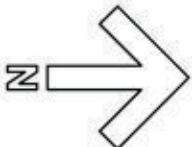
The law allows Councils to consider a limited range of issues in private session without members of the Press and public being present. Typically, such issues relate to personal details, financial and business affairs, legal privilege and so on. In every case, the public interest in excluding the Press and Public from the meeting room must outweigh the public interest in having the information disclosed to them. The following statement will be proposed, seconded and voted upon.

"I propose that the Press and public be excluded from the meeting during the consideration of the following item number(s) in accordance with Section 100(A) (4) of the Local Government Act 1972 on the grounds that, if present, there would be disclosure to them of exempt information as defined in paragraph(s) of Part 1 of Schedule 12A of the Act."

If exempt (confidential) information has been provided as part of the agenda, the Press and public will not be able to view it. There will be an explanation on the website however as to why the information is exempt.

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Orchard Park - Street Layout



- POS Public Open Space
- LAP Local Area of Play
- Locations of Bus Stops and Shelters



One Way

Orchard Park Map - Key

Buttercup Road	E2	Foxglove Way	D2
Buttercup Road	F2	Graham Road	B8
Central Avenue	C4	Iceni Way	C9
Central Avenue	D4	Iceni Way	E1
Chadwick Court	C7	Neal Drive	F1
Chamber Drive	C6	Newingham Crescent	B6
Chariot Way	E1/2	Pagran Way	A/B10
Chariot Way	F3	Ring Fort Road	A/B10
Chieftain Way	C1/2	Rosehip Road	D1
Chieftain Way	C6	Stanley Avenue	E1
Circus Drive	D2	Starr End	D3
Circus Drive	E3	Sweepsea Way	C4/5
Cornell Court	D6	Topper Street	B9/10
Engledow Drive	A8	Topper Street	E4
Flick End	A10	Unwin Square	B9
			C6
			C2

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO:	Scrutiny and Overview Committee	5 November 2009
AUTHOR/S:	Executive Director (Operational Services) / Corporate Manager New Communities	
Portfolio Holder:	Cllr David Bard – New Communities Portfolio Holder	

**ORCHARD PARK
PROGRESS SINCE TASK AND FINISH GROUP REVIEW**

Purpose

1. To inform the committee on:
 - (a) Progress at Orchard Park since the last update in April 2009
 - (b) Progress against the Task and Finish group's recommendations of October 2008

Executive Summary

2. It is now nearly two years since the Task and Finish Group began its review of Orchard Park (then Arbury Park). Since that time much has changed and many different parties have scrutinised the development to learn lessons. In developing plans for the emerging growth sites, partners have taken forward the recommendations of the Task and Finish Group. In particular the recommendations have helped in the planning for Trumpington Meadows and Clay Farm on Cambridge Southern Fringe.
3. Orchard Park has a thriving Community Council, a new community building and is gradually taking ownership of the various parcels of public open space with sports pitches and changing facilities due for completion in spring 2010. The primary school has an active PTA, well used community rooms and has just received a good OFSTED inspection. Partners have been meeting for over a year to tackle joint issues, particularly those associated with the economic slowdown. Building has recommenced and sales are increasing. Initiatives are being explored to develop some of the remaining land parcels and studies are ongoing with regard retail options in the area.
4. The Scrutiny Committee Task and Finish Group recommendations were taken forward into an action plan, which is attached at **Appendix 1**. Progress has been made and is detailed where appropriate. Where recommendations have been implemented this is shown, although the work does not stop there. The New Communities service plans to take all the recommendations along with others highlighted by the City Council, Horizons, County Council and through our own experiences into a compendium. This would serve as a checklist for all new developments, helping to implement the higher-level principles of the Cambridgeshire Quality Charter within actual delivery.

Background

5. The Scrutiny Committee appointed a Task and Finish Group to review Orchard Park (formally Arbury Park) in February 2008. Following months of interviews with

partners, stakeholders, officers and other interested parties; the group reported their findings to Scrutiny Committee in October 2008. Cabinet considered this report in November and reported back to the Scrutiny Committee in December with an action plan to address the Task and Finish Groups recommendations. An update on the action plan and other interventions at Orchard Park was presented to the Scrutiny Committee in April 2009, following which they requested a further update in six months time. A timeline is attached at **Appendix 2** to show key dates in more detail.

6. Parish boundaries meant that Impington parish became the governing body for Orchard Park during its early stages of development. From November 2008 an interim Community Council took over chaired by resident Jens Kirschner. They worked with Impington and the three local members to manage the development's affairs until 1st April 2009 when the Parish of Orchard Park was created. Election to the Community Council could not take place until the normal day of elections, which was 4th June. This gave rise to the issue of who should represent the new Parish during this time. Following guidance from the Department for Communities and Local Government, the three local members for Histon and Impington agreed to act as representatives of Orchard Park Community Council from 1st April until 8th June or thereabouts (when the new Community Council would hold its first meeting). This was not an easy period for the local members and many lessons have been learnt for the future to ensure this situation does not arise again.
7. On 4th June 2009, nine community councillors were elected without contest to the Orchard Park Community Council. At their first meeting on 10th June Cllr Dr Bard presented the new Council with a gavel to celebrate their inauguration. A chair and vice chair were also elected at this meeting. In September the Community Council appointed a new clerk to administer the Council's affairs. Lessons have been learnt from the governance process at Orchard Park and steps are being taken to ensure a smoother transfer is achieved at the other new developments.
8. The arts have played a key role in the development of the community at Orchard Park. A public art plan funded through S106 contributions, house builders, sub developers, Cambridgeshire County Council, CABE, Arts and Business, TESCO, Grants for the Arts (Arts Council England), Awards for All (Lottery) and others has resulted in a range of arts projects including site-specific public art works and socially-engaged projects. These projects along with the activities and advice offered by the community development worker who is funded by the S106 and housing association at Orchard Park have increased the level of community participation from an early stage of the development. Many residents, who engaged early on, are still actively taking part today, including a number of Community Councillors.

Orchard Park – One year on

9. The Cambridgeshire Quality Charter for Growth sets out the core principles of the level of quality to be expected in new developments in the Cambridge Sub region. SCDC along with other partners and organisations signed up to the charter to ensure a joint approach, goals and understanding was taken to delivering growth in the region. Using the charters four principles of community, connectivity, climate and character all held together by collaboration provides a good structure on which to update members of progress at Orchard Park.

Community

10. After lengthy delays and contracted negotiations the community centre was transferred to the Community Council on 28th August 2009. It is now home to the

Community Council clerk and community development worker and hosts the Community Council meetings along with other events and activities. Funding from Cambridgeshire Horizons has enabled an alarm to be fitted and other fixtures and fittings purchased. SCDC officers are now assisting in procuring a contractor to raise the height of the ceiling in the smaller community room to enable more varied activities to take place there. Installation of CCTV is also being considered.

11. With five official Council meetings held to date the Community Council are settling in to the running of their parish. Subgroups including a planning committee and a facilities committee are now operating with their own terms of reference and taking on responsibility for their areas of work. A Community newsletter is to be published shortly to help the Community Council communicate with residents on Orchard Park and provide residents with a forum to include other news. A website is also being produced to make the Council and the development more prominent.
12. SCDC is continuing to support the Community Council with a programme of training to help develop their community leadership skills. Officers have also led on events including Cambridgeshire celebrates age in October and a volunteer's fair in November. A close relationship exists with the resident community development worker (CDW) who has helped the community to set up a number of groups, organise events and activities and help bring together lots of residents on the development. Groups include Little Apples, Able to be Independent and a residents group working on neighbourhood watch, litter picking and events. The CDW is also working closely with the Community Council to produce a newsletter, raise awareness of decision-making and improve the appearance of undeveloped land with planting events.
13. A book detailing Orchard Park's journey "Home Grown: Art and the cultivation of a neighbourhood" was recently published. A copy will be delivered free to each household. This book was one of a number of commissions made by the Orchard Park Public Art Project Management Group (OPPAPMG) consisting of Gallagher Estates, the Community Council and SCDC. OPPAPMG also commissioned a neighbourhood artist who has worked closely with residents from an early stage in the development on a number of programmes including street signs, gift frames to new residents, mosaic workshops, the banana arts unit and urban beach, and the recent Crop Marks residency with seven artists (sponsored by Premier Inn).
14. The neighbourhood artist's work comes to a close in December 2009 and she is working on a continuation strategy with Park Arts Group (PAG). PAG are a group of resident volunteers who plan to manage an annual programme of community-related arts events in partnership with the Community Council and the CDW. More details can be found on <http://www.parkartsgroup.org.uk/> and <http://www.sameanddifferent.net/>. At a recent Community Council meeting, Councillors thanked the neighbourhood artist Kirsten Lavers for her help in making Orchard Park the community it is today. Kirsten presented the Community Council with framed pictures taken throughout her time on Orchard Park to hang in the Community Centre.
15. A survey in addition to the recent Place Survey was conducted over the summer with Orchard Park and Cambourne residents. The intention was to compare the views of residents living in new communities with those living in the more established south cambs villages. A separate report detailing the results and findings is being presented to the New Communities portfolio holder (PFH) on 5th November. In summary it shows that residents in the new communities do not feel they "belong" to their neighbourhoods yet, are not as satisfied with their area as a place to live and think sports and retail facilities would improve their neighbourhoods. Not surprising results

but ones, which are analysed further along with an action, plan in the PFH report.

Connectivity

16. The Citi4 bus service began servicing Orchard Park in January 2008. There have been issues with the route, which uses some of the more narrow parts of the development and also with the location of bus stops. The Community Council, school and residents have been consulted on new locations for bus stops and changes to the route by the county council. Once these have been agreed with Gallagher's changes to the route will be implemented before Christmas and the bus shelters can begin to be built. It has been noted that passenger numbers are low and stagecoach will not run the service indefinitely if this remains the case. The Community Council has plans to publicise the bus to increase its usage.
17. The Cambridge Guided Bus runs parallel with King's Hedges Road to the front of the development at Orchard Park. Construction on this phase is ongoing and due to be complete by Christmas with residents able to use the service early in 2010. Along with the good road network, cycle and footway links, Orchard Park is very well connected to Cambridge and the surrounding area. That is not to say that improvements are not needed, especially with cycling routes from Histon and Impington.
18. There continues to be an issue with parking policies and the reality of parking in a high-density development. Parking has been provided but not all residents use the designated places and street parking is prevalent. This has caused problems with the bus route and a few accidents on tight bends within the development. Until the roads are adopted there is little enforcement that can be done, however SCDC is working with partners to look at other options, which include the introduction of a car club scheme and follow up work to the personalised travel-planning project.

Climate

19. A number of small-scale environmental projects have been initiated at Orchard Park. The school has solar panels and a wind turbine, which are connected to a display board in the school showing their outputs. They provide learning opportunities for the children and were intended to help reduce energy bills, however to date this has not been the case and the County Council are reviewing their use. Air quality monitoring equipment is also located at the school to measure the outputs from the A14. It has not been in place long enough to make assumptions since levels differ throughout the year, however the air quality action plan is available on the Council's website and shows how SCDC is tackling air quality in the area.
20. BPHA's affordable housing units on parcel F were installed with ground source heat pumps and solar panels are fitted on those at parcel B2. Usage and effectiveness is being monitored by BPHA but no results were available at the time of preparing this report. The community centre "green roof" was partly funded through the S106 innovation fund and is an additional sustainable element, which adds a new dimension to the development.
21. The land at the far East of Orchard Park (K1) shown by black stripes on **Appendix 3** is owned by Cambridge City Council. This land along with L2 opposite it, are currently being reviewed by consultant Stephen Hill of Future Planners for potential self-commissioned homes. Stephen was commissioned by SCDC and has been working with landowners, City and SCDC officers, the Community Council and interested partners/architects to review the viability of such homes in Cambridge. A workshop to

showcase some ideas is planned for 4th November after which Stephen will soft market the proposals and report back to SCDC in December with his findings. It is hoped this research can be taken forward for the other growth sites in Cambridgeshire to increase the number of sustainable innovative homes.

Character

22. As at 3rd September there were 517 homes occupied on the development (264 market and 253 affordable). All the affordable housing agreed under the outline planning consent had been built and a new site of 32 shared ownership homes was under construction on land opposite the community centre. The map at Appendix 3 shows the detail of what is built and what is planned along with land ownership details. **Appendix 4** highlights built and ongoing development to date.
23. Planning permission was granted for the local centre (blue striped land surrounding POS2 on Appendix 3) in August 2009 and a planning application has been received for the commercial area (green striped land adjacent the A14). This application is due to go to Planning Committee in December 2009.
24. The first area of public open space (POS5), which comprises a children's play area, was transferred to the community council in October 2009. Other play/seating areas including POS3, POS4, POS6 and POS 7 are currently under 12 months maintenance from the developer and planned to transfer summer 2010. POS1 which includes the changing facilities, tennis courts, sports pitches and play area are currently under construction and due to be complete in March 2010. The only outstanding area of public open space is POS2, which is planned along with the local centre.
25. As part of the housing shortfall allocation, Orchard Park has been allocated 220 extra homes on three parcels of land. These are identified on the map at Appendix 3 by the red striped land on the corner (Gallagher owned) and two orange hatched areas of land adjacent the A14 to the east end of the site (L2 and commercial, Unex owned). Discussions continue with the landowners but no planning applications have been received to date.
26. A retail study is currently taking place, reviewing the whole North West quadrant of Cambridge to assess the viability and need of retail in this area. When concluded it will give clarity to landowners at Orchard Park and North West Cambridge in relation to options for their land.

Action Plan

27. The action plan at Appendix 1 shows the recommendations made by the Task and Finish Group in November 2008. It then shows the progress that has been made against these recommendations to date. So far 32 of the recommendations have been implemented with just 12 requiring further attention.
28. The Scrutiny recommendations and other lessons learnt will all be taken forward by the New Communities Service to be included in a "New Communities Compendium" developed with partners to ensure a collaborative approach is taken to delivering new communities within the principles of the quality charter. This will ensure that even those recommendations that have been implemented (as shown on the action plan at Appendix 1) will not be forgotten, they will be implemented within the future growth sites planned for the Cambridge area.

Implications

29. The Council's financial situation will have implications for the action plan and how officers take forward recommendations at future growth sites. The New Communities service will continue to work with new communities prioritising resources to the most fundamental issues.

30. Financial	It is hoped the cost of producing a "New Communities Compendium" can be met from existing resources and/or funding from other partners. Prioritisation of actions will be key given the current economic climate.
Legal	Legal resources to help negotiate and develop S106 packages are key to delivering a number of the recommendations and on going best practice.
Staffing	Considerable resources have been put into taking forward the recommendations from the Task and Finish group across authorities. Partnership working is key to achieving the desired outcomes within the resources available.
Risk Management	The action plan serves as a reminder to other developments of the risks involved in designing and building new communities. We will continue to monitor these through the risk assessments developed for each growth site and the corporate risk registers for the Council and Cambridgeshire Horizons.
Equal Opportunities	The council is committed to providing a fair and equitable service to all its residents and learning the lessons from developments such as Orchard Park helps to achieve this aim.

Consultations

31. Considerable consultation has taken place in the development of this report. A questionnaire was sent to the following partners/stakeholders:
- a. Orchard Park Community Council
 - b. Gallagher's
 - c. Impington Parish Council
 - d. Local Members
 - e. City Council
 - f. County Council
 - g. Persimmon homes
 - h. Martin Grant homes
 - i. Taylor Wimpy
 - j. BPHA
 - k. Places for People
 - l. Unex
 - m. Cambridgeshire Horizons
 - n. Homes and Communities Agency
32. The questionnaire sought to gather views on what had worked well/not so well at Orchard Park; what improvements could be made; what lessons needed to be learnt and any other comments. A summary of responses can be seen at **Appendix 5**.

Effect on Strategic Aims

33.	Being a listening Council, providing first class services to all
	Developing a compendium showing how new communities will be delivered into the future will instil confidence that lessons are being learnt and best practice is being taken forward to ensure these communities are the best they can be.
	Ensuring that South Cambridgeshire continues to be a safe and healthy place
	Working with partners including the PCT and Police in delivering the recommendations of the Task and Finish Group will ensure new developments are safe and healthy places to live.
	Making South Cambridgeshire a place in which residents can feel proud to live
	The compendium will ensure the needs of any new community are met and will support other services to deliver growth and serve a growing population. It will promote the cultural, economic and environmental sustainability of communities across the district.
	Assisting provision for local jobs
	The Economic strategy will identify how local jobs can be incorporated into new communities and the types of businesses that will be attracted to these developments.
	Providing a voice for rural life
	It is important that communities feel engaged. The Community Engagement Strategy, which has been developed in part, out of the Task and Finish Groups recommendations, will ensure residents are well informed and able to communicate effectively with the council.

Options

34. The Committee is asked to:
- Note the progress at Orchard Park,
 - Agree that the recommendations from the Task and Finish Group have been or have robust plans to be implemented, and
 - Note the production of a “New Communities Compendium” containing all the lessons learnt and recommendations from cross-district reviews to assist SCDC and partners in delivering the growth agenda.

Background Papers: the following background papers were used in the preparation of this report:

- Response to Arbury Park Task and Finish Group Report – 4th December 2008
- Arbury Park Action Plan – 4th December 2008
- Arbury Park (Orchard Park) Lessons Learnt – Report to South Cambridgeshire In Your Patch Meeting – 10th December 2008
- Review of Arbury Park Development – Report to Environment Scrutiny Committee, Cambridge City Council – 13th January 2009.
- Review of the Orchard Park development and lessons to be learnt for future major developments - Report to Environment Scrutiny Committee, Cambridge City Council – 23rd June 2009.

Contact Officer: Kirsty Human – Corporate Projects Officer
Telephone: (01954) 713297

Contact Member: Cllr Dr David Bard

Portfolio Holder: Cllr Dr David Bard – New Communities Portfolio Holder

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Orchard Park Action Plan – November 2009

Recommendations as agreed by Scrutiny Committee in December 2008. Additional columns reflect current position and status of completion.

	Scrutiny Recommendation	Progress to date	Completion/ Target dates April 09	Completion/ Target dates Nov 09
1	Design Guide			
1a	The master developer or the council should produce a Design Guide, before the first planning applications are made; this should be formally adopted and then enforced when evaluating applications	The joint urban design team are taking forward the design guide and codes for the growth sites in partnership with the New Communities Team. The design guide for Trumpington Meadows will be adopted early in 2010 and will include details on phasing, materials, design and layout etc... Arrangements are being made for Members to receive guidance/training on what design codes mean and how they work.	Dec 08	Implemented
1b	The Design Guide should set out an agreed programme for phasing the development, aiming for whole sections to be completed before moving to the next phase.		March 09	Implemented
1c	The Design Guide should spell out the approach to crime and safety design issues, encouraging joint working with police and the council's arts, sports and community development teams.		Dec 09	Implemented
1d	The County and District councils should specify road and footpath materials that are attractive as well as durable and fit for purpose. Planning permission should require the developer to provide and maintain paths and roads to an adoptable standard where houses are occupied.	The County and District Councils are all working in accordance with the jointly produced "Cambridgeshire Design Guide" to ensure road and footpath materials are consistent throughout the county. SCDC and County are working together to speed up adoption times whilst requiring the developer to compete surfaces outside occupied homes. This is working in Orchard Park with special arrangements being put in place for less mobile residents to aid movement around the development.	Jan 09	Implemented
1e	Design aspects not covered in the main Design Guide should be the subject of subsequent design codes.	Design codes are being produced for all the growth sites. Those for Trumpington Meadows will be approved by the JDCC early in 2010.	Dec 08	Implemented
1f	The Council should develop and use a scoring system such as at Huntingdonshire District Council, to assess large developments and inform the district-wide Design Guide	The "Building for life" checklist has been implemented for all major developments with an assessor appointed to take forward training with other staff on its requirements.	Oct 09	Implemented
2	Urban Design & Enforcement			
2a	Urban design expertise should be retained and used throughout the pre-planning, planning and construction	Joint Urban Design team in place from January 2009 now helping to take forward the major growth sites.	Jan 09	Implemented

	stages at Arbury Park and future large developments			
2b	The urban designer and planning enforcement officer should closely monitor the development at every stage, as resources allow.	SCDC does not have resources for monitoring developments. Trumpington Meadows is the first growth site to secure monies through the S106 to fund monitoring of the development. It is hoped this will be replicated on the other sites as they come forward.	Oct 09	Implemented
3	Standard of Planning Applications			
3a	SCDC should develop a stronger reputation via pre-application meetings that if proposals are not acceptable they will be refused without negotiation.	A Pre-Application advice protocol has been developed and is being publicised through the Agents Forum and via the Council's website.	Feb 09	Implemented
4	S106 Agreement			
4a	S106 officers should provide a communication hub and actively ensure that work progresses in all aspects and in compliance with agreed trigger points.	New post of S106 Implementation officer recruited to monitor S106 triggers and payments, act as central point of information for S106 issues and compliance.	Jan 09	Implemented
4b	The counting of occupations should be done (at least monthly) by only one party – preferably the planning authority, to avoid duplication – and then shared with parish, city, district and county council colleagues.	S106 Implementation officer monitors occupations and shares information with relevant council services to avoid duplication of effort.	Dec 08	Implemented
4c	S106 negotiations should invite timely input from all local stakeholders, whilst retaining probity and confidentiality of negotiations.	New post of S106 officer recruited to work with the Parishes and other stakeholders to ensure requirements/obligations are fed into S106 agreements. Working on many agreements across the district not just the growth sites e.g. Gamlingay, Thriplow and Waterbeach.	Dec 08	Implemented
5	Phased Construction			
5a	Large developments should be built according to a phasing plan, starting at one or two points, as appropriate for the size of development, then building outwards. The aim should be for residential streets and areas to be completed in phases so that new residents suffer minimum disturbance by ongoing building works. However, it should also be noted that phasing could have the effect of slowing down the rate at which affordable homes are built.	A phasing plan will be approved for the Trumpington Meadows development by the Joint Development Control Committee (JDCC). It will ensure development starts at the northern end of the site adjacent the existing community of Trumpington and then works South towards the M11. This should minimise the impact on new residents as the building moves southward completing infrastructure and planting as it goes. Discussions are ongoing with regard phasing of the other growth sites but it is hoped Trumpington will set the standard.	April 09	Implemented

5b	Commercial and community facilities should be included in the first phase, with an information centre and community development officer being on-site as soon as properties are occupied, perhaps initially located in a dual-use community house.	Resources have been secured via the S106 for Trumpington Meadows for community development workers. Community facilities are being planned in conjunction with the primary school and will be in place on occupation of the 100 th resident. Plans for interim arrangements are currently being discussed with the City Council and Cambridge Partnerships Ltd (CPL).	May 09	Implemented
		Consultation is taking place with businesses in South Cambs to help us understand the requirements for commercial land and space. It is hoped this will result in commercial land being developed earlier within the new developments.	As sites develop	Jan 10
5c	These should be funded and put in place at the earliest stage and then reimbursed via the S106 agreement.	Discussions ongoing with City and CPL to provide interim facilities from day one ahead of the purpose built facility.	As sites develop	March 10
6	Community Development			
6a	A community development plan should be produced in consultation with stakeholders, at a very early stage for each new development. It should be clear who has responsibility for delivery, monitoring and regular updating of the plan.	The City in consultation with SCDC is preparing a joint Community Development plan for the Trumpington Meadows development. It will be agreed in place ahead of the first residents to ensure roles and responsibilities are understood and taken forward.	Oct 09	Autumn 2010
6b	The work of arms-length community development staff should be agreed and managed via a partnership agreement. This should be reviewed quarterly as the number of residents grows.	Discussions are ongoing on joint arrangements with the City Council. Further review may take place with the Trumpington Meadows Community working group.	June 09	Ongoing
6c	An early priority should be to arrange regular and varied community activities, bringing residents together in small and larger numbers until networks develop and become self-sustaining	All activities and work with the community will be outlined in the community development plan. Residents will review the plan when appropriate to ensure it is up to date. A review of the existing CD plan is currently underway at Cambourne.	Dec 08	Autumn 2010
6d	Another key service is the initial 'Information Pack', which should be supplied to new residents on moving in; inclusion of a current map should be a priority. A fuller 'Welcome Pack' should be supplied, preferably in person, within three weeks. These packs should provide information that is: timely*, concise, self-explanatory, accurate; and signposting any further sources of help. *For example information about local surgeries may be needed on day one.	Welcome and information packs are in place at Cambourne and Orchard Park. They have already been revised once since their roll out and continue to have their information reviewed. Surveys sent out with them indicate that they are well received and contain all the information residents require. The template for these packs will now be discussed with partners for use at the other growth sites as they come forward.	Dec 08	Implemented
6e	All the information should also be available electronically	Packs are available on the Council's website.	March 09	Implemented

7	Environmental Health			
7a	Landscaping features, such as earth mounds, should be used where possible as a noise barrier; this eliminates the uncertainty about the location, timing and nature of buildings used as a barrier	At Trumpington Meadows an earth bund is proposed alongside the M11. Some earth has already been deposited here from the River Cam Enhancement Project, with additional earth from the construction of the balancing ponds to also be deposited here. Further noise surveys will take place when applications are received for houses on the southern boundary to check the effectiveness of the bund. Work is ongoing between HA and SCDC with regard the design of a new fence alongside the A14 at Orchard Park.	As sites develop	Implemented
7b	Noise readings should be taken before and after a barrier is erected, and on both sides of the road. Any expert hired by the council to verify the findings should be independent of the developer.	Noise surveys have taken place at Orchard Park with further surveys planned to link in with the A14 improvements.	Oct 09	July 2010
7c	The Highways Agency and developer should communicate and consult fully with the parish and district councils regarding any proposals to alter major roads adjacent to new developments.	Consultation on A14 draft orders is currently taking place. Orchard Park Community Council have copies of the consultation documents and will be responding to the Highways Agency.	Jan 09	Jan 2010
8	Governance			
8a	The Council should explore every means of securing funding for parish councils to protect them from the financial impact of supporting large new developments. Existing parish residents must not suffer long-term costs because large-scale development has chanced to fall within their boundary.	The Councils S106 officer is working with Parish Councils to explore alternative funding. Cambridgeshire Horizons have put forward funding to Haslingfield PC for their role in Trumpington Meadows and this funding is available for other Parishes assisting with growth in the areas/on borders.	Jan 09	Implemented
8b	Governance arrangements for new developments should be settled as early as possible to enable early community facilities to be properly managed and to provide existing and new residents with a sense of a community identity.	Informal discussions have taken place with residents at Northstowe over a boundary review based on the current planning application. Discussions will become more formal when the planning application is further advanced. Lessons have been learnt from governance at Orchard Park and steps are being taken to avoid this in the future.	March 09	Implemented
9	Delays in Moving in			
9a	The S106 agreement should agree a process for accurately setting out building locations.	This is currently being discussed with City and County colleagues in relation to enforcement and monitoring arrangements for Trumpington Meadows.	Oct 09	Implemented
9b	The Cambridgeshire Bus Team and other County Council colleagues should work closely with the planning authority	Lesson learnt and officers now working with the CGB team and Gallagher's to ensure the guided bus	Dec 08	Implemented

	to ensure the location of boundaries are agreed and observed.	boundaries are finished off in accordance with the plans.		
10	Need a single point of Contact, Communication & Control			
10a	The council and the master developer should ensure that a mechanism is established from the outset to provide a regular forum for all stakeholders to raise and resolve concerns.	The Community Engagement Strategy will detail how and what forums may be established. Other groups such as the Trumpington Meadows Community working group will inform this.	March 09	March 2010
10b	This forum could be led by a local Member who would be regarded as the champion for the new development, ensuring that cooperation and communication between all stakeholders was maintained. Such member champions should be considered for all new developments.	This issue is to be taken forward with partners/stakeholders in discussions over engagement on growth sites.	May 09	Ongoing
11	Affordable Housing			
11a	Future developments should emulate the practice used at Arbury Park of involving a consortium of RSLs in planning and negotiations from the outset.	Cambridgeshire Partnerships Limited (CPL) is the current affordable housing provider delivering 3300 homes across the growth sites. This is an innovative consortium partnership. The process of selecting a future provider is under discussion with the joint strategic housing board.	Dec 08	Implemented
12	Building Site Environment			
12a	The Council should negotiate via the S106 process that developers will register the site(s) on a considerate constructors scheme.	This is being dealt with by planning condition on Trumpington Meadows.	March 09	Implemented
12b	The master developer, or consortium should appoint an officer to monitor and oversee the development and be a point of contact for the consortium.	Funds have been secured within the S106 for enforcement and monitoring. A joint protocol to agree how and what the approach will be taken is currently being discussed between city, SCDC and county.	As sites develop	Implemented
12c	Officers should explore means of ensuring that street trees are planted at an early stage, rather than at the end of the development.	Each reserved matters application for Trumpington Meadows will detail the timing of street tree planting.	March 09	Implemented
13	Maps and Road Signs			
13a	The successful road-naming process at Arbury Park should be used at future developments.	A joint protocol with the City is being developed for Trumpington Meadows.	Dec 08	March 2010
13b	Officers should urgently explore methods for ensuring that road nameplates and current road maps are available for the first residents of a new development. These may include contractually requiring the master developer to <ul style="list-style-type: none"> provide road nameplates and locate them as guided by the County's Highways service provide simple, timely street maps 	Officers are working on a joint protocol with the City for street naming and this may include a side agreement with developers to agree street nameplate responsibilities. Primarily it is a district council function and it has not been possible to include funding with S106 agreements.	As sites develop	March 2010

	<ul style="list-style-type: none"> • deposit electronic plans with Section 38 agreements 			
14	Primary School			
14a	When a school is built to serve a large housing development it should be located at the centre of the site with safe walking access from all directions and adequate road crossings.	The County Council seeks to site all new schools within major new development at locations central to its catchment area and with good pedestrian and cycle access from all directions. This approach is being pursued for all the growth areas.	Jan 09	Implemented
14b	A phasing plan for the development should provide for the school to be fully ready for use as soon as the first residents move in.	The primary school at Trumpington Meadows is planned to open in September 2012 when the trigger of 100 occupations will be met. Until then places are available within local schools. The trigger of 100 occupations has been negotiated with developers in the S106 and meets county timescales and the developer's viability.	Dec 08	Implemented
14c	Planning considerations for a school should ensure an optimum physical size that meets statutory access requirements and yet will not overburden the school budget. The building design should also fit the architectural context of the location. The outdoor space should provide a stimulating environment for playing and learning out of doors.	A design protocol has been developed in partnership with County, City and SCDC. The primary school at Trumpington Meadows will be designed in partnership with the temporary governing body and other stakeholders to ensure it meets the requirements of all involved. An access agreement for the community spaces at the school is currently being discussed.	March 09	Implemented
14d	The County Council should limit initial reception class intake to new schools and phase increases in admissions in line with forecast in-catchment pupil numbers. This would ensure that new schools grow at the same rate as the development and can accommodate all in-catchment pupils as they arrive. This would aid community cohesion.	The County Council could limit initial reception class intake to new schools and phase increases in admission in line with forecast in-catchment pupil data to ensure that new schools grow at the same rate as the development. However, it is not possible to limit children from outside the development attending the school if there are places available.	Dec 08	Implemented
15	Health Facilities			
15a	The PCT (NHS) should work with relevant surgeries to communicate with incoming residents as soon as a large development begins. Relevant surgeries may not be the nearest, but one more easily reached by public transport.	Working with the NHS and other health providers to agree surgery provision on the growth sites. Locations of surgeries and other facilities are included in welcome packs.	As sites develop	Implemented
16	Utilities			
16a	Utilities providers should be fully consulted at regional spatial strategy planning stage; not just regarding costs but also feasibility and timescales.	Discussions have taken place with colleagues at regional level on this suggestion but this is not something SCDC has control over.	As sites develop	Implemented
17	Foul and Surface Water Drainage			

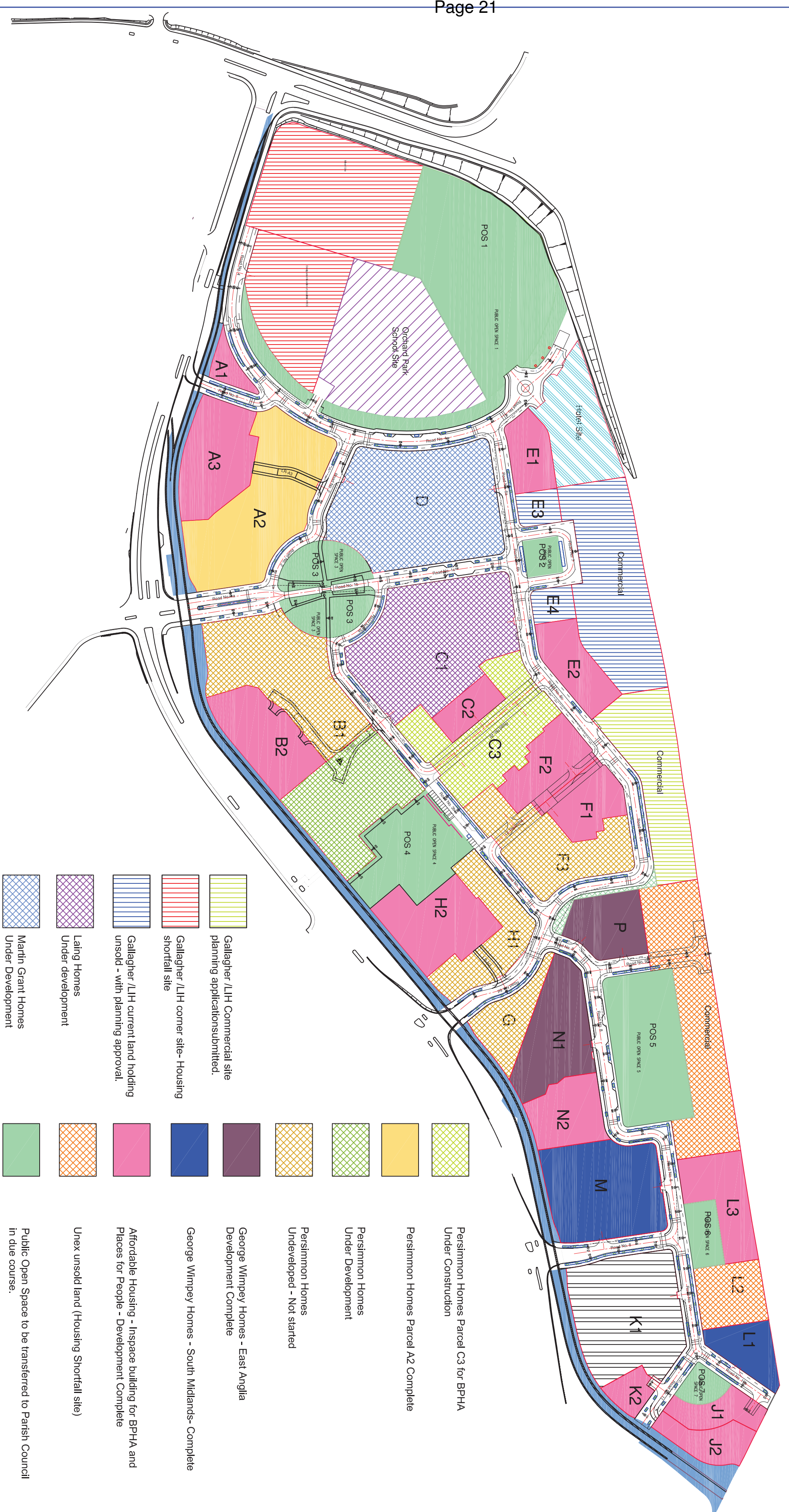
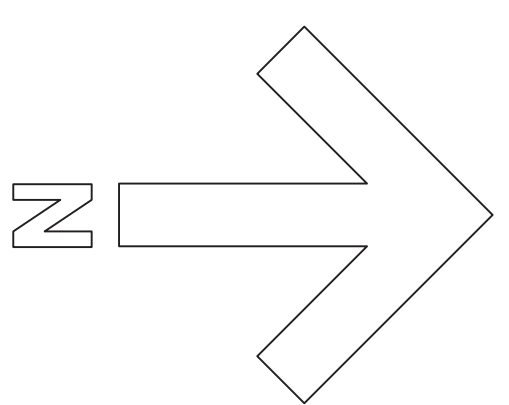
17a	<p>The District Council's on site planning monitoring officers should alert Anglian Water at an early stage, of any concerns they notice regarding construction of foul and surface water drainage systems*. This would reduce the delay in their adoption later in the process.</p> <p>*It must be clear that Anglian Water retains responsibility for monitoring and adoption.</p>	<p>Within limited resources SCDC officers will advise Anglian Water of any concerns they have in relation to the construction of foul and surface water drainage systems. We cannot monitor the works on behalf of the water authority since this is out of our remit, experience and resources.</p>	As sites develop	Ongoing
17b	<p>Where drainage adoption is delayed, the Council should keep residents informed as to who is responsible for dealing with any concerns.</p>	<p>Information on who to contact for water emergencies is included in the welcome packs delivered to residents.</p>	March 09	Implemented

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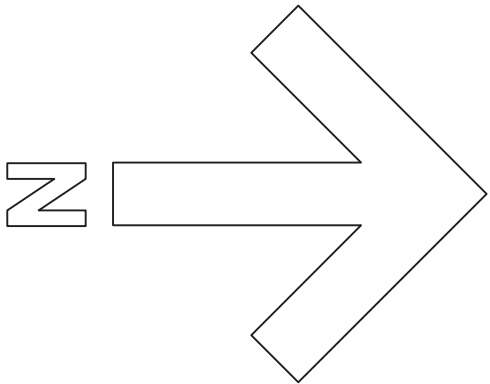
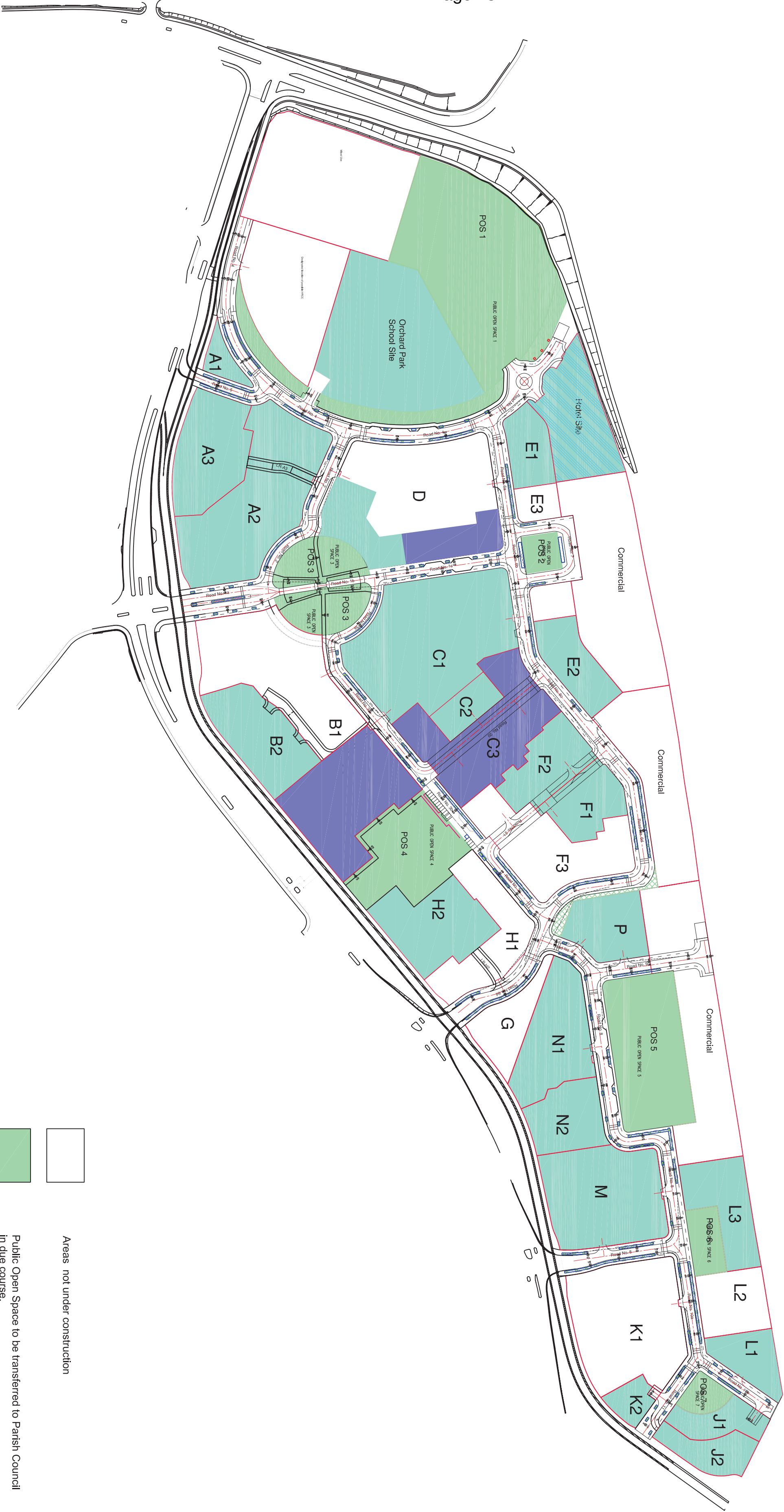
Orchard Park Timeline

June 2005	Outline Planning Permission granted for Arbury Camp
December 2006	First houses occupied
May 2007	50 occupations
July 2007	100 occupations
September 2007	Orchard Park Primary School opened
November 2007	150 occupations
December 2007	POS5 (children's play area) open to the public
January 2008	200 occupations
February 2008	SCDC Scrutiny Committee appoints Task and Finish Group to review Arbury Park
April 2008	250 occupations
May 2008	300 occupations
September 2008	350 occupations
October 2008	Task and Finish Group present findings to Scrutiny Committee on Orchard Park
November 2008	400 occupations
November 2008	SCDC Cabinet consideration of Task and Finish Groups report
December 2008	SCDC Cabinet presents Action plan to Scrutiny Committee to address the recommendations of the Task and Finish Group
January 2009	Start of Citi 4 bus service through the development
March 2009	450 occupations
April 2009	New parish of Orchard Park created
April 2009	Progress report to Scrutiny Committee from the New Communities PFH
April 2009	Premier Inn hotel opened
April 2009	POS six and seven open to the public (Grass and paved seating areas)
May 2009	POS three (landscaped area around the circus) and four (sensory garden and children's play area at the community centre) open to the public
June 2009	Orchard Park Community Council inaugural meeting
June 2009	Work began on POS1 (sports pitches/MUGA)
July 2009	500 occupations
August 2009	Community Centre transferred to the Community Council
September 2009	Work started on artist designed local areas of play (LAPs) at A2, C1 and M
October 2009	POS5 (Children's play area) transferred to the Community Council
November 2009	Scrutiny update on Orchard Park from the New Communities PFH

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NO	DATE	DESCRIPTION
1	10/10/09	Initial Plan
2	10/10/09	Revised Plan
3	10/10/09	Final Plan

Orchard Park, Cambridge
Plan of Parcel Developers
Current Build Status @
October 2009.

SCALE: 1:1250 @ A4	DATE: May 2006	DRAWN: E.A.R.
DRAWING NO: 8508/337	REVISION: 1	

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Partners Responses to Orchard Park Questionnaire

	Question	Response/Comment	SCDC Action to take forward
Q1	What has worked well in Orchard Park?	C1. I really like the community feel and the camaraderie that I feel here. The School and Hotel are a success also. (Community Councillor)	A1 - 4. Details of facilities, timeline and supporting comments will be added to SCDC website including any promotional/factual information produced by SCDC/partners about Orchard Park.
		C2. We are still finding ourselves as a community but there are some real positive achievements like our school and the community centre but what is working the best has to be the groups that have formed out of residents coming together. This is what will define the community at the end of the day. (Community Councillor)	
		C3. Some of the house builders have produced very attractive developments. The public open space has been well designed and laid out. (Developer)	
		C4. The Circus – a lovely open space at the centre of the development that allows townhouses to be built without reducing the light and airy feel of the development. The large POS – With basketball hoop, and play equipment for all ages, as well as an informal green open space. It seems to be well used and forms a focal point for the community. Mixture of designs – Each element of the development has its own character. Flexibility – During the downturn there was sufficient flexibility to welcome more affordable housing onsite. Engaging the community once problems started to arise, and tackling the issues they raised. (Cambridgeshire Horizons)	A4. SCDC will continue to work closely with partners and communities on all growth sites, and is currently developing a joint engagement strategy with our partners.
		C5. Some very good design and layouts, eg, Martin Grant Homes at the Circus, Courtyards etc. Good play areas/open space, School. (Local authority)	A5. Best practice designs will be taken forward in design guides for future developments.
Q2	What has not worked so well in Orchard Park?	C1. The building! It seems to be fractured and no site gels with another. The play areas and local amenities are very slow in coming, which is inexcusable. Parking is also difficult; I don't	A1. This lesson has been learnt, for example, a phasing plan for Trumpington Meadows will be agreed before any development commences. It will ensure development starts at

		<p>think anyone was realistic when the amount of cars for the development was considered. The last thing that annoys me is the quality of the planting around the area, many of the plants are dead/dying and paved areas are full of weeds giving a scruffy impression to visitors. (Community Councillor)</p>	<p>the northern end of the site adjacent the existing community of Trumpington and then works South towards the M11. This should minimise the impact on new residents as the building moves southward completing infrastructure and planting as it goes. Parking is being addressed through a personalised travel planning project, car clubs and the use of the guided bus once opened.</p> <p>In this current planting season, street trees are being replaced where necessary and maintenance carried out.</p>
		<p>C2. In completed streets, paving and above all that we do not have our shopping centre yet this is one of the most asked about issues in Orchard Park and must be resolved soon. (Community Councillor)</p>	<p>A2. SCDC and County are working together to speed up adoption times whilst requiring the developer to compete surfaces outside occupied homes. This is working in Orchard Park with special arrangements being put in place for less mobile residents to aid movement around the development. The provision of shops is market led but SCDC continues to work with Gallagher's and has recently granted detailed planning permission for the local centre.</p>
		<p>C3. The design guide is poor. It is overly prescriptive yet based on a very basic and poorly thought through sketch design. The phasing has not worked well which left some new occupants in the middle of sites, which would not be built out for perhaps several years. The Council were greedy in their section 106 demands which put pressure on the viability of the development and which was partly a cause of the site grinding to a halt. The Council did not properly engage with all of the landowners but tried to impose what they had agreed with Gallagher on the others. The Council were too concerned to meet all of the demands and threats of the RSLs to the detriment of the project as a whole. The design review panel was a waste of time because it did not adopt a consistent approach; some schemes appeared in front of it 3 times whilst other schemes were refused a second presentation; it seemed</p>	<p>A3. With the appointment of a joint urban design team, greater consideration is being given to the timing and content of design guides and codes and will provide consistent advice on schemes. All landowners signed the S106 agreement for Orchard Park.</p>

		to depend on whether the scheme was on Gallagher's part of the site. Too much time was wasted in disagreements between South Cambs and the County Council. There were too many people to deal with all of whom had differing opinions; planning officers, officers with responsibility for particular aspects, the county council, the parish council, the design review panel, the council members etc. The Councils should co-ordinate themselves better so that the process is more streamlined and consistent. (Developer)	
		C4. Phasing – Issues relating to the phasing of the development have been exasperated by the economic downturn. Commercial land – A large patch of the development, which still stands empty. Additional community facilities – have taken some time to bring on-line, in particular the tennis courts etc... which are yet to be developed at the rear of Orchard Park. (Cambridgeshire Horizons)	A4. SCDC is working on bringing undeveloped land forward using innovative approaches where possible and encouraging developers to apply for other sources of funding e.g. Kick-start Two. Work commenced in June 2009 on POS1, which includes tennis courts, pitches a play area and skate park. It is due to be complete in March 2010.
		C5. "Pepperpotting" of social housing to my mind has not happened with large chunks of social housing not really integrated either physically by appearance. Phasing plan. To my mind, this needs to apply to the whole scheme and not be skewed because affordable housing money is available. The community implications apply just as much to RSL tenants as private occupants through not having facilities available. Better phasing would have meant complete phases completed/adopted etc without the fragmentation there currently is. Handover of community facilities. There needs to be a clearly agreed and signed off specification for such facilities at the start and once completed to that specification, they are handed over. The fact that they do not meet what people expected is irrelevant - the time to get things right is the start, not the end. (Local authority)	A5. Affordable housing clusters were agreed for Orchard park. Unfortunately the market housing has not been developed as quickly as planned so there does appear to be a lack of integration at this point. Phasing plans for Trumpington Meadows will be agreed before any development commences. It will ensure development starts at the northern end of the site adjacent the existing community of Trumpington and then works South towards the M11. The addition of a community technical officer shared with the city council is facilitating better building specifications for all community buildings.

Q3.	What Improvements would you like to see in Orchard Park and how/who do you see leading on these?	C1. We, the Community Council, are trying to work to sort these problems, amongst others. (Community Councillor)	A1. SCDC is committed to working with the Community Council attending meetings and continuing to chair the Orchard park Liaison Group.
		C2. Litter on the streets and where they are building to be kept tidy at all times with single access to the sites. Even though the roads have not been adopted as residents that pay council tax this should be something that between the developers and SCDC is resolved soon. (Community Councillor)	A2. SCDC are working with the Community Development Worker to fund litter-picking equipment for the community. SCDC and County are working together to speed up road adoption times whilst requiring the developer to compete surfaces outside occupied homes.
		C3. The local centre needs to come forward soon so that the residents have some facilities available in close proximity to where they live. (Developer)	A3. The provision of shops is market led but SCDC continues to work with Gallagher's and has recently granted detailed planning permission for the local centre.
		C4. Continued research into uses of K1 and the wider retail strategy, to allow the progression of a local centre and other innovative development work. (Cambridgeshire Horizons)	A4. SCDC and partners are working on bringing undeveloped land forward using innovative approaches where possible and encouraging developers to apply for other sources of funding e.g. Kick-start two.
		C5. Just get the remaining sites developed out, roads adopted etc. Commercial facilities need to be available as soon as possible so that yet more building work doesn't start just as the residential work is all concluded. This will be market led so difficult to achieve. (Local authority)	A5. SCDC and partners are working on bringing undeveloped land forward using innovative approaches where possible and encouraging developers to apply for other sources of funding e.g. Kick-start two. A planning application for the commercial centre is being considered in December 2009 by SCDC planning committee.
Q4.	What steps could we take to ensure lessons are learned for the developments still to come in the district?	C1. Many, but the most important lesson is to keep the developers moving and working but not to have too many projects on the go at once. It would have been nice to have some completely finished areas of refuge on the Park. I don't think enough onus was placed on the importance of a local shop or pub, which is surprising since this was one of the main complaints in Cambourne. (Community Councillor)	A1. This lesson has been learnt, for example, a phasing plan for Trumpington Meadows will be agreed before any development commences. It will ensure development starts at the northern end of the site adjacent the existing community of Trumpington and then works South towards the M11. This should minimise the impact on new residents as the building moves southward completing infrastructure and planting as it goes.
		C2. This can only really be said when Orchard Park is totally finished. (Community Councillor)	A2. No comment.
		C3. Do not pretend that planners or planning consultants or	A3. With the appointment of a joint urban design team, greater

		<p>fashionable “community involvement” architects are able to produce a prescriptive design guide which, if rigorously enforced, will produce a good design. Learn from the things which are poor and produce a far shorter design guide which only deals with land uses, density ranges and height / massing ranges and which then lists out things which are not permitted. It is easier to list, for example, no external services on buildings, no satellite dishes etc and any other aspects, which have been found to be unacceptable than to try to design a quality scheme. Leave it to the individual scheme architects to produce the high quality design; they will be able to do a far better job if they are not constrained by a facile design guide, which is rigidly applied by the Council. Adopt a phasing plan which will not leave people living in the middle of a building site for years if market conditions change. Be more realistic about scheme viability and do not place unreasonable section 106 demands on developments. Developers would be able to fund the early on site provision of community facilities if the council did not take up front section 106 money which is not even intended to be spent on infrastructure for the specific development. The Council should prioritise the section 106 payments so that the early payments relate to on site facilities and off site payments are later in the overall development. (Developer)</p>	<p>consideration is being given to the timing and content of design guides and codes and will provide consistent advice on schemes. Scheme viability is being more closely scrutinised; early community provision will continue to be a priority and S106 agreements will be monitored closely.</p>
		<p>C4. I think the most important step to take is to look at the processes that have been used, and replicate those that have worked well (such as the engagement with residents to address their concerns) in future developments. Scrutiny reports appear to have been of great use to capture lessons, but it could be even more positive to formulate them together. Partnership working remains key. (Cambridgeshire Horizons)</p>	<p>A4. SCDC is looking to develop the Quality charter principles in to a “New Communities Compendium (toolkit)” which will assist partners in delivering all aspects of new communities.</p>
		<p>C5. No comment.</p>	<p>A5. No comment.</p>

Q5	Do you have any other comments to make regarding Orchard Park?	1. Love living here and hate any negative press, I am very excited to see how things pan out in the coming months. (Community Councillor)	A1. SCDC and partners have a media plan in place which aims to combat negative press and publicise the positive aspects and activities at Orchard Park.
		2. In short Orchard park is a community in progress and as this we must expect that we will still make mistakes but that we do have a wonderful community and together we can make it a place where people want to live. (Community Councillor)	
		3. A survey carried out by Barton Willmore in the lead up to the Barratt appeal found that a large percentage of the residents park on the roads rather than in their designated parking bays. It seemed to be because the parking bays were not conveniently placed. (Developer)	A3. Design guidance for future developments will look to ensure the most appropriate parking arrangements are put in place. More work is planned on the personalised travel planning to make residents more aware of other forms of transport.
		4. It is good to see that (on the whole) Orchard Park is being reflected in a more positive light in the media now. I wonder whether OP residents would be willing to share their experiences with other developments in the future, to help get things started off on a positive footing, avoid any (for them) predictable problems and help residents see the power of engagement right from the start...? (Cambridgeshire Horizons)	A4. The Community Development worker at Orchard Park is facilitating this sort of experience sharing for example, residents at Loves Farm, St Neots are planning to visit Orchard Park to learn from other residents and the Community Council.
		C5. I think the location of the local centre is debatable as to whether successful or not. Prominent main road frontage would have ensured viability with passing trade and not dependent upon limited local households. The school seems to be in a strange location on the edge of the development rather than the centre. The sound fencing coming down is a concern. (Local authority)	A5. The location of the local centre may change depending on the results of the retail study however highways issues will need to be resolved if it was to be adjacent King's Hedges Road. The location of the school was agreed with the County Council. The removal of the sound fence will be subject to further planning permissions alongside the A14 and the widening of the A14.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Scrutiny and Overview Committee 5 November 2009

AUTHORS: Councillors J. Chatfield, N. Davies and M.J. Mason

1.0 This report is presented at the request of the three local members for Histon and Impington, following a period of service as Community Councillors (Interim) for the parish of Orchard Park, which was created under the South Cambridgeshire District Council (Reorganisation of Community Governance) Order 2009 dated and sealed on 25th February 2009. The members have had a long involvement with the new development, formerly known as Arbury Park, located in the south of Impington Parish. (See Appendix B. Maps). This report follows that previously submitted to the Arbury Park Task and Finish Group in August 2008 and attached as **Appendix A**.

1.1 The size of this development, together with its location adjoining the City of Cambridge, pre-determined a need for a review of governance and subsequent alteration of Parish, District Ward and County Division boundaries. The timing of the review was determined under a Section 106 Planning Agreement dated 14th June 2005, application Ref. S/2379/01/O, Schedule 6, Electoral Arrangements. Impington Parish Council were signatories to that agreement which made provision for a number of community facilities to be adopted by, and payment of commuted sums to, the third tier authority. Thus Impington Parish Council received independent legal advice prior to signing and continued negotiating with the developers and the district council from the commencement of building on the site.

1.2 The local members had been consulted and had contributed to some discussions in the early stages of detailed planning of the development and later with the Scrutiny Task and Finish Group during 2008. Whilst it is not the intention in this report to duplicate planning issues which are being dealt with separately by the Orchard Park Action Group, officers and developers, it is necessary for committee members to understand the context of member and parish council workload involved in the creation of the 103rd parish in South Cambridgeshire. It is hoped that the experience gained will guide members and officers who may be embarking on a revised electoral process for a new Town Council at Northstowe or for Parishes around the Southern and Eastern Fringes of the City. A way forward for future large developments is suggested at section 5.

2.0 Early Development – Master Plan Consultation – Design Guide - 2003 – 2008 – Scrutiny Task and Finish Group

2.1 District members had attended public consultation sessions with developer and house builders but preparation of the final version of the Design Guide was delayed and this vital document was not formally adopted until the spring of 2008, well after many reserved matters and full applications had been determined. However signing of the Section 106 document had previously been held up due to disagreement between the landowners. Local members had attended a critical meeting with the two main developers in late 2004. Representatives of the RSLs (Registered Social Landlords) expressed their deep concern that they would lose the funding already promised by the Housing Corporation if planning permission were to be delayed. With this real possibility of a collapse of affordable housing provision, the then Head of Legal Services had little choice but to recommend delegated refusal of planning permission, pending agreement between the parties. At this stage one party was only prepared to sign the S106 “in escrow”.

- 2.2 The decision notice was dated 5th June 2005 and the detailed applications from house builders and for the community facilities followed quickly. These were sent to Impington Parish Council for comment but at district level, many were dealt with under delegation by officers. Local member involvement and contribution from the planning committee was minimal. A design panel, with additional input from Cambridgeshire Horizons, operated for some time but this did not include local members and was rarely attended by City and County Officers. Dealing with reserved matters and full applications in this manner was therefore a departure from the democratic planning process. This system of delegation continues, although consultation has now been improved with the appointment of additional planning, legal and community development officers.
- 2.3 During this period local members had become aware that staffing resources committed at district level were totally inadequate to deal with the rapid increase in applications, the development of community facilities and monitoring of the S106 agreement. At a planning committee meeting earlier in 2004, Councillor Davies emphasised the point that one officer was trying to deal with the workload on his own. The Planning Director acknowledged this statement, but no immediate action was forthcoming. The eleven-member parish council had also become somewhat overwhelmed by the volume of correspondence and planning documents. By October 2006, 417 properties had planning permission and occupations of completed dwellings commenced by the end of that year. At that time the community development worker was not in post to welcome new residents. We would again make new members of the Committee aware of this unsatisfactory situation by reference to pages 8-13 of the Report to Scrutiny Committee dated 5th August 2008. (Appendix A)
- 2.4 The three members met with the Executive Director, Steve Hampson in November 2006 and expressed their grave concern about the lack of support given to the parish council and shortage of experienced staff in the planning department. A copy of the parish council report dated 14th October 2006 was given to him. (Appendix A). It is also relevant to note the answer to a member question given by Simon Macintosh at a meeting of the Scrutiny Committee earlier in that year. Mr. Macintosh left the council in 2008.
- 2.5 Members came under extreme pressure from residents to deal with many queries and complaints. Some of these had arisen as a result of a registered social landlord (RSL), building properties in the wrong position, on land reserved for the Cambridgeshire Guided Busway. Under the S106 Agreement a Transport Contribution of £2M had been paid up front, by the developer to the County Council. Nevertheless designs for the busway at this point were not prepared until late 2008. At the time of writing, construction is running 4 years late and is not yet finished, with over 500 properties now occupied. Members spent many hours trying to resolve disputes between authorities and house builders, which should have been dealt with promptly by officers. This series of errors and subsequent legal complications, resulted in delays of over 12 months for some residents, waiting to move in. Members were taking telephone calls and receiving emails from distressed residents, who were having their moving dates put back by the RSL's. Compensation was paid by the RSL in one case.
- 2.6 The local members have also attended many meetings of the Cambridgeshire Guided Busway Local Liaison Forum. In a report, circulated to all elected members at the Council meeting on 31st January 2008, Councillor Mason, at section 2 and paragraphs 7.4 and 7.5, outlined the lack of proper partnership working between County and District. The Task and Finish Group interview with the Cambridgeshire Guided Bus (CGB) Delivery Manager did little to improve the relationship. Furthermore a reply from the then acting Chief Executive at County Council, to a letter sent by Greg Harlock, was somewhat arrogant and dismissive of South Cambs. Members' concerns. (**Appendix C**) The lack of co-operation from County Council coupled with the past staff shortages within SCDC

planning sections, has been regrettable. The developer's S106 contribution of £2m was used to procure design work for other sections of the CGB system. This departure from accepted practice, where S106 contributions relate directly to the development, has resulted in out of phase construction work, with more pressure on local members from aggrieved residents. These problems have also been mentioned in a report presented to Cambridge City Council Scrutiny Committee.

- 2.7 Councillor Chatfield, supported by other members, expressed very deep concern that the County Council had apparently misused Arbury Park S106 money which should have been reserved as a contribution towards the construction of a cycle crossing over the A14. Members were given to understand that the money had in fact been vired to fund the Milton Park and Ride project. This first came to light during the Scrutiny Task and Finish Group meetings and continues to be the cause of mistrust between residents of Impington, Histon, Orchard Park and the County Council and Highways Agency. The Scrutiny Development Officer has received an assurance this money will be returned to the correct budget should the design for an A14 crossing proceed. Local members have now been informed (October 2009), that a feasibility study has been commissioned by South Cambs. and County, using funding from Cambridgeshire Horizons. This again illustrates poor cross authority/agency working and co-ordination. It is not acceptable to elected members.

3.0 Community Governance – New Parish Boundaries

- 3.1 Impington Parish Council, in 2006, had tried without success, to progress the issue of electoral review with the then Head of Legal Services. The crucial point at issue was the approach of the S106 trigger point of 100 dwellings occupied. This was reached early in 2007 but despite the provision of a substantial contribution to SCDC (up to £24800) in the S106 agreement, the matter was not progressed. Local members were later involved with Impington Parish Council in a series of meetings with the Principle Solicitor and Chief Executive. At these meetings, attended also by the Parish Clerk, the complex financial arrangements in place between Impington and Histon parishes in respect of shared community facilities were explained in detail. The setting of precept, allocation of equitable distribution in respect of Arbury Park council tax payers, the potential band D figures before and after separation from Impington and the residual effect on that Parish, were discussed and copies of Parish Accounts and other documents were provided.
- 3.2 However in spite of the best efforts of the local members and parish council, Electoral Arrangements Committee were not briefed until 7th October 2007 when they deferred the parish boundary review, pending consideration of District/City proposals also being discussed at that time. This was, in the opinion of local members, an ill advised decision, driven by political considerations, but without taking into account the requirements of the Section 106 planning agreement. The S106 trigger point for electoral review had long since passed, but by this time new legislation was pending and the Principle Solicitor felt that this would make the process less complicated. 100 occupations were recorded on July 1st 2007 rising to 158 by November of that year. The residents had formed a residents association and three of their number had been co-opted to Impington Parish Council to fill casual vacancies. However it would be true to say that the lack of decision by Electoral Arrangements Committee had a profound effect on morale at Arbury Park and provoked a loss of confidence in the ability and intention of the district council to “deliver the new community”.
- 3.3 Electoral Arrangement Committee finally decided to proceed with a consultation for Arbury Park on February 8th 2008. The consultation was carried out during April 2008. Occupations had risen to over 300 dwellings at this time. The results of the consultation and recommendation of the Committee were published on 16th September 2008. Council

then confirmed the Order for the creation of the new parish on 25th September with the first elections to the new council (to be styled Orchard Park Community Council) then scheduled to take place on 25th November 2008. (See Council Minutes)

- 3.4 Prior discussion with the Electoral Services Manager had resulted in a special canvass of newly arrived residents and a new electoral division list, OA4, was created by separation from OA3 (Impington South). Local members were concerned that, in the interest of democracy, any election should be based upon a maximum possible number of registered voters. The new OA4 register came into force on 15th October 2008. However, the new parish election was further delayed pending advice from CLG. This was extremely disappointing for the electors and residents of Orchard Park. A "shadow community council" was then established by Impington Parish Council. This body operated under standing orders and normal conventions for parish councils and consisted of co-opted volunteers who made recommendations which were ratified as decisions by Impington PC. The post of clerk (part time) was advertised and an experienced Parish Clerk was appointed to advise the members and establish an administration in a rented office in the Orchard Park Community Primary School.
- 3.5 In January 2009 the three local members met the legal team and senior managers at Cambourne. Following advice from CLG it transpired that the new Council had to be established at the commencement of the municipal year, but that elections could not be held until the ordinary day of election as determined by government, namely 4th June. The members were requested to act as parish councillors for the new parish in the period from 1st April until the new elected members took office in June. The three members reluctantly agreed to be named in the Order which also defined the sum of money to be entered for the first precept. (**Appendix B**). Negotiations for handover of Public Open Space 5, by the developers to Impington Parish Council had stalled at the eleventh hour and the documents prepared and circulated to all section 106 signatories, could not be signed and engrossed by close of business on 31st March 2009
- 3.6 Prior to the commencement of their period in office as Community Councillors the local members were placed under severe pressure to progress the legal handover of community facilities, which included equipped public open space and the community centre building. The members felt obliged to seek independent legal advice on matters of possible conflict of interest whilst acting as nominated parish councillors. After much correspondence the district council agreed to meet the reasonable costs of Mr. Phillip Kratz of Nabarro. He visited the three members at Impington and advised on procedure, liability and responsibilities. Amongst other details, he was able to pursue member indemnity cover from SCDC Insurers under the Council's main policy. A number of emails and telephone calls were exchanged during this very difficult period.
- 3.7 This was a very busy period for local members who had already spent many months attending and contributing to the regular meetings of Scrutiny Task and Finish Group under the Chairmanship of Cllr. Heazell. At the same time they were deeply involved in ensuring a proper transition of third tier administration from Impington Parish Council, to what was to become Orchard Park Community Council. (OPCC). Councillor Davies personally arranged the opening of a bank account and signature authorisation, with residual balances then being transferred from Impington. At the first meeting of the new Council the three members were required to go through the formal legal business of appointing Chairman and Vice Chairman, engaging the Interim Clerk for a further period, arranging immediate insurance cover, confirming continued hire of premises and community facilities at the school and very importantly, confirming the re-appointment of King and Co. Solicitors who had been previously acting for Impington Parish in connection with legal transfer of community assets and commuted sums payable under the S106 agreement.

- 3.8 The workload on the members had by this time become virtually impossible to cope with properly. At a subsequent Community Council Meeting we were advised that the transfer of precept from the district council had not occurred. This happens automatically to every parish council in the district and it is regrettable that once again members had to chase this personally with the Chief Executive. Councillor Davies expressed his deep dissatisfaction and anger that some sections at Cambourne were not giving the members the level of support that they were entitled to expect. He had previously written to the Chief Executive concerning very late information from the Principle Solicitor concerning the delayed election mentioned at 3.4 above. At a meeting of OPCC Councillor Davies requested that Scrutiny Committee be informed of these events. This was unanimously supported by the other two members and is the reason and justification for this report.
- 3.9 In the nine weeks before elections the members attempted to deal with legal matters with King and Co. who were under extreme pressure from the developers to complete the handover of POS 5 and the Community Centre. In the event, transfer was not completed on any of the section 106 assets during the period and members again went through the process of trying to ensure continuity of further appointment of Clerk and solicitors etc. in readiness for the new elected council in June. Three visits, numerous phone calls and correspondence with King and Co. at Cottenham ensued. In conjunction with the Clerk and Electoral Services Manager SCDC, Laura Lock, preparations were made for the first Community Council election to be held concurrently with County Council elections. The Polling Station for this first election was at the Orchard Park Community Primary School. Election posters were publicly displayed on a new notice board in front of the School. Nomination packs were distributed by the clerk and the election was publicised on the resident's Web Site, Inside Orchard Park. Nine nominations for OPCC were received and all were confirmed in office. (uncontested election)
- 3.10 The first meeting of the elected Orchard Park Community Council was convened by SCDC and attended by the Principle Solicitor, who opened the meeting. Following the signing of acceptance of office forms the outgoing chairman called for nominations for Chairman of the Community Council. Councillor Jones was elected unopposed to this office and the three district members then stood down. A number of other officers and portfolio holder also attended and a gavel was presented to the new chairman. Having now taken ownership of the new Community Centre OPCC have kindly agreed to host the November meeting of the Committee
- 3.11 The District Councillors would like to formally acknowledge the assured and confident start that Orchard Park Community Council has made since coming to office in June. The members would like to thank the following for their help, support and advice during this very difficult transition. In addition to the following Councillors Chatfield and Davies record their thanks to Councillor Mason for chairing the Interim Council and for the support provided in recent years.

Chairman, Cllr. Denis Payne, members of Impington Parish Council and their Clerk, Mrs. Angela Young.

Nick Warren, resident, (now elected member) and fellow residents of Orchard Park.

All members of Orchard Park Community Shadow and elected Councils, together with associated residents and community groups.

Mrs Jenny Russen, Head Teacher, Governors and Staff of Orchard Park Community Primary School.

Miss Pauline Haywood, Interim Clerk to the "shadow", "interim" and elected Community Council

Ian Dewar Chief Executive, Cambridge and Peterborough Association of Local Councils.

Phillip Kratz, Solicitor. King and Co. Solicitors.

Community Development, Planning and Legal sections at Cambourne

4.0 Cambridge City Council - Local Development Framework – Site Specific Policies DPD.

4.1 Cambridge City Councillors had been invited to contribute to the Task and Finish Group exercise. As Interim chairman of OPCC Cllr. Mason was in turn invited to contribute to the City Council Scrutiny Report on Orchard Park. He attended the committee meeting with Jo Mills and spoke briefly on some of the issues raised. The substance of the report presented to members, focussed mainly upon the lessons to be learned with the assumption that Orchard Park would be transferred to the City of Cambridge. However this was strangely contradicted by the officers' opinions concerning adoption/acceptance of community assets. Doubts were cast as to whether the Open Spaces would meet City Council standards. If not then they would not be accepted. Similarly the use of POS areas for underground water attenuation tanks would render these areas unsuitable for acceptance and maintenance. The viability of the community centre was also questioned with respect to the close proximity of City facilities. The report also assumed that remaining section 106 monies would transfer to the City Council.

4.2 The City Scrutiny Committee were not properly informed of the implications of these comments or advised of any alternative for adoption and maintenance of public facilities. Any possible transfer and boundary review is therefore fraught with difficulties both legal and practical. In summary,

- (a) OPCC is a legally established parish and will have considerable assets including buildings which it will have to maintain in perpetuity using its power of precept on the second tier authority. (SCDC)
- (b) If City Council wants to include Orchard Park within the City, then it will have to accept the parish council and its powers in law. (ie) a third tier authority with power of precept, (on City general fund account) managing its own facilities.
- (c) There is no current legal method of dissolving a parish council before annexing its geographical area, particularly if the residents and OPCC are not in favour. Having been through the legal processes of the Section 106 and accepting the commuted sums, it would seem unlikely that OPCC would want, or would be able easily, to give this up.
- (d) It is unlikely that City Council will take the risk of having one parish within its area. Other areas within the City might see this as a precedent and also demand parish status. Although government sources indicate broad approval for City and Unitary Authorities to become "parished" it is unlikely that City of Cambridge would want to go down this route in the current financial climate. However Councillor Davies is personally aware of Parishes being retained within the expanded area of York Unitary Council where the arrangement appears to work satisfactorily.
- (e) In short, some £2-3M worth of assets are tied legally to the parish council. The City and District Councils might find it difficult to ignore or modify the binding legal agreements of the S106.

4.3 The above situation was reported to OPCC at a recent meeting, when members were advised to discount any likely early takeover by the City and to concentrate on completion and handover of the remaining community facilities, construction of which are now well advanced. A new clerk has now been appointed and the parish and community offices are now being equipped. Even if at some time in the distant future, the proposals regarding the City/South Cambs. boundary review re-emerge, there are a number of legal hurdles to overcome. In the meantime the "Community" is now established with its own Council, albeit over a year late, in charge of its own affairs and destiny. It is understood that for planning purposes Orchard Park could at some point become the responsibility of

the new Fringes Joint S101 Committee. However planning policy up to 2016 is now set by the LDF currently being adopted. These matters need clarification now, to in order to give the community a clear and positive way forward.

- 4.4** At the time of the Scrutiny Task and Finish review the various LDF documents were subject to examination by the Planning Inspectors. They had identified a “shortfall” in housing provision to 2016 and instructed the Council to re-consult on Site Specific Policies with a view to identifying sites to make up the shortfall. Despite the fact that Scrutiny Task and Finish Group were briefed by senior planning officers, at no time were they informed that the search for suitable sites would include Orchard Park, where a Master Plan was already in place and a comprehensive Design Guide had been adopted. Furthermore the residents and local members had also been consulted on a new North Edge Design Brief commissioned by SCDC and drawn up by Savills design consultants.
- 4.5** The Housing Shortfall Consultation Document, which proposed extra 220 dwellings at Orchard Park, was therefore greeted with utter dismay and disbelief, by the shadow community council, who felt betrayed by SCDC planning department. Their views were strongly supported by Cllr. Mason at Council when he criticised officers for not providing the information earlier to the Task and Finish Group. The Inspectors were persuaded to delay the examination session until after the election to allow OPCC to be at the discussion. The Community Council was represented by Orchard Park Councillor Blair and District Councillor Mason. Strong arguments against the allocations were advanced, using the environmental considerations of poor air quality (Orchard Park is in an Air Quality Management Area), noise from the A14, shortfall of provision for open space within the development and traffic impact due to change of use and other close development such as the NIAB site. The need for a Grampian condition, relating to A14 improvements, as suggested at Council, was also emphasised. The developers argued strongly against this and defended their position on land allocations. The Inspector’s final report and its conclusions will not be well received by the residents, who will have to live with the consequences of land use changes, based wholly on housing targets and the development sequence tests as laid down in the Core Policies DPD. Council will be invited to approve the amended Site Specific Policies DPD in November 2009.

5.0 Recommendations

1. (a) that a policy review of governance and electoral arrangements for new or altered parishes/towns be carried out by Corporate Governance and Electoral Arrangements Committees in early course.

(b) that any review and subsequent recommendation be subject to condition ensuring discussion by affected parties in advance of new development and not dependent upon retrospective action or triggered by Section 106 agreement.

(c) that representations be made to the Department for Communities and Local Government concerning the legislation currently in force, which on the experience at Orchard Park, has been expensive, time consuming and is clearly, not fit for purpose.
2. (a) that in any large new development a central office/community facility be established on site prior to commencement of construction. This facility to make provision and provide services for planning and community development officers etc. and an office and meeting room for the new parish, community or town council.

- (b) that financial arrangements should be made to service the provisions in 2 (a) above, “up front” until such time as any new elected authority with permanent facilities is in place. Any arrangements to include a method of precept determination where this is required before elections are held.
- 3. (a) that consultation procedures involving elected members of all authorities should be carefully devised, to ensure that all aspects of new development are covered concurrently and that all documents can be inspected and filed at one place locally and easily accessed by members of the public

List of documents referred to in the preparation of this report.

Appendix A Report to Chairman and Members of Scrutiny Committee dated 5th August 2008
Appendix B South Cambridgeshire District Council (Reorganisation of Community Governance) Order 2009
Appendix C Exchange of Letters between Greg Harlock, SCDC and Brian Smith, CCC April 2008
Member Report to Council 31st January 2008 Cambridgeshire Guided Busway
Section 106 Planning Agreement dated 14th June 2005 Arbury Camps, Impington
Histon and Impington OA4 Electoral Register 15th October 2008
Orchard Park Monthly Home Occupations Lists
Electoral Arrangement Committee Minutes
Council Minutes
Responding to a Housing Shortfall The Council's Preferred Sites March 2009
Review of the Orchard Park Development and Lessons to be Learnt for Future Major Developments
Cambridge City Council Scrutiny Report June 2009
Report of the Examination into South Cambridgeshire Site Specific Policies Development Plan Document 28th September 2009

LOCAL MEMBER UPDATE

LIST OF APPENDICES

Appendix A	Re-organisation of Community Governance Order Order Map 1 Order Map 2
Appendix B	Arbury Park Task & Finish Group report to Scrutiny & Overview Committee
Appendix C	Letters of correspondence

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LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

**The South Cambridgeshire District Council (Reorganisation of Community Governance)
Order 2009**

Made 25 February 2009

Coming into force in accordance with article 1(2)

South Cambridgeshire District Council ("the council"), in accordance with section 82 of the Local Government and Public Involvement in Health Act 2007 ("the 2007 Act"), has undertaken a community governance review and made recommendations dated 17 July 2008:

The council has decided to give effect to those recommendations and, in accordance with section 93 of the 2007 Act, has consulted with the local government electors and other interested persons and has had regard to the need to secure that community governance reflects the identities and interests of the community and is effective and convenient:

The council, in accordance with section 100 of the 2007 Act, has had regard to guidance issued under that section:

The council makes the following Order in exercise of the powers conferred by sections 86, 98(3), 98(4), 98(6) and 240(10) of the 2007 Act.

Citation and commencement

1. (1) This Order may be cited as the South Cambridgeshire District Council (Reorganisation of Community Governance) Order 2009.
- (2) Subject to paragraphs (3) and (4) below this Order comes into force on 1st April 2009.
- (3) Article 8 shall come into force on the ordinary day of election of councillors in 2009
- (4) For the purposes of;
 - (a) this article,
 - (b) article 5; and
 - (c) proceedings preliminary or relating to the election of parish councillors for the parish of Orchard Park, to be held on the ordinary day of election of councillors in 2009

this Order shall come into force on the day after that on which it is made.

Interpretation

2. In this Order –

"district" means the district of South Cambridgeshire;

"map" means the map marked "Map referred to in the South Cambridgeshire District Council (Reorganisation of Community Governance) Order 2009" and deposited in accordance with

section 96(4) of the 2007 Act: and any reference to a numbered sheet is a reference to the sheet of the map which bears that number;

“new parish” means the parish constituted by article 4;

“ordinary day of election of councillors” has the meaning given by section 37 of the Representation of the People Act 1983; and

“registration officer” means an officer appointed for the purpose of, and in accordance with, section 8 of the Representation of the People Act 1983.

Effect of Order

3. This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

Constitution of a new parish

4.
 - (1) A new parish, comprising the area outlined with a red line on the map, shall be constituted within the district.
 - (2) The name of the new parish shall be Orchard Park.
 - (3) The new parish shall have the alternative style of Community.
 - (4) In consequence of paragraph (1) of this article the area outlined with a red line on the map shall cease to constitute part of the existing parish of Impington and the area outlined with a blue line on the map shall also cease to constitute part of the existing parish of Impington

Calculation of budget requirements

5. For the purposes of regulation 3 of the Local Government Finance (New Parishes) (England) Regulations 2008 there is specified in relation to the parish of Orchard Park the sum of £30,911.18

Parish council for the parish of Orchard Park

6.
 - (1) There shall be a parish council for the parish of Orchard Park.
 - (2) The name of that council shall be “The Community Council of Orchard Park”.

Election for the parish of Orchard Park

7.
 - (1) The election of all parish councillors for the parish of Orchard Park shall be held on the ordinary day of election of councillors 2009.
 - (2) The term of office of every parish councillor elected on the ordinary day of election in 2009 for the parish of Orchard Park shall be 2 years.

- (3) Subsequent elections to the Parish Council of Orchard Park and to be known as the Community Council of Orchard Park shall be held on the ordinary day of election of councillors 2011 and every fourth year thereafter, or as statute otherwise dictates.

Number of parish councillors for the parish of Orchard Park

8. The number of councillors to be elected for the parish of Orchard Park shall be 9.

Annual meeting of parish council

9. The annual meeting of the new parish council in 2009 shall be convened by the Chief Executive of South Cambridgeshire District Council. The meeting shall take place no later than 14 days after the day on which the councillors elected to the new parish council take office

Alteration of parish areas

10. Each area coloured and designated by a letter on the map and specified in column (1) of Schedule 1 shall cease to be part of the parish specified in relation to that area in column (2) of Schedule 1 and shall become part of the parish specified in relation to that area in column (3) of Schedule 1.

Electoral register

11. The registration officer for the district shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order.

Transfer of property, rights and liabilities

12. The land, property, rights and liabilities described in Schedules 2 and 3 shall transfer from the Impington Parish Council to the Community Council of Orchard Park on the date specified in column (2) of those Schedules.


Transitional provision

13. Until the first meeting of councillors elected to the council of the new parish of Orchard Park at the elections to be held on the ordinary day of election of councillors in 2009, the new parish shall be represented by Councillor Jonathan Chatfield, Councillor Neil Davies and Councillor Mike Mason each being persons who immediately before 1st April 2009 are the elected councillors of the ward of Histon and Impington, South Cambridgeshire District Council

Order date

14. 1st April 2009 is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008.

Sealed with the seal of the council on the ^{25th} day of February 2009

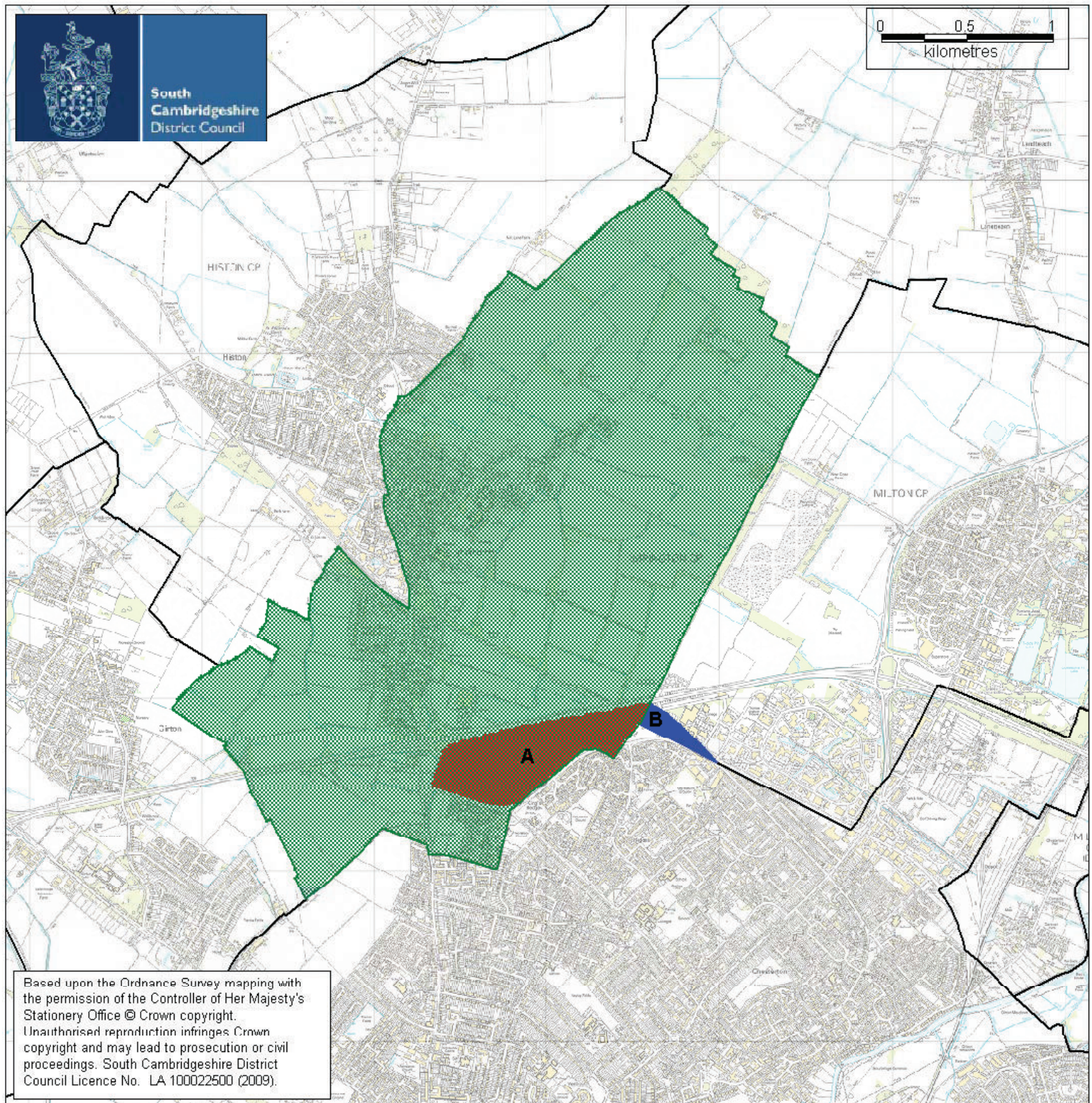
25th day of February 2009


Chief Executive



**Map referred to in the South Cambridgeshire District Council
(Reorganisation of Community Governance) Order 2009**

Sheet 1 of 2



Key



New Parish Boundary of the Community Council of Orchard Park

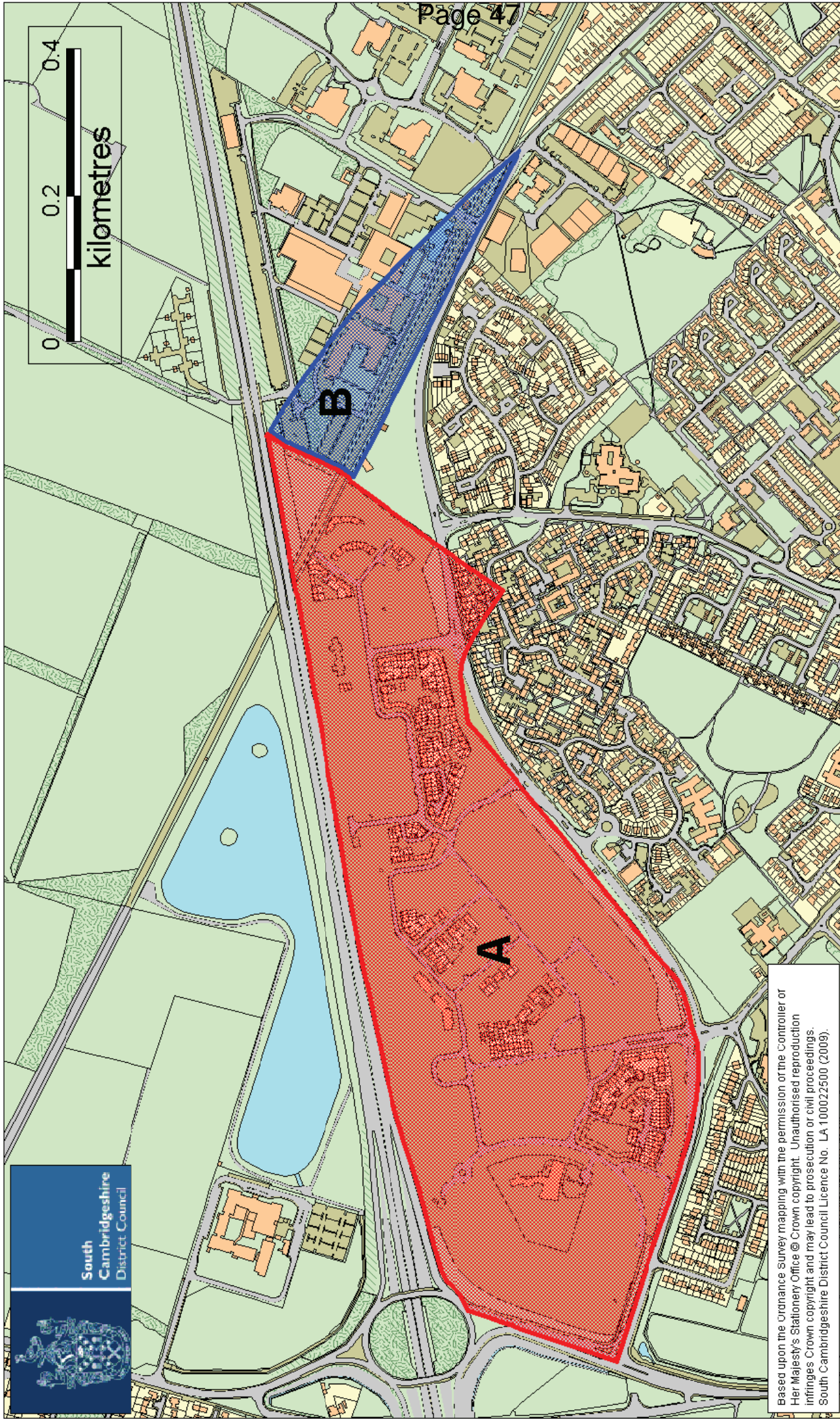


Area being omitted from Impington Parish Council and added to Milton Parish Council



Balance of Impington Parish Council (after A and B)

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Key

A

B

New Parish Boundary of the Community Council of Orchard Park

Area being omitted from Impington Parish Council and added to Milton Parish Council

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South Cambridgeshire District Council

Report

To

Chairman and Members

Scrutiny Committee

Arbury Park Task and Finish Group

From

Cllr. M.J. Mason - Histon and Impington Ward

Contents

Report Pages 1-7

**Appendix 1 Copy of Report to Impington Parish Council
 Oct. 2006. Pages 8-13**

1. **The Interim Report of the Group** has suggested some areas where immediate action could be taken to rectify identified shortfall in community provision. However whilst some progress has been made on **Recommendations A.** (Urban design - Design Guide) **and Recommendation I** (Governance and Parish Boundary Review) **this has only been achieved by continued pressure from local members, the Parish Council and the Group rather than wholehearted backing and support of the executive.** I would like to **thank our Scrutiny Development Officer** for much hard work behind the scenes to facilitate cross authority/partner co-operation towards resolution of the problems identified in Paragraph 10. **(Delayed occupations due to wrong location of buildings in relation to the CGB route).** Cabinet were aware of these problems in January and chose not to take any action. **This is frankly disappointing when the work of the Scrutiny T&F Group was roundly praised by the Chief Executive and the Leader both at Scrutiny and at Cabinet.** It has been left to T&F Group to chase up the RSL, Builders and the County Council.

2. Despite this very considerable effort, at the time of writing I still have one family in my ward awaiting occupation of a **house in K2 block, having now had their moving date delayed by twelve months!** There are many others similarly affected. **This is simply not acceptable and if this is representative of modern RSL performance and management, then the Council needs to carefully consider the way forward on affordable housing and its choice of partners for Northstowe and elsewhere.**

3. Under the terms of the **S106 agreement the Parish Boundary and Governance Review** should have been **completed twelve months ago.** The inexplicable decision by Electoral Arrangements Committee to delay this process last year has **caused untold stress on Impington Parish Council members, their Clerk, and has delayed the receipt of £24,800 in funding** from the developer. It is heartening to note, following a meeting at Impington on Friday 1st August and with thanks to the Principle Solicitor and Electoral Services Manager, that **AT LONG LAST** the new Community Council could be in place following an election based on a new Polling District and register (OA4), in late November. Voter registration canvass for the new register has already started..

4. The Group has commenced detailed examination of the S106 Document and Planning Conditions. Comparison with what has been delivered in accordance with the agreed trigger points has found the Developers, RSL's, Service Providers, **County Council and this Authority, to be seriously deficient in their approach, performance and responsibilities towards the New Community now named Orchard Park.** There are many very serious implications for the new community and the Council caused by non provision of facilities and non compliance with Planning Conditions. **We are now informed (04/08/08) that Gallaghers have been challenged to respond by 20th August 2008** (Total admin and commuted sums for parish council around £715,000)

5. There are currently many issues which need **URGENT attention at the HIGHEST LEVEL.** These include the continuing delays to the handover of the new Community Centre building and the misuse of Arbury S106 Interchange

Contribution by the County Council to fund Milton Park and Ride Site. Similarly the ever increasing delay to the delivery of Guided Bus services to Orchard Park, despite the County Council's receipt of the £2M Guided Bus S106 contribution. A disturbing factor here is the total re- design by the Contractors as part of a cost cutting exercise! Who is checking work quality and value for public money spent? All of this is happening at a time when the downturn in house building is virtually spiralling out of control. **Work on many sites has now ceased, the Guided Busway is overgrown and many housing planning permissions may not be taken up and built in the foreseeable future.**

6. At a meeting last Wednesday a representative of Unex, one of the two main developers/site owners (Gallaghers being the other) suggested that house builders with planning permissions would simply **complete some preparatory work; (ie) footings, and then abandon the site knowing that the "permission is protected" and thus avoid time limited renewal applications.** There is currently almost no interest in the provision of commercial services and/or locally based jobs on site. **The original design concept of commercial development alongside the A14, to act as a noise barrier, is now being seriously challenged by Barratts at appeal. If this were to be allowed by the Inspector, then the resources already committed to the North Edge Design Brief presented at the recent meeting, but not yet formally adopted by Council, may well have been wasted.** The Hotel in the NW corner of the site is under construction and may provide a few local jobs.



The new Community Centre with dead “green roof” The grass mound is part of the Public Open space to be landscaped and planted with trees etc. The mounds cover a **very large (8000 CuMetres in total) Underground Surface Water Attenuation and Storage system** for the whole site. The Section 106 agreement is extremely complicated and dependent upon AW Services Ltd. or alternative authority adopting and maintaining the system. **Scrutiny T&F have been told there is little prospect of this adoption happening in the near future.** SCDC is taking legal and technical advice “prior to handover”.



7. The resulting general dereliction, incomplete infrastructure and public facilities, have and continues to conspire with the mortgage crisis, to collapse the private housing market. The Council now faces the imminent prospect of developers and house builders in default with unimplemented planning permissions, failure to deliver on Section 106 and Planning Conditions and perhaps even worse with failures and bankruptcies a distinct possibility. The **CURRENT AND IMMEDIATE EFFECTS** on SCDC will be a loss of revenue by failure to meet completion and occupation targets. The Band D figure on which this years SCDC and Parish budgets are based may well need to be revised downwards.



The prestige “**Gateway to Cambridge Site**” at present unsold and undeveloped. The **County Council** were to have used this area for the **Heritage Centre**. The spoil heaps currently shed surface water into the school grounds on the left of the picture. The controversial **A1 block** is emerging at top right.

8. **Increasing costs to the authority and the new Community Council will undoubtedly result as crime and vandalism increase.** The Parish Council and Residents have tried really hard to provide temporary play facilities and fund visits three times a week, by the Connections Bus, to occupy young children and teenagers during the current holiday period. This is in the absence of any useable facilities which should have been provided under the S106, but which nevertheless require temporary CCTV for security.



The **New Community Centre** standing in a wasteland of unbuilt plots and uncompleted landscaping **has already had its glass doors smashed by vandals.** The poster advertises the temporary **children's BANANA BEACH** Aug. 08

9. Members may have already read of a recent drugs raid in Icen Way. The danger here arises out of the large number of properties sold in the "buy to let market". **Short term tenants and "buy to let landlords" respect neither community nor "good neighbour covenants" in private sale deeds.** The government merely treats all residents as numbers in the general housing target figures, making no allowance for tenant turnover, or rapid demographic change. **In reality, delivering a viable and sustainable new community from scratch, on a green field site on the edge of the City, in the current economic climate, presents a significantly different challenge to the Council and its elected members.**

10. Community development probably represents the greatest challenge. **It is singularly unfortunate that this department had taken staff cuts in 2005/6 and more recently has been without a Corporate Manager.** Implementation of the S106 was delayed and the appointment of the jointly funded post of Community Development Officer **did not occur until well after the first residents arrived.** The

first occupant has now resigned and the replacement Officer is now in post. **Welcome pack distribution has been sporadic, uncoordinated and not properly recorded.** Recent discussion with Electoral Services Manager has revealed that out of 321 properties now occupied (July list) only approximately 80-90 dwellings currently have registered voters. I personally know of at least two recently occupied houses, which have not received welcome packs. I suspect there are many more and this **is a serious failure of communications.** During an Interview at Scrutiny Committee held at Comberton the former **Portfolio Holder Cllr. Howell suggested that a major review of the community service would be carried out.** He subsequently visited the site in company with Simon Macintosh on a Saturday morning. **The sudden resignation of the Corporate Manager and replacement of the Portfolio Holder (yet again) has left the department without any effective leadership and lack of continuity within the executive.** It is small wonder that staff morale is at an all time low. It is sincerely to be hoped that the appointment of a new manager will provide much needed impetus to the community development programme at Orchard Park. It is my personal opinion that a CDO, jointly appointed by the RSL and SCDC has not worked successfully. Whilst we are legally bound by the terms of the S106 to this arrangement with the RSL consortium for Orchard Park, I would strongly recommend that this is not repeated at Northstowe and elsewhere.

11. The REAL FAILURE here is that the Council will almost certainly not be able to meet its main corporate objective of delivering sustainable communities within the growth agenda. The Council is “locked in” to the total inflexibility of Government planning by housing numbers and the equally illogical Planning Grant “reward” based on unsustainable Development Plans and housing completions. **Is it possible for the Council even at this late stage in the cycle to respond proactively to the changing economic situation? THE SERIOUS IMPLICATION FOR SOUTH CAMBS is that the failure OF GALLAGHERS and HOUSEBUILDERS AT ARBURY could well be repeated at NORTHSTOWE and the fringe sites.**

12. The current Scrutiny exercise is surely the best means of passing on the experience at Arbury to properly inform the Council’s approach to the Northstowe application. However there are few indications thus far, that members and officers fully recognise these problems or have read the Scrutiny Interim Report. T&F group members have had the **unique opportunity to make the comparison** with another similar size development in a nearby authority. Furthermore members have had the chance **to directly engage and question infrastructure providers,** responsible for Highways, Drainage and Power Supply. **The pending interview with the power company and their relationship with major developers may well prove very interesting particularly in the context of Northstowe.**



Prior to commencement of work on the site the existing 132kv overhead power lines and pylons were removed and new linking cables were buried underground. **The new covered Arbury EHT Substation** above is nearing completion. Have the developers contributed their fair share towards this major project serving the Cambridge Sub region? What is the developer bidding process for major works of this nature and the lead time on contracts of this size? What will be needed for Northstowe?

13. Whilst many of the problems described and identified above are beyond the immediate control of the District Council, we cannot and must not sit back and keep pointing the finger at somebody else. WE MUST AS MEMBERS AND OFFICERS ACCEPT OUR SHARE OF CORPORATE RESPONSIBILITY and radically revise the way in which we handle new large developments. We owe this much at least to our residents and taxpayers.

Cllr. M. J. Mason 05/08/08

Histon and Impington Ward.

South Cambridgeshire District Council

Report

Chairman and Members

Scrutiny Committee

Arbury Park Task and Finish Group

APPENDIX 1

Copy of a Report originally presented to Impington Parish Council on 14th October 2006 and giving details of that Council's concerns on the various issues then emerging with the development. This document was amended by further comment from District Cllr. Mason and was presented to Executive Director Steve Hampson by Cllrs. Chatfield, Davies and Mason at a meeting arranged at their request to discuss the details and request an urgent response from the District Council.

IMPINGTON PARISH COUNCIL

REPORT TO:	Council	28 October 2009
AUTHOR/S:	Denis Payne	With ADDITIONS and highlights to original text in <i>Italics</i> by Cllr. Mason

ARBURY PARK

Purpose

1. To update Council on Arbury Park developments and issues.

Developer Briefing

2. There was no developer briefing this month

Design Panel

3. The latest meeting was perhaps one of the most valuable for a number of reasons. ***Adrian Hames (County, Guided Bus) did turn up (late, and clearly not happy) but that means that the necessary contact with developers has been sorted. Again, City did not turn up (reported to Louise Downham) - nor did anyone from County Highways (eg to report on the previous Friday's meeting).***
4. There are now ***417 properties with permission***. There were three key topics to the meeting - hotel, design guide, levels.
5. The hotel design (according to other members of the panel) has gone back to what it was - however, Peter Studdert likes it. Neither Jo (***Impington PC. Vice Chairman***) nor I like the design - ***and the issue of noise reflection will be answered in a consultant's report coming with the application.*** It is very plain, certainly facing the A14, which, whilst the "back", and also never been seen "straight on" is actually going to be the most visible facade of the building. A plain wall, with regular spacing of relatively small windows, can easily be described in a number of ways - it will be interesting to see what Planning Committee call it!
6. ***The design guide - 15 months after outline planning permission*** was granted, ***is still not finished***. Who is doing it is now changing - Gallaghers will be developing it further ***for the commercial area, whereas SCDC are being challenged to sort it in the mixed use area at the King's Hedges Road/Cambridge Road junction***. It's reported that there is a lot of interest - but no definite details (though the Wimpey sales agent reports a Chinese takeaway is interested in the "local centre").
7. ***Levels*** - boring? However, this was the first time that we'd had ***any information on those for the Guided Bus, and there may be some 6cm differences*** (relatively easily sorted). However, there were some really interesting discussions on the edge treatment of the maintenance track and how or whether it is separated in any way from estate roads. I was not convinced that these were sorted. ***In addition it became clear that the initial builds were not at the proper levels, and there is therefore a potential requirement for steps or slopes for access to houses. Given the state of build John Pym was not going to ask for the houses to be demolished,*** but this may have damaged the view of some of the key buildings on King's Hedges Road.

ADD to original text. There are other aspects of finished ground levels in POS areas which were pointed out to John Pymm by local members during a site inspection some weeks ago. The issues concern the level of mounding cover over the top of the underground drainage cells and the effect of this on current planning applications. (See also Cabinet item re 106 payments Arbury Park.) After discussion with Chief Executive, Portfolio Holder and Leader, this matter is being dealt with by Pat Matthews who has also agreed to meet Cllr Mason on site with drawings to check finished elevations and location of drainage.

8. There was a debate on the art situation (see below).
9. An interesting gem for potential buyers of some of the Wimpey housing ***is that they will be reliant on the Guided Bus maintenance path/cycleway for access - but this is permissive, not adopted highway. It can therefore be closed at any time, for any length of time***
10. At the end of the meeting a number of things happened. Peter Studdert asked for a timetable - what was supposed to be happening when - to cover everything, not just the building trigger points. ***This is outside of the brief of the panel - but it's also clear that the points that that would highlight aren't being handled - again, filling a vacuum. We (Cambridgeshire Horizons, Parish Council (!!))*** also had a discussion on the lessons to be learned from this exercise to date - and Peter Studdert may be trying to get Shape to cover that.

Planning Applications

11. We have the application for Public Open Space, and community buildings. This is a big application, and we've been given some extra time to respond. ***In addition, we've asked for meetings to compare notes with SCDC Officers. However, it's clear that there are details that need to be changed - and there are real issues about the re-created (or not) ditch & mound outside the school.***
12. It's interesting to note that the square (at the local centre) is not included in the application.

Kings Meadows Residents Association

13. There's been no further contact with KMRA

Drop in session

14. The event happened - both Jo and I attended. It was held in the medium size meeting room in the Meadows Centre. There were a lot of stands, there were a fair number of attendees - some of whom came with major issues, others coming just for information.
15. SCDC were well represented - ***County were not there, nor were Gallaghers***. Gallaghers claimed not to have been invited, no information on County.
16. It was a useful opportunity to meet public - and others (including chair of pre-governing body for school, SCDC staff etc). ***The biggest gripe was still traffic*** - and ongoing concerns about rat-running, or potential for rat-running. It wasn't clear, in some cases, whether it was actual, or potential - and it's not just the Meadows estate (of which we were aware) but also possibly St Alban's Road as well.
17. Otherwise people wanted to know more - were confused by 700 prestige homes, when there are 900, and seemed to either not have read Gallagher newsletters, or have forgotten what was covered. A number (fact backed up

by Louise Downham) are interested (at the moment) in possibly moving to the site.

Art

18. Notwithstanding that we thought we had agreement here, the developers have now baulked at the price. Some more work needs to be done by Andy O'Hanlon (SCDC) to justify the figures. This looks possible.

SCDC

- 19. Community Development Officer is to be advertised shortly, hoping to start in January. This raises real possibility that people will be moving in, with questions (of course), and no one to answer them. It's not clear who/how to raise this - question has been asked of Jane Green, cc'ed District Councillors.**

ADD to original text. When raising this issue with Portfolio Holder Cllr. Mrs Ford at Scrutiny Committee Cllr. Mason was told by Simon Macintosh that he took exception to the question, since members had made the cuts to Community Development budgets and the failure to properly support Impington Parish Council was a direct result of staff cuts in his section. Cllr. Mason would further comment here that maybe there should be an examination of staff priorities and time allocation. It will be too late to put things right once the development is built.

20. **Electoral review question** has also been asked. Answer delayed because of changing responsibilities in legal team, **is now with Colin Tucker, but he has not answered in timescale he indicated he would.**
21. I have also asked the question as to what "role that the Parish Council could reasonably (or perhaps unreasonably) be expected to play here". We need to manage our limited available resources - in some cases we are raising issues that ought to be being covered by an overall "project manager" - but it's not clear if that role is even considered to exist. **As to our new residents, we've never delivered a welcome pack in the past - but should we step in to fill the vacuum?**

CEN Article - Cllr Louise Downham, City Council

22. This was briefly discussed at Design Panel - **Peter Studdert expressing the view that such criticism, whether valid or not, brings the whole development process into question. Regrettably, though invited, no City Council officer has ever come to the Design Panel meetings - and therefore there is no communication channel.**
23. The meeting was held, and **Cllr Downham did turn up**. Her colleague (John Durrant) was not able to make the meeting since he only got back from holiday that day.

ADD to original text. Cllr Mason was in attendance and had previously raised the matter of the article with Tim Wetherfield and Portfolio Holder Cllr Edwards. It was decided that there would be NO RESPONSE FROM SCDC. A copy of the CEN article was sent to Cllr Edwards.

24. It was a cordial, but challenging meeting. I believe that we successfully:
- a. Covered a number of the issues as to why we are where we are, **particularly the lack of involvement of City officers**
 - b. Brought her up to speed (to some extent) with what's being provided on site

- c. Convinced her that, ***whilst we live on the other side of the A14, we do know what is going on, we are informed, engaged, interested etc.***

25. As she left, she said that future concerns that she might have, or questions she would direct to us.

ADD to original text. Cllr Mason questions as to why the Parish Council are being left to respond in terms of publicity, "damage limitation" in respect of neighbouring City Councillors and residents ? Communication failure on a major new development?

Cycling/Traffic Meeting

26. ***This was one meeting too many during the working day - a point made to Patrick Joyce - I did not attend. However, County, District and Parish were represented.***

ADD to original text. John Pymm and Cllr Mason attended in company with two village cyclist residents and a number of cyclists representing the Cambridge Cycling Campaign. CC Campaign gave an excellent visual presentation with video clips of near accidents and design deficiencies, highlighting severe shortcomings in the County Council safety audit procedures and their lack of previous response to representations from District and Parish councillors.

27. Feedback suggests that it was a good meeting - in that those present raised their concerns in an effective manner. Issues about cyclist safety were well covered, however, whether there were earlier failings or not, there is little that can be done about what we've now got (no money). County will be asked if the with ***access road/cycle path associated the Guided Bus can be brought forward early.***

ADD to original text. See Para 9. above

28. Again, Gallaghers were not invited. It is likely that SCDC will facilitate a further meeting with all parties represented.

Miscellany

29. Faith "cover". Arbury Park is in the ecclesiastical parish of Impington, but St Andrews has never seen outreach south of the A14 as one of its priorities, or perhaps even one of its roles. I've raised this with James Blandford-Baker, and discussions are starting with St George's Chesterton on the subject. The Church of the Good Shepherd, Arbury, might have been appropriate, but is just going into interregnum.
30. Both Wimpeys and Persimmons now have sales offices on site. Wimpeys have already got a number of properties reserved, their show house is nearing completion, and they expect first residents in before Christmas. Entry level are mid terrace houses at around £250K - though discounts appear to be available from that figure. Persimmons do not expect any completions before spring, and are at very early stages. The cheapest Persimmon properties are two bed apartments, at £205K and upwards.
31. Both sales agents are struggling for up to date and accurate information. There are real errors in the Persimmon literature (eg that the appropriate tennis club is in Longstanton, Doctor in Girton) - we have been asked to identify & report back.

Recommendations

32. Council is asked to give its views on the role that we should be playing regarding new residents - should we be attempting to fill the vacuum left

because of the late appointment of the community development worker, and develop a welcome pack?

33. Council is recommended to approve the following:

- a. SCDC - we must continue to press for progressing matters as the timeline requires. They may be under-resourced, but we cannot allow community provision et al to fail.
- b. Cllr Downham et al. The article proposed at last month's meeting no longer appears to be of high priority, and were we to proceed, would need significant co-ordination with other partner agencies. The Gallagher newsletter is likely to cover most, if not all, of the points that we would be making. It is therefore proposed to put this on the back burner until such time as resources are available.

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28 APR 2008

Chief Executive

Cambridgeshire
County Council

Myref:
Your ref: BS/CW/CY224
Date: 25th April 2008
Contact: Brian Smith
Direct dial: 01223 717790
E Mail: Brian.smith@cambridgeshire.gov.uk

Office of Environment & Community Services
Deputy Chief Executive, Brian Smith

Greg Harlock
Chief Executive
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Dear Greg

Council Motion

Thank you for your letter dated 7th March 2008 concerning the Guided Busway Scheme, and I must apologise for my slow response.

I am frankly surprised that your Council has used the report of an objection to a planning application to seek this information, since you will recognise this is a normal part of the planning process undertaken by all Councils. Indeed, using the objection process, you will know that we now have an agreement with the developers for Trumpington Meadows, and have secured appropriate contributions to the busway.

Turning to the specific requests, I am not convinced we should be using public resources by having correspondence on these matters, given the arrangements in hand for providing information, including the local liaison fora which include both county and district councillors.

However, for the public record, the position on the three points is briefly as follows.

Point one: the Council provides an updated forecast of the budget position for the Guided Busway on its website. This can be found at:

<http://www.cambridgeshire.gov.uk/NR/rdonlyres/40585865-02DB-44DA-B5F3-AFF222E6EF1/0/BudgetandProgrammeQuarterlyReportOctober2007.pdf>

and is currently showing a forecast outturn cost a little below budget. The busway is being built under a target price contract, and so this may change month on month. As you will be aware, our overall expectation is that we will deliver the scheme within the originally set budget.

Point two: the programme for the scheme - we have said for some time that the busway will be operational in Spring 2009 and that remains our expectation. There have been some difficult weather conditions over the course of the winter and this certainly has created some delays to elements of the construction process. However, as we move into the spring and summer we anticipate making these up and so our target opening date is unchanged.



2006-2007
Delivery of Quality Services Through Procurement
Waste and Recycling
2005-2006
Asset Management



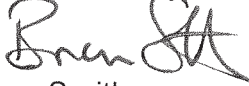
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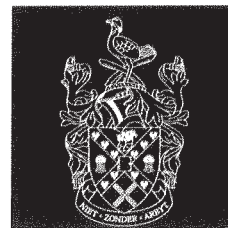
Turning finally to the reference to the off-road sections of the Busway scheme, I am sure your members are aware that the contract with Nuttall and the current build programme relates only to the guided sections of the scheme. The on-road sections are being brought forward through the normal AJC processes as and when funding becomes available and so do not form part of the budget for the main contract.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Brian Smith', with a stylized flourish at the end.

Brian Smith

Copies for information: Cllr Roy Pegram, Cllr Mac McGuire, Mark Lloyd,
Graham Hughes



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Mr. Brian Smith
Deputy Chief Executive of Environment and Community Services
Cambridgeshire County Council
Shire Hall
Castle Hill
Cambridge
CB3 0AP

Our ref:
Your Ref:
Date: 7 March 2008

Contact: Greg Harlock
Direct Dial: 01954 713081
Direct email: greg.harlock@scambs.gov.uk

Dear

Financial Audit of the Cambridgeshire Guided Busway (CGB)

At its last meeting, South Cambridgeshire District Council resolved:

(1) To take note of the report to the Cambridge Fringes Joint Development Control Committee, 20 February 2008, in which the County Council has formally objected to the planning application to develop the Trumpington Meadows site in the Cambridge Southern Fringe, based upon an absence of any promised Section 106 contribution to the Cambridgeshire Guided Busway (CGB), given in Appendix 4, as £1.386M Capital at commencement, (out of a total of £7.7M for the Southern Fringe) and £0.8M Revenue support over 4 years.

(2) To press the County Council to publish a full, up to date, financial audit of the CGB scheme including the 17 Km of "on road sections", a detailed construction programme of all work up to completion and timetables for the passenger services due to commence in 2009.

Further to this Resolution I am writing to request the information referred to in part (2) above.

Yours sincerely

Greg Harlock
Chief Executive

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO: Scrutiny and Overview Committee
AUTHOR/S: Scrutiny Development Officer

5 November 2009

SCRUTINY WORK PROGRAMME**Purpose**

- 1 To update the committee on progress made on past and ongoing scrutiny work.
- 2 To enable the committee to plan its work programme for the coming months.

Options

- 3 The Committee may agree the work programme at **Appendix A**, subject to changes agreed at this meeting.

Existing Task and Finish Groups

- 4 The Committee is in the process of setting up a task & finish group to review young people's services and a verbal update on progress will be made at the meeting. A scoping document is attached at **Appendix C**.
- 5 The Finance task & finish group has now reconvened, as requested at the last meeting. They are continuing to monitor the recommendations made in their interim report, and have begun a review of the Council's record on value for money. A verbal update may be made at the meeting.

Progress on past recommendations and decisions

- 6 The committee had agreed to revisit the complaints handling process at this meeting. However, the Chairman has been tracking progress on this and would prefer to wait until a full year's data is available. That will allow more robust comparisons to be made, given the low volume of complaints received.
- 7 At the meeting of 3 October, the Committee agreed to consider how to add value to decisions about the Planning Chairman's Delegation Process. At the subsequent Planning Committee meeting of 7 October, the Committee resolved to develop a revised delegation procedure and then abolish the current Chairman's Delegation Meetings. This was scheduled for further discussion at the Planning Committee meeting of 4 November 2009. A verbal update may be made at this meeting.
- 8 Also at the meeting of 3 October, the Committee recommended that more publicity be given to Hardship Rate Relief for businesses. An article will appear in the winter edition of *South Cambs magazine*, to be delivered in December.
- 9 The Committee also recommended holding a workshop to train Members on how to use CorVu. The Finance task and finish group has arranged a session at the start of their next meeting, on 11 November in the Council Chamber, to which all Members have been invited.

Planning the 2009/10 work programme

- 10 The current work programme is at Appendix A.
- 11 The Council's Forward Plan for November 2009 will also be available at the meeting.
- 12 In choosing topics for the work programme, Members are reminded of the agreed selection criteria as shown at **Appendix B**. Members will also wish to consider any impact on the Sustainable Community Strategy's priorities and targets as at www.cambridgeshire.gov.uk/NR/rdonlyres/774C1C91-75A0-4D6C-8B5D-419380255C7D/0/ReworkedLAA_text2withcover.pdf

13 Implications

Financial	None
Legal	The Constitution states that the Committee will set its own work programme
Staffing/ capacity	The committee is supported by one scrutiny officer. Each item selected for scrutiny would require support by at least one lead officer. Capacity for scrutiny work is also dependent on the number of elected members available and willing to participate
Risk Management	The potential burden on the organisation of supporting scrutiny work must be balanced against the potential value it could add. External scrutiny carries the risk of affecting the Council's relationship or credibility with partners
Equal Opportunities	None

Consultation

- 14 Cabinet, elected members, senior officers and residents have been invited to suggest potential topics. Parish councils continue to be consulted during the year, especially when the Committee meets in their locality.
- 15 Ongoing consultation, for example to explore joint scrutiny activities, is undertaken via the county scrutiny network.

Effect on Corporate Objectives

- 16 The Committee's selection criteria ensure that any topic selected for scrutiny will contribute to at least one of the Council's priorities.

Recommendation

- 17 That this report be used as a basis for agreeing a work programme for the remainder of 2009/10.

Contact Officer: Jackie Sayers, Scrutiny Development Officer Tel: (01954) 713451

Draft Work Programme 2009/10

	Topics	Portfolio	Venue
3 Dec	<ul style="list-style-type: none"> Youth Participation Strategy Planning and setting the budget Environmental Services portfolio holder presentation 	New Communities Finance Env Services	Haslingfield - Wisbey's Yard Sheltered Housing
7 Jan 2010	<ul style="list-style-type: none"> Leader's presentation 	Leader	Great Shelford Memorial Hall
4 Feb preceded by self- evaluation session	<ul style="list-style-type: none"> Budget Policy Development, Improvement and Communications and ICT portfolio holder Re-visit Call for Action process Re-evaluate off-site meetings/public participation 	Finance Policy, Improvement, Comms and ICT	Cambourne
4 March	<ul style="list-style-type: none"> Choice Based Lettings Draft Annual scrutiny report Housing portfolio holder presentation 	Housing Housing	Linton Village College
1 April	<ul style="list-style-type: none"> Revisit Complaints process ? 	Customer Service	Foxton



PAPER Analysis



When considering whether to adopt an item onto its agenda programme, the Committee will score the item using the following criteria:

1. **Public Interest:** the concerns of local people should influence the issues chosen for scrutiny
(1= low public interest, 2=medium public interest, 3=high public interest)
2. **Ability to change:** priority should be given to issues that the Committee can realistically influence
(1= little chance of changing, 2=reasonable chance, 3=good chance)
3. **Performance:** priority should be given to the areas in which the Council, and other agencies, are not performing well.
(1= good performance, 2=moderate performance, 3=low performance)
4. **Extent:** priority should be given to issues that are relevant to all or large parts of the District.
(1= only one ward, 2= multi-ward issue, 3=the entire District)
5. **Replication:** work programmes must take account of what else is happening in the areas being considered to avoid duplication or wasted effort.
(1= already well covered, 2=already partly covered, 3=not already covered)

Also of major importance is the extent to which any potential scrutiny issue has implications for the Council's priorities, as well as the overall vision:

"To make South Cambridgeshire a safe and healthy place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation. We will be a listening Council, providing a voice for rural life and first-class services accessible to all."

SCRUTINY ENQUIRY SCOPING DOCUMENT

Parent Scrutiny Committee	Scrutiny & Overview Committee (SOC)
Enquiry name	Partnership working for young people
Terms of reference	To review how effectively the Council works with partners to meet the needs of young* people and recommend areas for improvement * young people = up to 19 years (or 25 if special needs)
Summary of enquiry	<ul style="list-style-type: none"> • Of the partnerships we belong to, which are aimed at providing services for young people? • How effectively do these partnerships influence the quality of services for young people? • How well do our policies include the role of partners? (e.g. Youth Participation Strategy) • How could we work more efficiently and effectively within these partnerships to better meet the needs of young people?
Reason for enquiry	Suggested in 2009/10 programme planning
Potential outcome/s	<ul style="list-style-type: none"> • Wider awareness amongst officers and Members regarding the use of partnerships to meet the needs of young people • Mechanism for more effective communication between partners and partnerships • Mechanism for partnerships to more effectively influence services for young people • Improved access for young people to services and information
What will not be included:	Re-scrutiny of the Comprehensive Equalities Policy
Relevant corporate and/or community strategy/ies	Being a listening council, providing first class services accessible to all
Portfolio holders	Cllrs Bard, Bygott and Howell
Members conducting the scrutiny	Task and finish group chair: Cllr B Smith Cllrs Roberts and Waters and others awaited
Key stakeholders	Young residents, parish councils, LSP partners, SCDC Members and officers
Officer involvement	Lead officer: Steve Hampson Gemma Barron, Kathryn Hawkes, Susannah Harris
Expert witnesses	Best practice council(s); Partner representatives
Start date	December 2009
Proposed completion date	March 2010?

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